

City Council Meeting

Monday, May 18, 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 May 4, 2026 City Council meeting

3.2 4th Quarter Financial Reports – 2025 Unaudited Results

3.3 1st Quarter Financial Reports

3.4 Resolution 2026-16 Approving the City of Credit River Official Seal

3.5 Award CSTS Mowing Contract

3.6 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)

6 Public Hearing(s)

7 General Business

7.1 Urban Expansion Reserve Ordinance Amendment

A. Ordinance 2026-03 Amending Section 30-3 of the City Ordinance Related to the UER

B. Resolution 2026-15 Summary Publication for Ordinance 2026-03

7.2 Accept Quotes and Award Contract to Warning Lites for Sign Installation Project

7.3 Credit River Staff Apparel

7.4 Discussion of Signage for E-Bikes in Parks

8 Staff and Council Member Reports

8.1 Update on Cardinal Pass Construction Traffic

8.2 Update on County Ditch 4

9 Adjourn



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CITY COUNCIL AGENDA ITEM REPORT

DATE: May 18, 2026

SUBMITTED BY: Lynda Jirak, Clerk

ITEM TYPE: Minutes

AGENDA SECTION: Consent Agenda

SUBJECT: Minutes from the May 4, 2026 City Council meeting

SUGGESTED ACTION:

ATTACHMENTS:
[5.4.2026 City Council Minutes.docx](#)

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

Absent: Councilmember Abe Zanto

Also Present: City Administrator Steve Jelinski, City Attorney Peter Mikhail, Finance Director Sue Iverson, City Planner Claire Stickler (via Zoom), 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

Motion to approve Agenda by Councilmember Saterbak

Second: Councilmember Schommer

Motion passes 4-0

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 April 20, 2026, City Council Meeting

3.2 Accept Bids and Award Contract to Asphalt Surface Technologies Corp for 2026 Micro-Surfacing Project

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

Motion to approve the Consent Agenda by Councilmember Saterbak

Second: Councilmember Schommer

Motion passes 4-0

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.

Peter Theberath, 7400 165th Street East, approached the podium to address an article published in the April 24, 2026 edition of *Sun ThisWeek*, Lakeville's weekly newspaper, regarding Lakeville's consideration of a one-year moratorium on new housing. He noted that Lakeville is taking steps to evaluate how it would like to guide future growth. Mr. Theberath



expressed his opinion that Credit River should similarly determine how the City grows. He also suggested the information of a Citizen's Advisory Group to review and improve the City's ordinance and codes related to future development.

Vern Platt, 7210 165th Street E, addressed the Council regarding the \$6000 expenditure on a consultant and expressed his opinion that Councilmembers should work collaboratively.

5. Presentation(s)

5.1 Scott County Community Development Agency (CDA) – Business and Community Development Program Presentation

Michael Werenke, Business Development Manager, and Jo Faust, Business and Community Development Director, both with the Scott County CDA, provided an overview of the various programs available to businesses and residents of Scott County. They noted that the Scott County CDA pursues opportunities for economic growth, develops pathways to affordable housing, and partners with communities to establish and achieve goals that support residents' quality of life.

6. Public Hearing(s)

None.

7. General Business

7.1 Codification of Municipal Ordinances

City Clerk Jirak reported that Staff explored professional codification of the City's municipal ordinances, noting that codification would improve transparency, enhance operational efficiency, and help ensure legal consistency across the City's regulatory framework. Two quotes for professional codification services were included in the packet. As this is a specialized process requiring technical expertise, Staff requested Council review of the proposals and direction on how to proceed.

During Council discussion, Councilmembers reviewed the budget allocated for codification, compared the two vendors based on cost and scope of services, and considered tabling the item to allow additional time for research.

Following discussion, Council directed Staff to execute the proposal with Americal Legal to initiate the codification process.

Motion to accept Staff's recommendation, American Legal, for Codification of Municipal Ordinances by Councilmember Markert

Second: Councilmember Schommer

Motion passes 4-0

7.2 RFP for Realtor Services for City Hall Land Acquisition

City Administrator Jelinski reported that, at the direction of the Council, he prepared a Request For Proposals (RFP) for realtor services related to identifying land for a future City Hall site. He noted that the City is seeking a licensed real estate broker in the State of Minnesota to assist in locating potential properties, whether currently on or off the market, within the City of Credit River. Once a realtor is selected, the Council will further discuss and establish property criteria. Councilmembers were invited to provide input on the proposed criteria for the RFP.



During Council discussion, Councilmembers reviewed and refined the proposed criteria, including evaluation factors, and discussed potential additions and removals. City Attorney Mikhail noted that, aside from negotiating strategy and exchange of offers, there is limited ability for the City to conduct real estate acquisition matters in a confidential manner.

Motion to accept the RFP for Realtor Service for City Hall land acquisition with changes made by Councilmembers to the evaluation criteria weight and adding end terms by Councilmember Saterbak

Second: Councilmember Schommer

Motion passes 4-0

7.3 Discussion of Section 2-5-2 Procedure of Zoning Ordinance

A. Ordinance 2026-4 Amending Section 10 of the City Zoning Ordinance Regarding Mining

City Planner Stickler reported that the proposed amendments to Section 10 of the City Code (Mining and Excavation) are intended to modernize the City's regulations, strengthen performance standards, and improve compatibility between mining operations and surrounding land uses. The updates focus on measurable operation controls, enhanced enforcement mechanisms, and increased transparency. Stickler noted that the Planning Commission held a public hearing on the draft ordinance and that staff previously presented the ordinance at a City Council workshop. The ordinance reflects the discussions and suggestions of the public, Planning Commission and City Council members.

Council discussion included the dust control plan, including monitoring airborne silica, compliance with MPCA regulations, and requiring compliance with all applicable laws. Councilmembers also commended Staff for incorporating comments and feedback received during prior discussions. City Attorney Mikhail recommended adding section 10-6(A)(6) – requiring permit compliance with all applicable laws.

Motion to approve Ordinance 2026-4 Amending Section 10 of Zoning Ordinance with addition of 10-6(A)(6) language by Councilmember Saterbak

Second: Councilmember Markert

Motion passes 4-0

B. Resolution 2026-14 Summary Publication for Ordinance 2026-04

Motion to approve Resolution 2026-14 Summary Publication for Ordinance 2026-04 by Councilmember Saterbak

Second: Councilmember Schommer

Motion passes 4-0

7.4 Urban Expansion Reserve Ordinance Amendment

A. Ordinance 2026-03 Amending Section 30-3 of the City Ordinance Related to the UER

City Planner Stickler presented the proposed amendment to the Urban Expansion Reserve (UER) District regulations. Stickler explained that the UER District is intended to preserve large tracts of land for long-term urban development while maintaining very low-density rural uses until public utilities and infrastructure are extended to the area. Under the current regulations, the district requires a minimum lot size of forty (40) acres and limits density to



one dwelling unit per forty (40) acres.

Stickler noted that the existing ordinance can create challenges for property owners with large parcels who wish to establish a single rural homesite for an existing residential unit without significantly impacting the long-term development potential of the property. The proposed amendment would introduce a narrowly tailored, one-time exception allowing the creation of a single one-acre residential parcel from qualifying properties, provided the remaining parcel retains a minimum size of forty (40) acres and is restricted from further subdivision. The Planning Commission held a public hearing on this at their April meeting with no comments from the public and the Planning Commission Board recommended this approval 4 – 0.

Councilmember Markert expressed concerns regarding consistency with prior UER density discussions, comprehensive plan compliance, lot size standards, and the appearance of changing ordinance standards following a recent variance denial recommendation.

Motion to deny Staff's recommendation to support Urban Expansion Reserve Ordinance Amendment – Ordinance 2026-03 by Councilmember Markert
Second: Councilmember Saterbak
Motion fails 2-2, with Mayor Kostik and Councilmember Schommer dissenting

Further discussion occurred regarding lot size consistency, future development impacts, wastewater considerations, and whether the proposed amendment could apply to additional legacy properties within the UER District. Councilmember Markert questioned whether the proposal was tied to a specific variance request, while staff and the City Attorney stated the amendment was intended to address broader concerns affecting multiple legacy properties.

City Attorney Mikhail advised the amendment was intended to remain neutral regarding broader UER density discussions and noted that failed variance requests can prompt reevaluation of ordinance language to better meet policy goals. Mikhail also advised that approval of the amendment would require a Comprehensive Plan amendment.

Motion to table this item to allow Staff time to reach out to Scott County Environmental to clarify the wastewater by Mayor Kostik
Second: Councilmember Schommer
Motion passes 3-1, with Councilmember Markert dissenting

B. Resolution 2026-15 Summary Publication for Ordinance 2026-03

7.5 Consider Revised Joint Powers Agreement for Judicial Road

City Engineer Nelson reported that the City of Lakeville presented a revised Joint Powers Agreement (JPA) for Council consideration. The revised agreement includes the segment of Judicial Road north of 185th Street East, which was not included in the previous agreement. A mill and overlay project for this segment is planned for 2027 at an estimated cost of \$230,000, with costs split equally between the City of Credit River and the City of Lakeville. The estimated cost to the City of Credit River is \$115,000. This segment is not eligible for MSA funding. The agreement also states that Credit River would be responsible for future maintenance costs for this segment.



Councilmember Markert questioned funding for the Judicial Road segment south of 185th Street East and asked why it was not included in the City's CIP. Engineer Nelson explained the southern segment is eligible for Municipal State Aid (MSA) funding, while the northern segment is not eligible because it does not connect county roads or another MSA route.

Councilmember Markert questioned whether a prorated cost share with Lakeville could be considered based on the limited number of Credit River homes accessing the northern segment. Engineer Nelson stated border road projects are generally shared equally between jurisdictions and noted the southern segment reflects a similar arrangement with the jurisdictions reversed.

Councilmember Markert noted the estimated cost equates to a high cost per benefiting home. Engineer Nelson stated the project would need to be budgeted for 2027 and noted the road is in poor condition. Mayor Kostik commented that the road has not been improved for many years.

Motion to approve the Revised Joint Powers Agreement for Judicial Road and budget this for next year by Councilmember Saterbak

Second: Councilmember Schommer

Motion passes 4-0

7.6 Discussion of Action Items for Municipal Water/Sewer

Councilmember Markert stated he previously provided Council with a list of items for consideration related to future sewer and water improvements and requested additional discussion. Markert expressed concern regarding project costs, funding sources, impacts to residents, infrastructure needs, staffing and long-term planning. Markert stated residents should receive estimated cost scenarios and additional information before the City proceeds further with the project.

Mayor Kostik stated the City has discussed the matter through workshops, neighborhood meetings and funding discussions. Kostik noted the project would likely require state or federal funding assistance.

Councilmember Schommer stated neighborhood meetings regarding future sewer improvements have previously been held and discussions have continued over several years.

Councilmember Saterbak stated Markert's list was a good starting point and noted additional discussion is needed regarding streets, storm sewer infrastructure, timelines, funding and long-term maintenance needs. Saterbak stated road reconstruction costs are a significant portion of the overall project and noted several neighborhoods have aging infrastructure requiring future improvements. Saterbak also requested continued discussion regarding MPCA sewer issues in Stonebridge.

Mayor Kostik and Councilmembers discussed continuing workshops and directing staff to continue evaluating project costs, funding opportunities, grant applications and related planning items.

Finance Director Iverson stated financial consultants, such as Ehlers, are commonly used by cities for large infrastructure project financial modeling and funding analysis.

8. Staff and Council Member Reports



8.1 Update on Election Information

City Clerk Jirak updated Council that she met with Scott County Property and Customer Service Manager, Julie Hanson and reported that Scott County will conduct in-person absentee voting for the City of Credit River. Jirak also stated that she will assist in the absentee voting room at Scott County on Tuesdays and Fridays, as well as during extended hours throughout the in-person absentee voting period.

Finance Director Iverson reported that the auditors will be at City Hall in the morning.

Councilmember Saterbak reported that there will be the first Meeting in the Park at Country Court on Monday, May 11th at 6:00 pm.

Councilmember Schommer reported that road grading is currently taking place.

9. Adjourn

Motion to Adjourn, by Councilmember Schommer
Second: Councilmember Saterbak
Motion passes 4-0

Meeting adjourned at 7:57 pm.

Recorded by:

Approved by:

Lynda Jirak, City Clerk

Chris Kostik, Mayor





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CITY COUNCIL AGENDA ITEM REPORT

DATE: May 18, 2026

SUBMITTED BY: Sue Iverson, Finance

ITEM TYPE: Agenda Report

AGENDA SECTION: Consent Agenda

SUBJECT: 4th Quarter Financial Reports – 2025 Unaudited Results

BACKGROUND: Attached are the 4th Quarter Financial reports through December 31, 2025.

