THE CITY OF LAKE ELMO

Our Mission is to Provide Quality Public Services in a Fiscally Responsible Manner While Preserving the City's Open Space Character

NOTICE OF MEETING

City Council Meeting

Tuesday, April 16, 2013 7:00 P.M.

City of Lake Elmo | 3800 Laverne Avenue North

AGENDA

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

D. Order of Business

E. Approval of Agenda

F. Accept Minutes

1. Accept April 02, 2013 City Council Meeting Minutes

G. Public Comments/Inquiries

H. Presentations

2. Quality Star – Rick Chase

I. Consent Agenda

3. Approve Payment of Disbursements and Payroll
4. Accept Financial Report dated March 31, 2013
5. Accept Building Permit Report dated March 31, 2013
6. Well No. 4 -Resolution Approving Plans and Specifications and Ordering Advertisement for Bids; ***Resolution 2013- 26***
7. Amend Valley Cartage Tax Abatement Resolution; ***Resolution 2013- 27***
8. Approve Wild Adventure Race Spring Sprint - Sunfish Lake Park/Lake Elmo Park Reserve

J. Regular Agenda

9. Speak Your Peace Project; ***Resolution 2013-28***
10. Approve Lake Elmo Wine Company Liquor License - ***Public Hearing***
11. Valley Cartage Group, Inc. MIF - ***Public Hearing; Resolution 2013- 29***
12. Water Surface Use Amendment; ***Ordinance 08-074***
13. Zoning Map Update; ***Ordinance 08-075***
14. Tree Preservation Ordinance; ***Ordinance 08-076, Resolution 2013- 30***
15. Parking Regulations Ordinance Update; ***Ordinance 08-077, Resolution 2013- 31***
16. Keats MSA Street and Trunk Watermain Improvements -Resolution Accepting Bids and Awarding Contract; ***Resolution 2013- 32***
17. Authorize the distribution of Lennar's Environmental Assessment Worksheet to Environmental Quality Board

K. Summary Reports and Announcements

- **Mayor**
- **Council**
- **Administrator**
- **City Attorney**
- **Planning Director**
- **City Engineer**
- **Finance Director**
- **Clerk**

L. Adjourn

CITY OF LAKE ELMO
CITY COUNCIL MINUTES
April 02, 2013

Mayor Pearson called the meeting to order at 7:00 P.M.

PRESENT: Mayor Pearson, Council Members Bloyer, Nelson, and Smith [7:31 PM]
Also Present: City Administrator Zuleger, Associate City Attorney Brekken, Planning Director Klatt, City Engineer Griffin, Finance Director Bendel, and City Clerk Bell.

PLEDGE OF ALLIGENCE

APPROVAL OF AGENDA

MOTION: Council Member Nelson moved ***TO APPROVE THE APRIL 02, 2013 CITY COUNCIL AGENDA AS PRESENTED.*** *Council Member Bloyer seconded the motion.* ***Motion passed 3-0.***

ITEM 1: ACCEPT MINUTES

THE MARCH 19, 2013 CITY COUNCIL MINUTES WERE APPROVED AS PRESENTED BY CONSENSUS OF THE CITY COUNCIL.

PUBLIC COMMENTS

Library Board Member Judy Gibson gave update on book circulation Library hours have increased 10:00AM-2:00PM Monday-Saturday & Tuesday/Thursday additionally from 3:00PM-8:00PM. She noted that one rental space available. Contact Steve DeLapp for more information. Library is actively advertising for full time librarian position. For more information, contact personnel committee. Library is still receiving best seller donations, including DVDs.

Ms. Gibson noted events at library include: East Metro Writers Room, which is open Mondays and Wednesdays from 8:30AM to Noon. Also on the first and third Fridays of each month, the library has story time for preschool children.

Ms. Gibson noted celebration of National Library Week. Events include a free book bag if patrons check out 3 books. On 4/4 Family Means financial counselor will speak about getting the most from tax refunds; Environmental/Sustainability author William Souder visits on 4/11 at 6:30PM; On 4/17 at 7:00PM a drop-in music jam; On 4/18 at 6:30PM library will honor local authors; 4/25 at 3:00PM library will celebrate National DEAR day (Drop Everything And Read).

ITEM 2: NATIONAL LIBRARY WEEK APRIL 14-20

Mayor Pearson proclaimed April 14-20 as National Library Week and read the proclamation.

ITEM 3: COMMUNITY MEDIA WEEK APRIL 22-27

Council Member Bloyer read the proclamation for Community Media Week. The Council proclaimed April 22-27 as Community Media Week. Ramsey/Washington Counties Cable Commission is holding open house on 4/25.

PRESENTATIONS

ITEM 4: QUALITY STAR PRESENTATION – RICK CHASE

Item was skipped due to award recipient Rick Chase not able to attend.

ITEM 5: LAKE ELMO JAYCEES

Sarah Quick represented the Lake Elmo Jaycees. She noted that this is the 43rd year of partnership between the City and the Jaycees. Ms. Quick presented a donation of $8,000 to the City in gratitude for partnership. There was a discussion of the amount and where it will be used. It was reported that last year's donation was less and that it usually is used for Lake Elmo Days. The Council thanked the Jaycees.

ITEM 6: SOUTH WASHINGTON WATERSHED DISTRICT

Matt Moore gave update for the watershed district. Also attending were managers Johnson (Woodbury), Madigan. Mr. Moore described the watershed area. It is essentially the Eagle Point Business Park. Working with Cottage Grove and Woodbury on different projects. Reported working with staff to develop web based viewer to show the geography contours. Mr. Moore also noted several 2012 accomplishments. Worked with Newport drainage rate; Trout Brook water quality improvements; Grey Cloud Island restoration.

Mayor Pearson asked about rain gardens and expected need for maintenance. Mr. Moore said about 10 years is estimated length of time for maintenance to be needed. It is important to get root system established.

CONSENT AGENDA

7. Approve Payment of Disbursements and Payroll of $92,761.08
8. 2013 Seal Coat Project – Approve Plans and Specifications and Authorize Advertisement for Bids; ***Resolution 2013-23; Agreement***

MOTION: Council Member Bloyer moved ***TO APPROVE THE CONSENT AGENDA AS PRESENTED.*** *Council Member Nelson seconded the motion.* ***MOTION PASSED 3-0.***

REGULAR AGENDA

ITEM 9: STATE HIGHWAY 36 SOUTH FRONTAGE ROAD STUDY – RESOLUTION APPROVING MNDOT AGREEMENT NO. 03330

City Engineer Griffin gave summary of grant agreement. Grant amount is for 80% of total amount of $80,000= $64,000. City will be responsible for balance of $16,000.

There will be a minimum of two workshops as well as community meetings. It is meant to be a collaborative project. Council Member Nelson asked about outcome of survey and how to get state to be in City's favor. Mr. Griffin said the goal is to work with the state to come up with plans and bring proposal to state. MnDOT will be at the table at various points so there is a product with their buy in. City Administrator Zuleger noted that the study provides an updated view and stressed that it would be collaborative.

The inclusion in City's CIP was discussed. Mr. Griffin reported that it was not because there is no specific project approved. Council Member Nelson asked where money will come from. Finance Director Bendel reported her belief that it comes out Capital Fund as it is drafted. Mr. Zuleger stated that because it is a study, it actually will come out of the Undesignated Fund or General Operating Fund. Ms. Bendel noted that the Contingency Fund in the budget is in fact for these types of items. Current Contingency Fund balance is about $120,000.

Council Member Bloyer asked about timeline and if project will start during the current council's terms? Mr. Griffin stated that there needs to be a plan in order to obtain funding. The timing depends on funding.

Council Member Smith arrived at 7:31 P.M.

It was pointed out that at some point 36 is planned to become a freeway. Council Member Nelson noted while he's not in favor of spending the funds, this is the time to provide input and have a role in planning. Mayor Pearson noted that while some people may not be happy with the study results, it is important to offer a plan at this stage.

MOTION: Council Member Pearson moved ***TO APPROVE RESOLUTION NO. 2013-24, APPROVING THE MINNESOTA DEPARTMENT OF TRANSPORTATION AGENCY AGREEMENT NO. 03330 FOR THE FEDERAL AID FUNDING FOR STATE HIGHWAY 36 SOUTH FRONTAGE ROAD STUDY.*** *Council Member Nelson seconded the motion.* ***MOTION PASSED 4-0.***

Council Member Smith noted that her main concerns are safety and improving access. Also, it was noted that reducing cut-through traffic is important.

ITEM 10: STATE HIGHWAY 36 SOUTH FRONTAGE ROAD STUDY – AUTHORIZE MAYOR AND ADMINISTRATOR TO EXECUTE TASK ORDER NO. 1 FOR SRF CONSULTING SERVICES, INC. FOR TRANSPORTATION PLANNING SERVICES

City Engineer Griffin explained that this was the task order for the previous item authorizing the Highway 36 Frontage Road Study. The amount of the expenses and the responsible portions was discussed and clarified.

MOTION: Council Member Smith moved ***TO APPROVE TASK ORDER NO. 1 TO SRF CONSULTING SERVICES, INC. FOR TRANSPORTATION PLANNING SERVICES FOR THE STATE HIGHWAY 36 SOUTH FRONTAGE ROAD STUDY IN AN AMOUNT NOT TO EXCEED $64,500.*** *Council Member Bloyer seconded the motion.* ***MOTION PASSED 4-0.***

ITEM 11: APPROVE FUND BALANCE/NET ASSETS POLICY

City Administrator Zuleger explained the policy and the reasoning for establishing it. It is standard for municipalities to adopt a fund balance use policy. Mr. Zuleger highlighted major sections. Driving factors for adoption include affecting bond rating and having a disciplined policy as the City moves into a stage of growth. Adoption will strengthen the internal controls surrounding the use of these funds and provide clear direction to staff on the monitoring and reporting surrounding those funds. Finance Director Bendel noted Enterprise Fund item #3(periodic rate review) as an item that Council will appreciate.

MOTION: Council Member Smith moved ***TO APPROVE THE FUND BALANCE/NET ASSETS POLICY AS PRESENTED.*** *Council Member Bloyer seconded the motion.* ***MOTION PASSED 4-0.***

ITEM 12: APPROVE DEBT MANAGEMENT POLICY

City Administrator Zuleger explained the policy and the reasoning for establishing it. Having a policy in place is important during accelerated periods of growth, as it prevents the City from over-extending itself.

Mr. Zuleger highlighted the 12 policy statements emphasizing that several of the policies will have a beneficial impact on City's bond rating.

1. The City will maintain a Five-Year Capital Improvement Plan (CIP). It will be need based, not wants based;
2. The City will restrict long-term borrowing to planned capital improvements, as included in the CIP, and a limited use of short-term debt for capital outlay and acquisition. On all projects, at least 50% of the principal will be retired within 10 years;
3. The City will not use long-term debt for current operations;
4. The City will strive to maintain a "pay-as-you-go" capital funding policy, supporting capital spending without use of debt whenever feasible;
5. The City recognizes that for certain projects that the use of debt may be of overall financial benefit to the City and that all projects should be evaluated to determine whether debt financing is the appropriate choice at the time of authorization;

6. The City will pay back debt within a period not to exceed the expected useful life of the projects, typically at or below 20 years;
7. Direct net debt not to exceed 3% of total market value of taxable property in the City;
8. The City will manage debt issuance plans and structuring of debt service to strive to maintain a total debt service levy that is less than 25% the City's total combined certified property tax levies;
9. The City will maintain good communications with bond rating agencies regarding its financial condition, including full disclosure in every report;
10. When feasible the City will use refunding mechanisms to reduce interest cost;
11. During the annual budget process, a debt study will be prepared in conjunction with the CIP to provide information about the City's planned debt structuring;
12. Refunding and advance refunding savings opportunities will be monitored, and action will be taken when determined to be financially advantageous.

Prepayment of debt was explained. Council Member Nelson asked about total current debt. Mr. Zuleger stated it is currently under 15%= 14.3-4. Street/sewer/water (enterprise) debt does not impact property tax levy. The target of 25% was discussed. Mr. Zuleger explained that 25% was industry standard. It was explained that bond raters like to see no more than 25%.

Recoverable charges were discussed. Alternative Urban Areawide Review (AUAR) will require us to pass an ordinance. There will be an amount of AUAR that will not be recovered. Council Member Smith stated that the council may have been under the impression that the AUAR was going to be 100% recoverable. Mr. Griffin said the original design of the forcemain might be part of $1 million figure Council remembers.

Mayor Pearson asked about the practice of saving and taxing for future benefits that may not be realized. Mr. Zuleger said it typically is not a common practice. GFOA Industry moved from sinking fund to $25,000 threshold and 10-year useful life.

MOTION: Council Member Smith moved ***TO APPROVE THE DEBT MANAGEMENT POLICY AS PRESENTED.*** *Council Member Nelson seconded the motion.* ***MOTION PASSED 4-0.***

ITEM 13: ADOPT I-94 COMPREHENSIVE PLAN UPDATE

Planning Director Klatt explained this was a request for Council to formally adopt the I-94 comp plan. Mr. Klatt explained the history of the development of the comp plan. The Metropolitan Council had very positive reaction. The Met Council agreed to amend the Memorandum of Understanding. Amendment will provide an additional 5 years for planning and build-out. New target date is 2015 with penalties beginning in 2016. Amendment also gave Met Council Regional Administrator authority to negotiate with city.

Mr. Klatt noted that the Village Plan will be coming back to Council soon for formal adoption as well. In order to not cause any confusion, the other portions were not included. Mr. Klatt outlined the next steps will mainly involve changes to zoning map, including several holding zones. These are

sites that are planned to receive city services, and therefore no development will be allowed until those services are provided.

Council Member Smith inquired about the number of un-sewered households. She is concerned about overshooting 24,000 target. Mr. Zuleger noted that the City plans on reducing the number to 20,000 and extending the target date to 2040. As soon as the Village Plan is approved by Met Council, those types of negotiations are planned to be started. Council Member Smith asked to be part of those negotiations. Mayor Pearson said he would insist she be included.

Council Member Nelson asked about 100' buffer. It was noted that it is in conflict with the Village Plan that was recently adopted. Mr. Klatt explained that this is specifically for I-94 and when the Village Plan is brought back, those types of changes should be made.

Amending the proposed plan to allow manufacturing was discussed. Council Member Nelson expressed his desire for the addition of heavy manufacturing in order to be flexible. Mr. Klatt said that the issue can be addressed at a later point through zoning regulations to allow this in the future if desired.

The Conditional Use classification was also discussed. It was noted that certain heavy manufacturing uses often poses potential nuisance issues, such as heat, glare, odor, noise, etc. Council Member Smith stated she recalls that the number of jobs was considered when manufacturing was discussed, i.e. businesses involving large machinery versus high number of workers. This may have to change with the advancement of technology. Council Member Nelson reiterated his desire to be friendly to businesses and not be overly restrictive without knowing what the next manufacturing development may include.

MOTION: Council Member Smith moved ***TO APPROVE RESOLUTION NO. 2013-025, ADOPTING AMENDMENTS TO THE LAKE ELMO 2030 COMPREHENSIVE PLAN.*** *Seconded by Council Member Bloyer.* ***MOTION PASSED 4-0.***

SUMMARY REPORTS AND ANNOUNCEMENTS

Council Member Bloyer reported stopping and speak to neighbors phone calls with residents. Wants the community to remember to be grateful for living in Lake Elmo. He hopes that future discussions are positive.

Mayor Pearson reported meeting with Mr. Griffin, Mr. Zuleger, Mr. Johnson, and Mr. Klatt to discuss obtaining funding for the crosswalk on Highway 5.

Council Member Smith – Lake Elmo Days committee has begun meeting to plan event. Scheduled Wheelhouse for Saturday; Ken Wanovich will be playing during the day. Event will include Battle of the Bands. September 6 & 7th. Always looking for volunteers. Explained the membership of the group; Commended Clerk Bell on the minutes - best minutes in 8 years. They were clear and concise; Also gave kudos to Alyssa McLeod for newsletter. Best newsletter she ever seen. Thanked staff for hard work.

Council Member Nelson – no report.

City Administrator Zuleger gave overview of revised workshop schedule and subject matter; delivering Minnesota Investment Fund grant to MN-DEED on Valley Cartage deal; Met with Rep. McCollum staff on ground water issues; Two properties are going to prosecution. Going to be taking a drainage tour with Planner Johnson; Working on lake issues and park issues; Working with MN Land Trust regarding Conservation Easement for Sunfish Lake Park and management plans; Park survey sub-committee is meeting.

Council Member Bloyer expressed his opinion that electors had differing expectations of park use. Would like legal counsel to look at eminent domain as possible way to get land back.

Council Member Smith noted the hard work done on preserving the land. She gave examples of opposing the placement of a water tower and public works building. However, she still wants the park used. She did want some active use in Area Two, and if Conservation Easement prohibits that, then it is in violation of what council intended at the time. She stated that there was supposed to be 5 acres set aside to include a skating rink, etc. It was always the intent to have the five acres used for active – would like a pavilion and picnic area. Not ever meant for area to not be used or closed off. Wants to see more people use the park.

The acquisition of the land and the adoption of the easement and what options are available to alter or modify the usage was discussed. It was pointed out that amending the easement or developing a management plan were available remedies. Private and public conservation easements in the City were discussed.

City Attorney Brekken reported working on property clean up action; stated he would pass on Council Member Bloyer's comments regarding Sunfish Lake Park to City Attorney Snyder.

Planning Director Klatt reported upcoming Village planning workshop involving parking standards. Planning comm. looked at Village mixed use ordinance. Preliminary plat expected soon; On 4/13 at 9AM planning webinar.

City Engineer Griffin reported state Highway 5 funding program from MnDOT. This is a tight deadline, but trying to make the deadline. school crosswalk.

Finance Director Bendel No report.

City Clerk Bell reported that "good meetings make good minutes"; attended annual municipal clerk conference in St. Cloud; conducting research on park and lake use issues; working on a liquor license transfer; noted that there was another high school student in attendance tonight.

Meeting adjourned at 8:58 P.M.

LAKE ELMO CITY COUNCIL

_____

Mike Pearson, Mayor

ATTEST:

_____

Adam R. Bell, City Clerk

THE CITY OF LAKE ELMO

MAYOR AND COUNCIL COMMUNICATION

DATE: 04/16/2013
CONSENT
ITEM #: 3
MOTION Consent Agenda

AGENDA ITEM: Approve Disbursements in the Amount of $149,458.18

SUBMITTED BY: Cathy Bendel, Finance Director

REVIEWED BY: Dean Zuleger, City Administrator

SUMMARY AND ACTION REQUESTED: As part of its Consent Agenda, the City Council is asked to approve disbursements in the amount of $149,458.18. No specific motion is needed, as this is recommended to be part of the overall approval of the *Consent Agenda.*

BACKGROUND INFORMATION: The City of Lake Elmo has fiduciary authority and responsibility to conduct normal business operation. Below is a summary of current claims to be disbursed and paid in accordance with State law and City policies and procedures.

Claim #	Amount	Description
ACH	$ 9,227.87	Payroll Taxes to IRS & MN Dept of Revenue 4/4/13
ACH	$ 5,550.70	Payroll Retirement to PERA 4/4/13
DD4530– DD4550	$ 26,653.73	Payroll Dated 4/4/13 (Direct Deposits)
1930-1945	$ 960.00	Library Card Reimbursements 4/16/13
39769-39816	$ 107,065.88	Accounts Payable 4/16/13
TOTAL	**$ 149,458.18**	

STAFF REPORT: City staff has complied and reviewed the attached set of claims. All appears to be in order and consistent with City budgetary and fiscal policies and Council direction.

RECOMMENDATION: It is recommended that the City Council approve as part of the Consent Agenda proposed disbursements in the amount of $149,458.18.

Alternatively, the City Council does have the authority to remove this item from the Consent Agenda or a particular claim from this item and further discuss and deliberate prior to taking action. If done so, the appropriate action of the Council following such discussion would be:

"Move to approve the April 16, 2013, Disbursements as

Presented *[and modified]* herein."

ATTACHMENTS:

1. Accounts Payable Dated 4/16/13

SUGGESTED ORDER OF BUSINESS *(if removed from the Consent Agenda)*:

- Questions from Council to Staff ..... Mayor Facilitates
- Call for Motion ..... Mayor & City Council
- Discussion ..... Mayor & City Council
- Action on Motion ..... Mayor Facilitates

Accounts Payable
To Be Paid Proof List

User: denise
Printed: 04/11/2013 - 11:38 AM
Batch: 003-04-2013

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO	Line #
ADVANCED Advanced Eng & Environ Svs Inc											
33751	04/10/2013	306.00	0.00	04/16/2013	Water system Design Phasing Study AE2S		-			No	0000
601-494-9400-43030	Engineering Services										
	33751 Total:	306.00									
33752	04/10/2013	423.52	0.00	04/16/2013	Production Well No4 AE2S Task Order #2		-			No	0000
601-494-9400-43030	Engineering Services										
	33752 Total:	423.52									
	ADVANCED Total:	729.52									
ALEXANDE Alexander Farrah											
STORMWATER2012	04/10/2013	55.00	0.00	04/16/2013	SW Assessment rec'd after cut off adjust		-			No	0000
601-000-0000-37100	Water Sales										
	STORMWATER2012 Total:	55.00									
	ALEXANDE Total:	55.00									
ALLEGRA Allegra											
48067	04/10/2013	146.61	0.00	04/16/2013	4 Part Administraive Citiations		-			No	0000
101-420-2400-42030	Printed Forms										
	48067 Total:	146.61									
	ALLEGRA Total:	146.61									
AMDAHL Amdahl Chris											
9655	04/10/2013	109.65	0.00	04/16/2013	Rekey Public Entrance, Station #1		-			No	0000
101-420-2220-44010	Repairs/Maint Bldg										
	9655 Total:	109.65									
	AMDAHL Total:	109.65									
ARAM Aramark, Inc.											
629-7704689	04/10/2013	25.54	0.00	04/16/2013	Uniforms- Invoice Date 3/14/13		-			No	0000
101-430-3100-44170	Uniforms										
	629-7704689 Total:	25.54									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close	POLine #
629-7714367	04/10/2013	25.54	0.00	04/16/2013	Uniforms Invoice Dated 3/28/2013		-			No	0000
101-430-3100-44170	Uniforms										
	629-7714367 Total:	25.54									
629-7716193	04/10/2013	51.83	0.00	04/16/2013	Linen City Hall		-			No	0000
101-410-1940-44010	Repairs/Maint Contractual Bldg										
	629-7716193 Total:	51.83									
629-7716194	04/10/2013	42.99	0.00	04/16/2013	Monthly Rug Service-Annex		-			No	0000
101-410-1940-44010	Repairs/Maint Contractual Bldg										
	629-7716194 Total:	42.99									
629-7719197	04/10/2013	25.54	0.00	04/16/2013	Uniforms Invoice dated 4/4/2013		-			No	0000
101-430-3100-44170	Uniforms										
	629-7719197 Total:	25.54									
	ARAM Total:	171.44									
BATTYPL	Batteries Plus Woodbury, Corp										
032-772897	04/10/2013	7.56	0.00	04/16/2013	Shop Batteries		-			No	0000
101-430-3100-42150	Shop Materials										
032-772897	04/10/2013	64.62	0.00	04/16/2013	Trailer Brake Batteries		-			No	0000
101-430-3100-42150	Shop Materials										
	032-772897 Total:	72.18									
	BATTYPL Total:	72.18									
BENDEL	Bendel Cathy										
2012-HAS	04/10/2013	700.00	0.00	04/16/2013	2012 Reimbursement HSA		-			No	0000
101-000-0000-21710	Health HSA										
	2012-HAS Total:	700.00									
	BENDEL Total:	700.00									
BERTELSO	Bertelson's										
CP-WO-838018-1	04/10/2013	-1.38	0.00	04/16/2013	Return credit		-			No	0000
101-410-1320-42000	Office Supplies										
	CP-WO-838018-1 Total:	-1.38									
WO-845308-1	04/10/2013	77.48	0.00	04/16/2013	Planning		-			No	0000
101-410-1910-42000	Office Supplies										
	WO-845308-1 Total:	77.48									
	BERTELSO Total:	76.10									
BUELOW	Buelow Excavating										
6714	04/10/2013	1,163.75	0.00	04/16/2013	Contract Snow Plowing 3/5 & 3/14		-			No	0000
101-430-3125-43150	Contract Services										
	6714 Total:	1,163.75									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO	Line #
	BUELOW Total:	1,163.75									
C A C Companion Animal Control, LLC											
4	04/10/2013	500.00	0.00	04/16/2013	Animal Control Services- March	-				No	0000
101-420-2700-43150	Contract Services										
4	04/10/2013	210.00	0.00	04/16/2013	Dog Pick Up / Impoundment	-				No	0000
101-420-2700-43160	Impounding										
	4 Total:	710.00									
	C A C Total:	710.00									
CARDMEMB Cardmember Service											
03192013-VISA	04/10/2013	270.00	0.00	04/16/2013	Conference Regis webcast 21st Century PL	-				No	0000
101-410-1910-44330	Dues & Subscriptions										
	03192013-VISA Total:	270.00									
03212013VISA	04/10/2013	5.00	0.00	04/16/2013	Parking 2/26 D Zuleger - Met Council	-				No	0000
101-410-1320-44300	Miscellaneous										
03212013VISA	04/10/2013	52.01	0.00	04/16/2013	Misc Meals 3/8 & 3/10 D Zuleger	-				No	0000
101-410-1320-44300	Miscellaneous										
03212013VISA	04/10/2013	26.07	0.00	04/16/2013	Office Supplies - Target Car Charger-Zul	-				No	0000
101-410-1320-42000	Office Supplies										
03212013VISA	04/10/2013	410.00	0.00	04/16/2013	2013 MN Municipal Clerks Mbrship	-				No	0000
101-410-1320-44330	Dues & Subscriptions										
03212013VISA	04/10/2013	25.99	0.00	04/16/2013	Wall Street Journal Subscrip 3 Months	-				No	0000
101-410-1320-44330	Dues & Subscriptions										
03212013VISA	04/10/2013	180.00	0.00	04/16/2013	CTC Program to mail out Newsletter	-				No	0000
101-410-1450-43090	Newsletter										
03212013VISA	04/10/2013	249.00	0.00	04/16/2013	Alliance Innovation-Cust Serv Local Govt	-				No	0000
101-410-1450-44370	Conferences & Training										
	03212013VISA Total:	948.07									
165104-VISA	04/10/2013	60.00	0.00	04/16/2013	Lodging @ Ripley	-				No	0000
101-420-2220-44370	Conferences & Training										
	165104-VISA Total:	60.00									
1868132135-VISA	04/10/2013	110.00	0.00	04/16/2013	Shade Tree Short course Bodlovick	-				No	0000
101-450-5200-44300	Miscellaneous										
	1868132135-VISA Total:	110.00									
2198-VISA	04/10/2013	21.00	0.00	04/16/2013	Repair Boot, Boot Polish	-				No	0000
101-420-2220-44170	Uniforms										
	2198-VISA Total:	21.00									
	CARDMEMB Total:	1,409.07									
CARQUEST Car Quest Auto Parts											
2055-284792	04/10/2013	36.05	0.00	04/16/2013	Asphalt Roller Filters	-				No	0000
101-430-3120-42210	Equipment Parts										

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO	Line #
	2055-284792 Total:	36.05									
2055-284939	04/10/2013	11.41	0.00	04/16/2013	Asphalt Roller Filters		-			No	0000
101-430-3120-42210	Equipment Parts										
2055-284939	04/10/2013	62.76	0.00	04/16/2013	Roller Oil		-			No	0000
101-430-3120-42120	Fuel, Oil and Fluids										
	2055-284939 Total:	74.17									
6971-345635	04/10/2013	10.09	0.00	04/16/2013	Idler Pulley 00-2		-			No	0000
101-430-3100-44010	Repairs/Maint Bldg										
6971-345635	04/10/2013	28.63	0.00	04/16/2013	Antifreeze Trans fluid		-			No	0000
101-430-3100-42120	Fuel, Oil and Fluids										
	6971-345635 Total:	38.72									
	CARQUEST Total:	148.94									
CENCOLLE Century College											
499327	04/10/2013	635.00	0.00	04/16/2013	Fire Officer 1 x 2 Cornell, Witter		-			No	0000
101-420-2220-44370	Conferences & Training										
	499327 Total:	635.00									
	CENCOLLE Total:	635.00									
COMCAST Comcast											
03272013	04/10/2013	7.92	0.00	04/16/2013	Monthly Service - Fire Department		-			No	0000
101-420-2220-44300	Miscellaneous										
	03272013 Total:	7.92									
	COMCAST Total:	7.92									
CTYBLOOM City of Bloomington											
MARCH 2013	04/10/2013	31.50	0.00	04/16/2013	Lab Bacteria Test		-			No	0000
601-494-9400-42270	Utility System Maintenance										
	MARCH 2013 Total:	31.50									
	CTYBLOOM Total:	31.50									
CTYROSEV City of Roseville											
217315	04/10/2013	3,776.26	0.00	04/16/2013	Monthly IT Services Billing April 2013		-			No	0000
101-410-1450-43180	Information Technology/Web										
	217315 Total:	3,776.26									
	CTYROSEV Total:	3,776.26									
DELAPP DeLapp Steve											
03312013	04/10/2013	80.99	0.00	04/16/2013	Reimb Building Rehab & Repair Supplies-		-			No	0000
206-450-5300-42230	Building Repair Supplies										
	03312013 Total:	80.99									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO	Line #
	DELAPP Total:	80.99									
EJ-MBROC Brockway Matthew											
PRIMARY - 12	04/10/2013	100.00	0.00	04/16/2013	Election Judge 2012 Primary		-			No	0000
101-410-1410-43150	Contract Services										
	PRIMARY - 12 Total:	100.00									
	EJ-MBROC Total:	100.00									
EMBROIDM Embroidme of Roseville											
E 20660	04/10/2013	45.48	0.00	04/16/2013	Admin-Beckie's Shirt		-			No	0000
101-410-1320-44300	Miscellaneous										
E 20660	04/10/2013	45.48	0.00	04/16/2013	Finance - Mike G Shirt		-			No	0000
101-410-1520-44300	Miscellaneous										
	E 20660 Total:	90.96									
	EMBROIDM Total:	90.96									
EMERGAUT Emergency Automotive tech, Inc											
21598	04/10/2013	148.00	0.00	04/16/2013	Repair Emergency Lights on CV1		-			No	0000
101-420-2220-44040	Repairs/Maint Eqpt										
	21598 Total:	148.00									
	EMERGAUT Total:	148.00									
ENVENTIS Enventis											
738507 04012013	04/10/2013	53.89	0.00	04/16/2013	Telephone/Data Service City Hall April		-			No	0000
101-410-1940-43210	Telephone										
	738507 04012013 Total:	53.89									
	ENVENTIS Total:	53.89									
FOCUS Focus Engineering, Inc.											
543 & 545	04/10/2013	3,722.29	0.00	04/16/2013	General Engineering		-			No	0000
101-410-1930-43030	Engineering Services										
543 & 545	04/10/2013	1,801.00	0.00	04/16/2013	General Engineering		-			No	0000
101-410-1910-43030	Engineering Services										
	543 & 545 Total:	5,523.29									
545	04/10/2013	943.50	0.00	04/16/2013	General Engineering VRA		-			No	0000
101-420-2400-43030	Engineering										
545	04/10/2013	2,199.38	0.00	04/16/2013	General Engineering VRA		-			No	0000
101-410-1910-43030	Engineering Services										
545	04/10/2013	787.50	0.00	04/16/2013	General Engineering VRA		-			No	0000
101-430-3100-43030	Engineering Services										

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO	Line #
545	04/10/2013	140.50	0.00	04/16/2013	General Engineering VRA		-			No	0000
601-494-9400-43030	Engineering Services										
545	04/10/2013	475.00	0.00	04/16/2013	General Engineering VRA		-			No	0000
602-495-9450-43030	Engineering Services										
545	04/10/2013	2,527.00	0.00	04/16/2013	General Engineering VRA		-			No	0000
603-496-9500-43030	Engineering Services										
	545 Total:	7,072.88									
546	04/10/2013	1,186.77	0.00	04/16/2013	Transportation & Traffic Systems		-			No	0000
409-480-8000-43030	Engineering Services										
546	04/10/2013	360.00	0.00	04/16/2013	Street Maintenance		-			No	0000
409-480-8000-43030	Engineering Services										
546	04/10/2013	1,036.00	0.00	04/16/2013	Capital Improvement Planning		-			No	0000
409-480-8000-43030	Engineering Services										
546	04/10/2013	2,765.45	0.00	04/16/2013	2013 Seal Coat Project		-			No	0000
409-480-8000-43030	Engineering Services										
546	04/10/2013	531.00	0.00	04/16/2013	Trunk Highway 36 Corridor Planning		-			No	0000
409-480-8000-43030	Engineering Services										
546	04/10/2013	29.50	0.00	04/16/2013	MNDot Hilton Trail Interchange		-			No	0000
409-480-8000-43030	Engineering Services										
546	04/10/2013	442.50	0.00	04/16/2013	State Hwy5 Traffic Mgmt Safety Improve		-			No	0000
409-480-8000-43030	Engineering Services										
546	04/10/2013	1,566.50	0.00	04/16/2013	Municipal Aid System		-			No	0000
409-480-8000-43030	Engineering Services										
	546 Total:	7,917.72									
547	04/10/2013	135.00	0.00	04/16/2013	Sanctuary		-			No	0000
409-480-8000-43030	Engineering Services										
	547 Total:	135.00									
548	04/10/2013	135.00	0.00	04/16/2013	Lake Elmo Area Village Eng. Support		-			No	0000
413-480-8000-43030	Engineering Services										
	548 Total:	135.00									
549	04/10/2013	177.00	0.00	04/16/2013	10th Street Infrastructure Planning		-			No	0000
420-480-8000-43030	Engineering Services										
	549 Total:	177.00									
550	04/10/2013	74.28	0.00	04/16/2013	Demontreville Highlands Area Street Impr		-			No	0000
419-480-8000-43030	Engineering Services										
	550 Total:	74.28									
551	04/10/2013	1,285.00	0.00	04/16/2013	Olson lake Trail Sewer Extenion Feasibil		-			No	0000
409-480-8000-43030	Engineering Services										
	551 Total:	1,285.00									
552	04/10/2013	59.00	0.00	04/16/2013	Inwood Ave Trunk Waterman		-			No	0000
601-494-9400-43030	Engineering Services										
	552 Total:	59.00									
553	04/10/2013	2,187.20	0.00	04/16/2013	Keats Ave Watermain 43%		-			No	0000
601-494-9400-43030	Engineering Services										