These reports do not reflect final audit adjustments.

The reports show that the City’s General Fund was ahead of budget projections on total. Factors contributing to this include building and zoning activity as it is running more than budgeted as you can see by the revenues and transfer activity is a result of audit entries and actions taken earlier this year.

The reports show the General Fund expenditures are close to projections and notations are noted in the report for those which are under/over budget for the year. Public work items are seasonal in nature and are dependent on weather (draught, snow, rain, etc.) and repairs that are needed.

All other funds are running as expected, construction projects typically do not always reflect the actual results because of timing, billing, or work that still needs to be completed. Enterprise funds revenue numbers are close to budget.

FINANCIAL IMPACT: None, just informational reports

SUGGESTED ACTION: Approve 4th Quarter Financial Reports

ATTACHMENTS:

[CR 4th Qtr Financials 2025 Unaudited.pdf](#)

CITY OF CREDIT RIVER

4TH Quarter

Financial Preport

2025

UNAUDITED 2025 ACTUALS WITHOUT FINAL AUDIT ADJUSTMENTS		2025	Actual	YTD	YTD % of	
Account Number	Description	Adopted	12/31/2025	Variance	Budget	Comments
General Fund Revenues:						
100-00000-31000	Current Ad Valorem Taxes-Operating	\$ 1,092,061	\$ 1,090,113	\$ 1,948	99.82%	Taxes only received June & December
100-00000-31001	Current Ad Valorem Taxes-Public Safety	1,008,286	1,006,212	2,074	99.79%	Taxes only received June & December
100-00000-31810	Franchise Fees	23,000	13,185	9,815	57.32%	Lower than expected fees collected
100-00000-32000	Licenses and Permits	-	390	(390)	0.00%	
100-00000-32100	Business Licenses/Permits	4,500	3,900	600	86.67%	
100-00000-32150	Public Utilities	6,300	12,330	(6,030)	195.71%	Excavation and ROW permits
100-00000-32210	Building Permits	1,000	1,771	(771)	177.10%	
100-42400-32210	Building Permits	430,000	494,225	(64,225)	114.94%	More than expected building permits
100-42400-32211	Permit State Surcharge	-	5,164	(5,164)	0.00%	Pass thru to state and we keep a percentage for admin costs
100-00000-33180	Federal Grant	-	-	-	0.00%	
100-41410-33000	Intergovernmental Aids	-	791	(791)	0.00%	Elections grant from County
100-00000-33400	State Grants and Aids	114,394	113,660	734	99.36%	
100-00000-33402	Homestead Credit	-	2,959	(2,959)	0.00%	
100-00000-34107	Assessment Searches	-	25	(25)	0.00%	
100-00000-34110	Building Permits Admin	750	-	750	0.00%	
100-00000-34111	Wetland Fee	3,000	825	2,175	27.50%	
100-00000-34112	Access Inspection Fee	1,500	3,200	(1,700)	213.33%	More than expected building permits
100-41910-34120	Planning and Zoning	600	4,400	(3,800)	733.33%	More than expected
100-41910-34300	Highways and Street Charges	7,000	7,533	(533)	107.62%	These are really Fines
100-00000-36210	Interest Earnings	143,800	120,692	23,108	83.93%	Less than expected mostly due to transfer to Capital
100-00000-36200	Miscellaneous Revenue	-	1,943	(1,943)	0.00%	Misc refunds:copier credit, credit card point redemptions, etc.
100-00000-39200	Trasfer from Other Fund	-	164,164	(164,164)	0.00%	closed out fund 203 Lot Fees
Total General Fund Revenues:		\$ 2,836,191	\$ 3,047,482	\$ (211,291)	107.45%	
General Fund Expenditures:						
41000	Mayor & Council	45,480	43,362	2,118	95.34%	
41320	Administrator	302,885	270,963	31,922	89.46%	position vacant for 3 months
41400	City Clerk	129,790	116,668	13,122	89.89%	position vacant for 1 month
41410	Elections	1,000	1,461	(461)	146.12%	
41510	Treasurer/Finance	286,590	211,898	74,692	73.94%	position vacant for 2 months
41550	Assessing	57,600	58,613	(1,013)	101.76%	Billed in Spring, paid once a year
41910	Planning & Zoning	391,370	400,336	(8,966)	102.29%	planner position vacant since Spring & contracted with consulatant
41940	City Hall	19,900	31,386	(11,486)	157.72%	Repairs to doors and misc items
42100	Police	422,473	422,473	0	100.00%	
42150	Prosecution	-	2,463	(2,463)	0.00%	included with Police billing
42220	Fire	585,813	585,813	-	100.00%	full payments have been made
42400	Building Inspection	10,000	-	10,000	0.00%	costs were charged to planning and zoning in 2025
43000	Public Works (General)	43,800	74,151	(30,351)	169.29%	Non road engineering costs were more than expected as a result of no planner
43100	Highways, Streets & Roads	61,970	57,759	4,211	93.20%	
43121	Paved Streets	168,000	61,213	106,787	36.44%	Less work done than expected in 2025 some moved to 2026
43122	Unpaved Streets	74,000	85,204	(11,204)	115.14%	
43125	Ice & Snow Removal	170,520	106,018	64,502	62.17%	Snowstorms at end of year, less snow that expected beg of year
43150	Storm Drainage	50,000	93,034	(43,034)	186.07%	repaired culvert
45200	Parks	15,000	20,003	(5,003)	133.35%	mowing costs higher than budgeted
00000	Transfers	179,915	2,034,849	(1,854,934)	1131.01%	Council directed transfers- balance of Road and Bridge Fund to Capital 401 and transfer from General to Capital 401 for SP loan plus operating transfer budgeted
49000	Contingency Reserve	-	-	-	0.00%	
Total General Fund Expenditures:		\$ 3,016,106	\$ 4,677,668	\$ (1,661,562)	155.09%	
Total Gen Fund Revs. Over/(Under) Expenditures:		\$ (179,915)	\$ (1,630,186)	\$ 1,450,271	906.09%	Use of Fund Balance if negative
	Total Expenditure w/o additional transfer	\$ 3,016,106	\$ 3,341,874	(325,768)	110.80%	November transfer of \$1,335,794 from 100 to 401
	Total Rev over/under Exp	\$ (179,915)	\$ (294,392)	114,477	163.63%	Use of Fund Balance if negative

CITY OF CREDIT RIVER

2nd Quarter

Financial Report

UNAUDITED 2025 ACTUALS WITHOUT FINAL AUDIT ADJUSTMENTS		2025	2025			
		2025	Actual	YTD	YTD % of	
Account Number	Description	Adopted	12/31/2025	Variance	Budget	Comments
Sprcial Revenue Funds						
202 Park Fund						
	Revnues	\$ 29,500	\$ 73,473	\$ (43,973)	249.06%	More than expected building permits
	Expenses	52,000	-	52,000	0.00%	
Total Revs. Over/(Under) Expenditures:		(22,500)	73,473	\$ (95,973)	-326.55%	
203 Lot Fees						
	Revnues	\$ 6,600	\$ 1,301	\$ 5,299	19.71%	
	Expenses	-	164,164	(164,164)	0.00%	Operating transfer as Fund was closed
Total Revs. Over/(Under) Expenditures:		6,600	(162,863)	\$ 169,463	-2467.61%	
204 Turn Lane Fees Fund						
	Revnues	\$ -	\$ 2,309	\$ (2,309)	0.00%	
	Expenses	294,726	291,397	3,329	98.87%	Operating transfer as Fund was closed
Total Revs. Over/(Under) Expenditures:		(294,726)	(289,088)	\$ (5,638)	98.09%	

CITY OF CREDIT RIVER

2nd Quarter

Financial Report

UNAUDITED 2025 ACTUALS WITHOUT FINAL AUDIT ADJUSTMENTS		2025	2025			
		2025	Actual	YTD	YTD % of	
Account Number	Description	Adopted	12/31/2025	Variance	Budget	Comments
Debt Service Funds						
330 2015 GO Improvement Bonds Fund						
	Revenues	\$ 76,362	\$ 74,833	\$ 1,529	98.00%	Taxes only received June & December
	Expenses	150,913	151,013	(100)	100.07%	both bond payments have been made for the year
Total Revs. Over/(Under) Expenditures:		(74,551)	(76,180)	\$ 1,629	102.18%	
340 2018 GO Improvement Bonds Fund						
	Revenues	\$ 121,316	\$ 120,095	\$ 1,221	98.99%	Taxes only received June & December
	Expenses	156,025	156,025	-	100.00%	both bond payments have been made for the year
Total Revs. Over/(Under) Expenditures:		(34,709)	(35,930)	\$ 1,221	103.52%	
350 2021 GO Improvement Bonds Fund						
	Revenues	\$ 136,758	\$ 151,106	\$ (14,348)	110.49%	Taxes only received June & December
	Expenses	153,515	154,415	(900)	100.59%	both bond payments have been made for the year
Total Revs. Over/(Under) Expenditures:		(16,757)	(3,309)	\$ (13,448)	19.75%	

CITY OF CREDIT RIVER

2nd Quarter

Financial Report

UNAUDITED 2025 ACTUALS WITHOUT FINAL AUDIT ADJUSTMENTS		2025	2025			
		2025	Actual	YTD	YTD % of	
Account Number	Description	Adopted	12/31/2025	Variance	Budget	Comments
	Capital Funds					
401 Capital Improvements Fund						
	Revenues	\$ 1,390,438	\$ 2,973,749	\$ (1,583,311)	213.87%	Operating Transfer, rest of fund is running around 50% of budget as taxes only received June and December invoices for projects done in summer may not be reflected in the numbers as they may not have been billed or completed yet.
	Expenses	934,588	663,431	271,157	70.99%	
Total Revs. Over/(Under) Expenditures:		455,850	2,310,317	\$ (1,854,467)	506.82%	
440 Capital Improvements Fund						
	Revenues	\$ -	\$ 22	\$ (22)	0.00%	
	Expenses	-	-	-	0.00%	
Total Revs. Over/(Under) Expenditures:		-	22	\$ (22)	0.00%	

CITY OF CREDIT RIVER

2nd Quarter

Financial Report

UNAUDITED 2025 ACTUALS WITHOUT FINAL AUDIT ADJUSTMENTS		2025	2025			
Account Number	Description	Adopted	Actual 12/31/2025	YTD Variance	YTD % of Budget	Comments
Enterprise Funds						
601 SP/MH SSD						
	Charges for Service	\$ 75,374	\$ 82,978	\$ (7,604)	110.09%	
	Investment Earnings	9,400	18,467	(9,067)	196.46%	
	Transfers	-	-	-	0.00%	
	Total Revenue	\$ 84,774	\$ 101,445	(16,671)	119.67%	
	Personnel	\$ 6,222	\$ 6,423	\$ (201)	103.23%	
	Materials and Supplies	30	30	0	99.27%	
	Charges and Services	46,736	33,194	13,542	71.03%	
	Capital Outlay	3,507	1,755	1,752	50.05%	
	Miscellaneous	90	62	28	68.60%	
	Transfers	-	-	-	0.00%	
	Total Expenses	\$ 56,585	\$ 41,464	\$ 15,121	73.28%	
Total Revs. Over/(Under) Expenditures:		\$ 28,189	\$ 59,981	\$ (31,792)	212.78%	
602 Territory SSD						
	Charges for Service	\$ 215,125	\$ 226,146	\$ (11,021)	105.12%	
	Investment Earnings	9,000	17,814	(8,814)	197.94%	
	Transfers	-	-	-	0.00%	
	Total Revenue	\$ 224,125	\$ 243,961	(19,836)	108.85%	
	Personnel	\$ 27,980	\$ 28,367	\$ (387)	101.38%	
	Materials and Supplies	130	132	(2)	101.48%	
	Charges and Services	220,813	229,154	(8,341)	103.78%	
	Capital Outlay	17,460	7,040	10,420	40.32%	
	Miscellaneous	250	273	(23)	109.34%	
	Transfers	-	-	-	0.00%	
	Total Expenses	\$ 266,633	\$ 264,967	\$ 1,666	99.38%	
Total Revs. Over/(Under) Expenditures:		\$ (42,508)	\$ (21,006)	\$ (21,502)	49.42%	

CITY OF CREDIT RIVER

2nd Quarter

Financial Report

UNAUDITED 2025 ACTUALS WITHOUT FINAL AUDIT ADJUSTMENTS		2025	2025			
Account Number	Description	2025 Adopted	Actual 12/31/2025	YTD Variance	YTD % of Budget	Comments
603 Stonegridge SSD						
	Charges for Service	\$ 99,586	\$ 108,497	\$ (8,911)	108.95%	
	Investment Earnings	3,700	7,365	(3,665)	199.06%	
	Transfers	-	-	-	0.00%	
	Total Revenue	\$ 103,286	\$ 115,862	(12,576)	112.18%	
	Personnel	\$ 6,770	\$ 6,864	\$ (94)	101.39%	
	Materials and Supplies	30	32	(2)	106.40%	
	Charges and Services	57,131	57,091	40	99.93%	
	Capital Outlay	3,492	1,892	1,601	54.17%	
	Miscellaneous	60	66	(6)	110.23%	
	Transfers	-	-	-	0.00%	
	Total Expenses	\$ 67,483	\$ 65,945	\$ 1,538	97.72%	
Total Revs. Over/(Under) Expenditures:		\$ 35,803	\$ 49,918	\$ (14,115)	139.42%	
604 SP SSD						
	Charges for Service	\$ 83,690	\$ 88,672	\$ (4,982)	105.95%	
	Investment Earnings	100	3,026	(2,926)	3026.21%	
	Transfers	-	-	-	0.00%	
	Total Revenue	\$ 83,790	\$ 91,698	(7,908)	109.44%	
	Personnel	\$ 4,148	\$ 4,113	\$ 35	99.15%	
	Materials and Supplies	20	19	1	95.75%	
	Charges and Services	47,766	41,664	6,102	87.23%	
	Capital Outlay	2,338	1,056	1,282	45.17%	
	Miscellaneous	60	40	20	66.10%	
	Interest	29,920	1,350	28,570	4.51%	
	Transfers	-	-	-	0.00%	
	Total Expenses	\$ 84,252	\$ 48,242	\$ 36,010	57.26%	
Total Revs. Over/(Under) Expenditures:		\$ (462)	\$ 43,456	\$ (43,918)	-9406.02%	



Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: May 18, 2026

SUBMITTED BY: Sue Iverson, Finance

ITEM TYPE: Agenda Report

AGENDA SECTION: Consent Agenda

SUBJECT: 1st Quarter Financial Reports

BACKGROUND: Attached are the 1st Quarter Financial reports through March 31, 2026.

The reports show that the City’s General Fund is running close to expected and most revenues will not be collected until property taxes are received later in the year, we have received ½ of our MSA funds and planning costs seem to be running better than expected as of the end of 1st quarter.

The reports show the General Fund expenditures are close to projections and notations are noted on the report for those which are under/over budget or paid for the year. Public work items are seasonal in nature and dependent on weather events, we have used ½ of the Ice & Snow removal budget for the 1st part of the year.

All other funds are running as expected, construction projects typically do not reflect the actual results until year-end because of timing and billing. Enterprise funds revenue numbers are close to budget.

FINANCIAL IMPACT: None, just informational reports

SUGGESTED ACTION: Approve 1st Quarter Financial Reports

ATTACHMENTS:

[CR1st Qtr Financials.pdf](#)

CITY OF CREDIT RIVER

1st Qtr Financial Reports

2026

		2026	Actual	YTD % of	
Account Number	Description	Adopted	3/31/2026	Budget	Comments
General Fund Revenues:					
				(475,344.56)	Surplus/(Deficit) in Rev over Expenditures
Taxes					
100-00000-31000	Current Ad Valorem Taxes	\$ 1,208,314	\$ 197	0.02%	Receive in June and December
100-00000-31001	Current Ad Valorem Taxes-Public Safety	1,119,524	\$ -	0.00%	
100-00000-31810	Franchise Fees	23,000	3,927	17.08%	
Total Taxes		\$ 2,350,838	\$ 4,124	0.18%	
Licenses and Permits					
100-00000-32000	Licenses and Permits	-	-	0.00%	
100-00000-32100	Business Licenses/Permits	5,000	-	0.00%	
100-00000-32150	Public Utilities	7,000	1,840	26.29%	
100-00000-32210	Building Permits	1,000	332	33.20%	
100-42400-32210	Building Permits	430,000	106,083	24.67%	
100-42400-32211	Permit State Surcharge	-	198	0.00%	paid Quarterly - Pass Thru
Total Licenses and Permits		\$ 443,000	\$ 108,452	24.48%	
Intergovernmental					
100-00000-33180	Federal Grant			0.00%	
100-41410-33000	Intergovernmental Aids	-	-	0.00%	
100-00000-33400	State Grants and Aids	110,000	54,008	49.10%	
100-00000-33402	Homestead Credit	-	-	0.00%	
Total Intergovernmental		\$ 110,000	\$ 54,008	49.10%	
Charges for Services					
100-00000-34107	Assessment Searches	100	-	0.00%	
100-00000-34110	Building Permits Admin	750	-	0.00%	
100-00000-34111	Wetland Fee	2,700	175	6.48%	
100-00000-34112	Access Inspection Fee	2,000	700	35.00%	
100-41910-34120	Planning and Zoning	1,000	900	90.00%	
100-41910-34300	Highways and Street Charges	7,000	475	6.78%	Should be listed under Fines
Total Charges for Services		\$ 13,550	\$ 2,250	16.60%	
Fines and Forfeits					
101-42100-35100	Fines	-	2,278	0.00%	Was budgeted under Highways and Street Charges
Total Fines and Forfeits		\$ -	\$ 2,278	0.00%	
Investment Earnings					
100-00000-36210	Interest Earnings	140,000	10,717	7.66%	
Total Investment Earnings		\$ 140,000	\$ 10,717	7.66%	
Miscellaneous					
10-00000-36200	Miscellaneous Revenue	-	-	0.00%	
Total Miscellaneous		\$ -	\$ -	0.00%	

CITY OF CREDIT RIVER

1st Qtr Financial Reports

2026

		2026	Actual	YTD % of	
<u>Account Number</u>	<u>Description</u>	<u>Adopted</u>	<u>3/31/2026</u>	<u>Budget</u>	<u>Comments</u>
Transfers In					
101-00000-39200	Trasfer from Other Fund	-	-	0.00%	
Total Investment Earnings		\$ -	\$ -	0.00%	
Total General Fund Revenues:		\$ 3,057,388	\$ 181,829	5.95%	

CITY OF CREDIT RIVER

1st Qtr Financial Reports

2026

		2026	Actual	YTD % of	
Account Number	Description	Adopted	3/31/2026	Budget	Comments
General Fund Expenditures:					
41000	Mayor & Council				
Personnel					
100-41000-100	Wages and Salaries	40,000	10,571	26.43%	
100-41000-112	Mileage	-		0.00%	
100-41000-121	PERA	2,000	119	5.97%	
100-41000-122	FICA	2,480	809	32.62%	
100-41000-123	MN Paid Leave	-	64	0.00%	
Total Personnel		\$ 44,480	\$ 11,563	26.00%	
Materials and Supplies					
100-41000-208	Training and Instruction	500	138	27.68%	
100-41000-209	Other Office Supplies	500	-	0.00%	
Total Materials and Supplies		\$ 1,000	\$ 138	13.84%	
Charges and Services					
100-41000-300	Professional Services	-	6,000	0.00%	Council Facilitator Fee
100-41000-433	Dues & Subscriptions	-	-	0.00%	
Total Charges and Services		\$ -	\$ 6,000	0.00%	
41000	Total Mayor & Council	\$ 45,480	\$ 17,702	38.92%	
41320	Administrator				
Personnel					
100-41320-100	Wages and Salaries	113,815	30,477	26.78%	
100-41320-112	Mileage	1,500	-	0.00%	
100-41320-121	PERA	9,675	2,286	23.63%	
100-41320-122	FICA	8,707	2,213	25.42%	
100-41320-123	MN Paid Leave	-	193	0.00%	
100-41320-131	Employer Paid Health	26,584	6,324	23.79%	
100-41320-133	Employer Paid Dental	2,796	-	0.00%	
100-41320-134	Employer Paid Life	250	-	0.00%	
100-41320-150	Worker's Comp (General)	450	-	0.00%	
100-41320-151	Worker's Comp Insurance Prem	3,000	-	0.00%	
Total Personnel		\$ 166,777	\$ 41,493	24.88%	
Materials and Supplies					
100-41320-200	Office Supplies	500	753	150.58%	
100-41320-202	Copier Expenses	3,000	1,495	49.85%	
100-41320-208	Training and Instruction	4,000	-	0.00%	
Total Materials and Supplies		\$ 7,500	\$ 2,248	29.98%	
Charges and Services					
100-41320-300	Professional Services	30,000	198	0.66%	

CITY OF CREDIT RIVER

1st Qtr Financial Reports

2026

		2026	Actual	YTD % of	
Account Number	Description	Adopted	3/31/2026	Budget	Comments
100-41320-304	Legal Fees	60,000	2,184	3.64%	
100-41320-310	Other Professional Services	-	-	0.00%	
100-41320-320	Website	15,965	17,259	108.10%	
100-41320-321	Telephone	625	38	6.15%	
100-41320-322	Postage	-	-	0.00%	
100-41320-331	Travel Expenses	1,000	-	0.00%	
100-41320-341	Employment	500	-	0.00%	
100-41320-351	Legal Notices Publishing	-	-	0.00%	
100-41320-361	General Liability Insurance	21,000	-	0.00%	
100-41320-433	Dues and Subscriptions	19,000	8,669	45.63%	
Total Charges and Services		\$ 148,090	\$ 28,348	19.14%	
41320	Total Administrator	\$ 322,367	\$ 72,089	22.36%	
41400	City Clerk				
Personnel					
100-41400-100	Wages and Salaries	84,460	23,532	27.86%	
100-41400-112	Mileage	600	115	19.11%	
100-41400-121	PERA	7,179	1,765	24.58%	
100-41400-122	FICA	6,461	1,694	26.23%	
100-41400-123	MN Paid Leave	-	150	0.00%	
100-41400-131	Employer Paid Health	19,703	3,930	19.94%	
100-41400-133	Employer Paid Dental	2,796	-	0.00%	
100-41400-134	Employer Paid Life	250	-	0.00%	
100-41400-150	Worker's Comp (General)	630	-	0.00%	
Total Personnel		\$ 122,079	\$ 31,185	25.54%	
Materials and Supplies					
100-41400-200	Office Supplies	-	-	0.00%	
100-41400-202	Copier Expenses	-	-	0.00%	
100-41400-208	Training and Instruction	2,000	-	0.00%	
Total Materials and Supplies		\$ 2,000	\$ -	0.00%	
Charges and Services					
100-41400-300	Professional Services	2,500	-	0.00%	
100-41400-320	Website	-	-	0.00%	
100-41400-321	Telephone	600	-	0.00%	
100-41400-322	Postage	1,300	287	22.07%	
100-41400-351	Legal Notices Publishing	1,000	197	19.70%	
100-41400-433	Dues and Subscriptions	200	-	0.00%	
Total Charges and Services		\$ 5,600	\$ 484	8.64%	
41400	Total City Clerk	\$ 129,679	\$ 31,669	24.42%	
41410	Elections				

CITY OF CREDIT RIVER

1st Qtr Financial Reports

2026

		2026	Actual	YTD % of	
<u>Account Number</u>	<u>Description</u>	<u>Adopted</u>	<u>3/31/2026</u>	<u>Budget</u>	<u>Comments</u>
Personnel					
100-41410-100	Wages and Salaries	24,000	-	0.00%	
100-41410-112	Mileage	700	-	0.00%	
100-41410-122	FICA	1,836	-	0.00%	
100-41410-123	MN Paid Leave	-	-	0.00%	
Total Personnel		\$ 26,536	\$ -	0.00%	
Materials and Supplies					
100-41410-200	Office Supplies	1,500	16	1.08%	
100-41410-209	Other Office Supplies	800	-	0.00%	
Total Materials and Supplies		\$ 2,300	\$ 16	0.70%	
Charges and Services					
100-41410-304	Legal Fees	-	-	0.00%	
100-41410-322	Pstage	100	-	0.00%	
100-41410-351	Legal Notices and Publishing	500	-	0.00%	
100-41410-410	Rentals	-	-	0.00%	
Total Charges and Services		\$ 600	\$ -	0.00%	
41410	Total Elections	\$ 29,436	\$ 16	0.05%	
41510	Treasurer/Finance				
Personnel					
100-41510-100	Wages and Salries	108,567	29,470	27.14%	
100-41510-112	Mileage	300	-	0.00%	
100-41510-121	PERA	9,228	2,210	23.95%	
100-41510-122	FICA	8,306	2,227	26.81%	
100-41510-123	MN Paid Leave	-	195	0.00%	
100-41510-125	Other Retirement Contributions	-	-	0.00%	
100-41510-131	Employer Paid Health	-	535	0.00%	
100-41510-133	Employer Paid Dental	2,796	-	0.00%	
100-41510-134	Employer Paid Life	250	-	0.00%	
100-41510-150	Worker's Comp (General)	880	-	0.00%	
Total Personnel		\$ 130,327	\$ 34,638	26.58%	
Materials and Supplies					
100-41510-207	Computer Suplies	1,000	-	0.00%	
100-41510-208	Training and Instruction	4,000	-	0.00%	
100-41510-211	Meetings	-	-	0.00%	
Total Materials and Supplies		\$ 5,000	\$ -	0.00%	
Charges and Services					
100-41510-300	Professional Services	50,000	806	1.61%	
100-41510-301	Auditing and Accounting Services	27,000	-	0.00%	
100-41510-309	EDP, Software and Design	9,000	3,424	38.05%	