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO	Line #
553	04/10/2013	2,899.30	0.00	04/16/2013	Keats Ave Street 57%		-			No	0000
409-480-8000-43030	Engineering Services										
	553 Total:	5,086.50									
554	04/10/2013	5,307.00	0.00	04/16/2013	Lennar I-94 West Corridor		-			No	0000
203-490-9070-43030	Engineering Services										
	554 Total:	5,307.00									
555	04/10/2013	6,456.36	0.00	04/16/2013	LE Ave Infrastructure I94 to 30th Street		-			No	0000
409-480-8000-43030	Engineering Services										
	555 Total:	6,456.36									
556	04/10/2013	883.50	0.00	04/16/2013	Water System funding activities (Deeds)		-			No	0000
409-480-8000-43030	Engineering Services										
	556 Total:	883.50									
557	04/10/2013	842.50	0.00	04/16/2013	Production Well Number 4		-			No	0000
601-494-9400-43030	Engineering Services										
	557 Total:	842.50									
558	04/10/2013	380.20	0.00	04/16/2013	Section 34 Water 40%		-			No	0000
601-494-9400-43030	Engineering Services										
558	04/10/2013	570.30	0.00	04/16/2013	Section 34 Sewer Extension 60%		-			No	0000
602-495-9450-43030	Engineering Services										
	558 Total:	950.50									
	FOCUS Total:	41,905.53									
GIBSONJU	Gibson Judy										
03292013	04/10/2013	132.00	0.00	04/16/2013	Pioneer Press Newspaper Subscription		-			No	0000
206-450-5300-44330	Dues & Subscriptions										
	03292013 Total:	132.00									
	GIBSONJU Total:	132.00									
JOHNSON&	Johnson & Turner Attorneys										
28019	04/10/2013	4,239.50	0.00	04/16/2013	Legal Services Prosecution		-			No	0000
101-420-2150-43045	Attorney Criminal										
	28019 Total:	4,239.50									
28025	04/10/2013	72.50	0.00	04/16/2013	Legal Services 3M		-			No	0000
601-494-9400-43040	Legal Services										
	28025 Total:	72.50									
28398 28402	04/10/2013	3,464.50	0.00	04/16/2013	Legal services - Civil		-			No	0000
101-410-1320-43040	Legal Services										
	28398 28402 Total:	3,464.50									
28399	04/10/2013	2,442.00	0.00	04/16/2013	Legal Services Detachment Petition		-			No	0000
101-410-1320-43040	Legal Services										
	28399 Total:	2,442.00									
	JOHNSON& Total:	10,218.50									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO	Line #
JOHNSONB Johnson Brian											
04062013	04/10/2013	67.69	0.00	04/16/2013	Reimbursement Vehicle Cleaning Supplies		-			No	0000
101-420-2220-44040	Repairs/Maint Eqpt										
	04062013 Total:	67.69									
	JOHNSONB Total:	67.69									
LEOIL Lake Elmo Oil, Inc.											
03312013	04/10/2013	190.50	0.00	04/16/2013	Fuel		-			No	0000
101-420-2220-42120	Fuel, Oil and Fluids										
	03312013 Total:	190.50									
288888	04/10/2013	60.00	0.00	04/16/2013	Fuel		-			No	0000
101-430-3120-42120	Fuel, Oil and Fluids										
	288888 Total:	60.00									
	LEOIL Total:	250.50									
Lillie Newspapers Inc. Lillie Suburban											
03292013	04/10/2013	47.30	0.00	04/16/2013	3/6 Notice - Olson Lake Trail		-			No	0000
101-410-1450-43510	Public Notices										
03292013	04/10/2013	103.20	0.00	04/16/2013	3/20 Notice - Keats Avenue		-			No	0000
101-410-1450-43510	Public Notices										
03292013	04/10/2013	70.40	0.00	04/16/2013	3/20 Ordinance #08-071		-			No	0000
101-410-1320-43510	Legal Publishing										
03292013	04/10/2013	112.20	0.00	04/16/2013	3/20 Ordinance #08-072		-			No	0000
101-410-1320-43510	Legal Publishing										
03292013	04/10/2013	26.40	0.00	04/16/2013	3/27 Notice - Planning Commission		-			No	0000
101-410-1450-43510	Public Notices										
	03292013 Total:	359.50									
	Lillie Total:	359.50									
LOFF Loffler Companies, Inc.											
1548046	04/10/2013	511.63	0.00	04/16/2013	Copy Machines Overage & Base 3/10-4/9		-			No	0000
101-410-1940-44040	Repairs/Maint Contractual Eqpt										
	1548046 Total:	511.63									
	LOFF Total:	511.63									
MAHCO MAHCO											
APRIL 12 2013	04/10/2013	95.00	0.00	04/16/2013	MAHCO Spring Training 4/12 Hazardous		-			No	0000
101-420-2400-44370	Conferences & Training										
	APRIL 12 2013 Total:	95.00									
	MAHCO Total:	95.00									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO	Line #
MARONEYS Maroney's Sanitation, Inc											
473549	04/10/2013	108.32	0.00	04/16/2013	Waste Removal-City Hall		-			No	0000
101-410-1940-43840	Refuse										
473549	04/10/2013	47.68	0.00	04/16/2013	Waste Removal-Fire		-			No	0000
101-420-2220-43840	Refuse										
473549	04/10/2013	207.82	0.00	04/16/2013	Waste Removal-Public Works		-			No	0000
101-430-3100-43840	Refuse										
473549	04/10/2013	207.82	0.00	04/16/2013	Waste Removal-Parks		-			No	0000
101-450-5200-43840	Refuse										
473549	04/10/2013	48.12	0.00	04/16/2013	Waste Removal-Library		-			No	0000
206-450-5300-43840	Refuse										
	473549 Total:	619.76									
	MARONEYS Total:	619.76									
METCOU Metropolitan Council											
1013787	04/10/2013	1,484.55	0.00	04/16/2013	Monthly Wastewater Service - May		-			No	0000
602-495-9450-43820	Sewer Utility - Met Council										
	1013787 Total:	1,484.55									
	METCOU Total:	1,484.55									
MURRYREN Murray Renee											
03312013	04/10/2013	169.94	0.00	04/16/2013	Books for Collection		-			No	0000
206-450-5300-42500	Library Collection Maintenance										
	03312013 Total:	169.94									
	MURRYREN Total:	169.94									
NCPERS 566200-NCPERS Minnesota											
5662413	04/10/2013	112.00	0.00	04/16/2013	April 2013 Deductions		-			No	0000
101-000-0000-21708	Other Benefits										
	5662413 Total:	112.00									
	NCPERS Total:	112.00									
NORTHTOO Blue Tarp Financial											
563059231	04/10/2013	451.99	0.00	04/16/2013	Pump Discharge Hoses		-			No	0000
603-496-9500-42400	Small Tools & Minor Equipment										
	563059231 Total:	451.99									
	NORTHTOO Total:	451.99									
ONECALL Gopher State One Call											
60413	04/10/2013	100.00	0.00	04/16/2013	Annuel Fee- Lines Locate		-			No	0000
101-430-3100-43150	Contract Services										

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO	Line #
	60413 Total:	100.00									
65874	04/10/2013	59.55	0.00	04/16/2013	FTP Tickets & Voice		-			No	0000
101-430-3100-43150	Contract Services										
	65874 Total:	59.55									
	ONECALL Total:	159.55									
PIKEBOB Pike Bob											
04012013	04/10/2013	46.41	0.00	04/16/2013	Paint supplies		-			No	0000
206-450-5300-42230	Building Repair Supplies										
04012013	04/10/2013	11.75	0.00	04/16/2013	Key made for piano		-			No	0000
206-450-5300-42230	Building Repair Supplies										
	04012013 Total:	58.16									
	PIKEBOB Total:	58.16									
PINKY Pinky's Sewer Service, Inc.											
65569	04/10/2013	100.00	0.00	04/16/2013	Pumped 2 Septic Tanks		-			No	0000
206-450-5300-44010	Repairs/Maint Bldg										
	65569 Total:	100.00									
	PINKY Total:	100.00									
PITNEY Pitney Bowes											
438240	04/10/2013	221.33	0.00	04/16/2013	Postage Rental & refills 2/15/;12/31/12		-			No	0000
101-410-1320-43220	Postage										
	438240 Total:	221.33									
	PITNEY Total:	221.33									
REEDKATR Reed Katrina											
04162013	04/10/2013	96.00	0.00	04/16/2013	HSA Day Care Reimbursement		-			No	0000
101-000-0000-21710	Health HSA										
	04162013 Total:	96.00									
	REEDKATR Total:	96.00									
RIVRCOOP River Country Cooperative											
03312013	04/10/2013	529.12	0.00	04/16/2013	Fuel		-			No	0000
101-420-2220-42120	Fuel, Oil and Fluids										
	03312013 Total:	529.12									
	RIVRCOOP Total:	529.12									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO	Line #
SCHWAAB Schwaab, Inc.											
C82819	04/10/2013	79.25	0.00	04/16/2013	2 Self-Inking Signature Stamps		-			No	0000
101-410-1320-42000	Office Supplies										
	C82819 Total:	79.25									
C84573	04/10/2013	75.07	0.00	04/16/2013	Pre-Inked Notary Stamp & 2 Record Bks		-			No	0000
101-410-1320-42000	Office Supplies										
	C84573 Total:	75.07									
	SCHWAAB Total:	154.32									
SW/WC SW/WC Service Cooperatives											
03/25/2013	04/10/2013	24,759.00	0.00	04/16/2013	May 2013 Insurance Premiums		-			No	0000
101-000-0000-21706	Medical Insurance										
	03/25/2013 Total:	24,759.00									
	SW/WC Total:	24,759.00									
TASCH T.A. Schifsky & Sons Inc											
54636	04/10/2013	230.85	0.00	04/16/2013	Asphalt		-			No	0000
101-430-3120-42240	Street Maintenance Materials										
	54636 Total:	230.85									
	TASCH Total:	230.85									
TOWNCTRY Town & Country Cleaning Co											
413 630	04/10/2013	245.81	0.00	04/16/2013	April Janitorial Services		-			No	0000
101-410-1940-44010	Repairs/Maint Contractual Bldg										
	413 630 Total:	245.81									
413 671	04/10/2013	187.47	0.00	04/16/2013	April Janitorial Service - Library		-			No	0000
206-450-5300-44010	Repairs/Maint Bldg										
	413 671 Total:	187.47									
	TOWNCTRY Total:	433.28									
VANGADOR Vang Adora											
Cable Operator	04/10/2013	55.00	0.00	04/16/2013	Cable Operations - 4/2/13 CC Meeting 4hr		-			No	0000
101-410-1450-43620	Cable Operations										
	Cable Operator Total:	55.00									
Cable Operator1	04/10/2013	55.00	0.00	04/16/2013	Cable Operations-4/8/13 PC Meeting 4hrs		-			No	0000
101-410-1450-43620	Cable Operations										
	Cable Operator1 Total:	55.00									
	VANGADOR Total:	110.00									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO	Line #
WITTER Witter Nicholas											
04022013	04/10/2013	49.72	0.00	04/16/2013	Mileage Reimbursement Officer Training		-			No	0000
101-420-2220-44370	Conferences & Training										
	04022013 Total:	49.72									
	WITTER Total:	49.72									
XCEL Xcel Energy											
51-0117417-0	04/10/2013	26.09	0.00	04/16/2013	425 Keats - Welcome Sign		-			No	0000
101-430-3160-43810	Street Lighting										
	51-0117417-0 Total:	26.09									
51-0630620-5	04/10/2013	569.04	0.00	04/16/2013	3537 Lake Elmo Ave - Library		-			No	0000
206-450-5300-43810	Electric Utility										
	51-0630620-5 Total:	569.04									
51-4504807-7	04/10/2013	78.41	0.00	04/16/2013	3509 Laverne Lights at Legion Pk		-			No	0000
101-450-5200-43810	Electric Utility										
51-4504807-7	04/10/2013	84.36	0.00	04/16/2013	8860 Hudson lift station		-			No	0000
602-495-9450-43810	Electric Utility										
51-4504807-7	04/10/2013	32.80	0.00	04/16/2013	100 Inwood Traffic Lights		-			No	0000
101-430-3160-43810	Street Lighting										
	51-4504807-7 Total:	195.57									
51-4572945-7	04/10/2013	31.46	0.00	04/16/2013	3014 Jamley Street Lights		-			No	0000
101-430-3160-43810	Street Lighting										
	51-4572945-7 Total:	31.46									
51-4576456-3	04/10/2013	1,095.49	0.00	04/16/2013	4259 Laverne Fire Station #2		-			No	0000
101-420-2220-43810	Electric Utility										
	51-4576456-3 Total:	1,095.49									
51-4580376-5	04/10/2013	215.62	0.00	04/16/2013	3800 Laverne - City Hall		-			No	0000
101-410-1940-43810	Electric Utility										
51-4580376-5	04/10/2013	29.83	0.00	04/16/2013	100 Keats - Traffic Lights		-			No	0000
101-430-3160-43810	Street Lighting										
51-4580376-5	04/10/2013	540.44	0.00	04/16/2013	3800 Laverne - City Hall		-			No	0000
101-410-1940-43810	Electric Utility										
	51-4580376-5 Total:	785.89									
51-4733556-8	04/10/2013	11.19	0.00	04/16/2013	3510 Laverne - Tennis Court		-			No	0000
101-450-5200-43810	Electric Utility										
	51-4733556-8 Total:	11.19									
51-5044219-0	04/10/2013	257.28	0.00	04/16/2013	11194 Upper 33rd - Parks Bldg		-			No	0000
101-450-5200-43810	Electric Utility										
	51-5044219-0 Total:	257.28									
51-5275289-3	04/10/2013	21.24	0.00	04/16/2013	8170 Lake Jane Trail - Pebble Park		-			No	0000
101-450-5200-43810	Electric Utility										
	51-5275289-3 Total:	21.24									
51-5356323-8	04/10/2013	1,616.50	0.00	04/16/2013	3303 Langly & 11975 55th Wells 1 & 2		-			No	0000
601-494-9400-43810	Electric Utility										

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close	POLine #
	51-5356323-8 Total:	1,616.50									
51-5522332-2	04/10/2013	42.74	0.00	04/16/2013	998 Inwood - Traffic Lights		-			No	0000
101-430-3160-43810	Street Lighting										
	51-5522332-2 Total:	42.74									
51-5747685-4	04/10/2013	288.04	0.00	04/16/2013	3585 Laverne - Arts Center		-			No	0000
101-450-5200-43810	Electric Utility										
	51-5747685-4 Total:	288.04									
51-5916043-7	04/10/2013	19.87	0.00	04/16/2013	11062 34th Street - Lift Station		-			No	0000
602-495-9450-43810	Electric Utility										
	51-5916043-7 Total:	19.87									
51-6429583-8	04/10/2013	17.25	0.00	04/16/2013	2759 Legion Ave - Lift Station		-			No	0000
602-495-9450-43810	Electric Utility										
	51-6429583-8 Total:	17.25									
51-6433976-2	04/10/2013	509.11	0.00	04/16/2013	3510 Laverne Fire Station #1		-			No	0000
101-420-2220-43810	Electric Utility										
	51-6433976-2 Total:	509.11									
51-6625457-1	04/10/2013	217.97	0.00	04/16/2013	3511 Laverne- Legion Park		-			No	0000
101-450-5200-43810	Electric Utility										
	51-6625457-1 Total:	217.97									
51-6736544-2	04/10/2013	2,119.87	0.00	04/16/2013	Street Lights		-			No	0000
101-430-3160-43810	Street Lighting										
	51-6736544-2 Total:	2,119.87									
51-6928283-3	04/10/2013	28.23	0.00	04/16/2013	11915 Stillwater Blvd-Manning&Stillwate		-			No	0000
101-430-3160-43810	Street Lighting										
	51-6928283-3 Total:	28.23									
51-6956201-4	04/10/2013	45.51	0.00	04/16/2013	3675 Layton VFW Ballfield Lts		-			No	0000
101-450-5200-43810	Electric Utility										
	51-6956201-4 Total:	45.51									
51-7538112-1	04/10/2013	2,552.23	0.00	04/16/2013	3400 Ideal Public Works		-			No	0000
101-430-3100-43810	Electric Utility										
	51-7538112-1 Total:	2,552.23									
51-8126093-5	04/10/2013	195.89	0.00	04/16/2013	3445 Ideal Ave Water Tower 2		-			No	0000
601-494-9400-43810	Electric Utility										
	51-8126093-5 Total:	195.89									
51-8711719-3	04/10/2013	12.33	0.00	04/16/2013	10901 Stillwater Blvd Speed Sign Hwy5		-			No	0000
101-430-3160-43810	Street Lighting										
	51-8711719-3 Total:	12.33									
	XCEL Total:	10,658.79									
YALEMECH Yale Mechanical											
135742	04/10/2013	1,005.03	0.00	04/16/2013	Winter Contract Maint Serv-Public Wks		-			No	0000
101-430-3100-44010	Repairs/Maint Bldg										
	135742 Total:	1,005.03									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close	POLine #
135743	04/10/2013	439.50	0.00	04/16/2013	Winter Contract Maint Serv-Fire Sta #2		-			No	0000
101-420-2220-44010	Repairs/Maint Bldg										
	135743 Total:	439.50									
135744A	04/10/2013	469.25	0.00	04/16/2013	Winter Contract Maint Serv-Fire Sta #1		-			No	0000
101-420-2220-44010	Repairs/Maint Bldg										
	135744A Total:	469.25									
135745 135800	04/10/2013	550.36	0.00	04/16/2013	Winter Contract Maint Serv-CityHall Anne		-			No	0000
101-410-1940-44010	Repairs/Maint Contractual Bldg										
	135745 135800 Total:	550.36									
135792	04/10/2013	246.25	0.00	04/16/2013	Winter Contract Maint Serv-Parks Bldg		-			No	0000
101-450-5200-44010	Repairs/Maint Bldg										
	135792 Total:	246.25									
	YALEMECH Total:	2,710.39									
	Report Total:	107,065.88									

THE CITY OF
LAKE ELMO

MAYOR AND COUNCIL COMMUNICATION

DATE: April 16, 2013
CONSENT
ITEM #: 4
MOTION

AGENDA ITEM: March 2013 Financial Reporting

SUBMITTED BY: Cathy Bendel, Finance Director

THROUGH: Dean Zuleger, City Administrator

REVIEWED BY: Dean Zuleger, City Administrator

SUMMARY AND ACTION REQUESTED: As part of its Consent Agenda, The City Council is asked to accept the March 2013 Financial Reporting Packet. No specific motion is needed, as this is recommended to be part of the overall approval of the *Consent Agenda*.

BACKGROUND INFORMATION: The City of Lake Elmo has fiduciary authority and responsibility to conduct normal business operations and report the financial (unaudited) statement to the City Council. City guidelines suggest the Council be updated on a regular basis.

STAFF REPORT: Attached please find a report for March reflecting the monthly detail supporting the year to date actual results and comparing those results to the 2013 Budget.

As of the end of the first quarter, the actual results are within 1% of budget. The most significant variances are highlighted below:

Revenues:

- Building Permit revenue for the month exceeded budget by 27% and for the year by 62%. As mentioned in previous months, the growth trend has continued even during the winter and 8 new homes have been applied for to date in 2013 compared to 3 homes at this same time in both 2012 and 2011.
- Plan review fees continue to be strong as a result of the increased housing activity and are 48% above budget for the month and 63% above budget year to date.

Expenses:

Most departments are below budget for the month as all Departments continue to be very cost conscious. A few key items to note:

- Workers Compensation expense hit in March but was not budgeted until later in the year. These numbers will be seen in each department based on the historical work comp rating for each job classification.

- The dues and subscription expense reflected for the Mayor & Council represents the annual cost for memberships in the League of Minnesota Cities ($6,958) and the Association of Metropolitan Municipalities ($3,381). The memberships were budgeted later in the year based on when they were paid in 2012.

- We were able to publish the newsletter earlier than anticipated so the expense hit in February rather than March when it was budgeted in the Communications Department budget.

- Due to coordinating initial audit fieldwork earlier than last year, the initial interim billing expense for audit hit earlier than budgeted for 2013 in the Finance Department budget.

- The annual accounting software maintenance expense (Springbrook) was paid for in January but was budgeted for in March based on when it was paid in 2012.

- The Planning Department has incurred expenses above the amounts budgeted for Engineering and Contract Services. All excess expenses were approved by City Council (The Theming project with Damon Farber).

- As mentioned last month, the small tools and equipment account for the Fire Department includes $9,048 which was 100% reimbursed by WA County grant monies in March (for the purchase of laptop equipment for the fire vehicles).

- The Building repairs and maintenance expense is over budget to date in the Fire Department due to needing to replace two heaters in Firehouse #1 which were a safety risk.

- As expected as a result of the extended winter, the sand/salt and repairs and maintenance to equipment costs are above budget. Although these costs are not controllable, the Public works department did an excellent job of coordinating resources to minimize overtime.

- Please note that the salary expenses are based on more accurate departmental allocations than we had back in August when the budget was initially compiled. As a result, some departments are above budget, while others are under but overall, personnel expenses are below budget.

RECOMMENDATION: It is recommended that the City Council receive the March monthly Financial Reporting Packet *as part of tonight's Consent Agenda.*

Alternately, the City Council does have the authority to remove this item from the Consent Agenda and further discuss and review.

ATTACHMENTS:

1. March Financial Reports

City of Lake Elmo
2013 By Month
Budget to Actual Comparative
As of March 31, 2013
101-General Fund Detail
By Department

4/16/2013

DEPT 410 - GEN'L GOV'T	MONTH BUDGET Month	MONTH ACTUAL Month	MONTH Variance ($) Month	MONTH Variance (%) Month	YTD BUDGET YTD	YTD ACTUAL YTD	YTD Variance ($) YTD	YTD Variance (%) YTD
REVENUE								
Current Ad Valorem Taxes	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Delinquent Ad Valorem Taxes	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Mobile Home Tax	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Fiscal Disparities	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Penalty & Interest on Taxes	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Liquor License	0.00	500.00	500.00	0.00%	0.00	500.00	500.00	0.00%
Wastehauler License	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
General Contractor License	0.00	165.00	165.00	0.00%	0.00	165.00	165.00	0.00%
Heating Contractor License	220.00	710.00	490.00	222.73%	1,785.00	2,400.00	615.00	34.45%
Blacktopping Contractor License	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Building Permits	10,000.00	12,767.30	2,767.30	27.67%	22,000.00	35,639.60	13,639.60	62.00%
Heating Permits	1,200.00	1,045.00	(155.00)	-12.92%	3,600.00	3,265.00	(335.00)	-9.31%
Plumbing Permits	300.00	805.00	505.00	168.33%	1,100.00	3,265.00	2,165.00	196.82%
Sewer Permits	0.00	185.00	185.00	0.00%	0.00	365.00	365.00	0.00%
Animal License	180.00	140.00	(40.00)	-22.22%	1,140.00	1,120.00	(20.00)	-1.75%
Utility Permits	600.00	0.00	(600.00)	-100.00%	1,800.00	798.00	(1,002.00)	-55.67%
Burning Permit	100.00	180.00	80.00	80.00%	400.00	565.00	165.00	41.25%
Homestead Credit Aid	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
MSA-Maintenance	0.00	0.00	0.00	0.00%	49,011.00	49,011.00	0.00	0.00%
State Fire Aid	1,500.00	3,000.00	1,500.00	100.00%	1,500.00	3,000.00	1,500.00	100.00%
PERA Aid	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Gravel Tax	0.00	0.00	0.00	0.00%	688.63	0.00	(688.63)	-100.00%
Recycling Grant	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Misc State Grant/Surcharge Rev	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Cable Franchise Revenue	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Zoning & Subdivision Fees	0.00	0.00	0.00	0.00%	1,000.00	0.00	(1,000.00)	0.00%
Plan Check Fees	5,000.00	7,396.68	2,396.68	47.93%	13,000.00	21,243.19	8,243.19	63.41%
Sale of Copies, Books, Maps	0.00	11.75	11.75	0.00%	6.00	91.25	85.25	1420.83%
Assessment Searches	120.00	75.00	(45.00)	-37.50%	180.00	240.00	60.00	33.33%
Clean Up Days	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Cable Operation Reimbursement	0.00	0.00	0.00	0.00%	47.50	0.00	(47.50)	0.00%
Fines	5,000.00	5,062.92	62.92	1.26%	15,000.00	12,326.51	(2,673.49)	-17.82%
Miscellaneous Revenue	1,500.00	250.00	(1,250.00)	-83.33%	4,500.00	1,994.21	(2,505.79)	-55.68%
Internal Charges	50.00	86.00	36.00	72.00%	150.00	584.00	434.00	289.33%
Interest Earnings	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Donations	0.00	0.00	0.00	0.00%	7,500.00	0.00	(7,500.00)	-100.00%
Total Revenue	**25,770.00**	**32,379.65**	**6,609.65**	**25.65%**	**124,408.13**	**136,572.76**	**12,164.63**	**9.78%**

EXPENSE								
1110 - Mayor & Council								
PT Salaries	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
FICA Contributions	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Medicare Contributions	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Workers Compensation	0.00	222.07	(222.07)	0.00%	36.00	222.07	(186.07)	-516.86%
Mileage	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Miscellaneous	0.00	1,500.00	(1,500.00)	0.00%	0.00	1,500.00	(1,500.00)	0.00%
Dues & Subscriptions	0.00	0.00	0.00	0.00%	3,391.00	10,339.00	(6,948.00)	-204.90%
Conferences & Training	500.00	389.00	111.00	22.20%	655.00	987.00	(332.00)	-50.69%
Total Mayor & Council	**500.00**	**2,111.07**	**(1,611.07)**	**-322.21%**	**4,082.00**	**13,048.07**	**(8,966.07)**	**-219.65%**
1320 - Administration								
FT Salaries	12,755.74	12,574.96	180.78	1.42%	39,921.30	39,907.60	13.70	0.03%
PERA Contributions	924.79	1,009.40	(84.61)	-9.15%	2,763.76	2,893.27	(129.51)	-4.69%
ICMA Contributions	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
FICA Contributions	756.95	724.32	32.63	4.31%	2,394.58	2,302.10	92.48	3.86%
Medicare Contributions	177.04	169.41	7.63	4.31%	560.06	538.42	21.64	3.86%
Health/Dental Insurance	3,127.60	2,611.00	516.60	16.52%	9,382.80	7,833.00	1,549.80	16.52%
Unemployment Benefits	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Workers Compensation	0.00	888.00	(888.00)	0.00%	1,396.00	888.00	508.00	36.39%
Office Supplies	592.58	634.52	(41.94)	-7.08%	1,680.87	1,417.76	263.11	15.65%
Printed Forms	363.91	0.00	363.91	0.00%	363.91	0.00	363.91	0.00%
Legal Services	4,000.00	7,570.57	(3,570.57)	-89.26%	12,000.00	12,512.07	(512.07)	-4.27%
Newsletter/Website	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Assessing Services	2,000.00	2,000.00	0.00	0.00%	6,000.00	4,000.00	2,000.00	33.33%
Contract Services	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Postage	300.00	0.00	300.00	100.00%	900.00	799.10	100.90	11.21%
Mileage	150.00	40.91	109.09	72.73%	450.00	40.91	409.09	90.91%
Legal Publishing	0.00	504.00	(504.00)	0.00%	0.00	823.82	(823.82)	0.00%
Insurance	0.00	(199.70)	199.70	0.00%	800.00	53.30	746.70	93.34%
Cable Operation Expense	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Miscellaneous	100.00	218.54	(118.54)	-118.54%	300.00	337.93	(37.93)	-12.64%
Dues & Subscriptions	100.00	0.00	100.00	100.00%	300.00	245.00	55.00	18.33%
Books	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Conferences & Training	66.21	790.00	(723.79)	-1093.17%	66.21	1,185.00	(1,118.79)	-1689.76%
Staff Development	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Total Administration	**25,414.82**	**29,535.93**	**(4,121.11)**	**-16.22%**	**79,279.49**	**75,777.28**	**3,502.21**	**4.42%**

1410 - Elections								
PT Salaries	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Office Supplies	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Legal Publications/Notification	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Election Equipment	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Equipment Repair	0.00	0.00	0.00	0.00%	150.00	0.00	150.00	100.00%
County Election Fees	0.00	0.00	0.00	0.00%	940.00	0.00	940.00	100.00%
Printed Forms	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Miscellaneious	0.00	0.00	0.00	0.00%	100.00	0.00	100.00	100.00%
Total Elections	**0.00**	**0.00**	**0.00**	**0.00%**	**1,190.00**	**0.00**	**1,190.00**	**100.00%**
1450 - Communications								
FT Salaries	2,916.67	1,452.90	1,463.77	50.19%	8,750.00	3,890.34	4,859.66	55.54%
PERA Contributions	211.46	105.35	106.11	50.18%	634.38	282.06	352.32	55.54%
FICA Contributions	180.83	87.25	93.58	51.75%	542.50	233.72	308.78	56.92%
Medicare Contributions	42.29	20.40	21.89	51.76%	126.88	54.65	72.23	56.93%
Health/Dental Insurance	0.00	272.00	(272.00)	0.00%	0.00	816.00	(816.00)	0.00%
Workers Compensation	0.00	104.00	(104.00)	0.00%	56.00	104.00	(48.00)	-85.71%
Newsletter	3,000.00	499.84	2,500.16	83.34%	3,000.00	2,728.18	271.82	9.06%
Office Supplies	50.00	0.00	50.00	0.00%	50.00	47.86	2.14	0.00%
Info Technology/Web	2,000.00	4,609.00	(2,609.00)	-130.45%	6,000.00	10,193.20	(4,193.20)	-69.89%
Telephone	250.00	64.60	185.40	74.16%	750.00	129.20	620.80	82.77%
Public Notices	200.00	1,315.80	(1,115.80)	-557.90%	600.00	1,815.64	(1,215.64)	-202.61%
Cable Operations	275.00	229.54	45.46	16.53%	825.00	580.85	244.15	29.59%
Repair/Maint Equipment	0.00	0.00	0.00	0.00%	0.00	56.50	(56.50)	0.00%
Total Communications	**9,126.25**	**8,760.68**	**365.57**	**4.01%**	**21,334.75**	**20,932.20**	**402.55**	**1.89%**
1520 - Finance								
FT Salaries	4,576.40	6,866.00	(2,289.60)	-50.03%	13,729.20	18,682.16	(4,952.96)	-36.08%
PERA Contributions	331.79	497.79	(166.00)	-50.03%	995.37	1,354.46	(359.09)	-36.08%
FICA Contributions	283.74	403.47	(119.73)	-42.20%	851.21	1,101.76	(250.55)	-29.43%
Medicare Contributions	66.36	94.34	(27.98)	-42.17%	199.07	257.66	(58.59)	-29.43%
Health/Dental Insurance	718.02	1,088.00	(369.98)	-51.53%	2,154.06	3,264.00	(1,109.94)	-51.53%
Unemployment Benefits	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Workers Compensation	0.00	494.00	(494.00)	0.00%	0.00	494.00	(494.00)	0.00%
Office Supplies	100.00	40.64	59.36	59.36%	100.00	53.25	46.75	46.75%
Printed Forms	0.00	0.00	0.00	0.00%	150.00	0.00	150.00	100.00%
Audit Services	0.00	5,875.00	(5,875.00)	0.00%	0.00	5,875.00	(5,875.00)	0.00%
Contract Services	5,000.00	3,415.62	1,584.38	31.69%	5,000.00	8,983.64	(3,983.64)	-79.67%
Software Programs	0.00	128.54	(128.54)	0.00%	0.00	128.54	(128.54)	0.00%
Mileage	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Miscellaneous	0.00	0.00	0.00	0.00%	1,500.00	0.00	1,500.00	100.00%
Dues & Subscriptions	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Conferences & Training	0.00	190.00	(190.00)	0.00%	400.00	225.00	175.00	43.75%
Total Finance	**11,076.30**	**19,093.40**	**(8,017.10)**	**-72.38%**	**25,078.91**	**40,419.47**	**(15,340.56)**	**-61.17%**