CITY OF CREDIT RIVER

1st Qtr Financial Reports

2026

		2026	Actual	YTD % of	
Account Number	Description	Adopted	3/31/2026	Budget	Comments
100-41510-310	Other Professional Services	-	-	0.00%	
100-41510-321	Telephone	600	38	6.40%	
100-41510-331	Travel Expenses	1,000	-	0.00%	
100-41510-431	Cash Short	-	532	0.00%	
100-41510-433	Dues and Subscriptions	500	-	0.00%	
100-41510-621	Bank Service Charge ACH	500	75	15.00%	
100-41510-623	NSF Bank Fees	-	-	0.00%	
Total Charges and Services		\$ 88,600	\$ 4,876	5.50%	
41510	Total Treasurer/Finance	\$ 223,927	\$ 39,513	17.65%	
41550	Assessing				
Charges and Services					
100-41510-300	Professional Services	60,000	-	0.00%	
Total Charges and Services		\$ 60,000	\$ -	0.00%	
41550	Total Assessing	\$ 60,000	\$ -	0.00%	
41910	Planning & Zoning				
Personnel					
100-41910-100	Wages and Salries	86,571	6,294	7.27%	
100-41910-112	Mileage	300	-	0.00%	
100-41910-121	PERA	7,359	394	5.36%	
100-41910-122	FICA	6,623	476	7.18%	
100-41910-123	MN Paid Leave	-	40	0.00%	
100-41910-131	Employer Paid Health	19,703	115	0.58%	
100-41910-133	Employer Paid Dental	2,796	-	0.00%	
100-41910-134	Employer Paid Life	250	-	0.00%	
100-41910-142	Unemployment Benefits	-	-	0.00%	
100-41910-150	Worker's Comp (General)	640	-	0.00%	
Total Personnel		\$ 124,242	\$ 7,319	5.89%	
Materials and Supplies					
100-41910-207	Computer Supplies	2,000	-	0.00%	
100-41910-208	Training and Instuction	1,500	-	0.00%	
Total Materials and Supplies		\$ 3,500	\$ -	0.00%	
Charges and Services					
100-41910-300	Professional Services	-	-	0.00%	
100-41910-303	Engineering Fees	10,000	770	7.70%	
100-41910-304	Legal Fees	5,000	879	17.58%	
100-41910-309	EDP, Software and Design	-	-	0.00%	
100-41910-310	Other Professional Services	-	-	0.00%	See Building Inspections
100-41910-351	Legal Notices and Publishing	1,000	51	5.09%	
100-41910-430	Miscellaneous	-	-	0.00%	

CITY OF CREDIT RIVER

1st Qtr Financial Reports

2026

		2026	Actual	YTD % of	
<u>Account Number</u>	<u>Description</u>	<u>Adopted</u>	<u>3/31/2026</u>	<u>Budget</u>	<u>Comments</u>
100-41910-433	Dues and Subscriptions	-	-	0.00%	
Total Charges and Services		\$ 16,000	\$ 1,700	10.62%	
41910	Total Planning & Zoning	\$ 143,742	\$ 9,019	6.27%	
41940	City Hall				
Materials and Supplies					
100-41940-200	Office Supplies	-	-	0.00%	
100-41940-220	Repair/Maintenance Supplies	30,000	48	0.16%	
100-41940-227	Utility Maintenance Supplies	-	-	0.00%	
Total Materials and Supplies		\$ 30,000	\$ 48	0.16%	
Charges and Services					
100-41940-310	Other Professional Services	5,000	1,126	22.52%	
100-41940-311	Pest Control	325	95	29.34%	
100-41940-316	Monitoring/Svc Provider Costs	500	-	0.00%	
100-41940-321	Telephone	4,500	1,186	26.35%	
100-41940-381	Electric Utilities	1,200	292	24.33%	
100-41940-383	Gas Utilities	2,000	580	28.98%	
100-41940-444	Plow Roads	1,800	1,150	63.89%	
100-41940-445	Grass/Lawn Care	4,000	-	0.00%	
100-41940-454	Septic Pumping	4,000	-	0.00%	
Total Charges and Services		\$ 23,325	\$ 4,429	18.99%	
Capital Outlay					
100-41940-520	Buildings and Structures	-	-	0.00%	
101-41940-560	furniture and Fixtures	-	-	0.00%	
100-41940-570	Office Equipment and Furnishings	-	-	0.00%	
Total Miscellaneous		\$ -	\$ -	0.00%	
41940	Total City Hall	\$ 53,325	\$ 4,477	8.39%	
2100	Police				
Charges and Services					
100-42200-300	Law Enforcement Contract	459,098	-	0.00%	
100-42200-726	Animal Control	-	-	0.00%	
Total Charges and Services		\$ 459,098	\$ -	0.00%	
2100	Total Police	\$ 459,098	\$ -	0.00%	
2150	Prosecution				
Charges and Services				0.00%	
100-42200-300	Attorney Criminal	5,000	-	0.00%	
Total Charges and Services		\$ 5,000	\$ -	0.00%	

CITY OF CREDIT RIVER

1st Qtr Financial Reports

2026

		2026	Actual	YTD % of	
Account Number	Description	Adopted	3/31/2026	Budget	Comments
2150	Total Prosecution	\$ 5,000	\$ -	0.00%	
2220	Fire				
Charges and Services					
100-42200-300	Fire Contract	660,426	332,024	50.27%	
Total Charges and Services		\$ 660,426	\$ 332,024	50.27%	
2220	Total Fire	\$ 660,426	\$ 332,024	50.27%	
2400	Building Inspection				
Charges and Services					
100-43129-303	Building Permit Review - Engr Services	10,000	-		Building Permit Review
100-41910-310	Other Professional Services	175,000	65,631	37.50%	Inspections
Total Charges and Services		\$ 185,000	\$ 65,631	35.48%	
2400	Total Building Inspection	\$ 185,000	\$ 65,631	35.48%	

CITY OF CREDIT RIVER

1st Qtr Financial Reports

2026

		2026	Actual	YTD % of	
Account Number	Description	Adopted	3/31/2026	Budget	Comments
43000	Public Works (General)				
Materials and Supplies					
100-43000-212	Motor Fuels	3,500	329	9.41%	
100-43000-220	Repair/maint Supplies	5,000	545	10.89%	
Total Materials and Supplies		\$ 8,500	\$ 874	10.28%	
Charges and Services					
100-43000-300	Professional Services	2,000	-	0.00%	
100-43130-303	Utility Permit Review - Engr Services	5,000	-	0.00%	Utility Permit Review - ROW
100-43133-303	Non Road engineering	40,000	2,523	6.31%	
100-43000-309	EDP, Software and Design	2,600	-	0.00%	
101-43000-410	Rentals	1,200	-	0.00%	
Total Charges and Services		\$ 50,800	\$ 2,523	4.97%	
43000	Total Public Works (General)	\$ 59,300	\$ 3,397	5.73%	
43100	Highways, Streets & Roads				
Personnel					
100-43100-100	Wages and Salries	11,682	795	6.81%	
100-43100-112	Mileage	-	-	0.00%	
100-43100-121	PERA	993	60	6.01%	
100-43100-122	FICA	894	61	6.80%	
100-43100-123	MN Paid Leave	-	7	0.00%	
100-43100-131	Employer Paid Health	-	-	0.00%	
100-43100-133	Employer Paid Dental	-	-	0.00%	
100-43100-134	Employer Paid Life	-	-	0.00%	
100-43000-150	Worker's Comp (General)	1,120	-	0.00%	
Total Personnel		\$ 14,689	\$ 922	6.28%	
Materials and Supplies					
100-43100-217	Street Signs	12,000	-	0.00%	
Total Materials and Supplies		\$ 12,000	\$ -	0.00%	
Charges and Services					
		-	-	0.00%	
100-43100-303	Engineering Fees	50,000	1,650	3.30%	
100-43100-304	Legal Fees	3,000	-	0.00%	
100-43100-312	Utility Locating Services	1,700	55	3.26%	
100-43100-351	Legal Notices and Publishing	1,000	-	0.00%	
100-43100-381	Electric Utilities	1,400	273	19.53%	
100-43100-384	Refuse/Garbage	1,000	-	0.00%	
100-43100-400	Repairs & Maintenance	-	-	0.00%	
100-43100-430	Miscellaneous	2,500	-	0.00%	
100-43100-439	Weed Control	5,000	-	0.00%	
100-43100-446	Cut Trees/Brush	80,000	-	0.00%	

CITY OF CREDIT RIVER

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2026

		2026	Actual	YTD % of	
Account Number	Description	Adopted	3/31/2026	Budget	Comments
100-43100-447	Mow Ditches	8,500	-	0.00%	
Total Charges and Services		\$ 154,100	\$ 1,979	1.28%	
43100	Total Highways, Streets & Roads	\$ 180,789	\$ 2,901	1.60%	
43121	Paved Streets				
Charges and Services					
100-43121-388	Street Sweeping	8,000	-	0.00%	
100-43121-400	Repairs & maintenance	-	-	0.00%	
100-43121-440	Repair Road	-	-	0.00%	
100-43121-441	Sealcoat Road	-	-	0.00%	
100-43121-442	Crackfill Road	60,000	-	0.00%	
100-43121-443	Bituminous Patch	135,000	-	0.00%	
100-43121-452	Apply Gravel/Shoulder Work	5,000	-	0.00%	
Total Charges and Services		\$ 208,000	\$ -	0.00%	
43121	Paved Streets	\$ 208,000	\$ -	0.00%	
43122	Unpaved Streets				
Materials and Supplies					
100-43122-230	Purchase Rock	35,000	-	0.00%	
Total Materials and Supplies		\$ 35,000	\$ -	0.00%	
Charges and Services					
100-43122-351	Legal Notice Publishing	-	-	0.00%	
100-43122-440	Repair Road	-	-	0.00%	
100-43122-448	Blade Roads	-	-		
100-43122-449	Dustcoat Gravel	35,000	-	0.00%	
100-43122-452	Apply Gravel/Shoulder Work	-	-	0.00%	
100-43122-453	Haul Rock	18,500	-	0.00%	
Total Charges and Services		\$ 53,500	\$ -	0.00%	
43122	Total Unpaved Streets	\$ 88,500	\$ -	0.00%	
43125	Ice & Snow Removal				
Personnel					
100-43125-100	Wages and Salries	3,860	-	0.00%	
100-43125-112	Mileage	-	-	0.00%	
100-43125-121	PERA	290	-	0.00%	
100-43125-122	FICA	300	-	0.00%	
100-43125-131	Employer Paid Health	-	-	0.00%	
100-43125-133	Employer Paid Dental	-	-	0.00%	
100-43125-134	Employer Paid Life	-	-	0.00%	
100-43125-150	Worker's Comp (General)	370	-	0.00%	
Total Personnel		\$ 4,820	\$ -	0.00%	