1910 - Planning & Zoning								
FT Salaries	8,278.95	11,287.92	(3,008.97)	-36.34%	24,836.85	29,254.32	(4,417.47)	-17.79%
PERA Contributions	600.22	818.37	(218.15)	-36.34%	1,800.67	2,120.95	(320.28)	-17.79%
FICA Contributions	513.29	674.26	(160.97)	-31.36%	1,539.88	1,741.94	(202.06)	-13.12%
Medicare Contributions	120.04	157.73	(37.69)	-31.39%	360.13	407.44	(47.31)	-13.14%
Health/Dental Insurance	886.48	1,656.00	(769.52)	-86.81%	2,659.45	4,968.00	(2,308.55)	-86.81%
Workers Compensation	0.00	916.00	(916.00)	0.00%	500.00	916.00	(416.00)	-83.20%
Office Supplies	50.00	634.61	(584.61)	-1169.22%	150.00	1,537.62	(1,387.62)	-925.08%
Printed Forms	0.00	217.85	(217.85)	0.00%	0.00	217.85	(217.85)	0.00%
Engineering Services	1,500.00	5,574.43	(4,074.43)	-271.63%	4,500.00	7,895.43	(3,395.43)	-75.45%
Contract Services	0.00	8,264.24	(8,264.24)	0.00%	0.00	10,656.74	(10,656.74)	0.00%
Mileage	30.00	0.00	30.00	100.00%	90.00	0.00	90.00	100.00%
Miscellaneous	20.00	314.05	(294.05)	-1470.25%	60.00	332.25	(272.25)	-453.75%
Dues & Subscriptions	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Books	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Conferences & Training	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Total Planning & Zoning	**11,999.00**	**30,515.46**	**(18,516.46)**	**-154.32%**	**36,496.99**	**60,048.54**	**(23,551.55)**	**-64.53%**
1930 - Engineering Services								
Engineering Services	5,000.00	2,738.56	2,261.44	45.23%	15,000.00	6,274.80	8,725.20	58.17%
Total Engineering Services	**5,000.00**	**2,738.56**	**2,261.44**	**45.23%**	**15,000.00**	**6,274.80**	**8,725.20**	**58.17%**
1940 - City Hall								
Cleaning Supplies	50.00	0.00	50.00	100.00%	150.00	0.00	150.00	100.00%
Building Repair Supplies	75.00	0.00	75.00	100.00%	225.00	0.00	225.00	100.00%
Telephone	700.00	180.12	519.88	74.27%	2,300.00	415.79	1,884.21	81.92%
Utilities	900.00	1,301.54	(401.54)	-44.62%	2,700.00	2,746.03	(46.03)	-1.70%
Refuse	108.32	108.32	0.00	0.00%	324.96	216.64	108.32	33.33%
Repairs/Maint Contractual Bldg	700.00	538.75	161.25	23.04%	2,100.00	1,720.51	379.49	18.07%
Repairs/Maint Contractual Equip	400.00	803.29	(403.29)	-100.82%	1,200.00	803.29	396.71	33.06%
Miscellaneous	75.00	0.00	75.00	100.00%	225.00	47.92	177.08	78.70%
Total City Hall	**3,008.32**	**2,932.02**	**76.30**	**2.54%**	**9,224.96**	**5,950.18**	**3,274.78**	**35.50%**
Total General Government	**66,124.69**	**95,687.12**	**(29,562.43)**	**-44.71%**	**191,687.10**	**222,450.54**	**(30,763.44)**	**-16.05%**

DEPT 420 - PUBLIC SAFETY

2100 - Police								
Law Enforcement Contract	0.00	0.00	0.00	0.00%	0.00	634.22	(634.22)	0.00%
Total Police	**0.00**	**0.00**	**0.00**	**0.00%**	**0.00**	**634.22**	**(634.22)**	**0.00%**
2150 - Prosecution								
Attorney Criminal	4,250.00	4,260.50	(10.50)	-0.25%	12,750.00	8,510.50	4,239.50	33.25%
Total Prosecution	**4,250.00**	**4,260.50**	**(10.50)**	**-0.25%**	**12,750.00**	**8,510.50**	**4,239.50**	**33.25%**
2220 - Fire								
FT Salaries	6,000.00	5,701.46	298.54	4.98%	18,000.00	16,575.86	1,424.14	7.91%
PT Salaries	10,000.00	7,126.21	2,873.79	28.74%	30,000.00	33,253.81	(3,253.81)	-10.85%
PERA Contributions	1,160.00	960.41	199.59	17.21%	3,480.00	2,773.83	706.17	20.29%
FICA Contributions	992.00	397.62	594.38	59.92%	2,976.00	1,905.96	1,070.04	35.96%
Medicare Contributions	232.00	179.64	52.36	22.57%	696.00	704.43	(8.43)	-1.21%
Health/Dental Insurance	1,276.70	1,142.00	134.70	10.55%	3,830.09	3,426.00	404.09	10.55%
Unemployment Benefits	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Workers Compensation	0.00	9,805.00	(9,805.00)	0.00%	10,130.00	9,805.00	325.00	3.21%
Office Supplies	125.00	924.43	(799.43)	-639.54%	125.00	1,080.35	(955.35)	-764.28%
EMS Supplies	150.00	0.00	150.00	100.00%	150.00	253.50	(103.50)	-69.00%
Fire Prevention	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Fuel, Oil & Fluids	1,122.00	759.64	362.36	32.30%	3,366.00	1,618.51	1,747.49	51.92%
Small Tools & Equip	0.00	(9,003.52)	9,003.52	0.00%	8,200.00	592.29	7,607.71	92.78%
Physicals	2,542.60	0.00	2,542.60	100.00%	2,842.60	100.00	2,742.60	96.48%
Telephone	250.00	269.71	(19.71)	-7.88%	750.00	539.42	210.58	28.08%
Radio	3,846.08	0.00	3,846.08	100.00%	3,946.08	239.40	3,706.68	93.93%
Mileage	0.00	99.44	(99.44)	0.00%	0.00	99.44	(99.44)	0.00%
Vehicle Insurance	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Electric Utility	900.00	1,835.79	(935.79)	-103.98%	2,700.00	3,714.81	(1,014.81)	-37.59%
Refuse	47.68	47.68	0.00	0.00%	143.04	95.36	47.68	33.33%
Repair/Maint Bldg	376.30	7,761.27	(7,384.97)	-1962.52%	1,128.90	8,735.91	(7,607.01)	-673.84%
Repair/Maint Equip	1,800.00	1,358.79	441.21	24.51%	9,756.00	3,509.30	6,246.70	64.03%
Uniforms	150.00	0.00	150.00	100.00%	450.00	242.88	207.12	46.03%
Miscellaneous	75.00	0.00	75.00	100.00%	225.00	198.71	26.29	11.68%
Dues & Subscriptions	400.00	0.00	400.00	100.00%	2,000.00	2,210.00	(210.00)	-10.50%
Books	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Conferences & Training	500.00	644.66	(144.66)	-28.93%	11,200.00	1,270.85	9,929.15	88.65%
Total Fire	**31,945.36**	**30,010.23**	**1,935.13**	**6.06%**	**116,094.71**	**92,945.62**	**23,149.09**	**19.94%**
2250 - Fire Relief								
Fire State Aid	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Total Fire Relief	**0.00**	**0.00**	**0.00**	**0.00%**	**0.00**	**0.00**	**0.00**	**0.00%**

2400 - Building Inspection								
FT Salaries	5,747.36	6,689.06	(941.70)	-16.38%	17,242.08	19,568.26	(2,326.18)	-13.49%
PERA Contributions	329.25	484.98	(155.73)	-47.30%	907.07	1,418.73	(511.66)	-56.41%
FICA Contributions	273.24	389.42	(116.18)	-42.52%	752.85	1,139.56	(386.71)	-51.37%
Medicare Contributions	63.91	91.08	(27.17)	-42.51%	176.08	266.52	(90.44)	-51.36%
Health/Dental Insurance	767.49	1,414.00	(646.51)	-84.24%	2,302.47	4,242.00	(1,939.53)	-84.24%
Unemployment Benefits	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Workers Compensation	0.00	485.00	(485.00)	0.00%	1,000.00	485.00	515.00	51.50%
Office Supplies	0.00	31.64	(31.64)	0.00%	0.00	193.78	(193.78)	0.00%
Printed Forms	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Fuel, Oil & Fluids	0.00	0.00	0.00	0.00%	0.00	54.68	(54.68)	0.00%
Engineering	500.00	884.50	(384.50)	-76.90%	1,500.00	1,514.50	(14.50)	-0.97%
Surcharge Pmts	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Inspector Contract Services	0.00	150.50	(150.50)	0.00%	0.00	236.50	(236.50)	0.00%
Telephone	18.00	50.07	(32.07)	-178.17%	54.00	100.14	(46.14)	-85.44%
Mileage	0.00	35.85	(35.85)	0.00%	0.00	35.85	(35.85)	0.00%
Insurance	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Repairs/Maint Equip	250.00	0.00	250.00	100.00%	250.00	0.00	250.00	100.00%
Uniforms	0.00	0.00	0.00	0.00%	0.00	86.38	(86.38)	0.00%
Miscellaneous	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Dues & Subscriptions	90.00	0.00	90.00	100.00%	90.00	0.00	90.00	100.00%
Books	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Conferences & Training	0.00	0.00	0.00	0.00%	0.00	280.00	(280.00)	0.00%
Total Building Inspections	**8,039.25**	**10,706.10**	**(2,666.85)**	**-33.17%**	**24,274.55**	**29,621.90**	**(5,347.35)**	**-22.03%**
2500 - Emergency Communications								
Contract Services	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Total Emergency Communications	**0.00**	**0.00**	**0.00**	**0.00%**	**0.00**	**0.00**	**0.00**	**0.00%**
2700 - Animal Control								
Printed Forms	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Contract Services	550.00	500.00	50.00	9.09%	1,650.00	1,000.00	650.00	39.39%
Miscellaneous	0.00	0.00	0.00	0.00%	0.00	30.00	(30.00)	0.00%
Total Animal Control	**550.00**	**500.00**	**50.00**	**9.09%**	**1,650.00**	**1,030.00**	**620.00**	**37.58%**
Total Public Safety	**44,784.61**	**45,476.83**	**(692.22)**	**-1.55%**	**154,769.26**	**132,742.24**	**22,027.02**	**14.23%**

DEPT 430 - PUBLIC WORKS

3100 - Public Works								
FT Salaries	10,700.00	12,738.40	(2,038.40)	-19.05%	32,100.00	37,858.43	(5,758.43)	-17.94%
PT Salaries	0.00	194.49	(194.49)	0.00%	0.00	861.20	(861.20)	0.00%
PERA Contributions	775.75	933.28	(157.53)	-20.31%	2,327.25	2,802.82	(475.57)	-20.43%
FICA Contributions	663.40	752.94	(89.54)	-13.50%	1,990.20	2,262.07	(271.87)	-13.66%
Medicare Contributions	155.15	176.07	(20.92)	-13.48%	465.45	529.06	(63.61)	-13.67%
Health/Dental Insurance	2,893.14	0.00	2,893.14	100.00%	8,679.43	5,798.00	2,881.43	33.20%
Unemployment Benefits	2,500.00	0.00	2,500.00	100.00%	2,500.00	0.00	2,500.00	100.00%
Workers Compensation	0.00	9,022.00	(9,022.00)	0.00%	3,000.00	9,022.00	(6,022.00)	-200.73%
Office Supplies	50.00	0.00	50.00	100.00%	150.00	84.95	65.05	43.37%
Shop Materials	150.00	112.37	37.63	25.09%	450.00	364.59	85.41	18.98%
Building Repair Supplies	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Small Tools and Minor Equip	250.00	182.07	67.93	27.17%	750.00	691.95	58.05	7.74%
Engineering Services	150.00	945.00	(795.00)	-530.00%	450.00	1,282.50	(832.50)	-185.00%
Contract Services	400.00	0.00	400.00	100.00%	1,200.00	0.00	1,200.00	100.00%
Telephone	700.00	326.14	373.86	53.41%	2,100.00	702.80	1,397.20	66.53%
Radio	300.00	0.00	300.00	100.00%	900.00	0.00	900.00	100.00%
Mileage	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Insurance	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Electric Utility	2,000.00	2,699.03	(699.03)	-34.95%	6,000.00	5,902.74	97.26	1.62%
Refuse	207.82	207.82	0.00	0.00%	623.46	415.64	207.82	33.33%
Fuel, Oil, Fluids (ALL depts)	3,000.00	7,110.14	(4,110.14)	-137.00%	9,000.00	8,638.19	361.81	4.02%
Repair/Maint Bldg	250.00	1,124.25	(874.25)	-349.70%	750.00	2,118.10	(1,368.10)	-182.41%
Repair/Maint NOT Bldg	45.00	0.00	45.00	100.00%	135.00	115.00	20.00	14.81%
Repair/Maint Equip (out)	500.00	6.65	493.35	98.67%	1,500.00	140.73	1,359.27	90.62%
Equipment Parts	500.00	0.00	500.00	100.00%	1,500.00	0.00	1,500.00	100.00%
Uniforms	175.00	244.67	(69.67)	-39.81%	525.00	368.57	156.43	29.80%
Miscellaneous	75.00	0.00	75.00	100.00%	225.00	0.00	225.00	100.00%
Landscaping Material	85.00	0.00	85.00	100.00%	255.00	0.00	255.00	100.00%
Dues & Subscriptions	0.00	0.00	0.00	0.00%	60.00	56.00	4.00	6.67%
Conferences & Training	0.00	160.00	(160.00)	0.00%	619.60	160.00	459.60	74.18%
Clean up Days	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Total Public Works	**26,525.26**	**36,935.32**	**(10,410.06)**	**-39.25%**	**78,255.39**	**80,175.34**	**(1,919.95)**	**-2.45%**
3120 - Streets								
Equipment Parts	0.00	117.61	(117.61)	0.00%	0.00	317.87	(317.87)	0.00%
Street Maintenance Materials	1,000.00	137.55	862.45	86.25%	3,000.00	137.55	2,862.45	95.42%
Sign Repair Materials	250.00	0.00	250.00	100.00%	750.00	0.00	750.00	100.00%
Contract Services	850.00	0.00	850.00	100.00%	2,550.00	0.00	2,550.00	100.00%
Repairs/Maint Equipment	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Total Streets	**2,100.00**	**255.16**	**1,844.84**	**87.85%**	**6,300.00**	**455.42**	**5,844.58**	**92.77%**

3125 - Ice & Snow Removal								
Landscaping Material	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Sand/Salt	0.00	28,107.67	(28,107.67)	0.00%	25,000.00	46,014.43	(21,014.43)	-84.06%
Contract Services	1,250.00	3,144.00	(1,894.00)	-151.52%	6,250.00	3,144.00	3,106.00	49.70%
Repairs/Maint Equipment	250.00	4,118.32	(3,868.32)	-1547.33%	750.00	4,734.91	(3,984.91)	-531.32%
Total Ice & Snow Removal	**1,500.00**	**35,369.99**	**(33,869.99)**	**-2258.00%**	**32,000.00**	**53,893.34**	**(21,893.34)**	**-68.42%**
3160 - Street Lighting								
Street Lighting	2,100.00	2,333.21	(233.21)	-11.11%	6,300.00	4,674.11	1,625.89	25.81%
Total Street Lighting	**2,100.00**	**2,333.21**	**(233.21)**	**-11.11%**	**6,300.00**	**4,674.11**	**1,625.89**	**25.81%**
3200 - Recycling								
Recycling Supplies	300.00	0.00	300.00	100.00%	300.00	0.00	300.00	100.00%
Newsletter	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Miscellaneous	400.00	0.00	400.00	100.00%	1,200.00	0.00	1,200.00	100.00%
Total Recycling	**700.00**	**0.00**	**700.00**	**100.00%**	**1,500.00**	**0.00**	**1,500.00**	**100.00%**
3250 - Tree Program								
Contract Services	400.00	0.00	400.00	100.00%	1,200.00	0.00	1,200.00	100.00%
Total Tree Program	**400.00**	**0.00**	**400.00**	**100.00%**	**1,200.00**	**0.00**	**1,200.00**	**100.00%**
Total Public Works	**33,325.26**	**74,893.68**	**(41,568.42)**	**-124.74%**	**125,555.39**	**139,198.21**	**(13,642.82)**	**-10.87%**

DEPT 450 - CULTURE, RECREATION								
5200 - Parks & Recreation								
FT Salaries	8,583.96	6,916.38	1,667.58	19.43%	25,751.88	21,933.24	3,818.64	14.83%
PT Salaries	1,500.00	1,102.09	397.91	26.53%	7,500.00	4,880.09	2,619.91	34.93%
PERA Contributions	622.34	580.26	42.08	6.76%	1,867.01	1,996.39	(129.38)	-6.93%
FICA Contributions	625.21	469.19	156.02	24.95%	2,061.62	1,642.36	419.26	20.34%
Medicare Contributions	146.22	109.72	36.50	24.96%	482.15	384.07	98.08	20.34%
Health/Dental Insurance	1,084.57	290.16	794.41	73.25%	3,253.72	2,115.68	1,138.04	34.98%
Unemployment Benefits	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Workers Compensation	0.00	5,006.00	(5,006.00)	0.00%	3,000.00	5,006.00	(2,006.00)	-66.87%
Shop Materials	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Chemicals	50.00	0.00	50.00	100.00%	150.00	0.00	150.00	100.00%
Equipment Parts	150.00	0.00	150.00	100.00%	450.00	23.50	426.50	94.78%
Building Repair Supplies	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Landscaping Materials	200.00	0.00	200.00	100.00%	600.00	0.00	600.00	100.00%
Small Tools and Minor Equip	75.00	1,569.14	(1,494.14)	-1992.19%	225.00	1,569.14	(1,344.14)	-597.40%
Telephone	100.00	75.26	24.74	24.74%	300.00	150.63	149.37	49.79%
Mileage	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Insurance	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Electric Utility	750.00	934.36	(184.36)	-24.58%	2,250.00	2,166.68	83.32	3.70%
Refuse	207.82	207.82	0.00	0.00%	623.46	415.64	207.82	33.33%
Repair/Maint Bldg	25.00	0.00	25.00	100.00%	75.00	0.00	75.00	100.00%
Repair/Maint NOT Bldg	50.00	0.00	50.00	100.00%	150.00	0.00	150.00	100.00%
Repair/Maint Equip	100.00	0.00	100.00	100.00%	300.00	0.00	300.00	100.00%
Rental Buildings	400.00	0.00	400.00	100.00%	1,200.00	0.00	1,200.00	100.00%
Miscellaneous	0.00	85.00	(85.00)	0.00%	0.00	85.00	(85.00)	0.00%
Total Parks & Recreation	**14,670.11**	**17,345.38**	**(2,675.27)**	**-18.24%**	**50,239.84**	**42,368.42**	**7,871.42**	**15.67%**
DEPT 460 - COMP ADJ	0.00	0	0	0.00%	0.00	0.00	0.00	0.00%
DEPT 490 - CONTINGENCY FUND	0.00	0	0	0.00%	0.00	0.00	0.00	0.00%
DEPT 493 - OTH FINANCING	0.00	0	0	0.00%	0.00	0.00	0.00	0.00%
GRAND TOTAL ALL DEPTS	**158,904.67**	**233,403.01**	**(74,498.34)**	**-46.88%**	**522,251.59**	**536,759.41**	**(14,507.82)**	**-2.78%**
Net Income over Expenses	**(133,134.67)**	**(201,023.36)**	**(67,888.69)**	**50.99%**	**(397,843.46)**	**(400,186.65)**	**(2,343.19)**	**0.59%**

THE CITY OF LAKE ELMO

MAYOR AND COUNCIL COMMUNICATION

DATE: 04/16/2013
CONSENT
ITEM #: 5
MOTION Consent Agenda

AGENDA ITEM: March Permit Report

SUBMITTED BY: Rick Chase, Building Official

THROUGH: Rick Chase, Building Official

REVIEWED BY: Cathy Bendel, Finance Director

SUMMARY AND ACTION REQUESTED: As part of its Consent Agenda, the City Council is asked to accept the monthly permit report. No specific motion is needed, as this is recommended to be part of the overall approval of the *Consent Agenda.*

STAFF REPORT: Below are the year to date key statistics for March 2013:

	2013	2012	2011
Total Building permits:	32	37	45
Total Building valuation:	$4,047,943	$2,213,268	$1,815,783
New homes	8	3	3
Total valuation	$3,307,289	$1,685,412	$1,000,000
Avg home value	$413,411	$561,804	$333,333

THE CITY OF LAKE ELMO

MAYOR AND COUNCIL COMMUNICATION

DATE: 04/16/2013
CONSENT
ITEM #: 6
RESOLUTION

AGENDA ITEM: Production Well No. 4 – Approve Plans and Specifications and Order Advertisement for Bids

SUBMITTED BY: Jack Griffin, City Engineer

THROUGH: Dean A. Zuleger, City Administrator

REVIEWED BY: Adam Bell, City Clerk
Cathy Bendel, Finance Director
Mike Bouthilet, Public Works

SUGGESTED ORDER OF BUSINESS ***(if removed from the Consent Agenda)***:

- Questions from Council to Staff ..... Mayor Facilitates
- Public Input, if Appropriate ..... Mayor Facilitates
- Call for Motion ..... Mayor & City Council
- Discussion ..... Mayor & City Council
- Action on Motion ..... Mayor Facilitates

SUMMARY AND ACTION REQUESTED:

The City Council is respectfully requested to consider approving the plans and specifications and ordering the advertisement for bids for Production Well No. 4. If removed from the consent agenda the recommended motion for this action is as follows:

"Move to approve Resolution No. 2013-26, Approving the plans and specifications and ordering the advertisement for bids for Production Well No. 4."

BACKGROUND AND STAFF REPORT:

Plans and Specifications have been completed for Production Well No. 4. The Engineer's opinion of probable construction cost is $421,000. The improvements include:

- Construction of a municipal water supply production well capable of producing 1,250 gallons of sand free water per minute, to be located on newly acquired property near 50th Street and Lake Elmo Avenue.
- A Jordan Formation well to be constructed to an approximate depth of 300 feet with a 24-inch diameter casing and open boring hole and an 18-inch welded steel casing pipe.

- Development and test pumping with the goal to obtain a 1,250 gallon per minute (gpm) capacity well.
- Testing and chemical analytics of the water quality to determine that the water supply meets all primary safe drinking water standards, including safe standards for perflourochemicals (PFCs).
- The purchase and installation of a 1,250 gpm well pump. The contract requires the well driller to return to the project site upon completion of the Pumphouse construction to install the pump and participate in project start-up.
- Erosion control, cleanup and site restoration.

Construction of Water Supply Well No. 4 is needed to supplement the supply capacity of the city's municipal water system in order to satisfy peak summer demands and support further expansion of the water system customer base from new growth and development. The need for Well No. 4 is documented in the City's 2030 Comprehensive Water System Plan and has been programmed in the 2013 Capital Improvement Program.

Test Well No. 4 was completed in February of 2012 to confirm adequate production capacity and water quality for the proposed well site near 50th Street N and Lake Elmo Avenue. Upon the successful completion of Test well No. 4, a 1.38 Acre Site was purchased at 11250 50th Street North to locate the new Well and Pumphouse. The site includes a shared driveway with the property located directly north and contains adequate space to provide setback distances in accordance with the well criteria established by the Minnesota Department of Health.

In the near future, the city engineer will recommend that the council authorize the preparation of plans and specifications for the construction of Pump House No. 4 to be constructed under a separate contract. A third contract will be commissioned for a new 12-inch diameter trunk connecting watermain from the well location to connect with the existing watermain near the intersection of Lake Elmo Avenue and 43rd Street N.

FUNDING:

Project costs for the design and construction of Production Well No. 4, Pump House No. 4 and the Lake Elmo Avenue Connecting Trunk Watermain are all incorporated into the city's $1.0 million DEED Water System Grant Agreement. It is a requirement of the DEED Grant that the city provide a match of $1.0 Million, anticipated to be funded through bond proceeds. Combined with the Keats Trunk Watermain Extension, the city will be constructing almost $2.6 million in water infrastructure projects. The state's obligation to fund the DEED Grant shall terminate if the entire Grant has not been disbursed by December 31, 2014.

RECOMMENDATION:

Staff is recommending the city council approve, as part of the *Consent Agenda*, Resolution No. 2013-26, thereby approving the plans and specifications and ordering the advertisement for bids for Production Well No. 4. If removed from the consent agenda the recommended motion for this action is as follows:

"Move to approve Resolution No. 2013-26, Approving the plans and specifications and ordering the advertisement for bids for Production Well No. 4."

ATTACHMENT(S):

1. Resolution No. 2013-26
2. Project Schedule
3. Production Well No. 4 Plans and Specifications (*available for review at City Hall)*

CITY OF LAKE ELMO
WASHINGTON COUNTY
STATE OF MINNESOTA

RESOLUTION NO. 2013-26

A RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR PRODUCTION WELL NO. 4

WHEREAS, pursuant a resolution passed by the city council on the 5th day of February, 2013, the city engineer, together with Advanced Engineering and Environmental Services, Inc. has prepared plans and specifications for Production Well No. 4 and has presented such plans and specifications to the council for approval.

NOW, THEREFORE, BE IT RESOLVED,

1. Such plans and specifications, a copy of which is on file at Lake Elmo City Hall and made a part hereof, are hereby approved.

2. The City Clerk shall prepare and cause to be inserted in the official paper and in Finance & Commerce an advertisement for bids upon the making of such improvements under such approved plans and specifications. The advertisement shall be published for at least 21 days, shall specify the work to be done, and shall state that sealed bids provided to the City Clerk prior to the specified bid date and time and accompanied by a bid bond or cashier's check made payable to the City of Lake Elmo in an amount not less than 5% of the amount of such bid will be considered.

ADOPTED BY THE LAKE ELMO CITY COUNCIL ON THE SIXTEENTH DAY OF APRIL, 2013.

CITY OF LAKE ELMO

By: _____
Mike Pearson
Mayor

(Seal)

ATTEST:

_____
Adam Bell
City Clerk

PROJECT SCHEDULE
PRODUCTION WELL NO. 4
PROJECT NO. 2013.125

Revised April 2013

FOCUS ENGINEERING, inc.

Cara Geheren, P.E.	651.300.4261
Jack Griffin, P.E.	651.300.4264
Ryan Stempski, P.E.	651.300.4267
Chad Isakson, P.E.	651.300.4283

February 5, 2013	Council authorizes the Preparation of plans and specifications.
February 11, 2013	Project kickoff meeting.
April 16, 2013	Approve Plans and Specifications and Authorize Advertisement for Contractor Bids. (estimated 8 weeks)
May 16, 2013	Accept Contractor Bids
May 21, 2013	Contract Award.
May 24, 2013	Process and send out Contract Documents.
June 7, 2013	Receipt of Contractor's Bonds / Legal Review.
June 11, 2013	Conduct Pre-construction Meeting and Issue Notice to Proceed.
October, 2013	Production Well Contractor Work is substantially complete (estimated 19 weeks).
November, 2013	Final Completion Date. Record As-builts; Testing Results; and Close-out Documents.

THE CITY OF LAKE ELMO

MAYOR AND COUNCIL COMMUNICATION

DATE: 04/16/2013
CONSENT
ITEM #: 7
MOTION ***As part of Consent Agenda***

AGENDA ITEM: Adopting Amended Resolution Authorizing Limited Property Tax Abatement for 8665 Hudson Boulevard for years 2014, 2015, 2016, and 2017

SUBMITTED BY: Beckie Gumatz, Program Assistant

THROUGH: Dean Zuleger, City Administrator

REVIEWED BY: Adam Bell, City Clerk

SUGGESTED ORDER OF BUSINESS ***(if removed from the Consent Agenda)***:

- Introduction of Item and Report/Presentation..... City Administrator
- Questions from Council to Staff..... Mayor Facilitates
- Call for Motion ..... Mayor & City Council
- Discussion..... Mayor & City Council
- Action on Motion..... Mayor Facilitates

SUMMARY AND ACTION REQUESTED:

As part of its Consent Agenda, the City Council is asked to approve Resolution No. 2013-27, authorizing a property tax abatement for a commercial property located in the I-94 Corridor Planning Area (8665 Hudson Boulevard). If removed from the consent agenda the recommended motion for this action is as follows:

"Move to approve Resolution No. 2013-27, Authorizing Limited Property Tax Abatement for 8665 Hudson Boulevard for years 2014, 2015, 2016, and 2017"

BACKGROUND INFORMATION:

On February 19, 2013, the City Council approved Resolution No. 2013-11, which authorized limited property tax abatement for 8665 Hudson Boulevard for years 2014, 2015, 2016 and 2017. Resolution No. 2013-27 simply changes the name of the purchasing company from "Valley Cartage" to "Norman James, LLC." Norman James, LLC is the name of the real estate holding company that is purchasing the building, while Valley Cartage, Inc. is the company who will be leasing the building. Todd Gilbert is a 50% owner of Norman James, LLC and is the sole owner of Valley Cartage, Inc.

STAFF REPORT:

The City of Lake Elmo has worked with Washington County to determine a total abatement figure of $40,000 over a period of 4 years to offset the artificiality of the assessment policy and free up liquidity for the creation of jobs. Washington County approved its Tax Abatement Resolution and Agreement for its part of the project on Tuesday April 9, 2013 at its County Board Meeting.

RECOMMENDATION:

It is recommended that the City Council approve as part of the Consent Agenda Resolution No. 2013-27. If removed from the consent agenda the recommended motion for this action is as follows:

"Move to approve Resolution No. 2013-27, Authorizing Limited Property Tax Abatement for 8665 Hudson Boulevard for years 2014, 2015, 2016, and 2017"

ATTACHMENTS:

1. Resolution No. 2013-27

SUGGESTED ORDER OF BUSINESS *(if removed from the Consent Agenda)*:

- Introduction of Item and Report/Presentation..... City Administrator
- Questions from Council to Staff..... Mayor Facilitates
- Call for Motion ..... Mayor & City Council
- Discussion..... Mayor & City Council
- Action on Motion..... Mayor Facilitates

CITY OF LAKE ELMO
WASHINGTON COUNTY
STATE OF MINNESOTA

RESOLUTION NO. 2013-27

A RESOLUTION AUTHORIZING LIMITED PROPERTY TAX ABATEMENT FOR 8665 HUDSON BOULEVARD FOR YEARS 2014, 2015, 2016, 2017

WHEREAS, the City of Lake Elmo, Minnesota, under Minnesota State Statutes Chapter 272, 273 and Chapter 489, has the authority to value and assess all real property within its jurisdictional boundaries and,

WHEREAS, Minnesota law authorizes political subdivisions to grant property tax abatements for economic development to encourage businesses to locate or expand to an area (Minn. Stat. §§ 469.1819-459.1816) and,

WHEREAS, abatements are available for up to 15-20 years and the total abatement cannot exceed the larger of ten percent (10%) of the net tax capacity or $200,000.00 and,

WHEREAS, Norman James LLC of Woodbury, MN wishes to purchase and relocate to 8665 Hudson Boulevard in the City of Lake Elmo, Minnesota creating approximately fifty (50) or more jobs providing significant compensation in the area of logistics transportation that will stimulate the local economy and,

WHEREAS, the fifty (50) or more jobs include positions in the transportation logistics industry that pay between $35,000-$90,000 per year created by 2015 and that are subject to Minnesota state income tax and,

WHEREAS, the current assessed market value of 8665 Hudson Boulevard has been placed at $2,125,500 for the last two years and the building is currently built out at approximately the 80% level and,

WHEREAS, the purchase price will include non-real property assets and thus will not solely reflect the value of the improvements and land and,

WHEREAS, Norman James LLC has requested a limited property tax abatement for the years 2014-2017 as well as consideration of limited property tax abatement for 2018, and

WHEREAS, the City Council finds that the public benefits involved would include, but will not be limited to, general economic development, ultimately increasing the tax base, increasing the number of jobs in the area, and spurring economic activity along the I-94 corridor and these benefits would exceed the cost of abating the City portion of property taxes for the years 2014-2017 arising from any increase in the property value above the current assessed valuation ($2,125,200.00).

NOW, THEREFORE, IT IS HEREBY RESOLVED,

That the City Council of the City of Lake Elmo, Minnesota, agrees to abate the increase in the city portion of property taxes paid, excluding fiscal disparities, on parcel 33.029.21.44.0037 as follows:

1. For the purpose of this agreement, "increase in the city portion of property taxes paid, excluding fiscal disparities" specifically excludes any portion of the tax attributable to the area-wide tax under M.S. § 473F from abatement. The amount of tax abatement is calculated as follows for each parcel with an increase in taxable market value for a given year:
2.
    a. Calculate the base year city tax for the parcel
        i. Multiply current year class rates by the taxable market value for taxes payable in 2012 ($2,125,200) to determine the total tax capacity.
        ii. Multiply the total tax capacity by the fiscal disparity percentage for the current year to determine the fiscal disparity portion of the tax capacity.
        iii. Subtract the fiscal disparity portion of the tax capacity from the total tax capacity to determine the local tax capacity.
        iv. Multiply the local tax capacity by the city tax rate for the current year to determine the base year city tax.

    b. Calculate the current year city tax for the parcel
        i. Multiply current year class rates by the taxable market value for the current year to determine the total tax capacity.
        ii. Multiply the total tax capacity by the fiscal disparity percentage for the current year to determine the fiscal disparity portion of the tax capacity.
        iii. Subtract the fiscal disparity portion of the tax capacity from the total tax capacity to determine the local tax capacity.
        iv. Multiply the local tax capacity by the city tax rate for the current year to determine the current year city tax.

    c. Subtract the base year city tax from the current year city tax to determine the change in city tax.

    d. The change in city tax greater than $0 is the amount of tax abatement for the year.

3. Notwithstanding any provision to the contrary, no city abatement will be granted if the total taxes due on the parcel is less than the total tax amount due for taxes payable in 2012 of $70,256.
4. The maximum duration of the abatement shall be for four years, beginning for taxes payable in 2014, except that the City Council will consider an abatement for the year 2018 if requested by the property owner.
5. The maximum annual tax abatement amount shall not exceed $10,000.00 in any year and maximum total abatement for all years for all abating parties shall not exceed $40,000.00.

6. The City of Lake Elmo will make payment of the abatement to the property owner on or before July 30 of each year. No payment will be made after July 30, 2017 or after the total abatement for the four abatement years has been paid.

ADOPTED BY THE LAKE ELMO CITY COUNCIL ON THE SIXTEENTH DAY OF APRIL 2013.

CITY OF LAKE ELMO

By:_____
Mike Pearson
Mayor

(Seal)

ATTEST:

_____
Adam Bell
City Clerk

THE CITY OF LAKE ELMO

MAYOR AND COUNCIL COMMUNICATION

DATE: 04/16/2013
CONSENT
ITEM #: 8

AGENDA ITEM: Special Event Permit: Wild Adventure Race Spring Sprint - Sunfish Lake Park/Lake Elmo Park Reserve

SUBMITTED BY: Kyle Klatt, Director of Planning

THROUGH: Dean Zuleger, City Administrator

REVIEWED BY: Nick Johnson, City Planner

SUGGESTED ORDER OF BUSINESS:

- Introduction of Item ..... Staff
- Report/Presentation ..... Staff
- Questions from Council to Staff ..... Mayor Facilitates
- Public Input, if Appropriate ..... Mayor Facilitates
- Call for Motion ..... Mayor & City Council
- Discussion ..... Mayor & City Council
- Action on Motion ..... Mayor Facilitates

SUMMARY AND ACTION REQUESTED:

The City Council is being asked to approve a request from Liz DeJonge of Wild Adventure Race to conduct an orienteering/trail run within Sunfish Lake Park as part of a larger race event to be conducted within the Lake Elmo Park Reserve. The event would be conducted on Saturday, June 1 and would involve a biking, boating, and running component, with only the former element being conducted within the City park property. This event was conducted last year during the first weekend in June and Staff is not aware of any issues that arose due to the special event.

PUBLIC POLICY STATEMENT

Special events are allowed under City Code via a permit issued by the City Council.

FISCAL IMPACT: None – all costs associated with the event will be borne by the applicant. There are no anticipated public expenses associated with the event.

BACKGROUND AND STAFF REPORT:

Since the planned event is almost identical to the one conducted last year, the applicant has asked that the materials attached to the previous application be included with the current request. Staff has also included the relevant review comments from last year as part of this report.

The applicant has completed a special event permit application form and provided a project narrative that provides additional details about the event (submitted with last year's application). The event being proposed would be a rely-type race that requires participants to navigate a course with maps and a compass. The portions of the race that will take place in the Lake Elmo Park Reserve will involve the use of boats and bicycles, while the portion in Sunfish Lake Park will involve runners on foot. Since the event is an orienteering race, there will be flags placed along the relay route at various checkpoints. An example of the flags to be used is included in the application narrative.

Other than the runners using the park and the flags to be placed along the route, the only other impact to Sunfish Lake Park will be the parking of bicycles in the parking lot and the gathering of event volunteers in this location to assist the participants. The event is not expected to draw spectators and will not involve the use of sound systems or other activities that could be a potential nuisance to surrounding neighbors or park users.

A special event permit has been deemed necessary for this event because it will involve more than 100 participants within a 24-hour period and is a privately-sponsored event. The ordinance for Special Events also lists a series of information that must be provided or requirements that must be met in order to conduct the event, which includes the following:

- **Maximum Number of People**: 200 competitors and 10 volunteers
- **Sound Equipment**: None
- **Sanitary Facilities**: None (event starts and ends in the Park Reserve)
- **Security**: The applicant is working with Washington County Parks to secure proper permits for access to the park. Volunteers will be used to monitor the bike drop area and to help monitor the crossing at Highway 5.
- **Food Service**: None provided at Sunfish Lake Park
- **Fire Protection**: None required, please see previous comments from the Fire Chief below.
- **Duration of Special Event**: June 1, 2012 between 8:00 a.m. and 3:00 p.m. (with two additional hours for setup and teardown). Racers will be in Sunfish Lake Park between 10:00 a.m. and 2:00 p.m.
- **Cleanup Plan**: Removal of flags and clearing of parking lot.
- **Waivers**: None requested.
- **Insurance**: To be secured within two weeks of event; example certificate submitted prior to last year's event included with application.

In addition to the above requirements, the applicant has indicated that they will have EMT's on the site during the event. As part of the previous permit review one year ago the Fire Chief requested that access be maintained into the park for emergency vehicles and also, in the event that his department is called in, a point of contact that assist with any emergency. Staff will again be providing the proper contact information to the Fire Chief, and is suggesting that one of the conditions of approval include a provision that access into the park not be blocked off during any part of the event.

The applicant has indicated that they obtain insurance closer to the race event, and therefore, has submitted only the form use last year as an example of the document that will be used. Staff is recommending that an additional condition of approval require the submission of proper insurance documentation at least two weeks prior to the event date.

RECOMMENDATION:

Based upon the above background information and staff report, it is recommended that the City Council approve a Special Event Permit for Wild Adventure Race to conduct an orienteering/trail run within Sunfish Lake Park as part of a larger race event to be conducted within the Lake Elmo Park Reserve on June 1, 2012 with the following conditions of approval:

1. Access into Sunfish Lake Park shall not be blocked at any time during the course of the event.

2. A valid certificate of insurance meeting the requirements of Section 110.070 (E, 1, j) of the City Code shall be submitted at least two weeks prior to the event."

ATTACHMENT(S):

1. Special Event Permit Application Form
2. Application Narrative (Submitted for previous event)
3. Example Certificate of Insurance

THE CITY OF
LAKE ELMO

Special Event Permit Application

I. Title and Brief Description of Event

Wild Adventure Race Spring Sprint

The orienteering section/trail run portion of an event with a start/finish at Lake Elmo Regional Park.

II. Applicant Information

The applicant is responsible for answering all questions, including inquiries from media and citizens.

Applicant: Liz DeJonge Title: Race Director

Address: 14840 130th St N Stillwater, MN 55128

Business/Organization: Wild Adventure Race

Daytime Phone: same as cell Mobile Phone: 651-855-5785 Emergency Phone: ______

III. Event Timetable

A. Requested day and date: Saturday June 1st 2013

B. Requested Hours of Operation, from 08 (a.m.)/p.m. to 3 a.m./(p.m.)

C. Set up beginning day and date June 1, time 6 (a.m.)/p.m.

D. Dismantle by day and date June 1, time 6 a.m./(p.m.)

E. Anticipated number of participants: 160; and spectators: 0

IV. Insurance

[illegible]

an event is covered. The policy must also show evidence that the requested event is not excluded from insurance liability.

We get insurance based on the number of participants. This occurs much closer to the race, usually within 2 weeks of the event. We list all parks and/or private landowners as additional insured. We can provide you an example of an additional insured certificate or you can reference last years insurance certificate.

V. Check All Items that Apply to your Event

- [x] Use of a Public Facility (note facility): Sun Fish Lake Park;
- [x] Event participant and/or spectator parking areas (describe): 2-3 volunteer vehicles
- [ ] Entertainment or stage location (provide to-scale drawings);
- [ ] Construction or erection of temporary structures (may need permit: check with planning department);
- [ ] Trash containers (indicate # and locations): _____;
- [ ] Portable toilet facilities (indicate # and locations): _____;
- [x] First aid facilities (indicate who is providing): We provide an EMT on site
- [ ] Parade and/or parade floats (may need permit);
- [ ] Fireworks and/or pyrotechnics site (may need permit, check with the fire department);
- [ ] Cooking facilities, open flame, or vehicle fuels (may need permit, check with fire department);
- [ ] Electricity (indicate source and plan): _____;
- [ ] Other (please describe): _____

VI. Food, Beverages, and/or Entertainment

A. If your event includes music, live entertainment, sound amplification or any other noise impact, please describe, including the intended hours of the music, sound or noise.

_____

_____

_____

B. Will alcoholic beverages be served? ___ Yes _X_ No

C. Name of liquor establishment: N/A

D. For service of alcohol outside a licensed premise, include a diagram showing the defined area of the alcohol concession service and attach a copy of your certificate of liquor liability insurance covering the limits of the alcohol service area.

B. If the event is to occur at night, describe how you will light the event area in order to increase the safety of participants and spectators coming to and leaving the event:

N/A

IX. Clean-up

List persons responsible for clean-up duties:

Liz DeJorge

Gayle Perreira

X. Mitigation of Impacts on Others

Describe how you intend to mitigate the impacts of the special event on businesses, churches, neighbors, motorists, and others:

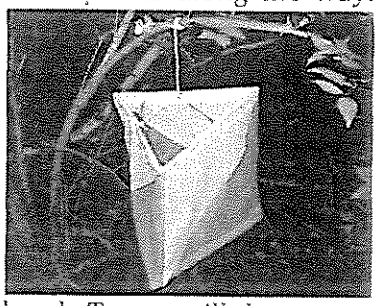
We will have orange and white checkpoints/orienteering flags along trails. Participants will run the trails looking for these flags. They will hike into the park. There will be no noise expected or anything else that should effect the community. Racers practice a "Leave no trace" philosophy.

Note: Any condition which causes adverse impacts may be cause to revoke the Special Events Permit

Applicant Signature: [signature] Date of Application: 4/8/13

Request for Special Event Permit

What: Wild Adventure Race Sprint Series Race 1
When: June 1, 2013
Where: Sun Fish Lake Park and Lake Elmo Park Reserve
Time: 6:00 am to 4:00 pm (race competitors will be in the park from approximately 10:00 am to 2:00 pm)
Description: An adventure race is a team sport that requires navigating a course with maps and a compass utilizing combinations of non-motorized disciplines – on foot, bike, and in boats (canoe, kayak, or raft). It is very similar to orienteering, which has been done at Sun Fish Lake Park in the past. In this particular event, which is designed for beginners, racers in teams of 2 will begin on bikes in Lake Elmo Park Reserve (LEPR). They will be looking for checkpoints along the way. Checkpoints are generally orange and white, lightweight orienteering flags (see image). Racers will also be doing a boat section in LEPR. These two sections could take teams up to 2 hrs to complete, thus spreading out teams quite a bit. After the bike and boat sections teams will leave LEPR by the North Entrance, cross Hwy 5, and enter Sun Fish Lake Park. Teams will then drop their bikes with volunteers in a section of the parking lot or just off the lot, near the trailhead. Teams will then go on foot to look for more checkpoints, approximately 5-10 of them. Most teams should finish in under 1 hour. Once the section is complete, teams will retrieve their bikes and head back across Hwy 5 to the finish in LEPR. The whole course should take the average team 3 hours.



There may be one or two volunteer vehicles, but other than that, the only space we will be occupying is an area with the bikes. This is very flexible. With the start and finish in LEPR, there will limited impact in Sun Fish Lake Park. The Minnesota Orienteering Club held a similar event in the park several years ago.

We have permission from LEPR and we are coordinating the crossing of Hwy 5 with the Washington County Sheriff's Office and MnDOT.

Max People: 200 competitors plus up to 10 volunteers. The competitors will be well spread out. We will not disturb regular park visitors any more than any other trail runner would. In fact, the comment we usually receive from park managers and staff is that visitors were not even aware an event was happening in the park.
Sound Equipment: None
Sanitary Facilities: None required, the competitors will be running on the trails for approximately 1 hour and then will head to LEPR.
Security: We will have volunteers at the bike drop. Competitors will retrieve bikes after they have done the trail run and return to LEPR.
Food Service: No food will be provided at Sun Fish Lake Park

Fire Protection: Not applicable
Clean Up Plan: Clean up will merely mean removing 5-10 orange and white orienteering flags that will have been placed along the trails, and making sure the parking lot is clear of any possible wrappers from "energy bars" consumed by the participants. This will take no more than one hour.
Waiver: NA
Insurance: We carry a $1 million insurance per occurrence and provide additional insured certificates for land owners/managers. Provided is an example from a previous race of an additional insured certificate for the City of Duluth.
Safety: We will have EMTs on site.
Miscellaneous: Parking will not be needed (except for a volunteer vehicle or two), but bikes will be dropped in a corner of the lot.

Thank you for considering our request. Please direct any questions to **Rick Odgers** at **612.356.1353** or via email at **ricko@wildadventurerace.com**.

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 5/22/2012

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Meg Carruthers
McKay Insurance Agency, Inc. 106 East Main Street P O Box 151 Knoxville IA 50138	PHONE (A/C, No, Ext): (641)842-2135 FAX (A/C, No): (641)828-2013 E-MAIL ADDRESS: mcarruthers@mckayinsagency.com
	INSURER(S) AFFORDING COVERAGE — NAIC #
	INSURER A: Lexington Insurance Company — 19437
INSURED Silent Sports Association - AR Series Wild Adventure Race, LLC 8839 Tyler Street NE Blaine MN 55434	INSURER B:
	INSURER C:
	INSURER D:
	INSURER E:
	INSURER F:

COVERAGES — CERTIFICATE NUMBER: CL1252227676 — REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR X Includes Athletic Participants GEN'L AGGREGATE LIMIT APPLIES PER: POLICY PRO-JECT X LOC	X		9472463	6/2/2012	6/3/2012	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 100,000 $ Excluded $ 1,000,000 $ 2,000,000 $ 2,000,000
	AUTOMOBILE LIABILITY ANY AUTO ALL OWNED AUTOS SCHEDULED AUTOS HIRED AUTOS NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ $ $ $
A	UMBRELLA LIAB X OCCUR X EXCESS LIAB CLAIMS-MADE DED RETENTION $			9472463	6/2/2012	6/3/2012	EACH OCCURRENCE AGGREGATE	$ 1,000,000 $ 1,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					WC STATU-TORY LIMITS / OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ $ $

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Spring Sprint 3-Hour Adventure Race: June 2, 2012. Certificate holder is an additional insured but only with respect to liability arising out of the operations of the above named insured. "This policy is issued, pursuant to Iowa Code section 515.147, by a nonadmitted company in Iowa and as such is not covered by the Iowa Insurance Guaranty Association."

CERTIFICATE HOLDER

Washington County
1515 Keats Avenue N
Lake Elmo, MN 55042

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Scott Ziller/MEG

THE CITY OF LAKE ELMO

MAYOR AND COUNCIL COMMUNICATION

DATE: 04/16/2013
REGULAR
ITEM #: 9
RESOLUTION

AGENDA ITEM: Speak Your Peace – Resolution Adopting the 9 Tools of Civility as Principles of Conduct

SUBMITTED BY: Alyssa MacLeod, Taxpayer Relations and Communications Coordinator

THROUGH: Dean Zuleger, City Administrator

REVIEWED BY: Dean Zuleger, City Administrator

SUGGESTED ORDER OF BUSINESS:

- Introduction of Item ..... Staff
- Report/Presentation ..... Staff
- Questions from Council to Staff ..... Mayor Facilitates
- Public Input, if Appropriate ..... Mayor Facilitates
- Call for Motion ..... Mayor & City Council
- Discussion ..... Mayor & City Council
- Action on Motion ..... Mayor Facilitates

SUMMARY AND ACTION REQUESTED:

As part of Lake Elmo's Speak Your Peace Civility Project, the City Council is respectfully requested to consider approving Resolution No. 2013-28, to incorporate the nine tools of civility as the foundational principles of conducting the business of the council. Staff recommends the City Council approve Resolution No. 2013-28, with the following motion:

"Move to approve Resolution No. 2013-28 adopting the nine tools of civility"

BACKGROUND AND STAFF REPORT:

Speak Your Peace is a campaign focused on improving civil discourse through raising awareness of nine tools of civility (basic principles of respect). The nine tools of civility are Pay attention; Listen; Be inclusive; Do not gossip; Show respect; Be agreeable; Apologize; Give constructive criticism; and Take responsibility.

The original Speak Your Peace Civility Project was founded in 2003 in the Duluth Superior area. The City of Lake Elmo is adopting the project, starting with the nine tools of civility, to increase and improve civic engagement within the community, and cultivate a local governing environment that is conducive to effective and informed decision making. The campaign will be led by City staff and council, in collaboration with other community leaders.

RECOMMENDATION:

Staff recommends the City Council approve Resolution No. 2013-28 to adopt the nine tools of civility as part of the Lake Elmo Speak Your Peace campaign, with the following motion:

"Move to approve Resolution No. 2013-28 adopting the nine tools of civility"

ATTACHMENT:

1. Resolution No. 2013-28

CITY OF LAKE ELMO
WASHINGTON COUNTY
STATE OF MINNESOTA

RESOLUTION NO. 2013-28

A RESOLUTION ACCEPTING THE NINE RULES OF CIVILITY

WHEREAS, the residents of the city of Lake Elmo place a high value on respect and civility in their lives and they understand that these characteristics are essential to any healthy community; and

WHEREAS, the Lake Elmo City Council supports opportunities for civil discourse and discussion in the community and at City Hall; and

WHEREAS, the city council sometimes addresses controversial issues about which people often feel passionately, which at times leads to uncivil behavior; and

WHEREAS, an atmosphere of incivility and disrespect can have a damaging effect on the proceedings, on the quality of debate, and on the practice of democracy itself;

NOW, THEREFORE, BE IT RESOLVED, that the Lake Elmo City Council recognizes nine tools of civility that will provide increased opportunities for civil discourse in order to find positive resolutions to the issues that face our city. These tools include:

(a) Pay attention;
(b) Listen;
(c) Be inclusive;
(d) Do not gossip;
(e) Show respect;
(f) Be agreeable;
(g) Apologize;
(h) Give constructive criticism;
(i) Take responsibility.

BE IT FURTHER RESOLVED, that the Lake Elmo City Council shall promote the use and adherence of these tools in conducting the business of the council.

ADOPTED BY THE LAKE ELMO CITY COUNCIL ON THE SIXTEENTH DAY OF APRIL, 2013.

CITY OF LAKE ELMO

By: _____
Mike Pearson
Mayor

(Seal)
ATTEST:

_____
Adam Bell
City Clerk

THE CITY OF LAKE ELMO

MAYOR AND COUNCIL COMMUNICATION

DATE: 04/16/2013
REGULAR
ITEM #: 10
MOTION

AGENDA ITEM: Consider Approval of a New Off-Sale Intoxicating Liquor License for Lake Elmo Wine Company Located at 3511 Lake Elmo Avenue North.

SUBMITTED BY: Adam Bell, City Clerk

THROUGH: Dean Zuleger, City Administrator

REVIEWED BY: Beckie Gumatz, Program Assistant

SUGGESTED ORDER OF BUSINESS:

- Introduction of Item..... City Clerk
- Questions from Council to Staff, if any.....Mayor Facilitates
- Public Hearing.....Mayor Facilitates
- Call for Motion.....Mayor & City Council
- Discussion, if any .....Mayor & City Council
- Action on Motion .....Mayor Facilitates

SUMMARY & ACTION REQUESTED:

It is respectfully requested that the City Council approve a new Off-Sale Intoxicating Liquor License for Lake Elmo Wine Company, located at 3511 Lake Elmo Avenue North by applicant Calvin Wilkens, 5 Grand LLC. Following the required public hearing, staff recommends Council approve the application by taking the following action:

"Move to approve a new Off-Sale Intoxicating Liquor License for Lake Elmo Wine Company at 3511 Lake Elmo Ave. North to Calvin Wilkens, 5 Grand, LLC., pending approval by the Washington County Sheriff."

BACKGROUND & STAFF REPORT:

The City previously has granted, and renewed every year since, an Off-Sale Intoxicating Liquor License for Lake Elmo Wine Company at the same location to Kim Ommerborn, the current owner of Lake Elmo Wine Co. For personal reasons, Ms. Ommerborn is selling the business to Calvin Wilkens, owner of 5 Grand, LLC. Mr. Wilkens is asking that the Off-Sale License be transferred to his company. He is retaining the assumed name Lake Elmo Wine Company and plans to continue to operate the shop as is. The City has received the completed application, associated fees, and proof of insurance. Approval by the Washington County Sheriff is still pending.

RECOMMENDATION:

As the application is in order, staff respectfully recommends that the City Council approve a new Off-Sale Intoxicating Liquor License for Lake Elmo Wine Company by taking the following action:

"Move to approve a new Off-Sale Intoxicating Liquor License for Lake Elmo Wine Company at 3511 Lake Elmo Ave. North to Calvin Wilkens, 5 Grand, LLC., pending approval by the Washington County Sheriff."

ATTACHMENT(S):

None (a copy of the Application is on file for review)

THE CITY OF LAKE ELMO

MAYOR AND COUNCIL COMMUNICATION

DATE: 04/16/2013
CONSENT
ITEM #: 11
RESOLUTION

AGENDA ITEM: Minnesota Investment Fund Application for Valley Cartage Group, Inc. - Resolution Authorizing City of Lake Elmo to Apply for MIF dollars

SUBMITTED BY: Beckie Gumatz, Program Assistant

THROUGH: Dean Zuleger, City Administrator

REVIEWED BY: Adam Bell, City Clerk

SUGGESTED ORDER OF BUSINESS:

- Introduction of Item..... Staff
- Report/Presentation..... Staff
- Questions from Council to Staff..... Mayor Facilitates
- Public Input, if Appropriate..... Mayor Facilitates
- Call for Motion..... Mayor & City Council
- Discussion..... Mayor & City Council
- Action on Motion..... Mayor Facilitates

SUMMARY AND ACTION REQUESTED:

The Lake Elmo City Council will be asked to approve a Resolution allowing the City of Lake Elmo to apply for a forgivable loan from the Minnesota Investment Fund on behalf of Valley Cartage Group, Inc. Staff recommends Council approve the Resolution by taking the following action:

"Move to approve Resolution No. 2013-29, Authorizing an Application to the State of Minnesota Financing Program, the Minnesota Investment Fund, in the Amount of up to $500,000 for Valley Cartage Group, Inc."

BACKGROUND INFORMATION:

The Minnesota Investment Fund provides financing to help add new workers and retain high-quality jobs on a statewide basis. The focus is on industrial, manufacturing, and technology-related industries to increase the local and state tax base and improve economic vitality statewide. Funds are awarded to local units of government who provide loans to assist expanding businesses. Cities, counties, townships, and recognized Indian tribal governments are eligible for this fund. All projects must meet minimum criteria for private investment, number of jobs created or retained, and wages paid. There is a maximum of $500,000 per project. Only one award per state fiscal year may be provided to a government unit. At least 50 percent of total project costs must be privately financed through owner equity and other lending sources.

Valley Cartage Group, Inc., a Wisconsin based company, will occupy the first floor of a building located at 8665 Hudson Boulevard in Lake Elmo, Minnesota for the purpose of expanding their transportation and logistics company. The facility will be used as a corporate headquarters and the office of the sales and logistics components of a full-service transportation company. It is expected that up to 50 new jobs will be created in the state of Minnesota. The jobs are expected to generate an annual payroll of $2.5 million and have an estimated impact of $12 million on the local economy. The range of average annual earnings per job is expected to be $30,000-$92,000, with an average of approximately $50,000. The building will be owned by a real estate holding company, Norman James LLC, a Minnesota Limited Liability Company and leased to Valley Cartage Group, Inc.

STAFF REPORT:

The Minnesota Investment Fund is a great tool used by cities to aid in business and economic development. It helps provide incentives for companies outside of Minnesota to locate in our state. The loans are attractive to businesses because they are offered up front and can be used to offset capital expenditures – often equipment purchases. Over the last 8 years, the program has funded 53 projects, creating thousands of new, good-paying jobs across Minnesota.

The City of Lake Elmo and Washington County have also passed Resolutions allowing property tax abatement for the property owned by Norman James, LLC (8665 Hudson Boulevard), in order to incentivize Valley Cartage Group, Inc. to expand its business into Minnesota.

In addition to the money from the Minnesota Investment Fund and the property tax abatement, City staff has taken the lead and worked closely with Governor Dayton, our legislative representatives, MnDEED, Washington County, Greater MSP, and Xcel to put together an economic development package that will also include job training funds and energy credits which have further enticed Valley Cartage Group, Inc. to expand into Minnesota.

RECOMMENDATION:

Based on the preceding information, the staff recommends the following:

"Move to approve Resolution No. 2013-29, Authorizing an Application to the State of Minnesota Financing Program, the Minnesota Investment Fund, in the Amount of up to $500,000 for Valley Cartage Group, Inc."

ATTACHMENTS:

1. Resolution No. 2013-29

CITY OF LAKE ELMO
WASHINGTON COUNTY
STATE OF MINNESOTA

RESOLUTION NO. 2013-29

RESOLUTION AUTHORIZING AN APPLICATION TO THE STATE OF MINNESOTA FINANCING PROGRAM, THE MINNESOTA INVESTMENT FUND, IN THE AMOUNT OF UP TO $500,000 FOR VALLEY CARTAGE GROUP INC.

BE IT RESOLVED that the City of Lake Elmo act as the legal sponsor for project(s) contained in the Local Government Information Form to be submitted on or about April 17, 2013, and that Beckie Gumatz and Dean Zuleger are hereby authorized to apply to the Department of Employment and Economic Development for funding of this project on behalf of the City of Lake Elmo.

BE IT FURTHER RESOLVED that the City of Lake Elmo has the legal authority to apply for financial assistance, and the institutional, managerial, and financial capability to ensure adequate construction, operation, maintenance and replacement of the proposed project for its design life.

BE IT FURTHER RESOLVED that the City of Lake Elmo has not incurred any costs and has not entered into any written agreements to purchase property.

BE IT FURTHER RESOLVED that the City of Lake Elmo has not violated any Federal, State, or local laws pertaining to fraud, bribery, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

BE IT FURTHER RESOLVED that upon approval of its application by the state, the City of Lake Elmo may enter into an agreement with the State of Minnesota for the above-referenced project(s), and that the City of Lake Elmo certifies that it will comply with all applicable laws and regulations as stated in all contract agreements and described on the Compliance Section of the Local Government Information Form.

AS APPLICABLE, BE IT FURTHER RESOLVED that the City of Lake Elmo has obtained credit reports and credit information from Valley Cartage Group Inc. and Jeffrey Buelow, its CFO/CIO. Upon review by the City of Lake Elmo and Applicant's Legal Counsel, no adverse findings or concerns regarding, but not limited to, tax liens, judgments, court actions, and filings with state, federal and other regulatory agencies were identified. Failure to disclose any such adverse information could result in revocation or other legal action.

NOW, THEREFORE BE IT RESOLVED that Beckie Gumatz and Dean Zuleger, or their successors in office, are hereby authorized to execute such agreements, and amendments thereto, as are necessary to implement the project(s) on behalf of the applicant.

ADOPTED BY THE LAKE ELMO CITY COUNCIL ON THE SIXTEENTH DAY OF APRIL 2013.

CITY OF LAKE ELMO

By: _____
Mike Pearson
Mayor

(Seal)
ATTEST:

_____
Adam Bell
City Clerk

THE CITY OF LAKE ELMO

MAYOR & COUNCIL COMMUNICATION

DATE: 04/16/2013
REGULAR
ITEM #: 12
MOTION

AGENDA ITEM: Ordinance No.08-074 Amending 97.21 Watercraft and Water Surface Regulations, 97.22 Winter Lake Use Regulations and 97.23 Prohibited Structures and Uses

SUBMITTED BY: Dean Zuleger, City Administrator at the request of Council Member Park & Council Member Bloyer

THROUGH: Mayor Michael Pearson

REVIEWED BY: Dean Zuleger, City Administrator

SUGGESTED ORDER OF BUSINESS:

- Introduction of Item ..... City Administrator
- Report/Presentation..... City Administrator
- Questions from Council to Staff ..... Mayor Facilitates
- Public Comment ..... Mayor Facilitates
- Call for Motion ..... Mayor & City Council
- Discussion ..... Mayor & City Council
- Action on Motion ..... Mayor Facilitates

SUMMARY AND ACTION REQUESTED:

To approve amendments to City Ordinances regulating watercraft regulations (ss 97.21), winter lake use regulations (ss 97.22) and prohibited structures and uses (ss 97.23). The amendments (attached) strive to expand the use of Lake Elmo lakes (Lake Elmo, Olson Lake, Lake Demontreville, Lake Jane) within current baseline MNDNR lake rules that apply to over 11,835 lakes across the State. **Language that will not be changed include the establishment of an Ordinary High Water mark (OHW) that will prohibit wake creating activities if exceeded on Olson Lake and Lake Demontreville and the maintenance of a no wake, buoy marked channel between Olson Lake and Lake Demontreville.**

BACKGROUND INFORMATION:

As a follow-up to ordinance changes approved in July 2012, (2) members of the City Council have requested further modifications that would eliminate wake creating time restrictions on all

lakes, counter-clockwise travel on lakes when creating wakes, and certain other local lake use regulations **that are more restrictive than MNDNR standards currently applied on over 11,835 lakes in the State of Minnesota.**

STAFF REPORT:
During the summer of 2011 & winter of 2012, staff worked with the MNDNR to craft an ordinance that would meet with all party's approval. Specifically, MNDNR did not want to specify a specific elevation level for no wake imposition on Lake Olson and Lake Demontreville and they wished to make the City Code consistent with MN Statute 86 – governing motorized water craft operation. After several months of MNDNR review and text changes, staff brought a draft ordinance to the City Council for their review on June 5, 2012. At this time several lake shore residents expressed their dislike for the draft as they felt that the statutory norming that took place defeated the intent and purpose of the ordinance. It was agreed that the City Administrator and members of the Tri-Lakes association would meet with MNDNR officials to discuss specific concerns about lake elevation levels and a provision of state statutes that creates a slow, no wake speed for personal watercraft within 150 feet of shoreline.

A delegation from Lake Elmo consisting of Mayor Dean Johnston, Administrator Dean Zuleger, Tri-Lakes President Justin Bloyer and Lake Olson Association President Roger Johnson met with MNDNR's Kim Elverum, Boat & Water Safety Coordinator, to broker a compromise and clarify whether MN Statute 86 had preemption over local ordinances. At this meeting, it was agreed that if MNDNR technical staff agreed to the specific lake level definition of 929.7, the ordinance passed in July 2011 could stand permanently. The City Administrator spoke with MDNR technical staff (Schodeen) who had no objections to a pre-determined ordinary high water mark of 929.7 (MSL).

In the meeting with Elverum, it was noted that the MN Statute 86B.313 ("the 150' rule") is specifically directed at personal water craft – jet skis, water bikes, et al – and not traditional motorboats. This statute did preempt local ordinances for safety purposes.

Appropriate changes were made to the ordinance and were reviewed by Mr. Roger Johnson, Mr. Justin Bloyer and Mayor Dean Johnson for approval prior to final drafting.

In July of 2012, the City of Lake Elmo and affected land owners residing on the shores of Lake Olson, Lake Demontreville and Lake Jane crafted an amendment to current city code that would regulate the use of three lakes in the area known as the Tri-Lake area of the City of Lake Elmo. After considerable debate, the parties reached a consensus on three main areas:

1. A slow, no wake speed condition be set if the lake level of 929.7 feet above sea level is exceeded for five consecutive days for Lake Olson and Lake Demontreville;
2. Motorboat operation that causes wake may be allowed on Lake Jane between 9:00 AM and sunset;
3. Motorboat races, tournaments et al are allowed only as specifically authorized by State Statutes and Rules, the Washington County Sheriff, and City Council. Notice shall be provided to the City Council.

The City Council adopted these changes in July 2012, but the issue has been fraught with anxiety and high emotion as lakeshore owners wrestle with the important issues regarding, what is essentially, their backyard. Efforts over the years to determine the appropriate wake related use (especially time restrictions) have resulted in neighborhood surveys, long deliberations by the respective homeowner's associations, a degree of personal invective, and exploration of additional changes that include but are not limited to eliminating wake on the lakes altogether.

In the March of 2013, two City Council Members requested that the City's current lake use ordinances be modified yet again to create an expansion of use allowed under MNDNR statutes for the purpose of more hours for wake creation a better ability to enforce proper use, and to allow additional time for lakeshore owners to use their "backyard" before the lakes are congested via use by the general public. The request came late at the March 5th City Council Meeting.

Since the request and at the time of this writing, City staff has received 27 (out of 290 affected property owners) phone calls, emails, letters and personal visits from lakeshore owners regarding the issue. 17 responses were from Olson Lake / Lake Demontreville owners - **where 10 responses were against any change and 8 responses were for the change**. In addition, the Olson Lake and Lake Demontreville Homeowner's Association took a formal Board of Directors vote at their April 11, 2013 spring meeting that resulted in **a 7-5 vote to not change the current ordinance**. The largest land owner (albeit not a property tax payer) the Jesuit Retreat / Carmelite Monastery has also sent 2 pieces of correspondence stating their opposition to the current proposed changes mainly due to privacy / trespass concerns related to the solitary nature of their operations. A 2011 survey of these two lakes revealed that 70% of lake owners fundamentally support a noon time restriction – although the validity of the survey has been routinely questioned. The results of this survey may be presented at the Council Meeting.

5 responses were from Lake Jane land owners where the 9 AM change has been in effect for one use season. 4 were in favor of the proposed ordinance and 1 was opposed out of a concern for the loon population on the lake. **3 responses came from Lake Elmo, all in favor of the changes.** One response came from a non-Lake Elmo resident (Stillwater fisherman).

The total tally for the proposed change (via response to City Hall) was 15 for the change and 11 against the change with 90% from Olson Lake and Lake Demontreville.

An informational flyer, website / Facebook posting were distributed to all affected landowners on April 10th, 2013 that may produce more response that will be presented at the April 16th City Council meeting. The flyer used a word, "alignment", that is highly interpretive and may have led some to believe that the current ordinance is not approved by the MNDNR. A more appropriate way to explain the change would be that the ordinance would be expanding lake use in alignment with the general guidelines of the MNDNR. This word will be clarified at the meeting.

KEY ISSUES:

During the course of the preliminary public comment on the proposed amendment five policy key issues have been identified:

1. Increased wake creating public access to the lakes will make it difficult for lake shore owners to enjoy peace and quiet, especially on the weekends;
2. Current wake restrictions make it difficult for lake shore owners to safely use the lake for their own activities due to the compressed usage time and competition from the general public for lake use;
3. Longer periods of unrestricted, wake creating, lake usage will increase the probability of the introduction of invasive species to Lake Elmo lakes;
4. The two varied time restrictions of wake creation create an enforceability problem from Washington County law enforcement;
5. Increased wake may compound shore land erosion problems.

In addition, a few ancillary issues have been identified that include property trespass, boat ramp access/ abuse and operating while intoxicated. The specifics of these issues will be discussed with Washington County Sheriff's Department.

From an economic / property value standpoint several land owners have expressed concern that the time restrictions will make it difficult for them to sell their homes – this has been confirmed by a discussion with two realtors who specialize in lake home sales in the metro areas. The point was amplified by two Olson Lake residents who expressed disappointment in the fact that they did not know of the restrictions when purchasing their homes and would not have done so, if they had known the restrictions.