CITY OF CREDIT RIVER

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2026

		2026	Actual	YTD % of	
<u>Account Number</u>	<u>Description</u>	<u>Adopted</u>	<u>3/31/2026</u>	<u>Budget</u>	<u>Comments</u>
Materials and Supplies					
100-43125-228	Milbox/Post	500	-	0.00%	
100-43125-230	Purchase Rock	5,000	2,661	53.23%	
100-43125-231	Purchase Salt	50,000	31,122	62.24%	
Total Materials and Supplies		\$ 55,500	\$ 33,783	60.87%	
Charges and Services					
100-43125-444	Plow Roads	100,000	41,553	41.55%	
100-43125-448	Blade Roads	-	-	0.00%	
100-43125-450	Salt Roads	-	-	0.00%	
100-43125-451	Culvert Maintenance	-	-	0.00%	
100-43125-453	Hall Rock	-	1,560	0.00%	
Total Charges and Services		\$ 100,000	\$ 43,113	43.11%	
43125	Total Ice & Snow Removal	\$ 160,320	\$ 76,896	47.96%	
43150	Storm Drainage				
Charges and Services					
100-43150-303	Engineering Fees	20,000	1,840	9.20%	
100-43150-304	Legal Fees	-	-	0.00%	
100-43150-313	Permit Fees	-	-	0.00%	
100-43150-351	Legal Notices Publishing	-	-	0.00%	
100-43150-400	Repairs & Maintenance	20,000	-	0.00%	
100-43150-430	Miscellaneous	-	-	0.00%	
100-43150-433	Dues and Subscriptions	-	-	0.00%	
100-43150-451	Culvert Maintenance	25,000	-	0.00%	
Total Charges and Services		\$ 65,000	\$ 1,840	2.83%	
43150	Total Storm Drainage	\$ 65,000	\$ 1,840	2.83%	

CITY OF CREDIT RIVER

1st Qtr Financial Reports

2026

		2026	Actual	YTD % of	
<u>Account Number</u>	<u>Description</u>	<u>Adopted</u>	<u>3/31/2026</u>	<u>Budget</u>	<u>Comments</u>
45200	Parks				
Materials and Supplies					
100-45200-220	Repair/Maint. Supplies	500	-	0.00%	
100-45200-221	Equipment Parts	-	-	0.00%	
Total Materials and Supplies		\$ 500	\$ -	0.00%	
Charges and Services					
100-45200-300	Professional Services	-	-	0.00%	
100-45200-445	Grass/Lawn Care	16,000	-	0.00%	
100-45200-446	Cut trees/Brush	1,500	-	0.00%	
Total Charges and Services		\$ 17,500	\$ -	0.00%	
45200	Total Parks	\$ 18,000	\$ -	0.00%	

CITY OF CREDIT RIVER

1st Qtr Financial Reports

2026

		2026	Actual	YTD % of	
<u>Account Number</u>	<u>Description</u>	<u>Adopted</u>	<u>3/31/2026</u>	<u>Budget</u>	<u>Comments</u>
00000	Transfers				
Transfers					
100-00000-720	Operating Transfers	-	-	0.00%	Transferred All of Road and Bridge to 401 Capital
Total Transfers		\$ -	\$ -	0.00%	
9000	Total Transfers	\$ -	\$ -	0.00%	
9000	Contingency Reserve				
Contingency Reserve					
	Reserve for possible Insurance Increase	-	-	0.00%	
Total Contingency Reserve		\$ -	\$ -	0.00%	
9000	Contingency Reserve	\$ -	\$ -	0.00%	
Total General Fund Expenditures:		\$ 3,097,389	\$ 657,173	21.22%	
Total Gen Fund Revs. Over/(Under) Expenditures:		\$ (40,001)	\$ (475,345)	1188.33%	Use of Fund Balance if negative

CITY OF CREDIT RIVER

2nd Quarter

Financial Report

		2026	2025			
		Actual	Actual	YTD	YTD % of	
<u>Account Number</u>	<u>Description</u>	<u>Adopted</u>	<u>3/31/2026</u>	<u>Variance</u>	<u>Budget</u>	<u>Comments</u>
<u>Sprcial Revenue Funds</u>						
<u>202 Park Fund</u>						
	Revnues	\$ 9,500	\$ 3,151	\$ 6,349	33.17%	
	Expenses	105,000	-	105,000	0.00%	
Total Revs. Over/(Under) Expenditures:		(95,500)	3,151	\$ (98,651)	-3.30%	
<u>203 Lot Fees</u>						
	Revnues	\$ -	\$ -	\$ -	0.00%	
	Expenses	-	-	-	0.00%	Fund Closed
Total Revs. Over/(Under) Expenditures:		-	-	\$ -	0.00%	
<u>204 Turn Lane Fees Fund</u>						
	Revnues	\$ -	\$ -	\$ -	0.00%	
	Expenses	-	-	-	0.00%	Fund Closed
Total Revs. Over/(Under) Expenditures:		-	-	\$ -	0.00%	

CITY OF CREDIT RIVER

2nd Quarter

Financial Report

		2026	2025			
		Actual	Actual	YTD	YTD % of	
<u>Account Number</u>	<u>Description</u>	<u>Adopted</u>	<u>3/31/2026</u>	<u>Variance</u>	<u>Budget</u>	<u>Comments</u>
<u>Debt Service Funds</u>						
<u>330 2015 GO Improvement Bonds Fund</u>						
	Revenues	\$ -	\$ 114	\$ (114)	0.00%	Taxes only received June & December
	Expenses	147,388	146,813	576	99.61%	Bond paid off in February
Total Revs. Over/(Under) Expenditures:		(147,388)	(146,698)	\$ (690)	99.53%	
<u>340 2018 GO Improvement Bonds Fund</u>						
	Revenues	\$ 116,616	\$ 2,855	\$ 113,761	2.45%	Taxes only received June & December
	Expenses	150,625	144,400	6,225	95.87%	
Total Revs. Over/(Under) Expenditures:		(34,009)	(141,545)	\$ 107,536	416.20%	
<u>350 2021 GO Improvement Bonds Fund</u>						
	Revenues	\$ 137,758	\$ 5,298	\$ 132,460	3.85%	Taxes only received June & December
	Expenses	149,615	171,920	(22,305)	114.91%	
Total Revs. Over/(Under) Expenditures:		(11,857)	(166,622)	\$ 154,765	1405.26%	

CITY OF CREDIT RIVER

2nd Quarter

Financial Report

		2026	2025			
		Actual	Actual	YTD	YTD % of	
<u>Account Number</u>	<u>Description</u>	<u>Adopted</u>	<u>3/31/2026</u>	<u>Variance</u>	<u>Budget</u>	<u>Comments</u>
	Capital Funds					
401 Capital Improvements Fund						
	Revnues	\$ 1,100,054	\$ 41,019	\$ 1,059,035	3.73%	Operating Transfer, rest of fund is running around 50% of budget as taxes only received June and December
	Expenses	1,133,116	188,757	944,359	16.66%	
Total Revs. Over/(Under) Expenditures:		(33,062)	(147,738)	\$ 114,676	446.85%	
440 Capital Improvements Fund						
	Revnues	\$ -	\$ -	\$ -	0.00%	
	Expenses	-	-	-	0.00%	
Total Revs. Over/(Under) Expenditures:		-	-	\$ -	0.00%	

CITY OF CREDIT RIVER

2nd Quarter

Financial Report

		2026	2025			
		Actual	Actual	YTD	YTD % of	
<u>Account Number</u>	<u>Description</u>	<u>Adopted</u>	<u>3/31/2026</u>	<u>Variance</u>	<u>Budget</u>	<u>Comments</u>
Enterprise Funds						
601 SP/MH SSD						
	Charges for Service	\$ 60,305	\$ 14,962	\$ 45,343	24.81%	
	Investment Earnings	9,400	4,416	4,984	46.97%	
	Transfers	-	-	-	0.00%	
	Total Revenue	\$ 69,705	\$ 19,378	50,327	27.80%	
	Personnel	\$ 7,669	\$ 2,034	\$ 5,635	26.52%	
	Materials and Supplies	50	-	50	0.00%	
	Charges and Services	46,736	9,099	37,637	19.47%	
	Capital Outlay	3,507	-	3,507	0.00%	
	Miscellaneous	75	11	64	14.87%	
	Transfers	-	-	-	0.00%	
	Total Expenses	\$ 58,037	\$ 11,144	\$ 46,893	19.20%	
Total Revs. Over/(Under) Expenditures:		\$ 11,668	\$ 8,233	\$ 3,435	70.56%	
602 Territory SSD						
	Charges for Service	\$ 237,476	\$ 56,726	\$ 180,750	23.89%	
	Investment Earnings	9,000	4,185	4,815	46.50%	
	Transfers	-	-	-	0.00%	
	Total Revenue	\$ 246,476	\$ 60,912	185,564	24.71%	
	Personnel	\$ 33,907	\$ 9,007	\$ 24,900	26.56%	
	Materials and Supplies	130	-	130	0.00%	
	Charges and Services	220,813	28,348	192,465	12.84%	
	Capital Outlay	17,460	-	17,460	0.00%	
	Miscellaneous	250	49	201	19.76%	
	Transfers	-	-	-	0.00%	
	Total Expenses	\$ 272,560	\$ 37,404	\$ 235,156	13.72%	
Total Revs. Over/(Under) Expenditures:		\$ (26,084)	\$ 23,507	\$ (49,591)	-90.12%	

CITY OF CREDIT RIVER

2nd Quarter

Financial Report

		2026	2025			
		Actual	Actual	YTD	YTD % of	
<u>Account Number</u>	<u>Description</u>	<u>Adopted</u>	<u>3/31/2026</u>	<u>Variance</u>	<u>Budget</u>	<u>Comments</u>
603 Stonegridge SSD						
	Charges for Service	\$ 101,376	\$ 24,386	\$ 76,990	24.06%	
	Investment Earnings	3,700	1,976	1,724	53.40%	
	Transfers	-	-	-	0.00%	
	Total Revenue	\$ 105,076	\$ 26,362	78,714	25.09%	
	Personnel	\$ 8,207	\$ 2,179	\$ 6,028	26.55%	
	Materials and Supplies	30	-	30	0.00%	
	Charges and Services	69,406	6,210	63,197	8.95%	
	Capital Outlay	3,492	-	3,492	0.00%	
	Miscellaneous	60	12	48	19.92%	
	Transfers	-	-	-	0.00%	
	Total Expenses	\$ 81,195	\$ 8,401	\$ 72,794	10.35%	
Total Revs. Over/(Under) Expenditures:		\$ 23,881	\$ 17,961	\$ 5,920	75.21%	
604 SP SSD						
	Charges for Service	\$ 111,720	\$ 25,147	\$ 86,574	22.51%	
	Investment Earnings	100	1,059	(959)	1058.63%	
	Transfers	-	-	-	0.00%	
	Total Revenue	\$ 111,820	\$ 26,205	85,615	23.44%	
	Personnel	\$ 4,925	\$ 1,307	\$ 3,618	26.54%	
	Materials and Supplies	20	-	20	0.00%	
	Charges and Services	47,766	6,082	41,684	12.73%	
	Capital Outlay	2,338	-	2,338	0.00%	
	Miscellaneous	60	7	53	11.93%	
	Interest	29,418	-	29,418	0.00%	
	Transfers	-	-	-	0.00%	
	Total Expenses	\$ 84,527	\$ 7,396	\$ 77,131	8.75%	
Total Revs. Over/(Under) Expenditures:		\$ 27,293	\$ 18,809	\$ 8,484	68.91%	



Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE:	May 18, 2026
SUBMITTED BY:	Lynda Jirak,Clerk
ITEM TYPE:	Agenda Report
AGENDA SECTION:	Consent Agenda
SUBJECT:	Resolution 2026-16 Approving the City of Credit River Official Seal
BACKGROUND:	Staff is requesting City Council to consider adoption of a resolution formally establishing and recognizing the City's Official Seal. An Official City Seal serves as a visual representation of the municipality and is commonly used on official documents, resolutions, ordinance, proclamations, correspondence and other municipal materials. Adoption of a formal resolution helps ensure consistency in the use of the seal and provides clear authorization for its official use by the City. The proposed resolution would officially designate the attached image/design as the City of Credit River Official Seal and authorize its use for municipal purposes. Establishing the seal by resolution also provides a clear historical record of Council action adopting the design. Staff recommends approval of Resolution 2026-16 approving the Official City Seal.
SUGGESTED ACTION:	Approve Resolution 2026-16 Approving the City of Credit River Official Seal
ALTERNATIVES:	Not approve Resolution 2026-16 Amend Resolution 2026-16
ATTACHMENTS:	Res 2026-16 Approving the City of Credit River Official Seal.docx Exhibit A - City Seal.pdf

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

RESOLUTION 2026-16

APPROVING THE CITY OF CREDIT RIVER OFFICIAL SEAL

WHEREAS, the City of Credit River has adopted the attached seal “Exhibit A” as the official City Seal of the City of Credit River; and

WHEREAS, the seal is approved to be utilized with both a high-quality, rubber stamp and/or embosser; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Credit River, Minnesota, that the attached seal serves as the Official City Seal of the City of Credit River.