RELATIONSHIPS:

There is one point of commonality in the ongoing lake use debate and that is the basic fact that lake shore property owners are weary of the ongoing discussion which causes division and anxiety. Parties on both side of the debate have expressed some regret that issue has been brought up again and simply desire peace in their neighborhoods.

RECOMMENDATION:

Based upon the background information, a review of key issues, discussion with past & present MNDNR staff, discussion with lake shore owners, and a policy of property use equity, the staff recommends that the City of Lake Elmo City Council:

Motion: **Approve Ordinance 08-074, to amend 97.21 of the City Code regulating watercraft and water surface regulations. 97.22 winter lake use regulations and 97.23 (L) prohibited structures and uses as presented.**

ATTACHMENTS: Ordinance 08-074

City of Lake Elmo
Ordinance 08-074 (Proposed)

(Re-Created and Amended to Read As Follows)

§ 97.21 WATERCRAFT AND WATER SURFACE USE REGULATIONS.

The following regulations shall apply to the use of watercraft on lakes entirely within the city limits, to the use of a lake entirely within the city limits, and to the use of ice surfaces on lakes entirely within the city limits.

(A) *Hours of operation.*

(1) *Normal conditions.* No person shall operate any motorboat at a speed greater than a slow, no-wake speed as defined by M.S. § 86B.005 between sunset and sunrise the following day.

(2) *High water conditions.* No person shall operate any motorboat at greater than a slow, no-wake speed as defined by M.S. § 86B.005 whenever the lake level of Lakes Olson and Demontreville is above 929.7 feet above sea level (MSL) for five consecutive days. This restriction will remain in effect until the water level drops below 929.7 feet, and remains there for five consecutive days.

(B) *Operating regulations.* No person shall operate any watercraft in violation of the provisions of this code, or in violation of the provisions of M.S. Chapter 86B or Minnesota Boat and Water Safety Rules (6110.0100-6110.2300) which statutes and rules are hereby adopted and incorporated herein. In the event of a conflict between the various city and state regulations, the more restrictive regulation shall apply.

(C) *Permanent "slow - no wake: areas.* The channels and narrows between Lake Olson and Lake Demontreville are hereby designated as permanent "slow - no wake" areas and appropriate signs or buoys meeting the specifications found in Minn. Rules 6110.1500 shall be posted.

(Am. Ord. 97-150, passed 3-1-2005; Am. Ord. 08-014, passed 5-19-2009; Am. Ord. 08-050, passed 7-19-2011; Am. Ord. 08-50, passed 11-1-2011; Am. Ord. 2012-58, passed 7-17-2012) Penalty, see § 10.99

(Re-created and Amended to Read As Follows)

§ 97.22 WINTER LAKE USE REGULATIONS.

(A) *Clean-up.* Ice house owners are responsible for clean-up of trash within 25 feet of the house.

(B) *Ice fishing holes.* No person shall leave holes in the lake larger than 1 foot in diameter unless the holes are visibly marked for day and night.

(C) *Fires.* No person shall have an open fire on the ice surface of a lake.

(1997 Code, § 1380.04) Penalty, see § 10.99

(97.23 is Proposed to Be Stricken in Its Entirety)

~~**§ 97.23 PROHIBITED STRUCTURES AND USES.**~~

~~(A) *Lake activities.* Motorboat races, tournaments, ski jumps, slalom courses, or other competition or exhibition events are allowed only as specifically authorized by state statutes and rules, the Washington County Sheriff, and the City Council. Notice shall be provided to the City Council.~~

~~(B) *Fee for lake use.* Unless specifically authorized by the Council, and unless consistent with the city's zoning regulations, no riparian lot owner shall offer the use of their property for a fee or other consideration:~~

~~(1) As ingress or egress to a lake;~~

~~(2) For watercraft rental;~~

~~(3) For swimming, skiing, or watercraft lessons;~~

~~(4) For a watercraft launch site; and/or~~

~~(5) For any ancillary water or ice related use.~~

~~(1997 Code, § 1380.06) (Am. Ord. 2012-58, passed 7-17-2012~~

THE CITY OF LAKE ELMO

MAYOR AND COUNCIL COMMUNICATION

DATE: 04/16/2013
REGULAR
ITEM #: 13
ORDINANCE

AGENDA ITEM: Adoption of Revised Zoning Map

SUBMITTED BY: Kyle Klatt, Director of Planning

THROUGH: Dean Zuleger, City Administrator

REVIEWED BY: Planning Commission
Nick Johnson, City Planner

SUGGESTED ORDER OF BUSINESS:

- Introduction of Item..... Staff
- Report/Presentation..... Staff
- Questions from Council to Staff..... Mayor Facilitates
- Public Input, if Appropriate..... Mayor Facilitates
- Call for Motion..... Mayor & City Council
- Discussion..... Mayor & City Council
- Action on Motion..... Mayor Facilitates

PUBLIC POLICY STATEMENT

The Lake Elmo Zoning Map must be updated to be in compliance with the recently adopted Comprehensive Plan amendment for the I-94 Corridor.

SUMMARY AND ACTION REQUESTED:

The City Council is being asked to adopt a revised Zoning Map for the City that incorporates the new Zoning Districts that have been approved as part of the Council's ongoing work to update the Zoning Ordinance. The proposed map incorporates all of the newly created zoning districts, but also leaves some of the existing categories in tact pending future amendments. Staff will be bringing forward further amendments to the Map once the Village Land Use Plan has been formally adopted by the City Council.

Staff recommends the City Council adopt a revised Zoning Map for the City of Lake Elmo and take the following action / with the following motion:

"Move to adopt Ordinance 08-075 amending Chapter 154 of the City Code by adopting a new official Zoning District Map"

BACKGROUND AND STAFF REPORT:

The Zoning Map serves as the key piece of the City's zoning regulations since it is the official document that designates the zoning district for any given property in the community. The zoning map also serves as the primary mechanism for implementing the Comprehensive Plan for the City, and this map is required to be consistent with the Comprehensive Plan in accordance with State Statutes. With the recent adoption of the revised land use plan for the I-94 Corridor, Staff is recommending that the City Council

consider revisions to the Zoning Map to align the map with the updated plan. In addition, the City has adopted several amendments to the Zoning Ordinance, including several new or amended zoning districts that should also be reflected on the map.

Because the City is working on incremental updates to the Zoning Ordinance (as opposed to a complete overhaul of the entire ordinance at one time), the Zoning Map will also need to be amended in stages as this work progresses. The next major update to the map will incorporate the Village Land Use Plan, at which point the remaining rural districts should also be revised to remain consistent with the updated Comprehensive Plan.

Please note that because some of the City's existing districts, including the GB – General Business District and R2 – Two Family Residential District have not yet been rescinded, these districts still are included on the Zoning Map. Should the City move forward with the Village Mixed Use Zoning, the GB district will no longer be used as a land use category either in the Zoning Ordinance or on the map. Staff is also still waiting the determine the most appropriate zoning for the existing R2 district until after the Village land use plan is adopted.

Additionally, Staff is still researching the most appropriate manner in which to zone the parcels that have been identified as "in-holding" parcels for the Lake Elmo Park Reserve. There are several parcels in the southwest portion of the park that are guided for park purposes, and that are planned for future acquisition by the County for the expansion of the park.

The other significant changes to the map as proposed are noted as follows:

- All existing holding zones have been eliminated from the map and replaced with the RT Rural Transition zoning district, with the exception of:
    - Three parcels immediately east of the Eagle Point Business Park that have been zoned C Commercial.
    - The Cimarron Manufactured Home Park, which has been zoned MDR (a manufactured home park is allowed as a conditional use in this zone).
    - The parcels that make up the Brookman Addition north of 39th Street in the Village and the parcels that comprise the old lumber yard along the railroad right-of-way. These parcels retain their GB zoning since they represent existing platted lots with the Village planning area.
    - The small commercial parcel within Cimmaron at the intersection of 10th Street and Lake Elmo Avenue that is zoned CC Convenience Commercial.
- The R-1 Single Family Residential District is now called the RS – Rural Single Family District.
- A parcel at the intersection of 55th Street and Keats Avenue was zoned A Agriculture. Staff has previously found documentation that this parcel should be zoned RE Residential Estates similar to the other parcels in the Lake Elmo Vista Subdivision.
- The property east of Lake Jane that was at one time considered for a public works building has been changed back to RR Rural Residential.
- The property on which the Holiday gas station is located at the intersection of Highway 5 and Manning Avenue has been changed from HB Highway Business to CC Convenience Commercial.

- The Zoning Map now includes a revised municipal boundary that incorporates the northeast area detachment. The resulting parcel boundary includes a small parcel that retains the previous A Agriculture zoning in this area.

- Parcels that were zoned Limited Business have been changed to LC Neighborhood Office/Limited Commercial.

- The LDR, HDR, and VMX districts are listed as new districts, but do not yet show up on the map.

Staff is recommending that the zoning within the future sewer service areas be addressed at the time subdivisions or other developments are proposed. As an alternative, the City may elect to rezone parcels in conjunction with public projects that extend sewer and water services into these areas.

Staff will continue to revisit the Zoning Map as future text amendments are considered by the Council, and will also be bringing back further amendments to the map later this summer after the Village land use plan has been formally adopted by the City.

PLANNING COMMISSION REPORT:

The Planning Commission conducted a public hearing on the proposed Zoning Map amendment at its April 8, 2013 meeting. There were no public comments received concerning the map revisions, and the Commission unanimously recommended approval of the map as presented.

RECOMMENDATION:

Based upon the above background information, Staff report and Planning Commission recommendation, it is recommended that the City Council adopt the revised Zoning Map with the following motion:

"Move to adopt Ordinance 08-075 amending Chapter 154 of the City Code by adopting a new official Zoning District Map"

ATTACHMENT(S):

1. Ordinance 08-075
2. Exhibit "A" – Lake Elmo Zoning Map

CITY OF LAKE ELMO
COUNTY OF WASHINGTON
STATE OF MINNESOTA

ORDINANCE NO. 08-075

AN ORDINANCE AMENDING CHAPTER 154 OF THE LAKE ELMO CITY CODE OF ORDINANCES BY ADOPTIONG A NEW OFFICIAL ZONING DISTRICT MAP

SECTION 1. The Zoning Map of the City of Lake Elmo established by the City Code, Section 154.351 is amended by deleting the existing Lake Elmo Zoning Map and adopting a new official Zoning Map which is attached and incorporated herein as Exhibit "A".

SECTION 2. Effective Date. This ordinance shall become effective immediately upon adoption and publication in the official newspaper of the City of Lake Elmo.

SECTION 3. Adoption Date. This Ordinance 08-075 was adopted on this 16th day of April 2013, by a vote of ___ Ayes and ___ Nays.

LAKE ELMO CITY COUNCIL

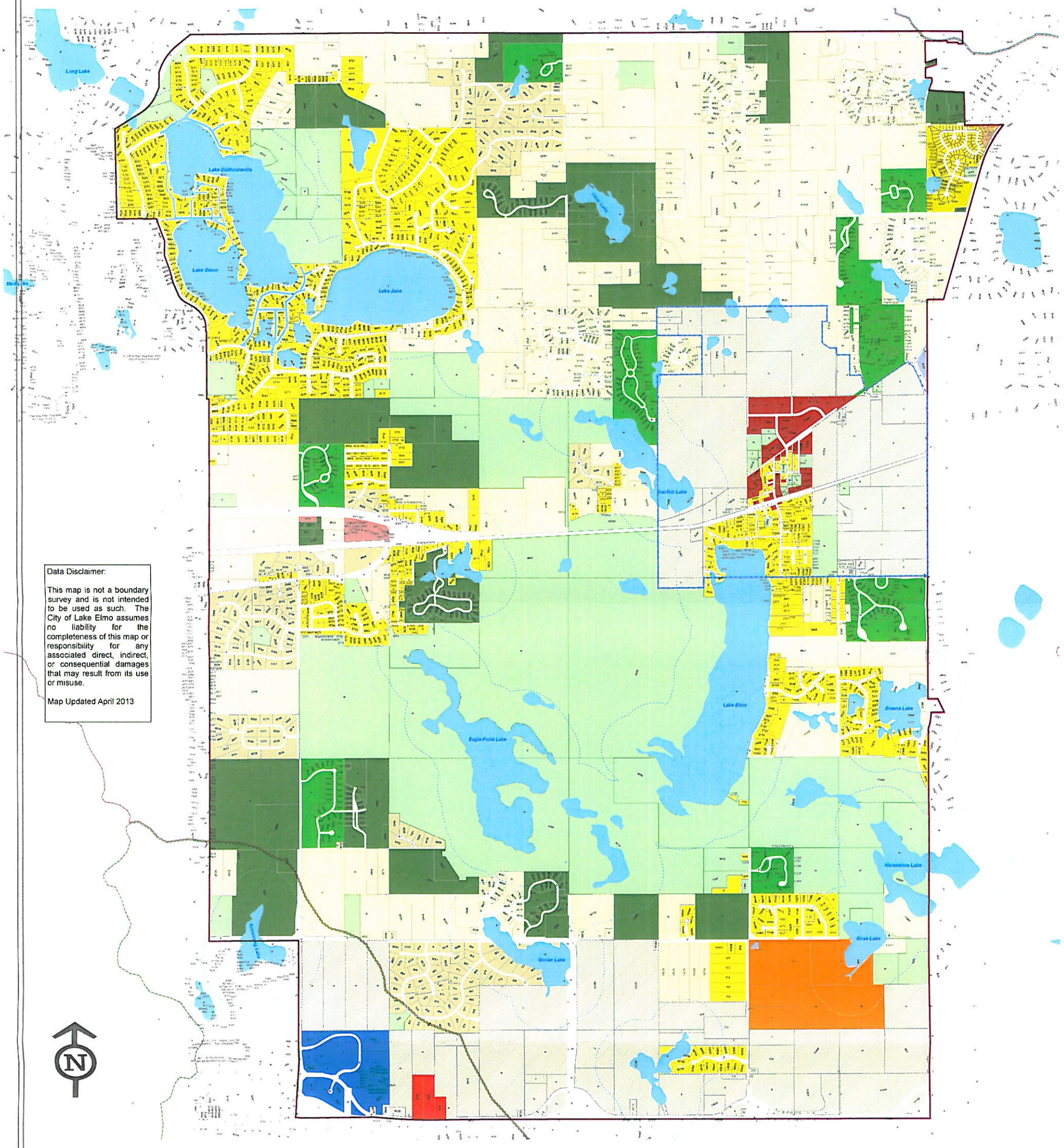
_____
Mike Pearson, Mayor

ATTEST:

_____
Adam Bell, City Clerk

This Ordinance 08-075 was published on the ____ day of _____, 2013.

Lake Elmo Zoning Map - Draft 4/16/13



Data Disclaimer:

This map is not a boundary survey and is not intended to be used as such. The City of Lake Elmo assumes no liability for the completeness of this map or responsibility for any associated direct, indirect, or consequential damages that may result from its use or misuse.

Map Updated April 2013

N

Legend

General
- Village Area
- Lakes
- Lake Elmo Boundary
- Shoreland District Boundary

Watershed Districts
- Browns Creek
- South Washington
- Valley Branch

Zoning Districts

A	OP	HDR	CC	RT
RR	R2-PUD	BP	LC	PF
RE	LDR	C	LC-PUD	
RS	MDR	GB	VMX	

Map created by the Lake Elmo Planning Department - April 2013

THE CITY OF LAKE ELMO

THE CITY OF LAKE ELMO

MAYOR AND COUNCIL COMMUNICATION

DATE: 04/16/2013
REGULAR
ITEM #: 14
MOTION

AGENDA ITEM: Zoning Text Amendment – Tree Preservation Ordinance

SUBMITTED BY: Nick Johnson, City Planner

THROUGH: Dean Zuleger, City Administrator

REVIEWED BY: Planning Commission
Kyle Klatt, Planning Director

SUGGESTED ORDER OF BUSINESS:

- Introduction of Item..... Staff
- Report/Presentation.....Staff
- Questions from Council to Staff..... Mayor Facilitates
- Public Input, if Appropriate..... Mayor Facilitates
- Call for Motion..... Mayor & City Council
- Discussion..... Mayor & City Council
- Action on Motion..... Mayor Facilitates

SUMMARY AND ACTION REQUESTED:

The City Council is asked to consider a Zoning Text Amendment to adopt a Tree Preservation Ordinance as part of Article 6 – Environmental Performance Standards. The City Code currently does not contain any requirements related to tree preservation within development and grading activities. This Zoning Text Amendment is part of the ongoing effort to improve the Lake Elmo Zoning Code in preparation of future growth and development activity in Lake Elmo.

The Planning Commission recommends the City Council approve Ordinance 08-076 through the following motion:

"Move to approve Ordinance 08-076, establishing standards for tree preservation within development and grading activities"

In addition, Staff recommends that the City Council approve Resolution No. 2013-30, authorizing summary publication of Ordinance 08-076, through the following motion:

"Move to approve Resolution No. 2013-30, authorizing summary publication of Ordinance 08-076."

BACKGROUND AND STAFF REPORT:

In preparation of upcoming development activity in the community, Staff is working on a project intended to make incremental improvements to the Lake Elmo Zoning Code. While working on this project, Staff identified tree preservation or protection measures as an area of Zoning Code improvement. Ordinances related to tree preservation are common among communities in the Twin Cities Metropolitan Area. In fact, Lake Elmo is one of few communities researched by Staff that does not employ provisions related to tree preservation or protection. There are a number of reasons that cities engage in tree

preservation, including, but not limited to, 1) increasing and maintaining property values; 2) protecting privacy by maintaining natural buffers between land uses; 3) promoting sound storm water practices; 4) reducing soil erosion and sedimentation; 5) improved air quality; and 6) maintaining tree and wildlife habitat to the best extent possible. While tree removal is a necessary part of land development and major grading activity, it the goal of tree preservation or protection measures to minimize or mitigate significant tree removal.

The Planning Commission has done significant work as part of working through the Tree Preservation Ordinance. Staff originally presented an ordinance aimed at tree preservation on March 11, 2013. At the meeting, the Planning Commission requested that additional research be conducted by Staff to identify the best approach to tree preservation. At the workshop on March 25, Staff presented findings from various ordinances around the twin cities (outlined in attachment #3), and the Planning Commission identified the City of Woodbury's ordinance to be the most complete and effective. As directed by the Planning Commission, Staff prepared the proposed Tree Preservation Ordinance based upon the approach employed in Woodbury. After presenting the ordinance at the meeting on April 8, 2013, the Planning Commission unanimously recommended approval with some minor refinements.

The proposed Tree Preservation Ordinance (§154.257) is applicable to all development, subdivision and major grading activity, and includes the following key features:

- As part of the activities mentioned above, applicants are required to submit a Tree Preservation Plan. This most often occurs at the Preliminary Plat stage of land subdivision.
- As part of the Tree Preservation Plan, applicants are allowed to remove 30% of the total diameter inches of significant trees on the site without triggering tree replacement. Significant trees are defined with the ordinance according to tree type (common, coniferous/evergreen or deciduous hardwood).
- If tree replacement is required, the applicant must follow the Tree Replacement Schedule, which calls for the following levels of replacement:
    - Common tree replacement: ¼ of the diameter inches removed to be replaced.
    - Coniferous tree replacement: ½ of the diameter inches removed to be replaced.
    - Deciduous hardwood tree replacement: ½ of the diameter inches removed to be replaced.

  Through the levels of tree replacement, as well as the methodology to tally tree removal, the ordinance places a priority or preference towards hardwood deciduous trees, and secondarily coniferous trees.

- The ordinance outlines various procedural elements related to compliance of the Tree Preservation Plan, as well protective measures to be employed to ensure performance.
- The ordinance includes a permitting requirement for the removal of specimen trees (healthy trees above 30" of diameter breast height in size) in urban district. The reason for this is two-fold: 1) in urban districts with more density, the removal of such large trees can often pose a risk of safety and property damage to adjacent properties; and 2) in higher density districts, tree loss of that magnitude has a greater impact of amenity loss, warranting some replacement.
- Finally, the ordinance acknowledges the possibility where tree preservation goals may conflict with other City objectives. Therefore, the ordinance allows for exceptions to be granted as long as certain circumstances are met.

When comparing the proposed ordinance to other preservation and protection ordinances, it is less onerous or restrictive than other ordinances in the Twin Cities Metropolitan Area. For example, the tree replacement schedule in Medina, another developing community in the Metro, is a 1:1 replacement of diameter inches of significant trees removed. This is significantly higher than what is required in the proposed ordinance. In addition, other communities often have lower thresholds for allowed tree removal before tree replacement is required. Also, it should be noted that tree replacement in cases of commercial properties do count towards landscaping requirements. This allowance is related to the greater need of impervious surface for commercial properties. Other communities that were reviewed, with the exception

of Woodbury, do not count tree replacement towards landscaping requirements. For further comparisons, please reference the comparison chart in attachment #3.

Finally, making use of a similar preservation approach that is utilized in Woodbury offers two benefits: 1) utilizing a similar strategy or approach offers applicants the benefit of continuity and working from an established standard; 2) The fact that this approach is utilized in Woodbury demonstrates that the procedure and requirements have not been a hindrance to development activity. It should be noted that the proposed ordinance and Woodbury's ordinance do include some minor differences, including:

- Woodbury's replacement schedule includes lower amounts of replacement for common ($^1/_8$ replacement) and coniferous ($^1/_4$ replacement) trees. However, given how tree removals are tallied in both ordinances, it is less likely that common and coniferous trees will be replaced than deciduous hardwood trees. Both ordinances place a higher priority on hardwood deciduous trees.
- Woodbury's ordinance includes provisions for non-developing properties. Given the rural nature of the Lake Elmo community, Staff recommends to leave non-developing properties out of tree preservation requirements.

It is the goal of the Tree Preservation Ordinance to minimize and mitigate tree loss during development and grading activities. Measures related to tree preservation and protection have become established practice in development activity in the Twin cities Metropolitan Area and beyond. Given that Lake Elmo is a Tree City USA (11th year) and has excellent natural resources, some form of tree preservation or protection is recommended in advance of future development activity.

RECOMMENDATION:

The Planning Commission recommends the City Council approve Ordinance 08-076 through the following motion:

"Move to approve Ordinance 08-076, establishing standards for tree preservation within development and grading activities"

In addition, Staff recommends that the City Council approve Resolution No. 2013-30, authorizing summary publication of Ordinance 08-076, through the following motion:

"Move to approve Resolution No. 2013-30, authorizing summary publication of Ordinance 08-076."

ATTACHMENT(S):

1. Ordinance 08-076
2. Resolution No. 2013-30
3. Tree Preservation Ordinance Comparison Chart

CITY OF LAKE ELMO
COUNTY OF WASHINGTON
STATE OF MINNESOTA

ORDINANCE NO. 08-076

AN ORDINANCE AMENDING THE LAKE ELMO CITY CODE OF ORDINANCES BY ADOPTING TREE PRESERVATION STANDARDS FOR ALL DEVELOPMENT AND MAJOR GRADING ACTIVITIES.

SECTION 1. The City Council of the City of Lake Elmo hereby amends Title XV: Land Usage; Chapter 154: Zoning Code, by adding the following language:

ARTICLE 6. ENVIRONMENTAL PERFORMACE STANDARDS

§154.250 Purpose

The purpose of this section is to provide regulations of general applicability for property throughout the City that are intended to protect or enhance natural resources and processes, and minimize conflicts among land uses.

§154.257 Tree Preservation

A. *Purpose.* Within the city of Lake Elmo, trees and woodlands are considered a valuable asset to the community. The City places a priority on protecting this asset and finds that it is in the best interest to regulate the development and alteration of wooded areas within the community. All builders, developers and subdividers shall comply with all the provisions in the Zoning Code which address the preservation of existing significant trees. All builders, developers and subdividers are encouraged to preserve all healthy trees of significant value even if the trees do not meet the size requirements to be considered significant trees.

B. *Definitions.* The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning:

Common Tree. Includes Ash, Aspen, Basswood, Box Elder, Catalpa, Cottonwood, Elm, Hackberry, Locust, Poplar, Silver Maple, Willow and any other tree not defined as a hardwood deciduous tree or a coniferous/evergreen tree.

Coniferous/Evergreen Tree. A wood plant, which, at maturity, is at least twelve (12) feet or more in height, having foliage on the outermost portion of the branches year-round. Tamaracks are included as a coniferous tree species.

Critical Root Zone (CRZ). An imaginary circle surrounding the tree trunk with a radius distance of one (1) foot per one (1) inch of tree diameter. E.g. a twenty-inch diameter has a critical root zone with a radius of twenty (20) feet.

Deciduous Hardwood Tree. Includes Birch, Cherry, Hickory, Ironwood, Hard Maples, Oak and Walnut.

Diameter Breast Height (DBH). The diameter of trees at breast height, measured 4 ½ feet (54 inches) above the ground.

Drip Line. The farthest distance away from the trunk of a tree that rain or dew will fall directly to the ground from the leaves or the branches of the tree.

Nuisance Tree. (1) Any living or standing tree or part thereof infected to any degree with a shade tree disease or shade tree pest; (2) Any logs, stumps, branches, firewood or other part of dead or dying tree(s) infected with a shade tree disease or shade tree pest unless properly treated; and (3) Any standing dead trees or limbs which may threaten human health or property.

Shade Tree Disease. Dutch elm disease (Ophiostoma ulmi or Ophiostoma novo-ulmi), oak wilt (Ceratocystis fagacearum) or any other tree disease of epidemic nature.

Significant Tree. A healthy tree measuring a minimum of six (6) inches in diameter for hardwood deciduous trees, eight (8) inches in diameter for coniferous/evergreen trees, or twelve (12) inches in diameter for common trees, as defined herein.

Specimen Tree. A healthy tree measuring equal to or greater than thirty (30) inches in diameter breast height.

Tree Preservation Plan. A plan prepared by a certified forester or landscape architect indicating all of the significant trees in the proposed development or parcel. The Tree Preservation Plan includes a tree inventory which includes the size, species and location of all significant trees proposed to be saved and removed on the area of development, and the measures proposed to protect the significant trees to be saved.

C. Tree Preservation Standards for Developing Properties

1. *Applicability.*

   a. A Tree Preservation Plan shall be submitted and approved for the following activities:

      i. *New Development in Any Zoning District.* A Tree Preservation Plan shall be required as part of any development or subdivision application.

      ii. Any grading or excavation project that result in the movement of greater than 400 cubic yards of material per acre of site per §151.017.

   b. A Tree Preservation Plan is not required for the following activities:

      i. This section does not apply to the issuance of a development approval for a single-family residence on an existing platted lot of record.

      ii. This section does not apply to the harvesting of trees. For purposes of this section, "harvesting" means cutting or clearing trees for purposes relating to forestry operations, as defined in §154.012. "Harvesting" does not include the clearing of land for the purposes of development, even where the trees are sold for purposes of creating lumber for related purposes.

2. *Tree Preservation Plan.* All applicants shall submit a tree preservation plan prepared by a certified forester or landscape architect in accordance with the provisions of this section. During the review of an application for a building permit, grading permit or Preliminary Plat, the tree preservation plan will be reviewed according to the best layout to preserve significant trees and the efforts of the subdivider to mitigate damage to significant trees.

3. *Tree Preservation Plan Requirements.* The Tree Preservation Plan shall be a separate plan sheet(s) that includes the following information:

   a. The name(s), certification(s), telephone number(s) and address(es) of the person(s) responsible for tree preservation during the course of the development project.

b. *Tree Inventory*. The Tree Preservation Plan must include a Tree Inventory through one of the following methods:

   i. *Tree Inventory Individual*. An individual inventory including an identification system linked to metal field tags located four and one-half (4.5) feet from grade on all significant trees. The quantity, size species, health and location of all significant trees must be identified on a plan sheet in both graphic and tabular form.

   ii. *Tree Inventory Sampling*. In cases of sites with large tracts of significant trees, the City may approve the use of a sampling inventory for all or portions of a site as an alternative to an individual inventory. The sampling inventory must include the methodology for sampling, identification ribbon around the perimeter of the sampling areas, and metal field tags located four and one-half (4.5) feet from grade on all significant trees in the sampling area. Within the sampling area, the quantity, size, species, health and location of all significant trees must be identified on a plan sheet in both graphic and tabular form. Based on sampling, total estimates and locations of healthy significant trees shall be provided.

   iii. *Tree Inventory Combination*. With the approval of the City, sites that include both large tracts of significant trees and areas of individual significant trees may utilize a combination of the individual and sampling inventory methods.

c. Trees that were planted as part of a commercial business such as a tree farm or nursery do not need to be inventoried on an individual tree basis. A general description of the trees and an outer boundary of the planted area must be provided. The burden of proof shall be on the applicant to provide evidence to support the finding that the trees were planted as part of a commercial business.

d. A listing of healthy significant trees inventoried in subsection (b) above. Dead, diseased or dying trees do not need to be included in the totals.

e. A listing of the healthy significant trees removed, identified by the metal field tag or some other form of identification used in the tree inventory in subsection (b) above.

f. A listing of the healthy significant trees to remain, identified by the metal field tag or some other form of identification used in the tree inventory in subsection (b) above.

g. Outer boundary of all contiguous wooded areas, with a general description of trees not meeting the significant tree size threshold.

h. Locations of the proposed buildings, structures, or impervious surfaces.

i. Delineation of all areas to be graded and limits of land disturbance.

j. Identification of all significant trees proposed to be removed within the construction area. These significant trees should be identified in both graphic and tabular form.

k. Measures to protect significant trees.

l. Size, species, number and location of all replacement trees proposed to be planted on the property in accordance with the Mitigation Plan, if necessary.

m. Signature of the person(s) preparing the plan.

4. *Implementation*. All sites shall be staked, as depicted in the approved Tree Preservation Plan, and the required tree protection fencing shall be installed around the critical root zone before land disturbance is to commence. The City shall inspect the construction site prior to the beginning of the land disturbance to ensure that protective fencing and other protective measures are in place. No encroachment, land disturbance,

trenching, filling, compaction, or change in soil chemistry shall occur within the fenced areas protecting the critical root zone of the trees to be saved.

5. *Allowable Tree Removal.* Up to thirty (30) percent of the diameter inches of significant trees on any parcel of land being developed may be removed without replacement requirements. Replacement according to the Tree Replacement Schedule is required when removal exceeds more than thirty (30) percent of the total significant tree diameter inches. The following types of trees do not need to be included as part of the tally of tree removals:

   a. Dead, diseased or dying trees;

   b. Trees that are transplanted from the site to another appropriate area within the city;

   c. Trees that were planted as part of a commercial business, such as a tree farm or nursery; or

   d. Trees that were planted by the current property owner. In making such a determination, the City shall consider consistency of the age of the trees, any patterns in the location of trees, historical aerial photography and evidence of intentional planting such as invoices, formal planting plans or cost sharing agreements.

6. *Mitigation Plan.*

   a. In any development or grading project where the allowable tree removal is exceeded, the applicant shall mitigate the tree loss by either:

      i. Planting replacement trees in appropriate areas within the development in accordance with the Tree Replacement Schedule;

      ii. Planting replacement trees on City property under the direction of the Public Works Superintendent; or

      iii. Some combination of above subsections (i) and (ii) to total the equivalent number of replacement trees to meet the Mitigation Plan.

   b. The form of mitigation to be provided by the applicant shall be determined by the City.

   c. The planting of trees for mitigation on residential projects shall be in addition to any other landscape requirements of the City.

   d. All trees, with the exception of ornamental trees, planted as landscaping on commercial or mixed-use projects may be counted towards tree replacement requirements.

7. *Tree Replacement Calculations.* Thirty (30) percent of the total diameter inches of significant trees on the site may be removed without replacement. The allowable thirty (30) percent removal is first credited to the common trees removed, then the conifers, and lastly the hardwood species. The following calculation procedure must be used to determine tree replacement requirements:

   a. Tally the total number of diameter inches of significant trees on the site.

   b. Calculate thirty (30) percent of the total diameter inches of significant trees on the site. This is the allowable tree removal limit, or the number of inches that can be removed without replacement.

   c. Tally the total diameter inches of common trees that will be removed and subtract this number from the allowable tree removal limit.

d. If there are any allowable inches left, tally the total diameter inches of conifer/evergreen tree species that will be removed and subtract this number from the remaining allowable inches.

e. If there are any allowable inches left, tally the total diameter inches of hardwood deciduous tree species that will be removed and subtract this number from the remaining allowable inches.

f. If at any point in the above calculation procedure (a-e) the number of inches to be removed exceeds the thirty (30) percent allowable removal limit, the remaining inches of removal above the allowable limit must be replaced according to the Tree Replacement Schedule in subsection 8.

8. *Tree Replacement Schedule.* Tree removals over the allowable tree removal limit on the parcel shall be replaced according to the following schedule:

   a. Common tree species shall be replaced with new trees at a rate of one-fourth ($^1/_4$) the diameter inches removed.

   b. Coniferous/evergreen tree species shall be replaced with new coniferous or evergreen trees at a rate of one-half ($^1/_2$) the diameter inches removed. Since coniferous species are often sold by height rather than diameter inch, the following conversion formula can be used:

      Height of Replacement Coniferous Tree/2= Diameter Inches of Credit.

   c. Hardwood deciduous tree species shall be replaced with new hardwood deciduous trees at a rate of one-half ($^1/_2$) the diameter inches removed.

   d. *Replacement Tree Size.* Replacement trees must be a minimum of one (1) inch in diameter.

9. *Species Requirement.* The City must approve all species used for tree replacement. Ornamental trees are not acceptable for use as replacement trees. Where ten or more replacement trees are required, not more than thirty (30) percent of the replacement trees shall be of the same species of tree. Native species are encouraged, and hardiness and salt tolerance should be considered where applicable.

10. *Warranty Requirement.* Any replacement tree which is not alive or healthy, as determined by the City, or which subsequently dies due to construction activity within two (2) years after the date of project closure shall be removed by the applicant and replaced with a new healthy tree meeting the same minimum size requirements within eight (8) months of removal.

11. *Protective Measures.* The Tree Preservation Plan shall identify and require the following measures to be utilized to protect significant trees planned for preservation:

    a. Installation of snow fencing or polyethylene laminate safety netting placed at the drip line or at the perimeter of the critical root zone, whichever is greater, of significant trees, specimen trees and significant woodlands to be preserved. No grade change, construction activity, or storage of materials shall occur within this fenced in area.

    b. Identification of any oak trees requiring pruning between April 15 and July 1. Any oak trees so pruned shall be required to have any cut areas sealed with an appropriate nontoxic tree wound sealant.

    c. Prevention of change in soil chemistry due to concrete washout and leakage or spillage of toxic materials, such as fuels or paints.

    d. Removal of any nuisance trees located in areas to be preserved.

12. *Compliance with the Tree Preservation Plan.* The applicant shall implement the Tree Preservation Plan prior to and during any construction. The tree protection measures shall remain in place until all land disturbance and construction activity is terminated or until a request to remove the tree protection measures is made to, and approved by, the City.

    a. No significant trees shall be removed until a tree preservation plan is approved and except in accordance with the approved Tree Preservation Plan.

    b. The City shall have the right to inspect the development and/or building site in order to determine compliance with the approved Tree Preservation Plan. The City shall determine whether the Tree Preservation Plan has been met.

    c. *Irreparable Damage.* Where the City determines that irreparable damage has occurred to a healthy significant tree that is designated to be preserved as part of the Tree Preservation Plan, the tree shall be removed and replaced, and protective fencing shall be provided.

D. *Specimen Trees.* The removal of any specimen trees on a property located in any of the urban zoning districts shall require a special permit and be subject to the Tree Replacement Schedule for the purpose of mitigating great tree loss.

E. *Financial Security.* In cases where mitigation or tree replacement is required, the City may require that a financial security, in a form acceptable to the City, be provided as part of a development agreement or applicable permit to ensure compliance and performance of the Mitigation Plan. The financial security will be released to the applicant upon verification by the City that the Mitigation Plan was followed, and that all replacement trees are planted and in a reasonable state of health. The financial security may be used to replace any replacement trees that have become damaged or diseased after planting.

F. Exceptions

1. *Exception Standards.* Notwithstanding the City's desire to accomplish tree preservation and protection goals, there may be instances where these goals are in conflict with other City objectives. These conflicts will most likely occur on small, heavily-wooded parcels. At the discretion of the City Council, exceptions may be granted if all of the following conditions exist:

    a. The subject parcel is five (5) acres in size or less;

    b. It is not feasible to combine the subject parcel with adjacent parcels that could use the parcel as required green space;

    c. Strict adherence to the Tree Preservation Ordinance would prevent reasonable development that is consistent with the Comprehensive Plan and desirable to the City on the parcel; and

    d. The exception requested is the minimum needed to accomplish the desired development.

2. *Reduced Mitigation for Exceptions.* If an exception is granted, relief from the requirements of the ordinance may take the form of reduced mitigation requirements, greater allowable tree removal, higher thresholds for determining significant trees, or any combination of the above. The City Council will determine which form of relief best balances the objectives of the City and tree preservation.

SECTION 2. Effective Date. This ordinance shall become effective immediately upon adoption and publication in the official newspaper of the City of Lake Elmo.

SECTION 3. Adoption Date. This Ordinance 08-076 was adopted on this sixteenth day of April 2013, by a vote of ___ Ayes and ___ Nays.

LAKE ELMO CITY COUNCIL

_____
Mike Pearson, Mayor

ATTEST:

_____
Adam Bell, City Clerk

This Ordinance 08-076 was published on the ____ day of _____, 2013.

CITY OF LAKE ELMO
COUNTY OF WASHINGTON
STATE OF MINNESOTA

RESOLUTION NO. 2013-030

RESOLUTION AUTHORIZING PUBLICATION OF ORDINANCE 08-076 BY TITLE AND SUMMARY

WHEREAS, the City Council of the City of Lake Elmo has adopted Ordinance No. 08-076, an ordinance to the City's regulations pertaining to Off-Street Parking and Loading; and

WHEREAS, the ordinance is lengthy; and

WHEREAS, Minnesota Statutes, section 412.191, subd. 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 Lake Elmo, that the City Clerk shall cause the following summary of Ordinance No. 08-076 to be published in the official newspaper in lieu of the entire ordinance:

Public Notice

The City Council of the City of Lake Elmo has adopted Ordinance No. 08-076, which requires certain measures of tree preservation within development and major grading activities, including the following:

- Property owners or applicants engaging in development, subdivision or major grading activities must submit a Tree Preservation Plan;
- Property owners or applicants are allowed to remove up to 30% of the diameter inches of significant trees without requiring tree replacement.
- When tree replacement is required, property owners or applicants must follow the Tree Replacement Schedule to calculate the required amount of replacement trees.

The full text of Ordinance No. 08-076 is available for inspection at Lake Elmo city hall during regular business hours.

BE IT FURTHER RESOLVED by the City Council of the City of Lake Elmo that the City Administrator keep a copy of the ordinance at City Hall for public inspection and that a full copy of the ordinance be placed in a public location within the City.

Dated: April 16, 2013.

_____
Mayor Mike Pearson

ATTEST:

_____
Adam Bell, City Clerk

(SEAL)

The motion for the adoption of the foregoing resolution was duly seconded by member

_____ and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against same:

Whereupon said resolution was declared duly passed and adopted.

Tree Preservation Ordinance Comparison Chart							
Ordinance	**Allowed removal before replacement/mitigation**	**Tree preservation required for single family home?**	**Tree Inventory required?**	**Tree Classification**	**Tree Replacement Schedule/Formula**	**Tree replacement fulfills landscaping requirements?**	**Special protections for Specimen Trees?**
Proposed Ordinance (4-16-13)	30%	No	Yes or Tree Inventory Sampling	Standard	Diameter Inches Replaced Common: 1/4 replaced Coniferous: 1/2 replaced Deciduous: 1/2 replaced	Residential: No Commercial: Yes	Yes
City of Woodbury	30%	No	Yes	Standard	Diameter Inches Replaced Common: 1/8 replaced Coniferous: 1/4 replaced Deciduous: 1/2 replaced	Residential: No Commercial: Yes	Yes
City of Cottage Grove	Depends on Land Use[a]	Yes	Yes or Tree Inventory Sampling	Standard	See Cottage Grove Schedule[b]	No	No[c]
City of Eagan	Depends on Land Use[d]	Yes	Yes	Standard	See Eagan Schedule[e]	No	No[c]
City of St. Louis Park	0%	No[f]	Yes	Standard	See St. Louis Park Schedule[g]	No	
City of Lake City	0%	No	No	None	Maintain existing density of trees up to 10 trees/acre	No	No
City of Medina	Depends on Lot Size[h]	Yes	Yes	Deciduous and Coniferous[i]	1:1 caliper inch replacement	No	No

Notes:

a: See Exhibit A
b: See Exhibit B
c: Greater replacement required for specimen trees
d: See Exhibit C
e: See Exhibit D
f: Tree removal permit required, but no replacement necessary
g: See Exhibit E
h: See Exhibit F
i: Does not separate hardwood and softwood deciduous trees

Exhibit A: Cottage Grove Allowed Tree Removal

a. Single lot development:

(1) Single unit residential, twenty percent (20%).

(2) Commercial, industrial, institutional and multi-unit residential, thirty percent (30%).

b. Single phase, multi-lot development:

(1) Single unit residential, forty percent (40%).

(2) Commercial, industrial, institutional and multi-unit residential, fifty percent (50%).

c. Two-phase development:

(1) Initial site development, twenty five percent (25%).

(2) Individual lot development:

(A) Single unit residential, twenty percent (20%).

(B) Commercial, industrial, institutional and multi-unit residential, thirty percent (30%).

Exhibit B: Cottage Grove Tree Replacement Schedule

Size Of Qualifying Tree Damaged Or Destroyed	Category A	Category B	Category C
Coniferous:			
12 to 24 feet high	1	2	4
24 feet or higher	2	4	8
Hardwood deciduous:			
6 to less than 20 inches dbh	1	2	4
20 to less than 30 inches dbh	2	4	8
Softwood deciduous1:			
12 to 24 inches dbh	1	2	4
Greater than 24 inches dbh	2	4	8
Specimen tree	3	6	12
Woodland:			
Per 1,000 square feet	1.5	3	6

Replacement Tree	Category A	Category B	Category C
Deciduous	No less than 4 inches	No less than 2.5 inches	No less than 1.5 inches
Coniferous	No less than 12 feet	No less than 6 feet	No less than 4 feet

Exhibit C: City of Eagan Allowed Tree Removal

D. Allowable tree removal.

1. *Tree removal allowance.* Specimen tree, significant tree, and significant woodland removal shall be in accordance with the city-approved tree preservation plan and in no case shall the amount of removal exceed the following percentages:

(a) Single lot development.

(1) Single-unit residential, 20 percent.

(2) Commercial and multiunit residential, 30 percent.

(b) Multi-lot development.

(1) Single-phase development process.

(aa) Single unit residential, 40 percent.

(bb) Commercial and multiunit residential, 47.5 percent.

(2) Two-phase development.

(aa) Initial site development, 25 percent.

(bb) Individual lot development.

a. Single unit residential, 20 percent.

b. Commercial or multi-unit residential, 30 percent.

Exhibit D: City of Eagan Tree Replacement Schedule

E. Tree replacement.

1. *Schedule.*

	NUMBER OF REPLACEMENT TREES		
Size of Tree Damaged or Destroyed	Category A	Category B	Category C
Coniferous, 12 to 24 feet high	1	2	4
Coniferous, 24 feet or higher	2	4	8
Hardwood deciduous, 6 to 20 inches diameter	1	2	4
Hardwood deciduous, 21 to 30 inches diameter	2	4	8
Softwood deciduous, 12 to 24 inches diameter	1	2	4
Softwood deciduous, greater than 24 inches diameter	2	4	8
Specimen tree	3	6	12

3. *Size of replacement trees.*

(a) Category A trees shall be no less than the following sizes:

1. Deciduous trees, not less than four inches in diameter.
2. Coniferous trees, not less than 12 feet in height.

(b) Category B trees shall be no less than the following sizes:

1. Deciduous trees, not less than two and one-half inches in diameter.
2. Coniferous trees, not less than six feet in height.

(c) Category C trees shall be no less than the following sizes:

1. Deciduous trees, not less than one and one-half inches in diameter.
2. Coniferous trees, not less than four feet in height.

Exhibit E: City of St. Louis Park Tree Replacement Schedule

c. Approval of a permit for the removal of any significant tree or for land alteration which results in tree destruction shall be subject to and conditioned upon the owner or developer replacing the loss or reasonably anticipated loss of all live significant trees. The amount of trees to be provided in replacement shall be determined by the following formula:

$$((A/B)-0.20) \times C \times A = D$$

A	=	Total diameter inches of significant trees lost as a result of land alteration or removal.
B	=	Total diameter inches of significant trees situated on the land.
C	=	Tree replacement constant (1.5).
D	=	Replacement trees (number of caliper inches).

Exhibit F: City of Medina Allowed Tree Removal

Subd. 6. Allowed Tree Removal.

(a) The following amount of Significant Trees may be removed from a site and replacement shall not be required.

Initial Site Development		**Activities other than Initial Site Development**	
Total property area included in the land use application or served by improvements	Allowed percent of Significant Trees that may be removed	Lot Size	Allowed percent of Significant Trees that may be removed
0.1-1.0 acre	15%	0.1-1.0 acre	20%
1.1-5.0 acres	15%	1.1-5.0 acres	15%
5.1-10.0 acres	10%	5.1-10.0 acres	15%
10.1-20.0 acres	10%	10.1-20.0 acres	10%
20+ acres	10%	20+ acres	5%

(b) For activities that include the Subdivision of property or dedication of public or private right-of-way, the allowed number of Significant Trees that may be removed for Initial Site Development shall be based on the lot size prior to Subdivision. After the property is subdivided, the allowed number of Significant Trees that may be removed shall be based on the individual lot sizes within the Subdivision.

THE CITY OF LAKE ELMO

MAYOR AND COUNCIL COMMUNICATION

DATE: 04/16/2013
REGULAR
ITEM #: 15
MOTION

AGENDA ITEM: Zoning Text Amendment – Off-Street Parking and Loading

SUBMITTED BY: Nick Johnson, City Planner

THROUGH: Dean Zuleger, City Administrator

REVIEWED BY: Planning Commission
Kyle Klatt, Planning Director

SUGGESTED ORDER OF BUSINESS:

- Introduction of Item..... Staff
- Report/Presentation..... Staff
- Questions from Council to Staff..... Mayor Facilitates
- Public Input, if Appropriate..... Mayor Facilitates
- Call for Motion..... Mayor & City Council
- Discussion..... Mayor & City Council
- Action on Motion..... Mayor Facilitates

SUMMARY AND ACTION REQUESTED:

The City Council is asked to consider a Zoning Text Amendment, establishing standards for off-street parking and loading for all use classifications in Lake Elmo. The existing provisions related to off-street parking only address parking requirements for a limited number of use classifications in four specific zoning districts. This Zoning Text Amendment is part of the ongoing effort to reorganize and improve the Lake Elmo Zoning Code in preparation of future sewered growth.

The Planning Commission recommends the City Council approve Ordinance 08-077 through the following motion:

"Move to approve Ordinance 08-077, establishing off-street parking and loading requirements for all use classification in the Lake Elmo Zoning Code"

In addition, Staff recommends that the City Council approve Resolution No. 2013-31, authorizing summary publication of Ordinance 08-077, through the following motion:

"Move to approve Resolution No. 2013-31, authorizing summary publication of Ordinance 08-077."

BACKGROUND AND STAFF REPORT:

Staff is currently working on a large project aimed at incrementally reorganizing and improving the Lake Elmo Zoning Code in preparation of upcoming growth. This project began with the adoption of the urban residential and commercial zoning districts in August of 2012. As Staff has worked to improve the Zoning Code, existing ordinances have been evaluated in terms of effectiveness and organization. In this

spirit, Staff evaluated the existing off-street parking regulations and found the standards to be incomplete and poorly organized. With the onset of future development, it is important to have clear and effective parking regulations, particularly for uses that have greater parking needs, such as commercial and high density residential development. In order to organize the off-street parking requirements in a sensible manner, Staff is proposing to set parking levels based upon use classification as opposed to zoning district. Use classifications are land use types, such as single family detached or restaurant, and can be found in §154.012 of the Lake Elmo City Code. Therefore, these use classifications become the basis for the amount of off-street parking required in Lake Elmo, regardless of the zoning district.

The Planning Commission reviewed the proposed Off-Street Parking and Loading Ordinance at a workshop meeting on March 25, 2013. At this meeting, the Planning Commission made some recommendations related to minor adjustment of the ordinance. Staff responded to this request by making minor refinements. After an initial review, the Planning Commission held a public hearing on the proposed ordinance on April 8, 2013. No one spoke in favor or against the ordinance at the public hearing. The Planning Commission unanimously recommended the propose ordinance for approval.

The Off-Street Parking and Loading Ordinance is intended to establish parking requirements for all use classifications in Lake Elmo. This is a departure from the current approach of establishing parking requirements for a limited number of use classifications within 4 zoning districts: General Business, Highway Business, Convenience Business and Limited Business. Not only are these zoning districts obsolete with the recent amendments made to the Comprehensive Plan, but not all use classifications are addressed within these standards. The proposed Off-Street Parking and Loading Ordinance is intended to remedy these deficiencies.

In addition to standards related to location, maintenance and design of parking areas, the proposed parking ordinance (§154.210) establishes dimensional standards for all parking types in Table 5-1. These dimensional standards address parallel parking, angled (45°) parking, 60° parking and head-in (90°) parking. Moving forward, the ordinance establishes quantifiable parking requirements in Table 5-2. Next, the ordinance also includes provisions for off-street loading (§154.211). The Zoning Code does have existing provisions related to off-street loading, but does not include a requirement related to the number of loading births per the size of the facility. This ordinance remedies this gap by including a requirement pertaining to the number of loading birth, which is important in larger facilities that could be located in the Commercial (C) or Business Park (BP) districts. Finally, Staff is proposing to organize these standards under Article 5, General Regulations. These are zoning requirements that apply to land use across all zoning districts. As part of this effort, Staff suggests striking all of the existing language pertaining to off-street parking and loading, outlined in Ordinance 08-077.

RECOMMENDATION:

The Planning Commission recommends the City Council approve Ordinance 08-077 through the following motion:

"Move to approve Ordinance 08-077, establishing off-street parking and loading requirements for all use classification in the Lake Elmo Zoning Code"

In addition, Staff recommends that the City Council approve Resolution No. 2013-31, authorizing summary publication of Ordinance 08-077, through the following motion:

"Move to approve Resolution No. 2013-31, authorizing summary publication of Ordinance 08-077."

ATTACHMENT(S):

1. Ordinance 08-077
2. Resolution No. 2013-31

CITY OF LAKE ELMO
COUNTY OF WASHINGTON
STATE OF MINNESOTA

ORDINANCE NO. 08-077

AN ORDINANCE AMENDING THE LAKE ELMO CITY CODE OF ORDINANCES BY ADOPTING NEW OFF-STREET PARKING AND LOADING REGULATIONS FOR ALL USE CLASSIFICATIONS IN THE LAKE ELMO ZONING CODE

SECTION 1. The City Council of the City of Lake Elmo hereby amends Title XV: Land Usage; Chapter 154: Zoning Code, by repealing City Code Sections 154.095 through 154.096 in their entirety.

SECTION 2. The City Council of the City of Lake Elmo hereby amends Title XV: Land Usage; Chapter 154: Zoning Code; Section 051 by removing the following language:

Off-Street Parking: (Also See §§ 154.095 and 154.096) The off-street parking requirements for properties located in the Old Village District and south of Minnesota Highway 5 may be waived by the Zoning Administrator upon demonstration that there are no suitable locations to provide off-street parking in a manner that complies with requirements found below and in §§ 154.095 and 154.096.	
Eating and Drinking Places	One space for every 2 seats and 1 space for every 2 employees on the average maximum shift
Automobile Service Stations	Three spaces for each enclosed bay plus 1 space for each day shift employee plus a minimum of 2 spaces for service vehicles and 1 additional space for each service vehicle over 2 in number
Retail Stores or Centers	Eleven spaces for the first 1,000 square feet of gross floor area or fraction of floor area: 8 spaces for each 1,000 square feet of gross floor area in excess of 1,000 square feet, but not exceeding 15,000 square feet; 6 spaces for each 1,000 square feet of gross floor area in excess of 15,000 square feet of gross floor area exceeding 30,000 square feet.
Motels and Hotels	One space for each unit plus 1 space for each employee on any 1 shift.
Medical and Dental Clinics	Four spaces for each doctor or dentist, plus 1 space for every employee or 1 for each 150 square feet of gross floor area, whichever requirement is greater.

Other Commercial Uses (excluding wholesale)	One space for each 200 square feet of gross floor area.

SECTION 3. The City Council of the City of Lake Elmo hereby amends Title XV: Land Usage; Chapter 154: Zoning Code; Section 055 by removing the following language:

Off-Street Parking (also see § 154.095)	Eating and drinking places: one space for every 2 seats, and 1 space for every 2 employees on the average maximum shift. (Parking spaces for "drive-in" customers shall not be credited as a part of the off-street parking area needed to serve the sales operation conducted within the buildings.)
	Automobile service stations: three spaces for each enclosed bay plus 1 space for each day shift employee plus a minimum of 2 spaces for service vehicles and 1 additional space for each service vehicle over 2 in number
	Motel and hotels: 1 space for each unit plus 1 space for each employee on any 1 shift

SECTION 4. The City Council of the City of Lake Elmo hereby amends Title XV: Land Usage; Chapter 154: Zoning Code; Section 056 by removing the following language:

Off-Street Parking	
Retail Stores or Centers:	Eleven spaces for the first 1,000 square feet of gross floor area or fraction of gross floor area; Eight spaces for each 1,000 square feet of gross floor area in excess of 1,000 square feet
Other Commercial Uses, excluding Wholesale:	One space for each 200 square feet of gross floor area

SECTION 5. The City Council of the City of Lake Elmo hereby amends Title XV: Land Usage; Chapter 154: Zoning Code; Section 057 by removing the following language:

Off-Street Parking (Also see § 154.095)	

SECTION 6. The City Council of the City of Lake Elmo hereby amends Title XV: Land Usage; Chapter 154: Zoning Code, by adding the following language:

ARTICLE 5 GENERAL REGULATIONS

§ 154.200 Purpose

The purpose of this Article is to establish regulations for activities that may occur in many zoning districts or in association with a variety of land uses, including parking, signage, and activities within yards, to promote the orderly development or use of land and minimize conflicts among land uses.

§ 154.201 Applicability

The provisions of this Article shall be applied to all zoning districts and shall be in addition to the requirements in any specific zoning district. A permit shall not be issued unless all applicable general regulations are met.

§ 154.202 Permits Required.

Permits are required for all changes in use and all development activities, with the exception of signs, in compliance with the standards of Article 3, Administration. Signs shall require a sign permit in compliance with Section 151.115 and Article 3.

§ 154.203 Essential Services

Essential services as defined by this Ordinance are permitted in any district, provided that a site plan for any new or expanded service facility is filed with the Planning Department. The City Council may require site plan review of large facilities, upon the recommendation of the Planning Director.

§ 154.210 Off-Street Parking

A. *Purpose*. The intent of this section is to prevent or alleviate congestion and promote the public safety and welfare by establishing minimum requirements for off-street parking, and requiring that parking areas are located and constructed in a manner that provides for optimum visibility to vehicles entering and exiting said parking area, accessibility and safety. It is the responsibility of property owners to provide adequate parking to meet their specific needs.

B. *Applicability*. Off-street parking in accordance with this section shall be provided for all new uses and all expansions of existing uses in all districts. Parking requirements may be waived in the Village Mixed-Use District (VMX), recognizing the availability of on-street and shared parking facilities.

C. *Location*. All required off-street parking facilities shall be located outside of any street right-of-way, and as follows:

1. Spaces accessory to one- and two-family dwellings shall be located on the same lot as the

principal use served. Spaces within garages are counted toward the required number of spaces.

2. Spaces accessory to multiple-family dwellings and nonresidential uses shall be located on the same lot as the principal use served or within four hundred (400) feet of the main entrance to the principal building served.

3. Off-street parking located elsewhere than on the lot where the principal use being served is located shall be under the same ownership and control, either by deed or long-term lease, as the principal use. The owner of the principal use must file a recordable document with the City requiring permanent provision of off-street parking during the existence of the principal use.

4. Off-street surface parking areas containing more than four parking spaces shall be located a minimum of twenty (20) feet from the boundary of any adjacent lot zoned or used for residential purposes, with the exception of lots zoned Village Mixed-Use (VMX).

5. *Other Parking in Residential Areas.* Parking in residential areas (off-street and on-street) shall be limited to the use of the residents of those homes and their guests

6. *Off-Street Parking in Commercial Areas.* Off-street surface parking areas in commercial districts shall be located in a manner consistent with the setback requirements in §154.552.

7. Required off-street parking spaces shall not be utilized for open storage of goods or for the storage of vehicles which are inoperable or for sale or rent.

D. *Parking Area Design and Maintenance.*

1. *Access to Parking Spaces.* Each required off-street parking space shall open directly to an aisle or driveway of such width and design as to provide safe and efficient means of vehicular access to the parking space, as shown in Table 5-1, Minimum Parking Space and Aisle Dimensions, except where accessory to residential uses of up to four (4) units.

2. *Maneuvering Area.* All parking areas except those serving one and two family dwellings on local streets shall be designed so that cars shall not be required to back into the street. If deemed necessary for traffic safety, turn-around areas may be required.

3. *Surfacing and Drainage.* All off-street parking areas shall be surfaced as follows:

   a. Single-family and two-family dwellings shall provide a durable surface with suitable drainage.

   b. In all residential, commercial and mixed use districts, all areas intended to be utilized for parking space for five (5) or more vehicles and associated driveways shall be paved with a durable surface including, but not limited to, hot asphalt, bituminous or concrete.

   c. In industrial districts, all areas intended to be utilized for parking space and driveways shall be surfaced with materials suitable to control dust and drainage. Plans for surfacing and drainage for nonresidential uses shall be submitted for review and the final plan shall be subject to written approval.

   d. Storage areas for heavy construction equipment that would damage the pavement may be exempt from the paving and surfacing requirement with an acceptable surface approved by the City Engineer.

   e. Farm dwellings and farm operations are exempt from the paving requirement.

   f. City parks shall be exempt from the parking requirement if approved by the City Council.

4. *Marking of Parking Spaces.* All parking areas containing five (5) or more spaces or

containing angled parking shall be marked with painted lines at least four (4) inches wide. Such markings shall be maintained in a clearly legible condition.

5. *Curbing*. All open off-street parking areas designed to have head-in parking along the property line shall provide a bumper curb not less than five (5) feet from the side property line or a barrier of normal bumper height not less than three (3) feet from the side property line.

6. *Landscaping and Screening*. Parking areas shall be screened and landscaped as provided in Article 6, Section 154.258.

7. *General Maintenance*. Parking areas and driveways shall be kept free of dirt, dust, debris and waste. In winter months, required parking areas shall be cleared of snow and ice within a reasonable time.

8. *Accessible Parking*. Accessible parking spaces for the disabled shall be provided as required by the International Building Code.

E. *Dimensions*. The minimum dimensions for required parking spaces are as shown in Table 5-1, Minimum Parking Space and Aisle Dimensions and Figure 5-1, Minimum Parking Dimensions Diagram.

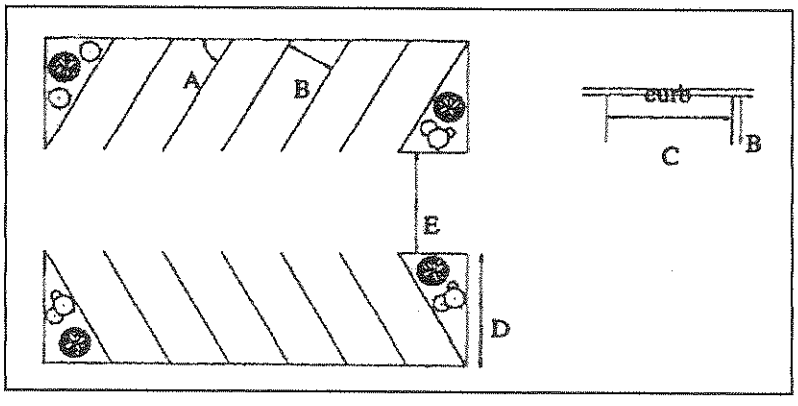
Table 5-1: Minimum Parking Space and Aisle Dimensions

Angle (A)	Width (B) [a]	Curb Length (C)	Stall Depth (D) [b]	1 Way Aisle Width (E)	2-Way Aisle Width (E)
0 (Parallel)	9'	22'	8'6"	14'	22'
45°	9'	12'	18'9"	14'	22'
60°	9'	9'10"	19'10"	18'	22'
90°	9'	8'6"	18'	20'	22'

[a] For parking areas containing more than ten (10) parking spaces, compact spaces may account for up to twenty percent (20%) of the total parking area required. They may be reduced in size to a width of eight (8) feet and a stall depth of twelve percent (12%) less than (D) above, and must be grouped and signed appropriately

[b] Parking spaces that use an appropriately sized curb overhang over a landscaped island or buffer may be reduced in depth by one and one-half feet (1' 6"). A concrete curb or other means shall be provided to prevent parked vehicles from damaging plant materials.

Figure 5-1: Minimum Parking Dimensions Diagram



F. *Parking Requirements.* Accessory, off-street parking shall be provided as specified in Table 5-2, Specific Minimum Off-street Parking Requirements, except as otherwise specified in this section.

1. In addition to the requirements in Table 5-2, one (1) parking space shall be provided for each commercial vehicle or vehicle necessary for the operation of the use that is maintained on the premises.
2. Parking spaces for uses with multiple components, such as hotels with dining and conference facilities, shall be based on the sum of the parking requirements of the separate components. Shared parking standards may be used where applicable.
3. Proof of parking. The Planning Commission may allow parking requirements for a particular use to be relaxed or lessened in response to an expected demand that is lower than the required standard in this section, provided that one of the following conditions exists:
   a. Sufficient open area is set aside on the parcel to meet the required standard, if determined to be necessary at a later date.
   b. If parking will be needed less than twenty-five (25%) of the time during typical hours of use, on-street parking accessible by sidewalk within two blocks of the site may be used in lieu of required off-street parking.
4. Where a parking study is required, a qualified transportation engineer or transportation planner shall perform the study. The study shall contain information on the anticipated number of employees, customers, visitors, clients, shifts, events, or deliveries to the use, and may refer to other studies or similar situations elsewhere.

G. *Shared Parking.* Joint use of required parking spaces is encouraged where two or more uses on the same or adjacent sites are able to share the same parking spaces because their parking demands occur at different times. The applicant(s) must submit an analysis showing that peak parking times of the uses will occur at different times and the parking area will be adequate for both uses. A legal instrument such as an easement or deed restriction that guarantees access to the parking for both uses shall be submitted.

H. *Truck parking in residential areas.* No commercially licensed trailer shall be parked or stored in a residential district except when loading, unloading or rendering a service. Recreation vehicles and pickups are not restricted by the terms of this provision.

Table 5-2. Specific Minimum Off-Street Parking Requirements

Use	Minimum Parking Requirement	Notes
Residential Uses		
Household Living		
Single-family detached dwelling	2 spaces per dwelling unit	No fee shall be charged for required spaces
Two-family dwelling	1 space per 1-bedroom unit 2 spaces per 2-bedroom or larger unit Single-family attached dwellings shall provide an additional 10% of parking spaces for visitor parking Multifamily dwellings shall also provide 1 visitor space per 4 units	
Single-family attached dwelling		
Multifamily dwelling		

Use	Minimum Parking Requirement	Notes
Senior (elderly) housing	1 space per dwelling unit	If senior housing may be converted to general housing in the future, proof of additional parking shall be required
Secondary dwelling	1 space per secondary dwelling unit	
Live-work unit	2 spaces per dwelling unit	At least one of the required spaces shall be accessible for client parking
Mobile home park	2 spaces per dwelling unit	
Group Living		
Group home, group residential facility, halfway house, congregate housing	1 space per employee on the largest shift plus 1 visitor space for every 4 residents based on capacity	
Semi-transient accommodations	1 space per bedroom, plus one space for each fulltime staff equivalent	Parking study required
Public and Civic Uses		
Cemetery	As determined by the Planning Director	
College or university, other adult learning center	To be determined by the Planning Director based on parking study	Parking study required
Community services	Parking equal to 30 percent of the capacity of persons or as determined by the Planning Director based on parking study	
Day care center (see under Accessory Uses for Family day care)	1 space per employee on largest shift plus 1 space per 7 students based on capacity; or 1 space per 10 students if an off-street drop-off and pick-up space is provided	
School, public or private	1 space per staff member plus 1 space per 5 students of legal driving age based on design capacity	Existing schools not meeting this standard may be required to develop a parking management plan, but shall not be required to add the minimum number of spaces
Public assembly	1 space per each 4 seats based on design capacity	

Use	Minimum Parking Requirement	Notes
Religious institution, place of worship	1 space per each 6 seats or 10 feet of pews in the main assembly hall	Existing institutions not meeting this standard may be required to develop a parking management plan, but shall not be required to add the minimum number of spaces
Services		
Business center	Total of parking requirements for individual uses, excepting any that meet the shared parking requirements in Section 154.210.G	
Commercial kennel, commercial stable	1 space per employee on the largest shift plus 1 space per 6 animals	
Communication services	1 space per 400 square feet of gross floor area, plus 1 space per company vehicle stored on the site	
Educational services	1 space per staff member plus 1 space per 5 students of legal driving age based on design capacity	
Financial institution	1 space per 100 square feet of usable floor area	
Funeral home	1 space per 100 square feet of floor area in the main assembly room plus one space per staff member	
Transient Accommodations, Lodging	1 space per guest room, plus additional space for meeting or restaurant facilities	Meeting and restaurant facilities may require additional parking, based on square footage of each use as defined in this table.
Medical facilities	5 spaces per medical professional, or 1 space per 200 square feet of gross floor area	
Membership organization (clubs, lodges, etc.)	1 space per 300 square feet of gross floor area	
Nursing and personal care	1 space for each 4 beds, plus 1 space per employee on the largest work shift	
Offices	3 spaces per 1,000 square feet of gross floor area	
Personal services	1 space per 300 square feet of gross floor area	

Use	Minimum Parking Requirement	Notes
Repair and maintenance shop	1 space per 400 square feet of gross floor area	
Self-service storage facility	1 space per 300 square feet of office or sales area	The apron in front of the storage units shall be wide enough for two cars to pass
Trade shop	1 space per 300 square feet of office or sales area, plus 1 space per 3,000 square feet of storage area	
Transportation services	1 space per 300 square feet of office or sales area, plus 1 space per vehicle kept on premises	
Veterinary service	3 spaces per veterinarian, or 1 space per 200 square feet of gross floor area	
Food Services		
Drinking and Entertainment	1 space per 3 customer seats or each 100 sq. ft. of interior space (the greater), plus 1 space per 200 sq. ft. exterior seating area.	
Drive-in Restaurant, Fast Food Restaurant, Standard Restaurant	1 space per 3 customer seats or each 100 sq. ft. of interior space (the greater), plus 1 space per 200 sq. ft. exterior seating area. Drive-throughs shall provide queuing space for at least 3 vehicles in advance of the menu board and 3 vehicles between the menu board and pick-up window	
Sales of Merchandise		
Garden Center, Building Supplies Sales	1 space per 250 sq. ft. of gross floor area plus 1 space per 2,000 sq. ft. of outside sales or display area	
Furniture and Appliance Sales	1 space per 800 sq. ft. of gross floor area	
General Retail	1 space per 250 sq. ft. of gross floor area	Includes any retail uses not specifically listed in this table
Shopping Center	1 space per 250 sq. ft. of gross floor area	Shared parking provisions (Section 154.210.G. of this Article) are encouraged to be used where applicable

Use	Minimum Parking Requirement	Notes
Wayside Stand	1 space per 400 sq. ft. sales area	Spaces need not be paved, but shall be adequately separated and screened from the street and adjacent properties, as determined by the Planning Director
Wholesaling	1 space per 250 sq. ft. of indoor sales area plus 1 space per 2,000 square feet of storage area	
Automobile/Vehicular Uses		
Automobile Maintenance Services, Commercial Vehicle Repair, Gas Station	1 space per 250 sq. ft. of gross floor area used for sales or customer service plus 2 spaces per service bay	Service bay shall not be counted as a parking space
Automobile Parts/Supply	1 space per 250 sq. ft. of indoor sales area plus 1 space per 2,000 square feet of storage area	
Automobile Rental	1 space per 250 sq. ft. of gross floor area plus adequate storage space for rental vehicles maintained on site	
Car Wash	1.5 spaces per bay, plus 4 stacking spaces per bay, plus 1 space per employee on the largest shift,	
Vehicle Sales and Storage Lots	1 space per 250 sq. ft. of indoor sales area plus 1 space per 2,000 sq. ft. of outside sales or display area and 1 space per 2,000 square feet of storage area	
Outdoor Recreation Uses		
Campgrounds and Trailering	1 space per site, plus spaces required for other uses	
Golf Course	5 spaces per hole plus additional space for meeting or restaurant facilities	
Marina	As determined by the Planning Director	Parking study may be required for large or multiple-use facilities
Outdoor Entertainment	As determined by the Planning Director	

Use	Minimum Parking Requirement	Notes
Outdoor Recreation Facility	1 space per 3 persons based on maximum occupancy load, plus 1 space per employee on the largest shift or as determined by parking study	Parking study may be required for large or multiple-use facilities
Parks and Open Areas	No requirement	
Restricted Recreation	As determined by the Planning Director	Parking study may be required
Swimming pool	1 space per 150 square feet of pool area	
Indoor Recreation/Entertainment		
Adult Establishment	1 space per 250 sq. ft. of gross floor area	
Indoor Athletic Facility	1 space per 250 square feet floor area plus 2 spaces per tennis or racquet games court and 1 space per 150 square feet of pool area	
Indoor Recreation	Bowling alleys: 5 spaces per lane Other facilities: 1 space per 3 persons based on maximum capacity	
Agricultural and Related Uses		
Agricultural Production and Services;	No requirement	
Agricultural Support	1 space per 300 sq. ft. of indoor sales or office area plus 1 space per 1,000 sq. ft. of outside sales or display area and 1 space per 2,000 square feet of storage area	
Forestry Operations	As determined by the Planning Director	
Production, Processing and Storage		
Non-production Industrial Light Industrial Heavy Industrial	1 space per 1,000 sq. ft. gross floor area up to 20,000 sq. ft. plus 1 space per 2,000 sq. ft. in excess of 20,000 sq. ft., or per 5 regular employees, whichever is greater.	Additional parking may also be required for office or retail space, as specified in this table Includes other industrial uses largely carried on in enclosed buildings and not individually listed

Use	Minimum Parking Requirement	Notes
Motor freight and warehousing	1 space per 300 sq. ft. of office or sales area, plus 1 space per 3,000 sq. ft. of storage area	
Landfill, Resource Extraction, Salvage/Recyclable Center	2 spaces per 3 employees on the largest shift, based on maximum planned employment	Includes other industrial uses largely carried on outdoors
Utilities, Transportation and Communications		
Air transportation	As determined by the Planning Director	
Broadcasting or Communication Tower	No requirement	
Essential Services	As determined by the Planning Director	
Local Transit, Railroad Transportation	2 spaces per 3 employees on the largest shift, based on maximum planned employment	
Accessory Uses		
Animals, Domestic	No requirement	
Home Occupation	No requirement unless specified in Conditional Use Permit	
Bed and breakfast	1 space per guest room in addition to dwelling unit requirements	
Family Day Care, Group Family Day Care	1 space per employee not residing on the premises plus one drop-off space	
Kennel, Private; Stable, Private	No requirement	
Interim Uses		
Interim Use	As determined by the Planning Director	

§ 154.211 Off-Street Loading Areas.