APPROVED AND ADOPTED this 18th day of May, 2026.

CITY OF CREDIT RIVER

By: _____
Chris Kostik, Mayor

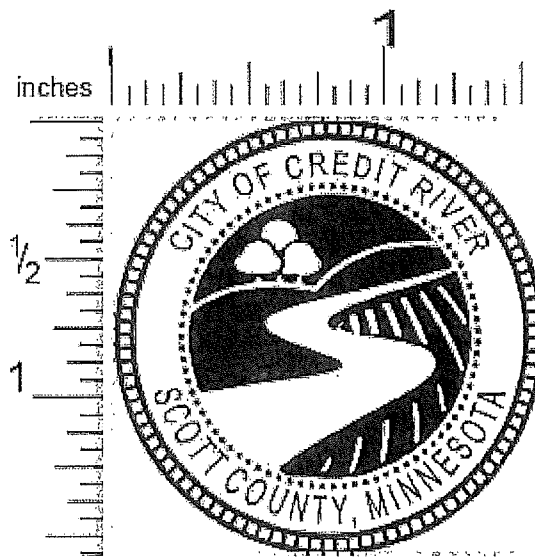
ATTEST:

Lynda Jirak, City Clerk

Exhibit A

SEAL

1 *Each*





Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE:	May 18, 2026
SUBMITTED BY:	City Admin,Administrator
ITEM TYPE:	Agenda Report
AGENDA SECTION:	Consent Agenda
SUBJECT:	Award CSTS Mowing Contract
BACKGROUND:	Each summer we need to have the CSTSs mowed and maintained. Staff have received 2 bids for mowing this year. The estimate from NSU (Natural Systems Utilities) is \$32,400. (The attached estimate is \$16,200 and that is per time. We have them mowed twice per year) The other estimate is from MNL (Minnesota Native Landscapes) and is for \$36,696. NSU is our CSTS operator and is familiar with our CSTSs. They also did our mowing last year and did a good job for us. Staff is recommending award the mowing contract to NSU for 2026.
SUGGESTED ACTION:	Award CSTS Mowing Contract to NSU
ALTERNATIVES:	1. Award the mowing contract to MNL 2. Don't award the contract to either and rebid the contract.
ATTACHMENTS:	Credit River Drain Field Mowing Work Order 2025.pdf Credit River Drain Field Mowing 2026 MNL.pdf

Natural Systems Utilities Work Order Request and Cost Estimate Form

Project	City of Credit River	PM	Tyler Gagner
Date	5/7/2025	Phone	763-486-5736
Location		Email	tgagner@NSUwater.com

Description of Work

Per Event mowing estimate. (2) Events recommended per year minimum

Mowing Acreage breakdown of 67.53 Acres estimated:

South

Passage- 5% Monterey Heights- 9% Stonebridge- 10% Territory- 76%

Cost Estimate

Labor	Rate (per hour)	Quantity	Subtotal
Operations Manager	\$137.00	0	\$0.00
Operations Supervisor	\$121.00	0	\$0.00
Lead Operator	\$96.00	40	\$3,840.00
Wastewater Operator	\$89.00	80	\$7,120.00
Expenses	Rate (per mile)	Quantity	Subtotal
Mileage	\$0.700	1200	\$840.00
Other Operation Services	Rate	Quantity	Subtotal
Confined Space Entry (per permit)	\$100.00	0	\$0.00
Use of HAZMAT Monitoring Equipment (per hour)	\$50.00	0	\$0.00
Pressure Washer / Jetter Unit (per hour, 2 hour min.)	\$90.00	0	\$0.00
Rough Cut Mower (per hour)	\$50.00	80	\$4,000.00
Materials	Cost	Quantity	Subtotal
Fuel	\$40.00	10	\$400.00
	\$0.00	0	\$0.00
	\$0.00	0	\$0.00
	\$0.00	0	\$0.00
	\$0.00	0	\$0.00
	\$0.00	0	\$0.00
Subtotal			\$16,200.00
Contingency (0%)			\$0.00
Total			\$16,200.00

*This document is intended as an estimate only, and may change based on unexpected or unforeseen issues, additional tax and/or shipping costs, etc.
Work order authorization via email is acceptable. Please contact your Project Manager with questions.*



MNL (Minnesota Native Landscapes)
8740 - 77th Street NE
Otsego, MN 55362
763-295-0010
info@MNLcorp.com
www.MNLcorp.com

Tyler Gagner
763.486.5736 tgagner@nsuwater.com

Prepared by: Nikki Brown
MNL Division: Vegetation Management
Quotation Date: 5/7/2026

Project Name: Credit River Drain Fields Mowing
Project Location: Credit River, MN

Category	Description	Qty.	Unit	Unit Price	Total
Mech Vegetation Control	Early Season Mow (Target Completion 6/14/26)	1	Each	\$13,855.00	\$13,855.00
Mech Vegetation Control	Early Season Weed Whipping/Trimming Clean-Up (6/14/26)	1	Each	\$5,316.00	\$5,316.00
Mech Vegetation Control	Later Season Mow (Target Completion 8/31/26)	1	Each	\$12,328.00	\$12,328.00
Mech Vegetation Control	Later Season Weed Whipping/Trimming Clean-Up 8/31/26	1	Each	\$5,197.00	\$5,197.00

Grand Total	\$36,696.00
-------------	-------------

Project Notes:

All work performed will be billed upon completion, unless otherwise stipulated.
Any amount remaining unpaid beyond 30 days shall incur a 1½% monthly finance charge.
If quotation is accepted after 30 days, MNL reserves the right to adjust pricing based on cost fluctuations & material availability
MNL reserves the right to renegotiate prices quoted if project is delayed or if matl./fuel costs substantially change.
Quote assumes project areas, access routes, and mowing limits are as represented in mapping materials provided by Tyler Gagner
Pricing assumes access and parking for crew and equipment.
MNL is not liable for project delays due to situations beyond our control.
Invoice will include any applicable taxes.
Pricing does not include prevailing wage rates.
Items(36" high or lower) within mgmt. area(s) must be clearly marked or described to the MNL crew to avoid damage to said items or our equipment.
Work will be performed according to industry best practices, unless discussed and agreed upon by both parties prior to work being conducted.

Pricing good for: 30 Days

Accepted by:		Provided by:	Nikki Brown
			<i>Nikki Brown</i>
Date:	5/7/2026		

Heal the Earth



Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: May 18, 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:
[20260513134602348.pdf](#)
[PDF agenda item.pdf](#)

CITY OF CREDIT RIVER

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***Check Detail Register©**

Batch: 05-13-26 AP

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 Anchor Bank					
13115	05/18/26	ABDO LLP			
G 100-20200		Accounts Payable	\$450.00	523524	2025 1099's and 1096
G 100-20200		Accounts Payable	\$10,450.00	524117	audit services
		Total	\$10,900.00		
13116	05/18/26	AMAZON CAPITAL SERVICES			
G 401-20200		Accounts Payable	\$2,393.04	1MM6-Y9F9-	CA office furniture
		Total	\$2,393.04		
13117	05/18/26	AMAZON CAPITAL SERVICES			
G 100-20200		Accounts Payable	\$46.33	1RXW-F9TY-	clips, stapler, pens
G 100-20200		Accounts Payable	\$21.48	1RXW-F9TY-	keyboard and mouse
		Total	\$67.81		
13118	05/18/26	CITY OF LAKEVILLE			
G 100-20200		Accounts Payable	\$578.80	AR-00000017	snow and ice removal
		Total	\$578.80		
13119	05/18/26	KENNEDY & GRAVEN, CHARTERED			
G 800-20200		Accounts Payable	\$28.50	193132	Holman 2nd addition
G 100-20200		Accounts Payable	\$1,980.00	193132	general legal fees
G 100-20200		Accounts Payable	\$1,000.00	193132	planning
G 100-20200		Accounts Payable	\$260.00	193132	public works
G 100-20200		Accounts Payable	\$242.00	193132	mesenbrink
G 100-20200		Accounts Payable	\$28.50	193132	Simonette variance
G 800-20200		Accounts Payable	\$2,275.50	193132	Cardinal pass 2nd addition
G 100-20200		Accounts Payable	\$40.00	193132	human resources
		Total	\$5,854.50		
13120	05/18/26	League of MN Cities Insurance Trust			
G 100-20200		Accounts Payable	\$425.00	450417	Registration fee for LMC conference
		Total	\$425.00		
13121	05/18/26	MARKS BOBCAT SERVICE, INC.			
G 100-20200		Accounts Payable	\$991.80	09545	park mowing
G 100-20200		Accounts Payable	\$137.80	09545	mowing at city hall
		Total	\$1,129.60		
13122	05/18/26	MCFOA			
G 100-20200		Accounts Payable	\$35.00	MCFOA2026	city clerk training
		Total	\$35.00		
13123	05/18/26	MORE IT			
G 100-20200		Accounts Payable	\$378.00	600-8927	monthly fees for Microsoft office
		Total	\$378.00		
13124	05/18/26	VERIZON WIRELESS			
G 100-20200		Accounts Payable	\$38.40	6142550488	finance director cell phone
G 100-20200		Accounts Payable	\$38.40	6142550488	city administrator cell phone

CITY OF CREDIT RIVER

05/13/26 1:12 PM

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***Check Detail Register©**

Batch: 05-13-26 AP

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$76.80		
13125	05/18/26	WESTconsin CREDIT UNION			
G 100-20200		Accounts Payable	\$100.00		stevehsa5/8/2 employee contribution for payroll 5/8/26
G 100-20200		Accounts Payable	\$192.30		stevehsa5/8/2 employer contribution for May
Total			\$292.30		
13126	05/18/26	WH SECURITY			
G 100-20200		Accounts Payable	\$39.99	May2026	security at city hall
Total			\$39.99		
13127	05/18/26	Ziegler Companies			
G 100-20200		Accounts Payable	\$322.53		IN002391580 grader maintenance- blades
Total			\$322.53		
10100			\$22,493.37		

Fund Summary

10100 Anchor Bank	
100 GENERAL FUND	\$17,796.33
401 CAPITAL IMPROVEMENTS FUND	\$2,393.04
800 DEVELOPER ESCROW ACCOUNT	\$2,304.00
	\$22,493.37

I approve the above Claims for payment

Susan Iverson _____ Date: _____

Transfer Request for May 18, 2026

Beginning Bank Balance - May 13, 2026	\$ 289,949.63
Outstanding Checks	(\$107,162.09)
Outstanding Deposit	
Outstanding CC Payment	
Payroll and Benefits Outstanding	
Claims - 5/18/26	<u>\$ (22,493.37)</u>
Net Balance	\$ 160,294.17

Transfer from Savings to Checking	\$ 40,000.00
--	---------------------

Checking Balance	200,294.17
------------------	------------

We approve the above transfer from Savings to Checking:

Chris Kostik

Bill Markert

Jay Saterbak

Leroy Schommer

Abe Zanto



Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: May 18, 2026

SUBMITTED BY: Claire Stickler,Planning

ITEM TYPE: Agenda Report

AGENDA SECTION: General Business

SUBJECT: Urban Expansion Reserve Ordinance Amendment
A. Ordinance 2026-03 Amending Section 30-3 of the City Ordinance Related to the UER
B. Resolution 2026-15 Summary Publication for Ordinance 2026-03

BACKGROUND: The UER, Urban Expansion Reserve District is intended to preserve large tracts of land for long-term urban development while maintaining very low-density rural uses until such time as public utilities and infrastructure are extended. Under current regulations, the district requires a minimum lot size of forty (40) acres and limits density to one dwelling unit per forty (40) acres. The existing ordinance can create challenges for property owners of large parcels who wish to establish a single rural homesite for existing residential units without significantly impacting the long-term development potential of the property. The proposed amendment introduces a narrowly tailored, one-time exception that allows the creation of a single one-acre residential parcel from qualifying properties, provided that the remainder parcel retains a minimum size of forty (40) acres and is restricted from further subdivision.

SUGGESTED ACTION: Approve Ordinance 2026-03 - Urban Expansion Reserve Ordinance Amendment
Approve Resolution 2026-15 - Summary Publication

ALTERNATIVES: Do Not Approve Ordinance Amendment
Do Not Approve Resolution 2026-15
Approve Ordinance and /or Resolution Amendment with Alternate Council Changes

ATTACHMENTS:
[Staff Memo for Council Proposed UER Amendment.docx](#)
[Ord_2026-3_Amending_Section_30-3_of_the_City_Ordinance_Related_to_the_UER.docx](#)
[Res 2026-15 Summary Publication for Ordinance 2026-03.docx](#)

To: The City of Credit River Mayor and City Council
From: Claire Stickler, City Planner
Subject: Proposed UER Ordinance Amendment
Date: May 14, 2026

The UER, Urban Expansion Reserve District is intended to preserve large tracts of land for long-term urban development while maintaining very low-density rural uses until such time as public utilities and infrastructure are extended. Under current regulations, the district requires a minimum lot size of forty (40) acres and limits density to one dwelling unit per forty (40) acres. These standards are designed to prevent premature fragmentation of land and to support orderly, planned urban growth consistent with the City's Comprehensive Plan.

In practice, however, the existing ordinance can create challenges for property owners of large parcels who wish to establish a single rural homesite for existing residential units without significantly impacting the long-term development potential of the property. The current code does not provide a clear or consistent mechanism for accommodating such requests while maintaining the integrity of the 40-acre planning framework.

The proposed amendment introduces a narrowly tailored, one-time exception that allows the creation of a single one-acre residential parcel from qualifying properties, provided that the remainder parcel retains a minimum size of forty (40) acres and is restricted from further subdivision. The amendment also requires that the newly created parcel be suitable for on-site septic systems, including a designated replacement area, ensuring that development remains consistent with rural service levels. Staff confirmed that 1 acre is a viable size for primary and secondary septic system sites. Every parcel is different and the correct soil type for supporting those systems may vary.

The City is considering this amendment at this time for the below reasons:

- By requiring that the remaining parcel retain at least forty (40) acres and be restricted as an outlot or non-buildable tract, the amendment preserves the large parcel pattern necessary for future urban development and infrastructure planning.
- The one-time limitation for existing dwelling units and prohibition on additional subdivision of the remainder parcel ensures that this provision cannot be used to gradually increase density or undermine the intent of the UER district or the Comprehensive Plan. Therefore a comprehensive plan amendment is not necessary should this ordinance be adopted.
- The requirement for a viable primary and alternate septic site ensures that any new lot can function independently without reliance on future urban services, maintaining consistency with rural land use patterns. The 1 acre size requirement ensure relative compatibility with anticipated future development patterns.

The Planning Commission held a public hearing on the proposed ordinance at their April meeting. There were no comments from the public and the Planning Commission recommended approval 4-0.

CITY OF CREDIT RIVER
SCOTT COUNTY, MINNESOTA
ORDINANCE NO. 2026-03

**AN ORDINANCE AMENDING SECTION 30-3 OF THE CITY ZONING ORDINANCE
RELATED TO THE UER, URBAN EXPANSION RESERVE DISTRICT**

THE CITY COUNCIL OF THE CITY OF CREDIT RIVER DOES ORDAIN:

SECTION 1. PURPOSE AND FINDINGS.

The purpose of this Ordinance is to amend Section 30-3 of the City Code to allow a limited, one-time subdivision of qualifying parcels within the UER, Urban Expansion Reserve District, while preserving the long-term planning intent of maintaining large parcels for future urban development consistent with the Comprehensive Plan.

SECTION 2. AMENDMENT

Section 30-3 of the Credit River City Code is hereby amended by adding the following subsection:

30-3(4) Limited One-Time Lot Exception.

Notwithstanding the minimum lot size requirements of this Section, a parcel of record containing at least forty-one (41) acres may be subdivided one (1) time to create a single additional residential lot of not less than one (1) acre, subject to the following conditions:

- i. The proposed lot has an existing residential unit.
- ii. The proposed lot shall be demonstrated to support an individual sewage treatment system, including both a primary and a designated replacement (alternate) site, as verified by a qualified professional in accordance with applicable County and State standards;
- iii. This provision shall not be used to increase the overall residential density otherwise permitted on the original parcel and shall be limited to the creation of one (1) additional lot;
- iv. The remaining lands after subdivision shall contain not less than forty (40) acres and shall be legally described and platted as an outlot or other non-buildable tract, restricted from further subdivision for residential development purposes until the time that water and sewer facilities are available;
- v. The location and configuration of the created lot shall not impede the logical extension of public utilities, public streets, or planned urban development as guided by the Comprehensive Plan;

vi. The subdivision shall comply with all other applicable provisions of this Ordinance, including but not limited to frontage, access, environmental, and platting requirements.

SECTION 3. EFFECTIVE DATE.

This ordinance shall take effect and be in full force upon its passage and publication according to law.

CITY OF CREDIT RIVER

By: _____

Chris Kostik

Its: Mayor

Attested:

By: _____

Lynda Jirak

Its: City Clerk

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

RESOLUTION 2026-15

AUTHORIZING THE PUBLICATION OF ORDINANCE 2026-03 BY TITLE AND SUMMARY

WHEREAS, the City Council of the City of Credit River has adopted Ordinance 2026-03, an ordinance amending section 30-3 of the City Zoning Ordinance related to the UER, Urban Expansion Reserve District within the City of Credit River, Minnesota; and

WHEREAS, Ordinance 2026-03 is lengthy; and

WHEREAS, Minnesota Statutes, §412.191, subdivision 4, allows publication by title and summary in the case of lengthy Ordinances or those containing charts or maps; and

WHEREAS, the City Council believes that the following summary would clearly inform the public of the intent and effect of the Ordinance.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Credit River, Minnesota, that the City Clerk shall cause the following summary of Ordinance 2026-03 to be published in the official newspaper in lieu of the entire ordinance:

PUBLIC NOTICE

The City Council of the City of Credit River has adopted Ordinance 2026-03; an Ordinance amending section 30-3 of the City Zoning Ordinance related to the UER, Urban Expansion Reserve District and introduces a narrowly tailored, one-time exception for pre-existing single family homes that allows a single subdivision to create a minimum one-acre residential parcel, provided that the remainder parcel retains a minimum size of forty (40) acres governed by the UER standards. A printed copy of Ordinance 2026-03 is available for inspection by any person during regular office hours at the Office of the City Clerk, and a copy of the entire text of the Ordinance is posted on the City website.

APPROVED AND ADOPTED this 4th day of May, 2026.

CITY OF CREDIT RIVER

By: _____
Chris Kostik, Mayor

ATTEST:

Lynda Jirak, City Clerk



Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE:	May 18, 2026				
SUBMITTED BY:	Shane Nelson,Engineer				
ITEM TYPE:	Agenda Report				
AGENDA SECTION:	General Business				
SUBJECT:	Accept Quotes and Award Contract to Warning Lites for Sign Installation Project				
BACKGROUND:	As requested, staff has solicited Quotes for the production and installation of "Credit River" signs. This Quote includes the installation of signs at 11 locations total. Two quotes were received, as follows: <table><tr><td>Warning Lites</td><td>\$24,500 (includes Scott Country signs at 3 locations)</td></tr><tr><td>Safety Signs</td><td>\$28,550 (+\$525 to add "Scott County to 3 signs, \$29,075 total)</td></tr></table>	Warning Lites	\$24,500 (includes Scott Country signs at 3 locations)	Safety Signs	\$28,550 (+\$525 to add "Scott County to 3 signs, \$29,075 total)
Warning Lites	\$24,500 (includes Scott Country signs at 3 locations)				
Safety Signs	\$28,550 (+\$525 to add "Scott County to 3 signs, \$29,075 total)				
FINANCIAL IMPACT:	\$24,500 plus staff time. There was \$12,000 budgeted for street signs in 2026, however, other road maintenance items have been under budget.				
SUGGESTED ACTION:	Accept the Quotes and Award the Contract to Warning Lites				
ALTERNATIVES:	1. Do not award the Contract 2. Award the Contract to Safety Signs for a higher price 3. Revise the Scope of the Project				
ATTACHMENTS:	Warning Lites Quote.pdf Safety Signs Quote.pdf Credit River Population Sign.pdf City Sign Locations GIS Exhibit.pdf Dakota County Burnsville Example for 4,5,6.pdf Sign Installation RFQ.pdf				



4700 Lyndale Avenue North
Minneapolis, MN 55430-3638
Equal Opportunity Employer

Brian Luftman
612-369-3660 (cell)
612-521-4200 (office)
612-521-1488 (fax)
800-766-5483 (toll free)
bluftman@warninglitesmn.com

Quotation

Date	5/11/2026	Customer:	City of Credit River		
Project #		Contact:	Shane Nelson		
Project Name	2026 Credit River Sign Installation Project Credit River, MN	Phone:	763-852-0479		
		Cell:			
		Email:	shanen@haa-inc.com		
Letting Date	5/13/2026	Start Date	End Date	7/24/2026	
<u>Line #</u>	<u>Description</u>	<u>Qty</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Bid Amount</u>
1	F&I CREDIT RIVER SIGNS	1	LS	\$ 24,500.00	\$ 24,500.00
<u>Includes:</u> 8 ea- 72x24 Credit River/Pop. 5493 (HIP) 3 ea- 72x36 Scott Co / Credit River/Pop. 5493 (HIP) Removal/Disposal of Existing Signs. Relocation of Inplace signage to accommodate new signs, if necessary. Traffic Control Mobilization					
Total Bid				\$	24,500.00

* The prices above includes sales tax on furnished & installed items.
* The prices above do not include a performance bond.

Please acknowledge acceptance of this quote by signing & dating below. Lack of acknowledgment may result in billing of regular prices and/or delay installation. If you have any questions concerning this quote please contact Brian Luftman (612-369-3660).

Signature

Date



QUOTATION

DATE: 5/13/2026

LETTING DATE: 5/13/2026

PROJECT: Credit River Population Signs

LOCATION: Credit River, MN

Nickcornell@safetysigns-mn.com

ITEM #	DESCRIPTION	SIZE	QTY	PRICE	EXT
	Mobilization		1 LS	\$ 1,750.00	\$ 1,750.00
	F&I Credit River Pop. Sign		11 EA	\$ 2,050.00	\$ 22,550.00
	Traffic Control		1 LS	\$ 3,000.00	\$ 3,000.00
	Remove Sign		1 EA	\$ 50.00	\$ 50.00
	Salvage Sign		1 EA	\$ 50.00	\$ 50.00
	Install Salvage Sign		1 EA	\$ 1,150.00	\$ 1,150.00

****Signs Installed On 2 Slip Base Structure Per MN DOT Windloading Chart****

****ADD \$175 EA to Change Pop. Sign to 72"x36" Scott Co./Credit River Pop.****

TOTAL \$ 28,550.00

Safety Signs LLC

No Bond No Retainage. All Items Tied Unless Arrangements Are Made To Split Items Off.

The Above Prices Include Sales Tax. Please Sign Below To Acknowledge Approval.

Mail or Fax Back So Material Or Supplies Needed Can Be Ordered So Installation Will Not Be Delayed

Quote Only Valid For 15 Days. Thank You. Nick Cornell

An Equal Opportunity Employer

NAME

DATE

19784 Kenrick Ave. • Lakeville, MN 55044 • Phone (952) 469-6700 • Fax (952) 469-6689

Offices located in Lakeville, Rogers, Blaine, Rochester, Mankato & Duluth



Mar 27, 2026 - 10:31am
C:\Users\lascm\Documents\CREDIT RIVER SIGN\CREDIT RIVER SIGN.dwg