Off-street loading space shall be provided in all districts for any nonresidential use which will involve the receipt or distribution of materials or merchandise by trucks or similar vehicles and has a gross floor area of five thousand (5,000) square feet or more, in accordance with the following standards. Off-street loading area requirements may be waived in the Village Mixed-Use District (VMX).

A. *Number*. For facilities with less than twenty thousand (20,000) square feet gross floor area, a designated loading zone may be provided on site, rather than constructing a loading berth. For facilities with twenty thousand (20,000) square feet gross floor area or greater, one (1) off-street loading berth shall be provided for every thirty thousand (30,000) square feet gross floor area or fraction thereof.

B. *Location*. All required loading berths shall be off-street. A loading berth shall be located at least twenty-five (25) feet from the intersection of two street rights-of-way and at least fifty (50) feet from a residential district unless within a building. Loading berths shall not occupy the required front yard setback.

C. *Size*. Unless otherwise specified in this chapter, a required loading berth shall be not less than twelve (12) feet in width, fifty (50) feet in length and fourteen (14) feet in height, exclusive of aisle and maneuvering space.

D. *Access*. Each required loading berth shall be located with appropriate means of vehicle access to a street or public alley in a manner which will least interfere with traffic. Driveway design is specified in Section 154.209 of this Article.

E. *Surfacing*. All loading berths and access ways shall be improved with a durable material to control the dust and drainage.

F. *Accessory use*. Any space allocated as a loading berth or maneuvering area in accordance with this Section shall not be used for the storage of goods, inoperable vehicles or required off-street parking.

SECTION 7. Effective Date. This ordinance shall become effective immediately upon adoption and publication in the official newspaper of the City of Lake Elmo.

SECTION 8. Adoption Date. This Ordinance 08-077 was adopted on this sixteenth day of April 2013, by a vote of ___ Ayes and ___ Nays.

LAKE ELMO CITY COUNCIL

_____

Mike Pearson, Mayor

ATTEST:

_____

Adam Bell, City Clerk

This Ordinance 08-077 was published on the ____ day of _____, 2013.

CITY OF LAKE ELMO
COUNTY OF WASHINGTON
STATE OF MINNESOTA

RESOLUTION NO. 2013-031

RESOLUTION AUTHORIZING PUBLICATION OF ORDINANCE 08-077 BY TITLE AND SUMMARY

WHEREAS, the City Council of the City of Lake Elmo has adopted Ordinance No. 08-077, an ordinance to the City's regulations pertaining to Off-Street Parking and Loading; and

WHEREAS, the ordinance is lengthy; and

WHEREAS, Minnesota Statutes, section 412.191, subd. 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 Lake Elmo, that the City Clerk shall cause the following summary of Ordinance No. 08-077 to be published in the official newspaper in lieu of the entire ordinance:

Public Notice

The City Council of the City of Lake Elmo has adopted Ordinance No. 08-077, which replaces the current sections of the City Code pertaining to Off-Street Parking and Loading. The revised ordinance includes the following revisions from the previous ordinance:

- The inclusion of new parking standards related to location, design and maintenance of parking areas;
- The incorporation of new dimensional standards for different parking types or designs;
- Establishment of required parking quantities for all use classifications in the Lake Elmo Zoning Code; and
- Establishment of a required number of loading births per the square footage of a facility.

The full text of Ordinance No. 08-077 is available for inspection at Lake Elmo city hall during regular business hours.

BE IT FURTHER RESOLVED by the City Council of the City of Lake Elmo that the City Administrator keep a copy of the ordinance at City Hall for public inspection and that a full copy of the ordinance be placed in a public location within the City.

Dated: April 16, 2013.

CITY OF LAKE ELMO

By: _____
Mike Pearson
Mayor

(Seal)

ATTEST:

_____
Adam Bell
City Clerk

The motion for the adoption of the foregoing resolution was duly seconded by member

_____ and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against same:

Whereupon said resolution was declared duly passed and adopted.

THE CITY OF LAKE ELMO

MAYOR AND COUNCIL COMMUNICATION

DATE: 04/16/2013
REGULAR
ITEM #: 16
RESOLUTION

AGENDA ITEM: Keats MSA Street and Trunk Watermain Improvements – Accept Bids and Award Contract

SUBMITTED BY: Jack Griffin, City Engineer

THROUGH: Dean A. Zuleger, City Administrator

REVIEWED BY: Adam Bell, City Clerk
Cathy Bendel, Finance Director

SUGGESTED ORDER OF BUSINESS:

- Introduction of Item ..... City Engineer
- Report/Presentation ..... City Engineer
- Questions from Council to Staff ..... Mayor Facilitates
- Public Input, if Appropriate ..... Mayor Facilitates
- Call for Motion ..... Mayor & City Council
- Discussion ..... Mayor & City Council
- Action on Motion ..... Mayor Facilitates

SUMMARY AND ACTION REQUESTED:

The city council is respectfully requested to consider accepting contractor bids as presented and awarding a contract for the Keats MSA Street and Trunk Watermain Improvements. The recommended motion for this action is as follows:

"Move to approve Resolution No. 2013-32, Accepting the Bids and Awarding a Contract to T.A. Schifsky and Sons, Inc., in the amount of $1,606,833.47, for the Keats MSA Street and Trunk Watermain Improvements."

BACKGROUND AND STAFF REPORT:

Bids were received, publicly opened, and read aloud on April 9, 2013. The city engineer has prepared and attached the Tabulation of Bids and a Letter of Recommendation for the award of the contract. The City received eight (8) bids for this project, with T.A. Schifsky and Sons, Inc. providing the lowest base bid in the amount of $1,606,833.47 for the 12-inch diameter Trunk Watermain option. The Engineer's post-design construction cost estimate for the project was $1,848,435.25.

The project remains within the budget amounts established with the Feasibility Report. T.A. Schifsky and Sons, Inc. is a known contractor having successfully completed previous projects in the city. The city engineer is therefore recommending that the Council award the contract to the lowest responsible bidder,

T.A. Schifsky and Sons, Inc., for the 12-inch diameter trunk watermain as outlined in the attached letter. Hydraulic analysis performed by AE2S in 2012 verified that the 12-inch diameter watermain meets the projected hydraulic requirements for the water system and results in a savings of $171,960.40; the additional costs needed to install a 16-inch diameter trunk watermain.

The City Council approved the Plans and Specifications for the Keats MSA Street and Trunk Watermain Improvements on March 5, 2013, and authorized staff to advertise the Project for bids. The Project was advertised on QuestCDN.com, Finance and Commerce, and in the Oakdale-Lake Elmo Review in accordance with the Minnesota Competitive Bidding requirements. The improvements include:

- The street reconstruction of Keats Avenue North as an Urban Section Road meeting state aid standards at 32 feet from back of curb to back of curb with concrete curb and gutter.
- The installation of a 12-inch ~~or 16-inch~~ diameter Trunk Watermain pipe connecting the existing watermain lines in the Tapestry development and Rock Point Church.
- Water quality improvements consisting of six shallow infiltration basins located within the existing road right-of-way to address VBWD permit requirements.

FUNDING:

This project will be partially financed through special assessments. For the Street Improvements of Keats Avenue North, the project can be primarily funded using the city's municipal state aid construction funds. In addition, there are 22 properties that are proposed to be specially assessed with an estimated unit assessment amount of $3,400. The City cost share for use of state aid funds is therefore $1,175,200.

The trunk watermain improvement project is being installed as a part of the community wide integrated water system. Therefore, the watermain extension project will be primarily funded using the city's $1.0 million DEED water system grant with matching funds from the city's Water Enterprise Fund. These funds must be expended prior to December 31, 2014. Similar to a collector street improvement project, a local benefit will be realized by the properties adjacent to the trunk watermain line. Council has directed that a water lateral benefit assessment be levied in the amount of $2,900 to those 22 properties, with an additional water lateral benefit charge of $2,900 to be deferred until those properties connect to city water.

RECOMMENDATION:

Staff is recommending that the city council approve Resolution No. 2013-32, thereby accepting the bids and awarding a Contract to T.A. Schifsky and Sons, Inc., in the amount of $1,606,833.47, for the Keats MSA Street and Trunk Watermain Improvements. The recommended motion for this action is as follows:

"Move to approve Resolution No. 2013-32, Accepting the Bids and Awarding a Contract to T.A. Schifsky and Sons, Inc., in the amount of $1,606,833.47, for the Keats MSA Street and Trunk Watermain Improvements."

ATTACHMENT(S):

1. Resolution No. 2013-32
2. Engineer's Letter of Recommendation and Tabulation of Bids
3. Project Schedule

CITY OF LAKE ELMO
WASHINGTON COUNTY
STATE OF MINNESOTA

RESOLUTION NO. 2013-32

A RESOLUTION ACCEPTING THE BIDS AND AWARDING A CONTRACT FOR THE KEATS MSA STREET AND TRUNK WATERMAIN IMPROVEMENTS

WHEREAS, pursuant to an advertisement for bids for the Keats MSA Street and Trunk Watermain Improvements, bids were received, opened, and tabulated according to law, and bids were received complying with the advertisement; and

WHEREAS, bids were tabulated, checked and summarized to verify that all requirements of the submittals were met; and

WHEREAS, the project engineer reviewed the bids and has provided a letter recommending the award of the contract to the lowest responsible bidder, T.A. Schifsky and Sons, Inc., in the amount of $1,606,833.47.

NOW, THEREFORE, BE IT RESOLVED,

1. That the Mayor and City Clerk are hereby authorized and directed to enter into a Contract in the accordance with the above ordered Project, in the amount of the Contractor's lowest responsible bid, and according to the plans and specifications thereof approved by the City Council.

2. The City Clerk is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next two lowest bidders shall be retained until a contract has been signed.

ADOPTED BY THE LAKE ELMO CITY COUNCIL ON THE SIXTEENTH DAY OF APRIL, 2013.

CITY OF LAKE ELMO

By: _____
Mike Pearson
Mayor

(Seal)

ATTEST:

_____
Adam Bell
City Clerk

444 Cedar Street, Suite 1500
Saint Paul, MN 55101
651.292.4400
tkda.com

TKDA

April 11, 2013

Mr. Chad Isakson, P.E.
City of Lake Elmo
3800 Laverne Avenue North
Lake Elmo, Minnesota 55042

Re: Keats Avenue MSA Street and Trunk Watermain Improvements
City of Lake Elmo, Minnesota
TKDA Project No. 15230.000

Dear Mr. Isakson:

A tabulation of the Bids received by the City for the above mentioned project on April 9, 2013 has been completed with the following results. A complete Tabulation of Bids is enclosed for your information.

Contractor	Base Bid	Alternate No. 1
T.A. Schifsky & Sons, Inc.	$1,606,833.47	$171,960.40
Burchville Construction, Inc.	$1,618,210.80	$172,973.50
Hardrives, Inc.	$1,632,317.68	$182,110.03
Redstone Construction, Inc.	$1,637,750.22	$198,341.60
Miller Excavating, Inc.	$1,649,526.15	$147,609.25
Minger Construction, Inc.	$1,727,988.59	$161,742.65
Dresel Contracting, Inc.	$1,745,044.45	$181,341.00
R. L. Larson Excavating Inc.	$1,824,911.55	$183,674.00
Engineer's Estimate	$1,848,435.25	$144,107.00

Recommendation

We recommend that you award the Contract to the lowest responsive and responsible bidder, T.A. Schifsky & Sons, Inc. for their Base Bid excluding Alternate No. 1 of $1,606,833.47.

Please do not hesitate to call me with any questions or comments you may have.

Sincerely,

David M .Klocker, P.E.
Project Engineer

DMK/jac
Enclosure

TABULATION OF BIDS

KEATS AVENUE MSA STREET AND WATERMAIN IMPROVEMENTS
CITY OF LAKE ELMO, MINNESOTA
TKDA PROJECT NO. 15230.000
MUNICIPAL STATE AID PROJECT NUMBER 206-105-002
BIDS OPENED: APRIL 9, 2013, AT 2:00 PM

TKDA

***DENOTES ERROR IN BIDDERS CALCULATION**

ITEM NO.	MN/DOT NO.	DESCRIPTION	QUANTITY	UNIT	ENGINEER'S ESTIMATE UNIT PRICE	ENGINEER'S ESTIMATE TOTAL AMOUNT	T.A. SCHIFSKY UNIT PRICE	T.A. SCHIFSKY TOTAL AMOUNT	BURSCHVILLE CONSTRUCTION UNIT PRICE	BURSCHVILLE CONSTRUCTION TOTAL AMOUNT
		DIVISION 1 - GENERAL								
1	2021.501	MOBILIZATION	1.00	LS	$ 70,000.00	$ 70,000.00	$ 53,000.00	$ 53,000.00	$ 15,000.00	$ 15,000.00
2	2101.502	CLEARING	1	TREE	$ 250.00	$ 250.00	$ 400.00	$ 400.00	$ 260.00	$ 260.00
3	2101.507	GRUBBING	1	TREE	$ 250.00	$ 250.00	$ 100.00	$ 100.00	$ 160.00	$ 160.00
4	2105.525	TOPSOIL BORROW (CV)	2744	CY	$ 14.00	$ 38,416.00	$ 5.00	$ 13,720.00	$ 18.00	$ 49,392.00
5	2453.610	EXPLORATORY DIGGING	8	HR	$ 250.00	$ 2,000.00	$ 300.00	$ 2,400.00	$ 250.00	$ 2,000.00
6	2563.601	TRAFFIC CONTROL	1.00	LS	$ 15,000.00	$ 15,000.00	$ 24,000.00	$ 24,000.00	$ 5,000.00	$ 5,000.00
7	2573.502	SILT FENCE	5880	LF	$ 2.00	$ 11,760.00	$ 1.00	$ 5,880.00	$ 1.60	$ 9,408.00
8	2573.530	INLET PROTECTION	9	EA	$ 150.00	$ 1,350.00	$ 60.00	$ 540.00	$ 125.00	$ 1,125.00
9	2573.602	TEMPORARY ROCK CONSTRUCTION ENTRANCE	2	EA	$ 1,500.00	$ 3,000.00	$ 200.00	$ 400.00	$ 900.00	$ 1,800.00
10	2573.602	CULVERT PROTECTION	14	EA	$ 100.00	$ 1,400.00	$ 75.00	$ 1,050.00	$ 90.00	$ 1,260.00
11	2575.505	SODDING (SALT RESISTANT)	213	SY	$ 3.00	$ 639.00	$ 7.00	$ 1,491.00	$ 5.50	$ 1,171.50
12	2575.523	EROISION CONTROL BLANKET, CAT. 3	16465	SY	$ 2.00	$ 32,930.00	$ 1.03	$ 16,958.95	$ 1.07	$ 17,617.55
13	2575.605	SEEDING (SEED MIXTURE 250 AND FERTILIZER TYPE, 3)	3.36	AC	$ 2,500.00	$ 8,400.00	$ 525.00	$ 1,764.00	$ 1,900.00	$ 6,384.00
14	2575.605	SEEDING (SEED MIXTURE 328 AND FERTILIZER TYPE, 4)	0.23	AC	$ 3,500.00	$ 805.00	$ 1,545.00	$ 355.35	$ 3,950.00	$ 908.50
		SUBTOTAL				**$ 186,200.00**		**$ 122,059.30**		**$ 111,486.55**
		DIVISION 2 - WATERMAIN								
1	2504.602	12" WATERMAIN OFFSET	2	EA	$ 2,500.00	$ 5,000.00	$ 3,811.00	$ 7,622.00	$ 4,000.00	$ 8,000.00
2	2504.602	CONNECT TO EXISTING WATERMAIN	2	EA	$ 1,250.00	$ 2,500.00	$ 3,399.00	$ 6,798.00	$ 2,500.00	$ 5,000.00
3	2504.602	6" HYDRANT	13	EA	$ 3,000.00	$ 39,000.00	$ 3,244.50	$ 42,178.50	$ 4,000.00	$ 52,000.00
4	2504.602	6" GATE VALVE & BOX	13	EA	$ 1,250.00	$ 16,250.00	$ 1,236.00	$ 16,068.00	$ 1,200.00	$ 15,600.00
5	2504.602	8" GATE VAVLE & BOX	3	EA	$ 1,850.00	$ 5,550.00	$ 1,627.40	$ 4,882.20	$ 1,700.00	$ 5,100.00
6	2504.602	12" GATE VAVLE & BOX	15	EA	$ 2,800.00	$ 42,000.00	$ 2,811.90	$ 42,178.50	$ 3,100.00	$ 46,500.00
7	2504.602	1" CORPORATION STOP	3	EA	$ 150.00	$ 450.00	$ 278.10	$ 834.30	$ 125.00	$ 375.00
8	2504.602	1.5" CORPORATION STOP	18	EA	$ 200.00	$ 3,600.00	$ 607.70	$ 10,938.60	$ 300.00	$ 5,400.00
9	2504.602	2" CORPORATION STOP	1	EA	$ 250.00	$ 250.00	$ 741.60	$ 741.60	$ 450.00	$ 450.00
10	2504.602	1" CURB STOP AND BOX	3	EA	$ 150.00	$ 450.00	$ 566.50	$ 1,699.50	$ 200.00	$ 600.00
11	2504.602	1.5" CURB STOP AND BOX	18	EA	$ 200.00	$ 3,600.00	$ 690.10	$ 12,421.80	$ 325.00	$ 5,850.00
12	2504.602	2" CURB STOP AND BOX	1	EA	$ 250.00	$ 250.00	$ 844.60	$ 844.60	$ 450.00	$ 450.00
13	2504.603	1" TYPE K COPPER WATER SERVICE PIPE	135	LF	$ 20.00	$ 2,700.00	$ 20.60	$ 2,781.00	$ 17.00	$ 2,295.00
14	2504.603	1.5" TYPE K COPPER WATER SERVICE PIPE	548	LF	$ 22.00	$ 12,056.00	$ 23.69	$ 12,982.12	$ 21.00	$ 11,508.00
15	2504.603	2" TYPE K COPPER WATER SERVICE PIPE	45	LF	$ 28.00	$ 1,260.00	$ 30.90	$ 1,390.50	$ 26.00	$ 1,170.00
16	2504.603	6" DIP CL. 52 WATERMAIN	303	LF	$ 28.00	$ 8,484.00	$ 27.81	$ 8,426.43	$ 37.50	$ 11,362.50
17	2504.603	8" DIP CL. 52 WATERMAIN	52	LF	$ 38.00	$ 1,976.00	$ 32.96	$ 1,713.92	$ 42.00	$ 2,184.00
18	2504.603	12" DIP CL. 52 WATERMAIN	5954	LF	$ 55.00	$ 327,470.00	$ 43.00	$ 256,022.00	$ 43.00	$ 256,022.00
19	2504.603	12" HDPE DR. 11(DIPS), BY HDD	2435	LF	$ 58.00	$ 141,230.00	$ 58.00	$ 141,230.00	$ 51.00	$ 124,185.00
20	2504.608	MJ DIP COMPACT FITTINGS	4294	LBS	$ 5.50	$ 23,617.00	$ 4.74	$ 20,353.56	$ 4.75	$ 20,396.50
21	2564.551	OFF ROAD STRUCTURE MARKER	2	EA	$ 250.00	$ 500.00	$ 170.00	$ 340.00	$ 75.00	$ 150.00
		SUBTOTAL				**$ 638,193.00**		**$ 592,447.13**		**$ 574,598.00**
		DIVISION 3 - STORM SEWER								
1	2104.501	REMOVE PIPE CULVERTS (ALL TYPES & SIZES)	1016	LF	$ 9.00	$ 9,144.00	$ 7.00	$ 7,112.00	$ 8.00	$ 8,128.00
2	2104.521	SALVAGE CONCRETE PIPE CULVERT (ALL TYPES & SIZES)	85	LF	$ 7.00	$ 595.00	$ 13.00	$ 1,105.00	$ 15.00	$ 1,275.00
3	2501.515	15" RCP FES W/ TRASH GUARD	4	EA	$ 450.00	$ 1,800.00	$ 1,163.90	$ 4,655.60	$ 850.00	$ 3,400.00
4	2501.515	18" RCP FES W/ TRASH GUARD	4	EA	$ 500.00	$ 2,000.00	$ 1,215.40	$ 4,861.60	$ 940.00	$ 3,760.00
5	2501.515	21" RCP FES W/ TRASH GUARD	6	EA	$ 650.00	$ 3,900.00	$ 1,421.40	$ 8,528.40	$ 1,300.00	$ 7,800.00
6	2501.521	22" SPAN RCP CL. 5 STORM SEWER PIPE	47	LF	$ 32.00	$ 1,504.00	$ 50.00	$ 2,350.00	$ 90.50	$ 4,253.50
7	2501.521	28" SPAN RCP CL. 5 STORM SEWER PIPE	49	LF	$ 36.00	$ 1,764.00	$ 60.00	$ 2,940.00	$ 99.50	$ 4,875.50
8	2501.521	36" SPAN RCP CL. 5 STORM SEWER PIPE	60	LF	$ 40.00	$ 2,400.00	$ 82.40	$ 4,944.00	$ 105.50	$ 6,330.00

KEATS AVENUE MSA STREET AND WATERMAIN IMPROVEMENTS
CITY OF LAKE ELMO, MINNESOTA
TKDA PROJECT NO. 15230.000
MUNICIPAL STATE AID PROJECT NUMBER 206-105-002
BIDS OPENED: APRIL 9, 2013, AT 2:00 PM

TKDA

*DENOTES ERROR IN BIDDERS CALCULATION

ITEM NO.	MN/DOT NO.	DESCRIPTION	QUANTITY	UNIT	ENGINEER'S ESTIMATE UNIT PRICE	ENGINEER'S ESTIMATE TOTAL AMOUNT	T.A. SCHIFSKY UNIT PRICE	T.A. SCHIFSKY TOTAL AMOUNT	BURSCHVILLE CONSTRUCTION UNIT PRICE	BURSCHVILLE CONSTRUCTION TOTAL AMOUNT
9	2501.525	22" SPAN RCP FES W/ TRASH GUARD	2	EA	$ 500.00	$ 1,000.00	$ 1,287.50	$ 2,575.00	$ 1,000.00	$ 2,000.00
10	2501.525	28" SPAN RCP FES W/ TRASH GUARD	2	EA	$ 550.00	$ 1,100.00	$ 1,565.60	$ 3,131.20	$ 1,550.00	$ 3,100.00
11	2501.525	36" SPAN RCP FES W/ TRASH GUARD	2	EA	$ 650.00	$ 1,300.00	$ 2,183.60	$ 4,367.20	$ 2,025.00	$ 4,050.00
12	2501.571	INSTALL SALAVAGED CONCRETE PIPE CULVERT (ALL TYPES & SIZES)	85	LF	$ 10.00	$ 850.00	$ 21.63	$ 1,838.55	$ 25.00	$ 2,125.00
13	2502.521	15" CMP DRIVEWAY CULVERT W/ APRON	326	LF	$ 25.00	$ 8,150.00	$ 28.84	$ 9,401.84	$ 80.50	$ 26,243.00
14	2502.521	18" CMP DRIVEWAY CULVERT W/ APRON	120	LF	$ 30.00	$ 3,600.00	$ 33.99	$ 4,078.80	$ 83.00	$ 9,960.00
15	2503.511	15" RCP CL. 5 STORM SEWER PIPE	126	LF	$ 30.00	$ 3,780.00	$ 26.78	$ 3,374.28	$ 46.75	$ 5,890.50
16	2503.511	18" RCP CL. 5 STORM SEWER PIPE	61	LF	$ 33.00	$ 2,013.00	$ 29.87	$ 1,822.07	$ 49.00	$ 2,989.00
17	2503.511	21" RCP CL. 5 STORM SEWER PIPE	226	LF	$ 35.00	$ 7,910.00	$ 34.00	$ 7,684.00	$ 87.00	$ 19,662.00
18	2506.502	48" DIAMETER MANHOLE, TYPE 406S	6	EA	$ 2,800.00	$ 16,800.00	$ 2,266.00	$ 13,596.00	$ 2,250.00	$ 13,500.00
19	2506.601	INFILTRATION BASIN	6	EA	$ 1,200.00	$ 7,200.00	$ 600.00	$ 3,600.00	$ 200.00	$ 1,200.00
20	2511.501	CL. 3 RIPRAP W/ GEOTEXTILE FILTER FABRIC	94.2	CY	$ 90.00	$ 8,478.00	$ 100.00	$ 9,420.00	$ 80.00	$ 7,536.00
21	2511.501	CL. 4 RIPRAP W/ GEOTEXTILE FILTER FABRIC	16.2	CY	$ 110.00	$ 1,782.00	$ 105.00	$ 1,701.00	$ 80.00	$ 1,296.00
		SUBTOTAL				**$ 87,070.00**		**$ 103,086.54**		**$ 139,373.50**
		DIVISION 4 - STREETS & RESTORATION								
1	2104.501	REMOVE & DISPOSE OF EXIST. CONCRETE CURB & GUTTER	213	LF	$ 5.00	$ 1,065.00	$ 3.09	$ 658.17	$ 3.00	$ 639.00
2	2104.501	REMOVE & DISPOSE OF EXIST. FLUME (ALL TYPES)	6	EA	$ 150.00	$ 900.00	$ 360.50	$ 2,163.00	$ 85.00	$ 510.00
3	2104.505	REMOVE & DISPOSE OF EXIST. BITUMINOUS PAVEMENT	19710	SY	$ 2.50	$ 49,275.00	$ 1.00	$ 19,710.00	$ 1.50	$ 29,565.00
4	2104.509	REMOVE SIGN	18	EA	$ 50.00	$ 900.00	$ 30.00	$ 540.00	$ 30.00	$ 540.00
5	2104.523	SALVAGE MAILBOX	20	EA	$ 75.00	$ 1,500.00	$ 25.00	$ 500.00	$ 45.00	$ 900.00
6	2104.523	SALVAGE POST & SIGN	9	EA	$ 75.00	$ 675.00	$ 30.00	$ 270.00	$ 30.00	$ 270.00
7	2105.501	COMMON EXCAVATION (P)	19252	CY	$ 8.00	$ 154,016.00	$ 8.00	$ 154,016.00	$ 7.25	$ 139,577.00
8	2105.522	SELECT GRANULAR BORROW (CV), SPEC 3149.2B	8527	CY	$ 10.00	$ 85,270.00	$ 8.29	$ 70,688.83	$ 8.50	$ 72,479.50
9	2105.604	GEOTEXTILE FOR ROAD STABILIZATION; MnDOT TYPE V	300	SY	$ 2.50	$ 750.00	$ 1.00	$ 300.00	$ 3.75	$ 1,125.00
10	2106.607	SUBGRADE CORRECTION	100	CY	$ 25.00	$ 2,500.00	$ 15.00	$ 1,500.00	$ 19.00	$ 1,900.00
11	2112.501	SUBGRADE PREPARATION (ROADWAY)	65	RS	$ 250.00	$ 16,250.00	$ 100.00	$ 6,500.00	$ 140.00	$ 9,100.00
12	2211.501	CL.5 AGGREGATE BASE	7534	TN	$ 13.00	$ 97,942.00	$ 8.50	$ 64,039.00	$ 10.90	$ 82,120.60
13	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	1044	GA	$ 2.50	$ 2,610.00	$ 3.00	$ 3,132.00	$ 2.40	$ 2,505.60
14	2360.501	SPWEA240B BITUMINOUS WEARING COURSE (STREETS)	1867	TN	$ 60.00	$ 112,020.00	$ 66.00	$ 123,222.00	$ 55.85	$ 104,271.95
15	2360.501	SPWEA240B BITUMINOUS WEARING COURSE (DRIVES)	115	TN	$ 70.00	$ 8,050.00	$ 80.00	$ 9,200.00	$ 91.45	$ 10,516.75
16	2360.502	SPNWB230B BITUMINOUS NON-WEARING COURSE (STREETS)	3111	TN	$ 58.00	$ 180,438.00	$ 58.00	$ 180,438.00	$ 55.80	$ 173,593.80
17	2502.501	4" PRECAST CONCRETE HEADWALL	6	EA	$ 175.00	$ 1,050.00	$ 412.00	$ 2,472.00	$ 230.00	$ 1,380.00
18	2502.541	4" PERFORATED PVC EDGE DRAIN W/BACKFILL & WRAP	6083	LF	$ 5.00	$ 30,415.00	$ 3.50	$ 21,290.50	$ 3.75	$ 22,811.25
19	2502.602	DRAINTILE CLEANOUT (INCL. PIPE, FITTINGS, & STEEL CAP)	26	EA	$ 150.00	$ 3,900.00	$ 155.00	$ 4,030.00	$ 200.00	$ 5,200.00
20	2502.602	DRAINTILE CONNECTION INTO CATCH BASIN	10	EA	$ 200.00	$ 2,000.00	$ 250.00	$ 2,500.00	$ 150.00	$ 1,500.00
21	2531.501	B418 CONCRETE CURB & GUTTER	12650	LF	$ 11.00	$ 139,150.00	$ 8.34	$ 105,501.00	$ 9.00	$ 113,850.00
22	2531.602	CONCRETE PEDESTRIAN RAMP	1	EA	$ 350.00	$ 350.00	$ 400.00	$ 400.00	$ 400.00	$ 400.00
23	2531.602	CONCRETE CURB CUT	38	EA	$ 250.00	$ 9,500.00	$ 10.00	$ 380.00	$ 30.00	$ 1,140.00
24	2531.602	6" CONCRETE FLUME	82	SY	$ 100.00	$ 8,200.00	$ 36.00	$ 2,952.00	$ 39.00	$ 3,198.00
25	2531.618	CAST IRON TRUNCATED DOME PANELS	8	SF	$ 32.00	$ 256.00	$ 50.00	$ 400.00	$ 46.00	$ 368.00
26	2540.602	INSTALL SALVAGED MAILBOX	20	EA	$ 75.00	$ 1,500.00	$ 10.00	$ 200.00	$ 80.00	$ 1,600.00
27	2554.602	PERMANENT BARRICADE	1	EA	$ 500.00	$ 500.00	$ 400.00	$ 400.00	$ 260.00	$ 260.00
28	2564.531	INSTALL SIGN PANELS, TYPE C (INCLUDING POSTS & ASSEMBLY)	18	EA	$ 135.00	$ 2,430.00	$ 55.00	$ 990.00	$ 60.00	$ 1,080.00
29	2564.531	INSTALL SALVAGED SIGN	9	EA	$ 150.00	$ 1,350.00	$ 50.00	$ 450.00	$ 55.00	$ 495.00
30	2564.533	FURNISH SIGN PANELS, TYPE C	117.00	SF	$ 9.50	$ 1,111.50	$ 24.00	$ 2,808.00	$ 24.00	$ 2,808.00
31	2582.502	4" SOLID DOUBLE LINE YELLOW - EPOXY	4720	LF	$ 1.50	$ 7,080.00	$ 0.62	$ 2,926.40	$ 0.55	$ 2,596.00
32	2582.502	4" SOLID LINE WHITE - EPOXY	12240	LF	$ 1.00	$ 12,240.00	$ 0.32	$ 3,916.80	$ 0.31	$ 3,794.40
33	2582.502	4" SOLID LINE YELLOW - EPOXY	755	LF	$ 1.00	$ 755.00	$ 0.31	$ 234.05	$ 0.27	$ 203.85
34	2582.502	4" BROKEN LINE YELLOW - EXPOXY	1265	LF	$ 0.75	$ 948.75	$ 0.10	$ 126.50	$ 0.27	$ 341.55
35	2582.502	24" SOLID LINE YELLOW - EPOXY	25	LF	$ 3.00	$ 75.00	$ 15.45	$ 386.25	$ 4.50	$ 112.50
		SUBTOTAL				**$ 936,972.25**		**$ 789,240.50**		**$ 792,752.75**
		TOTAL BASE BID				**$ 1,848,435.25**		**$ 1,606,833.47**		**$ 1,618,210.80**

KEATS AVENUE MSA STREET AND WATERMAIN IMPROVEMENTS
CITY OF LAKE ELMO, MINNESOTA
TKDA PROJECT NO. 15230.000
MUNICIPAL STATE AID PROJECT NUMBER 206-105-002
BIDS OPENED: APRIL 9, 2013, AT 2:00 PM

TKDA

***DENOTES ERROR IN BIDDERS CALCULATION**

ITEM NO.	MN/DOT NO.	DESCRIPTION	QUANTITY	UNIT	ENGINEER'S ESTIMATE UNIT PRICE	ENGINEER'S ESTIMATE TOTAL AMOUNT	T.A. SCHIFSKY UNIT PRICE	T.A. SCHIFSKY TOTAL AMOUNT	BURSCHVILLE CONSTRUCTION UNIT PRICE	BURSCHVILLE CONSTRUCTION TOTAL AMOUNT	
		ALTERNATE NO. 1									
1	2504.602	DEDUCT 12" WATERMAIN OFFSET	2	EA	$ (2,500.00)	$ (5,000.00)	$ (3,700.00)	$ (7,400.00)	$ (4,000.00)	$ (8,000.00)	
2	2504.602	16" WATERMAIN OFFSET	2	EA	$ 5,000.00	$ 10,000.00	$ 6,500.00	$ 13,000.00	$ 5,000.00	$ 10,000.00	
3	2504.602	DEDUCT 12" GATE VALVE & BOX	13	EA	$ (2,800.00)	$ (36,400.00)	$ (2,730.00)	$ (35,490.00)	$ (3,100.00)	$ (40,300.00)	
4	2504.602	16" BUTTERFLY VALVE	13	EA	$ 4,000.00	$ 52,000.00	$ 3,100.00	$ 40,300.00	$ 3,000.00	$ 39,000.00	
5	2504.603	DEDUCT 12" DIP CL. 52 WATERMAIN	5915	LF	$ (55.00)	$ (325,325.00)	$ (43.00)	$ (254,345.00)	$ (45.00)	$ (266,175.00)	
6	2504.603	16" DIP CL. 52 WATERMAIN	5915	LF	$ 63.00	$ 372,645.00	$ 58.00	$ 343,070.00	$ 57.00	$ 337,155.00	
7	2504.603	DEDUCT 12" HDPE DR. 11(DIPS), BY HDD	2435	LF	$ (58.00)	$ (141,230.00)	$ (57.00)	$ (138,795.00)	$ (51.00)	$ (124,185.00)	
8	2504.603	16" HDPE DR. 11(DIPS), BY HDD	2435	LF	$ 82.00	$ 199,670.00	$ 80.00	$ 194,800.00	$ 86.00	$ 209,410.00	
9	2504.608	DEDUCT 12" MJ DIP COMPACT FITTINGS	3200	EA	$ (5.50)	$ (17,600.00)	$ (4.60)	$ (14,720.00)	$ (4.75)	$ (15,200.00)	
10	2504.608	16" MJ DIP COMPACT FITTINGS	5438	EA	$ 6.50	$ 35,347.00	$ 5.80	$ 31,540.40	$ 5.75	$ 31,268.50	
		SUBTOTAL				**$ 144,107.00**		**$ 171,960.40**		**$ 172,973.50**	*
		GRAND TOTAL WITH ALTERNATE NO. 1				**$ 1,992,542.25**		**$ 1,778,793.87**		**$ 1,791,184.30**	*

TABULATION OF BIDS

KEATS AVENUE MSA STREET AND WATERMAIN IMPROVEMENTS
CITY OF LAKE ELMO, MINNESOTA
TKDA PROJECT NO. 15230.000
MUNICIPAL STATE AID PROJECT NUMBER 206-105-002
BIDS OPENED: APRIL 9, 2013, AT 2:00 PM

TKDA

*DENOTES ERROR IN BIDDERS CALCULATION

*DENOTES ERROR IN BIDDERS CALCULATION

ITEM NO.	MN/DOT NO.	DESCRIPTION	QUANTITY	UNIT	HARDRIVES, INC UNIT PRICE	HARDRIVES, INC TOTAL AMOUNT		REDSTONE CONSTRUCTION UNIT PRICE	REDSTONE CONSTRUCTION TOTAL AMOUNT	MILLER EXCAVATING UNIT PRICE	MILLER EXCAVATING TOTAL AMOUNT
		DIVISION 1 - GENERAL									
1	2021.501	MOBILIZATION	1.00	LS	$ 24,353.40	$ 24,353.40		$ 14,750.00	$ 14,750.00	$ 56,629.00	$ 56,629.00
2	2101.502	CLEARING	1	TREE	$ 264.72	$ 264.72		$ 600.00	$ 600.00	$ 300.00	$ 300.00
3	2101.507	GRUBBING	1	TREE	$ 158.83	$ 158.83		$ 200.00	$ 200.00	$ 100.00	$ 100.00
4	2105.525	TOPSOIL BORROW (CV)	2744	CY	$ 18.74	$ 51,422.56		$ 0.01	$ 27.44	$ 16.50	$ 45,276.00
5	2453.610	EXPLORATORY DIGGING	8	HR	$ 370.62	$ 2,964.96		$ 600.00	$ 4,800.00	$ 205.00	$ 1,640.00
6	2563.601	TRAFFIC CONTROL	1.00	LS	$ 3,970.87	$ 3,970.87		$ 4,500.00	$ 4,500.00	$ 3,750.00	$ 3,750.00
7	2573.502	SILT FENCE	5880	LF	$ 1.76	$ 10,348.80		$ 1.85	$ 10,878.00	$ 1.70	$ 9,996.00
8	2573.530	INLET PROTECTION	9	EA	$ 95.30	$ 857.70		$ 150.00	$ 1,350.00	$ 100.00	$ 900.00
9	2573.602	TEMPORARY ROCK CONSTRUCTION ENTRANCE	2	EA	$ 423.56	$ 847.12		$ 2,000.00	$ 4,000.00	$ 900.00	$ 1,800.00
10	2573.602	CULVERT PROTECTION	14	EA	$ 95.30	$ 1,334.20		$ 100.00	$ 1,400.00	$ 100.00	$ 1,400.00
11	2575.505	SODDING (SALT RESISTANT)	213	SY	$ 9.53	$ 2,029.89		$ 6.00	$ 1,278.00	$ 9.00	$ 1,917.00
12	2575.523	EROISION CONTROL BLANKET, CAT. 3	16465	SY	$ 1.04	$ 17,123.60		$ 1.00	$ 16,465.00	$ 1.00	$ 16,465.00
13	2575.605	SEEDING (SEED MIXTURE 250 AND FERTILIZER TYPE, 3)	3.36	AC	$ 534.74	$ 1,796.73		$ 500.00	$ 1,680.00	$ 1,400.00	$ 4,704.00
14	2575.605	SEEDING (SEED MIXTURE 328 AND FERTILIZER TYPE, 4)	0.23	AC	$ 1,549.17	$ 356.31		$ 1,500.00	$ 345.00	$ 2,000.00	$ 460.00
		SUBTOTAL				**$ 117,829.69**			**$ 62,273.44**		**$ 145,337.00**
		DIVISION 2 - WATERMAIN									
1	2504.602	12" WATERMAIN OFFSET	2	EA	$ 3,917.93	$ 7,835.86		$ 3,650.00	$ 7,300.00	$ 3,500.00	$ 7,000.00
2	2504.602	CONNECT TO EXISTING WATERMAIN	2	EA	$ 3,494.37	$ 6,988.74		$ 483.00	$ 966.00	$ 1,200.00	$ 2,400.00
3	2504.602	6" HYDRANT	13	EA	$ 3,335.53	$ 43,361.89		$ 4,060.00	$ 52,780.00	$ 3,585.00	$ 46,605.00
4	2504.602	6" GATE VALVE & BOX	13	EA	$ 1,270.68	$ 16,518.84		$ 1,150.00	$ 14,950.00	$ 1,380.00	$ 17,940.00
5	2504.602	8" GATE VAVLE & BOX	3	EA	$ 1,673.06	$ 5,019.18		$ 1,920.00	$ 5,760.00	$ 1,815.00	$ 5,445.00
6	2504.602	12" GATE VAVLE & BOX	15	EA	$ 2,890.80	$ 43,362.00		$ 3,240.00	$ 48,600.00	$ 3,390.00	$ 50,850.00
7	2504.602	1" CORPORATION STOP	3	EA	$ 285.90	$ 857.70		$ 110.00	$ 330.00	$ 280.00	$ 840.00
8	2504.602	1.5" CORPORATION STOP	18	EA	$ 624.75	$ 11,245.50		$ 377.00	$ 6,786.00	$ 340.00	$ 6,120.00
9	2504.602	2" CORPORATION STOP	1	EA	$ 762.41	$ 762.41		$ 538.00	$ 538.00	$ 535.00	$ 535.00
10	2504.602	1" CURB STOP AND BOX	3	EA	$ 582.39	$ 1,747.17		$ 259.00	$ 777.00	$ 245.00	$ 735.00
11	2504.602	1.5" CURB STOP AND BOX	18	EA	$ 709.46	$ 12,770.28		$ 404.00	$ 7,272.00	$ 390.00	$ 7,020.00
12	2504.602	2" CURB STOP AND BOX	1	EA	$ 868.30	$ 868.30		$ 639.00	$ 639.00	$ 620.00	$ 620.00
13	2504.603	1" TYPE K COPPER WATER SERVICE PIPE	135	LF	$ 21.18	$ 2,859.30		$ 26.90	$ 3,631.50	$ 22.25	$ 3,003.75
14	2504.603	1.5" TYPE K COPPER WATER SERVICE PIPE	548	LF	$ 24.35	$ 13,343.80		$ 35.60	$ 19,508.80	$ 27.50	$ 15,070.00
15	2504.603	2" TYPE K COPPER WATER SERVICE PIPE	45	LF	$ 31.77	$ 1,429.65		$ 46.80	$ 2,106.00	$ 45.00	$ 2,025.00
16	2504.603	6" DIP CL. 52 WATERMAIN	303	LF	$ 28.59	$ 8,662.77		$ 33.50	$ 10,150.50	$ 36.00	$ 10,908.00
17	2504.603	8" DIP CL. 52 WATERMAIN	52	LF	$ 33.88	$ 1,761.76		$ 38.50	$ 2,002.00	$ 50.00	$ 2,600.00
18	2504.603	12" DIP CL. 52 WATERMAIN	5954	LF	$ 45.53	$ 271,085.62		$ 46.70	$ 278,051.80	$ 50.25	$ 299,188.50
19	2504.603	12" HDPE DR. 11(DIPS), BY HDD	2435	LF	$ 60.36	$ 146,976.60		$ 56.00	$ 136,360.00	$ 53.65	$ 130,637.75
20	2504.608	MJ DIP COMPACT FITTINGS	4294	LBS	$ 4.87	$ 20,911.78		$ 4.85	$ 20,825.90	$ 4.75	$ 20,396.50
21	2564.551	OFF ROAD STRUCTURE MARKER	2	EA	$ 79.42	$ 158.84		$ 120.00	$ 240.00	$ 180.00	$ 360.00
		SUBTOTAL				**$ 618,527.99**			**$ 619,574.50**		**$ 630,299.50**
		DIVISION 3 - STORM SEWER									
1	2104.501	REMOVE PIPE CULVERTS (ALL TYPES & SIZES)	1016	LF	$ 7.41	$ 7,528.56		$ 5.40	$ 5,486.40	$ 5.00	$ 5,080.00
2	2104.521	SALVAGE CONCRETE PIPE CULVERT (ALL TYPES & SIZES)	85	LF	$ 12.71	$ 1,080.35		$ 8.60	$ 731.00	$ 20.00	$ 1,700.00
3	2501.515	15" RCP FES W/ TRASH GUARD	4	EA	$ 1,195.56	$ 4,782.24	*	$ 678.00	$ 2,712.00	$ 810.00	$ 3,240.00
4	2501.515	18" RCP FES W/ TRASH GUARD	4	EA	$ 1,249.50	$ 4,998.00		$ 735.00	$ 2,940.00	$ 865.00	$ 3,460.00
5	2501.515	21" RCP FES W/ TRASH GUARD	6	EA	$ 1,461.28	$ 8,767.68		$ 962.00	$ 5,772.00	$ 1,080.00	$ 6,480.00
6	2501.521	22" SPAN RCP CL. 5 STORM SEWER PIPE	47	LF	$ 49.77	$ 2,339.19		$ 49.20	$ 2,312.40	$ 68.00	$ 3,196.00
7	2501.521	28" SPAN RCP CL. 5 STORM SEWER PIPE	49	LF	$ 61.42	$ 3,009.58		$ 57.70	$ 2,827.30	$ 70.00	$ 3,430.00
8	2501.521	36" SPAN RCP CL. 5 STORM SEWER PIPE	60	LF	$ 84.71	$ 5,082.60		$ 69.40	$ 4,164.00	$ 85.00	$ 5,100.00

KEATS AVENUE MSA STREET AND WATERMAIN IMPROVEMENTS
CITY OF LAKE ELMO, MINNESOTA
TKDA PROJECT NO. 15230.000
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BIDS OPENED: APRIL 9, 2013, AT 2:00 PM

TKDA

*DENOTES ERROR IN BIDDERS CALCULATION

*DENOTES ERROR IN BIDDERS CALCULATION

ITEM NO.	MN/DOT NO.	DESCRIPTION	QUANTITY	UNIT	HARDRIVES, INC UNIT PRICE	HARDRIVES, INC TOTAL AMOUNT		REDSTONE CONSTRUCTION UNIT PRICE	REDSTONE CONSTRUCTION TOTAL AMOUNT	MILLER EXCAVATING UNIT PRICE	MILLER EXCAVATING TOTAL AMOUNT
9	2501.525	22" SPAN RCP FES W/ TRASH GUARD	2	EA	$ 1,323.63	$ 2,647.26		$ 749.00	$ 1,498.00	$ 650.00	$ 1,300.00
10	2501.525	28" SPAN RCP FES W/ TRASH GUARD	2	EA	$ 1,609.53	$ 3,219.06		$ 1,140.00	$ 2,280.00	$ 920.00	$ 1,840.00
11	2501.525	36" SPAN RCP FES W/ TRASH GUARD	2	EA	$ 2,244.87	$ 4,489.74		$ 1,520.00	$ 3,040.00	$ 1,135.00	$ 2,270.00
12	2501.571	INSTALL SALAVAGED CONCRETE PIPE CULVERT (ALL TYPES & SIZES)	85	LF	$ 22.44	$ 1,907.40	*	$ 24.70	$ 2,099.50	$ 20.00	$ 1,700.00
13	2502.521	15" CMP DRIVEWAY CULVERT W/ APRON	326	LF	$ 29.65	$ 9,665.90		$ 42.60	$ 13,887.60	$ 31.00	$ 10,106.00
14	2502.521	18" CMP DRIVEWAY CULVERT W/ APRON	120	LF	$ 34.94	$ 4,192.80		$ 45.10	$ 5,412.00	$ 34.50	$ 4,140.00
15	2503.511	15" RCP CL. 5 STORM SEWER PIPE	126	LF	$ 27.53	$ 3,468.78		$ 26.60	$ 3,351.60	$ 28.85	$ 3,635.10
16	2503.511	18" RCP CL. 5 STORM SEWER PIPE	61	LF	$ 30.71	$ 1,873.31		$ 28.60	$ 1,744.60	$ 32.00	$ 1,952.00
17	2503.511	21" RCP CL. 5 STORM SEWER PIPE	226	LF	$ 34.94	$ 7,896.44		$ 33.10	$ 7,480.60	$ 36.00	$ 8,136.00
18	2506.502	48" DIAMETER MANHOLE, TYPE 406S	6	EA	$ 2,329.58	$ 13,977.48		$ 2,380.00	$ 14,280.00	$ 2,010.00	$ 12,060.00
19	2506.601	INFILTRATION BASIN	6	EA	$ 206.49	$ 1,238.94		$ 360.00	$ 2,160.00	$ 1,500.00	$ 9,000.00
20	2511.501	CL. 3 RIPRAP W/ GEOTEXTILE FILTER FABRIC	94.2	CY	$ 100.60	$ 9,476.52		$ 102.00	$ 9,608.40	$ 80.00	$ 7,536.00
21	2511.501	CL. 4 RIPRAP W/ GEOTEXTILE FILTER FABRIC	16.2	CY	$ 111.18	$ 1,801.12		$ 107.00	$ 1,733.40	$ 80.00	$ 1,296.00
		SUBTOTAL				**$ 103,442.95**			**$ 95,520.80**		**$ 96,657.10**
		DIVISION 4 - STREETS & RESTORATION									
1	2104.501	REMOVE & DISPOSE OF EXIST. CONCRETE CURB & GUTTER	213	LF	$ 2.91	$ 619.83		$ 1.50	$ 319.50	$ 5.00	$ 1,065.00
2	2104.501	REMOVE & DISPOSE OF EXIST. FLUME (ALL TYPES)	6	EA	$ 79.42	$ 476.52		$ 125.00	$ 750.00	$ 100.00	$ 600.00
3	2104.505	REMOVE & DISPOSE OF EXIST. BITUMINOUS PAVEMENT	19710	SY	$ 1.32	$ 26,017.20		$ 1.00	$ 19,710.00	$ 1.80	$ 35,478.00
4	2104.509	REMOVE SIGN	18	EA	$ 26.47	$ 476.46		$ 25.00	$ 450.00	$ 25.00	$ 450.00
5	2104.523	SALVAGE MAILBOX	20	EA	$ 23.30	$ 466.00		$ 22.00	$ 440.00	$ 40.00	$ 800.00
6	2104.523	SALVAGE POST & SIGN	9	EA	$ 65.65	$ 590.85		$ 25.00	$ 225.00	$ 25.00	$ 225.00
7	2105.501	COMMON EXCAVATION (P)	19252	CY	$ 7.36	$ 141,694.72		$ 12.24	$ 235,644.48	$ 6.50	$ 125,138.00
8	2105.522	SELECT GRANULAR BORROW (CV), SPEC 3149.2B	8527	CY	$ 8.76	$ 74,696.52		$ 8.00	$ 68,216.00	$ 9.00	$ 76,743.00
9	2105.604	GEOTEXTILE FOR ROAD STABILIZATION; MnDOT TYPE V	300	SY	$ 3.87	$ 1,161.00		$ 1.80	$ 540.00	$ 2.00	$ 600.00
10	2106.607	SUBGRADE CORRECTION	100	CY	$ 19.94	$ 1,994.00		$ 12.24	$ 1,224.00	$ 8.00	$ 800.00
11	2112.501	SUBGRADE PREPARATION (ROADWAY)	65	RS	$ 142.95	$ 9,291.75		$ 50.00	$ 3,250.00	$ 125.00	$ 8,125.00
12	2211.501	CL.5 AGGREGATE BASE	7534	TN	$ 11.28	$ 84,983.52		$ 11.30	$ 85,134.20	$ 10.00	$ 75,340.00
13	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	1044	GA	$ 2.24	$ 2,338.56		$ 2.25	$ 2,349.00	$ 2.25	$ 2,349.00
14	2360.501	SPWEA240B BITUMINOUS WEARING COURSE (STREETS)	1867	TN	$ 57.39	$ 107,147.13		$ 54.85	$ 102,404.95	$ 54.85	$ 102,404.95
15	2360.501	SPWEA240B BITUMINOUS WEARING COURSE (DRIVES)	115	TN	$ 90.17	$ 10,369.55		$ 90.45	$ 10,401.75	$ 90.45	$ 10,401.75
16	2360.502	SPNWB230B BITUMINOUS NON-WEARING COURSE (STREETS)	3111	TN	$ 55.32	$ 172,100.52		$ 54.80	$ 170,482.80	$ 54.80	$ 170,482.80
17	2502.501	4" PRECAST CONCRETE HEADWALL	6	EA	$ 232.96	$ 1,397.76		$ 150.00	$ 900.00	$ 300.00	$ 1,800.00
18	2502.541	4" PERFORATED PVC EDGE DRAIN W/BACKFILL & WRAP	6083	LF	$ 3.62	$ 22,020.46		$ 6.00	$ 36,498.00	$ 5.75	$ 34,977.25
19	2502.602	DRAINTILE CLEANOUT (INCL. PIPE, FITTINGS, & STEEL CAP)	26	EA	$ 201.19	$ 5,230.94		$ 80.00	$ 2,080.00	$ 300.00	$ 7,800.00
20	2502.602	DRAINTILE CONNECTION INTO CATCH BASIN	10	EA	$ 132.36	$ 1,323.60		$ 25.00	$ 250.00	$ 100.00	$ 1,000.00
21	2531.501	B418 CONCRETE CURB & GUTTER	12650	LF	$ 8.63	$ 109,169.50		$ 8.10	$ 102,465.00	$ 8.15	$ 103,097.50
22	2531.602	CONCRETE PEDESTRIAN RAMP	1	EA	$ 402.38	$ 402.38		$ 300.00	$ 300.00	$ 380.00	$ 380.00
23	2531.602	CONCRETE CURB CUT	38	EA	$ 29.65	$ 1,126.70		$ 5.00	$ 190.00	$ 28.00	$ 1,064.00
24	2531.602	6" CONCRETE FLUME	82	SY	$ 40.03	$ 3,282.46		$ 43.50	$ 3,567.00	$ 37.80	$ 3,099.60
25	2531.618	CAST IRON TRUNCATED DOME PANELS	8	SF	$ 47.65	$ 381.20		$ 35.00	$ 280.00	$ 45.00	$ 360.00
26	2540.602	INSTALL SALVAGED MAILBOX	20	EA	$ 39.18	$ 783.60		$ 37.00	$ 740.00	$ 75.00	$ 1,500.00
27	2554.602	PERMANENT BARRICADE	1	EA	$ 264.72	$ 264.72		$ 250.00	$ 250.00	$ 250.00	$ 250.00
28	2564.531	INSTALL SIGN PANELS, TYPE C (INCLUDING POSTS & ASSEMBLY)	18	EA	$ 52.95	$ 953.10		$ 50.00	$ 900.00	$ 50.00	$ 900.00
29	2564.531	INSTALL SALVAGED SIGN	9	EA	$ 52.94	$ 476.46		$ 50.00	$ 450.00	$ 50.00	$ 450.00
30	2564.533	FURNISH SIGN PANELS, TYPE C	117.00	SF	$ 24.35	$ 2,848.95		$ 23.00	$ 2,691.00	$ 23.00	$ 2,691.00
31	2582.502	4" SOLID DOUBLE LINE YELLOW - EPOXY	4720	LF	$ 0.64	$ 3,020.80		$ 0.60	$ 2,832.00	$ 0.56	$ 2,643.20
32	2582.502	4" SOLID LINE WHITE - EPOXY	12240	LF	$ 0.33	$ 4,039.20		$ 0.31	$ 3,794.40	$ 0.28	$ 3,427.20
33	2582.502	4" SOLID LINE YELLOW - EPOXY	755	LF	$ 0.32	$ 241.60		$ 0.30	$ 226.50	$ 0.28	$ 211.40
34	2582.502	4" BROKEN LINE YELLOW - EXPOXY	1265	LF	$ 0.60	$ 759.00		$ 0.06	$ 75.90	$ 0.26	$ 328.90
35	2582.502	24" SOLID LINE YELLOW - EPOXY	25	LF	$ 14.82	$ 370.50		$ 14.00	$ 350.00	$ 10.00	$ 250.00
		SUBTOTAL				**$ 792,517.06**	*		**$ 860,381.48**		**$ 777,232.55**
		TOTAL BASE BID				**$ 1,632,317.68**	*		**$ 1,637,750.22**		**$ 1,649,526.15**

KEATS AVENUE MSA STREET AND WATERMAIN IMPROVEMENTS
CITY OF LAKE ELMO, MINNESOTA
TKDA PROJECT NO. 15230.000
MUNICIPAL STATE AID PROJECT NUMBER 206-105-002
BIDS OPENED: APRIL 9, 2013, AT 2:00 PM

TKDA

*DENOTES ERROR IN BIDDERS CALCULATION

*DENOTES ERROR IN BIDDERS CALCULATION

ITEM NO.	MN/DOT NO.	DESCRIPTION	QUANTITY	UNIT	HARDRIVES, INC UNIT PRICE	HARDRIVES, INC TOTAL AMOUNT		REDSTONE CONSTRUCTION UNIT PRICE	REDSTONE CONSTRUCTION TOTAL AMOUNT		MILLER EXCAVATING UNIT PRICE	MILLER EXCAVATING TOTAL AMOUNT	
		ALTERNATE NO. 1											
1	2504.602	DEDUCT 12" WATERMAIN OFFSET	2	EA	$ (3,917.93)	$ (7,835.86)		$ (3,650.00)	$ (7,300.00)		$ (3,500.00)	$ (7,000.00)	
2	2504.602	16" WATERMAIN OFFSET	2	EA	$ 6,882.85	$ 13,765.70		$ 6,460.00	$ 12,920.00		$ 4,845.00	$ 9,690.00	
3	2504.602	DEDUCT 12" GATE VALVE & BOX	13	EA	$ (2,890.80)	$ (37,580.40)		$ (3,240.00)	$ (42,120.00)		$ (3,390.00)	$ (44,070.00)	*
4	2504.602	16" BUTTERFLY VALVE	13	EA	$ 3,282.59	$ 42,673.67		$ 3,130.00	$ 40,690.00		$ 3,865.00	$ 50,245.00	*
5	2504.603	DEDUCT 12" DIP CL. 52 WATERMAIN	5915	LF	$ (45.53)	$ (269,309.95)		$ (46.70)	$ (276,230.50)		$ (50.25)	$ (297,228.75)	*
6	2504.603	16" DIP CL. 52 WATERMAIN	5915	LF	$ 61.42	$ 363,299.30		$ 63.60	$ 376,194.00		$ 61.00	$ 360,815.00	*
7	2504.603	DEDUCT 12" HDPE DR. 11(DIPS), BY HDD	2435	LF	$ (60.36)	$ (146,976.60)		$ (56.00)	$ (136,360.00)		$ (53.65)	$ (130,637.75)	
8	2504.603	16" HDPE DR. 11(DIPS), BY HDD	2435	LF	$ 84.71	$ 206,268.85		$ 90.00	$ 219,150.00		$ 77.95	$ 189,808.25	
9	2504.608	DEDUCT 12" MJ DIP COMPACT FITTINGS	3200	EA	$ (4.87)	$ (15,584.00)		$ (4.85)	$ (15,520.00)		$ (4.75)	$ (15,200.00)	
10	2504.608	16" MJ DIP COMPACT FITTINGS	5438	EA	$ 6.14	$ 33,389.32		$ 4.95	$ 26,918.10		$ 5.75	$ 31,268.50	
		SUBTOTAL				**$ 182,110.03**			**$ 198,341.60**			**$ 147,690.25**	*
		GRAND TOTAL WITH ALTERNATE NO. 1				**$ 1,814,427.71**	*		**$ 1,836,091.82**			**$ 1,797,216.40**	*

TABULATION OF BIDS

KEATS AVENUE MSA STREET AND WATERMAIN IMPROVEMENTS
CITY OF LAKE ELMO, MINNESOTA
TKDA PROJECT NO. 15230.000
MUNICIPAL STATE AID PROJECT NUMBER 206-105-002
BIDS OPENED: APRIL 9, 2013, AT 2:00 PM

TKDA

*DENOTES ERROR IN BIDDERS CALCULATION

*DENOTES ERROR IN BIDDERS CALCULATION

ITEM NO.	MN/DOT NO.	DESCRIPTION	QUANTITY	UNIT	MINGER CONSTRUCTION UNIT PRICE	MINGER CONSTRUCTION TOTAL AMOUNT	DRESEL CONTRACTING UNIT PRICE	DRESEL CONTRACTING TOTAL AMOUNT	R. L. LARSON EXCAVATING UNIT PRICE	R. L. LARSON EXCAVATING TOTAL AMOUNT
		DIVISION 1 - GENERAL								
1	2021.501	MOBILIZATION	1.00	LS	$ 87,000.00	$ 87,000.00	$ 130,000.00	$ 130,000.00	$ 100,000.00	$ 100,000.00
2	2101.502	CLEARING	1	TREE	$ 500.00	$ 500.00	$ 100.00	$ 100.00	$ 150.00	$ 150.00
3	2101.507	GRUBBING	1	TREE	$ 500.00	$ 500.00	$ 100.00	$ 100.00	$ 150.00	$ 150.00
4	2105.525	TOPSOIL BORROW (CV)	2744	CY	$ 0.01	$ 27.44	$ 25.00	$ 68,600.00	$ 24.00	$ 65,856.00
5	2453.610	EXPLORATORY DIGGING	8	HR	$ 285.00	$ 2,280.00	$ 165.00	$ 1,320.00	$ 600.00	$ 4,800.00
6	2563.601	TRAFFIC CONTROL	1.00	LS	$ 4,200.00	$ 4,200.00	$ 5,000.00	$ 5,000.00	$ 7,600.00	$ 7,600.00
7	2573.502	SILT FENCE	5880	LF	$ 1.85	$ 10,878.00	$ 1.75	$ 10,290.00	$ 1.75	$ 10,290.00
8	2573.530	INLET PROTECTION	9	EA	$ 100.00	$ 900.00	$ 100.00	$ 900.00	$ 100.00	$ 900.00
9	2573.602	TEMPORARY ROCK CONSTRUCTION ENTRANCE	2	EA	$ 950.00	$ 1,900.00	$ 500.00	$ 1,000.00	$ 1,000.00	$ 2,000.00
10	2573.602	CULVERT PROTECTION	14	EA	$ 95.00	$ 1,330.00	$ 90.00	$ 1,260.00	$ 100.00	$ 1,400.00
11	2575.505	SODDING (SALT RESISTANT)	213	SY	$ 10.00	$ 2,130.00	$ 9.25	$ 1,970.25	$ 9.50	$ 2,023.50
12	2575.523	EROISION CONTROL BLANKET, CAT. 3	16465	SY	$ 1.05	$ 17,288.25	$ 1.10	$ 18,111.50	$ 1.00	$ 16,465.00
13	2575.605	SEEDING (SEED MIXTURE 250 AND FERTILIZER TYPE, 3)	3.36	AC	$ 560.00	$ 1,881.60	$ 600.00	$ 2,016.00	$ 525.00	$ 1,764.00
14	2575.605	SEEDING (SEED MIXTURE 328 AND FERTILIZER TYPE, 4)	0.23	AC	$ 1,600.00	$ 368.00	$ 1,600.00	$ 368.00	$ 1,500.00	$ 345.00
		SUBTOTAL				**$ 131,183.29**		**$ 241,035.75**		**$ 213,743.50**
		DIVISION 2 - WATERMAIN								
1	2504.602	12" WATERMAIN OFFSET	2	EA	$ 3,200.00	$ 6,400.00	$ 3,450.00	$ 6,900.00	$ 6,000.00	$ 12,000.00
2	2504.602	CONNECT TO EXISTING WATERMAIN	2	EA	$ 2,000.00	$ 4,000.00	$ 950.00	$ 1,900.00	$ 1,000.00	$ 2,000.00
3	2504.602	6" HYDRANT	13	EA	$ 4,200.00	$ 54,600.00	$ 3,500.00	$ 45,500.00	$ 4,000.00	$ 52,000.00
4	2504.602	6" GATE VALVE & BOX	13	EA	$ 1,140.00	$ 14,820.00	$ 1,625.00	$ 21,125.00	$ 1,100.00	$ 14,300.00
5	2504.602	8" GATE VAVLE & BOX	3	EA	$ 1,665.00	$ 4,