DATE	REVISION

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

PRELIMINARY

Date 04/03/26 M. NELSON, P.E. Lic. No. 43381

DESIGNED BY: SMN
DRAWN BY: IDM
CHECKED BY: SMN



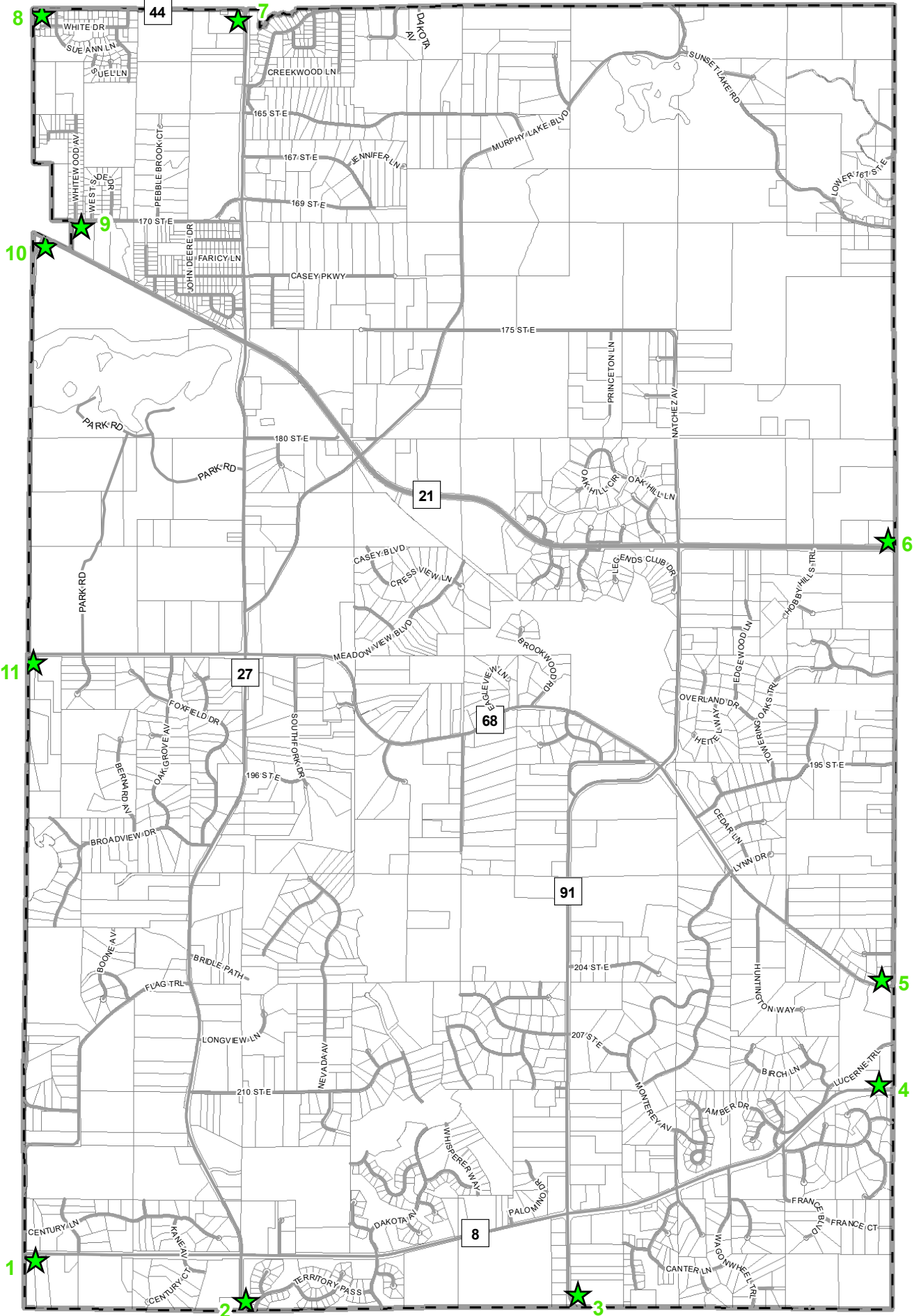
Hakanson Anderson
Civil Engineers and Land Surveyors
3601 Thurston Ave., Anoka, Minnesota 55303
763-427-5860 FAX 763-427-0520
www.hakanson-anderson.com

CITY SIGN

CITY POPULATION SIGN

CITY OF CREDIT RIVER, MINNESOTA

SHEET
1
OF
1
SHEETS



Sign Locations



Community Boundary

City of Credit River Jurisdictional Boundary Sign Locations





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

**REQUEST FOR QUOTES FOR
2026 CREDIT RIVER SIGN INSTALLATION PROJECT**

I. INTRODUCTION

The City of Credit River, Scott County, Minnesota is soliciting Quotes for a contract to have an independent third party install/remove signs throughout the City.

Ten of the locations will be in Scott County Right-of-way. The City will obtain Right-of-Way permits, however, the Contractor shall comply with all requirements of the Right-of-Way permits.

The Quote must be submitted before **May 13, 2026, by 4:00 PM** in order to be considered. Quotes may be mailed, hand delivered, or emailed. All Quotes are to be made to:

(For Contract / Invoicing)

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

(For Delivering Quote)

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

Hakanson Anderson
3601 Thurston Ave
Anoka, MN 55303

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 carry liability, automobile, workers compensation (if required by law), and errors and omissions insurance (\$1,500,000 aggregate) and must provide a Certificate of Insurance at the request of the City of Credit River and/or Scott County.
3. The proposed sign locations will be staked in the field by City Engineer. The Contractor shall comply with all applicable laws and regulations, including Gopher 1 Locates. If necessary, the Contractor shall slightly adjust sign locations to avoid utility conflicts.
4. In submitting a Quote, the Contractor acknowledges that they have taken the necessary measures to establish familiarity with the location of all sign removals, sign install locations, and the site conditions and will submit a comprehensive Quote.
5. The Contractor is responsible for all temporary traffic control measures necessary to complete the work.
6. All new signs shall utilize High Intensity Prismatic (H.I.P) sheeting.

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

**REQUEST FOR QUOTES FOR
2026 CREDIT RIVER SIGN INSTALLATION PROJECT**

7. All posts shall be galvanized 10-gauge 2-inch square tubing and shall be break-away or crash yielding consistent with MN MUTCD standards and the attached Windloading Chart for Signs on Square Tube Posts.
8. All new signs shall be the following:
 - a. Population Sign (I2-X4) – 72” x 24”
 - i. Any sign shall be the standard MN MUTCD size for CR-SL
 - ii. Sign Contractor to verify dimensions prior to production.
 - b. Please provide an “Add On” cost for adding “Scott County” to the “Credit River” population sign at three locations (Sign #4, 5, and 6). See Example.
9. All signs shall be in accordance with MN MUTCD standards, including lateral offset and height.
10. All removed items shall become the property of the Contractor and the Contractor shall be responsible for disposal of said items.
11. The selected Contractor(s) will be expected to provide the City an itemized invoice upon completion of all or part of the project. Invoices will be paid within 35 days of receipt.
12. If the Contractor will utilize sub-contractors for any of the work, they must provide a listing of the proposed sub-contractors with its Quote.
13. Please contact Shane Nelson, City Engineer, at 763-852-0479 (direct) or shanen@haa-inc.com if you have any questions regarding this request for quotes.
14. The Quotes will be considered on May 18, 2026. The permits are anticipated to be in-hand by June 1, 2026. The completion date is July 24, 2026.

Date: May 6, 2026



By: _____
Shane Nelson, City Engineer

Enclosures

Sign Location #1

Remove Credit River Township sign. Credit River Population Sign to be installed facing west at City boundary.



Location: City of Credit River jurisdictional boundary with Spring Lake Township along 217th Street East (CSAH 8) heading Eastbound

Sign Location #2

Credit River Population Sign to be installed facing south at City boundary.



Location: City of Credit River jurisdictional boundary with New Market Township along Texas Avenue (CSAH 27) heading Northbound.

Sign Location #3

Credit River Population Sign to be installed facing southeast at City boundary.



Location: City of Credit River jurisdictional boundary with New Market Township along Vernon Avenue (CSAH 91) heading Northbound.

Sign Location #4

Credit River Population Sign to be installed facing east at City boundary. Provide proper separation between existing signage per Scott County Ordinances.



Location: City of Credit River jurisdictional boundary with the City of Lakeville along 210th Street East (CSAH 8) heading Westbound.

Sign Location #5

Credit River Population Sign to be installed facing east at City boundary. Provide proper separation between existing signage per Scott County Ordinances.



Location: City of Credit River jurisdictional boundary with the City of Lakeville along 205th Street East and/or Credit River Boulevard (CSAH 68) heading Westbound. Install sign 200' west of "68" Route Marker to provide sight lines for Judicial Road intersection.

Sign Location #6

Credit River Population Sign to be installed facing east at City boundary. Provide proper separation between existing signage per Scott County Ordinances.



Location: City of Credit River jurisdictional boundary with the City of Lakeville along 185th Street East (CSAH 21) heading Westbound.

Sign Location #7

Credit River Population Sign to be installed facing north at City boundary. Provide proper separation between existing signage per Scott County Ordinances.



Location: City of Credit River jurisdictional boundary with the City of Savage along Texas Avenue (CSAH 27) heading Southbound.

Sign Location #8

Salvage “Savage” sign and reinstall on north side of road on new posts, directly behind “Prior Lake” sign. Credit River Population Sign to be installed facing west at City boundary.



Location: City of Credit River jurisdictional boundary with the City of Prior Lake along 160th Street East (CSAH 44) heading Eastbound.

Sign Location #9

Credit River Population Sign to be installed facing west at City boundary.



Location: City of Credit River jurisdictional boundary with the City of Prior Lake along 170th Street East heading Eastbound.

Sign Location #10

Credit River Population Sign to be installed facing northwest at City boundary.



Location: City of Credit River jurisdictional boundary with the City of Prior Lake along Eagle Creek Ave (CSAH 21) heading Eastbound.

Sign Location #11

Credit River Population Sign to be installed facing west at City boundary.



Location: City of Credit River jurisdictional boundary with Spring Lake Township along 190th Street East (CSAH 68) heading Eastbound.



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CITY COUNCIL AGENDA ITEM REPORT

DATE: May 18, 2026

SUBMITTED BY: City Admin,Administrator

ITEM TYPE: Agenda Report

AGENDA SECTION: General Business

SUBJECT: Credit River Staff Apparel

BACKGROUND: Staff previously approached Council about city apparel. Council directed staff to do some research. After doing some research, staff found a local company in Prior Lake that is able to provide apparel. More information about them:

Mine is a local Prior Lake company in business since 1985. I produce anything on which you can print your name...including apparel. As a former land owner of Credit River I closely watch your meeting minutes and noticed your interest in clothing apparel for staff and board members.

I have provided high quality and affordable apparel of all kinds for numerous local businesses including Village Liquor, YT's Garage Bar, Prior Lake Association, Spring Lake Association, Prior Lake Yacht Club, Edward Jones, Prior Lake Area Chamber, Prior Lake Pickleball Club, Doherty's, Donkey Docks, Prior Lake VFW Post 6208 and countless other entities and organizations. Unlike other such promotional products and apparel companies, I produce my own artwork, design and typesetting and do not charge my clients for same.

Most of my apparel originates directly from the SANMAR warehouse near Canterbury from where I can order two tee shirts or 2,000 tee shirts and pick them up in two hours. This also eliminates my client's shipping charges. The same location features a showroom which my clients can visit at their leisure and obtain samples for inspection. I provide all kinds of apparel decorating including heat press, screen

press, sublimation and embroidery. (See www.sanmar.com.)

PAC usa (www.pacusa.us) offers an endless list of products and services. Anything you can print your name on - we can produce. From pens and note pads - to banners and signs - to brochures and apparel, we do it all. That's why so many small business clients consider PAC usa their in-house advertising and graphic design department.

Staff is asking Council to allocate funds for staff to purchase apparel with Credit River logos. Benefits to having apparel with Credit River is so that staff can represent the City at conferences, meetings, park meetings, Night to Unites, and other gatherings. It will also be beneficial when staff are conducting site visits for code violations and need to take pictures or get out of vehicles and speak with residents. Staff is recommending an apparel allowance of \$400 per full time employee for the first year of employment, and then an annual apparel allowance of \$150 each year per full time employee following that we can budget. Part time employees would receive half this amount. An additional benefit with this company is that we can use them for our other marketing needs as well.

FINANCIAL IMPACT:

\$1,600.00 full time employees
\$400.00 part time employees
\$2,000.00 total for 2026

\$750.00 Annually budgeted going forward.

SUGGESTED ACTION:

Approve Staff Apparel Purchasing

ALTERNATIVES:

1. Do not approve apparel purchases
2. Approve apparel purchases at a different amount

ATTACHMENTS:

[APPAREL IDEAS.jpg](#)

952-447-6665



rayjo@pacusa.us



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CITY COUNCIL AGENDA ITEM REPORT

DATE: May 18, 2026

SUBMITTED BY: City Admin, City Council

ITEM TYPE: Agenda Report

AGENDA SECTION: General Business

SUBJECT: Discussion of Signage for E-Bikes in Parks

BACKGROUND: From Councilmember Schommer

SUGGESTED ACTION:

ATTACHMENTS:



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CITY COUNCIL AGENDA ITEM REPORT

DATE: May 18, 2026

SUBMITTED BY: Shane Nelson, Engineer

ITEM TYPE: Agenda Report

AGENDA SECTION: Staff and Council Member Reports

SUBJECT: Update on Cardinal Pass Construction Traffic

SUGGESTED ACTION:

ATTACHMENTS:



Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: May 18, 2026

SUBMITTED BY: City Admin, Administrator

ITEM TYPE: Agenda Report

AGENDA SECTION: Staff and Council Member Reports

SUBJECT: Update on County Ditch 4

SUGGESTED ACTION:

ATTACHMENTS: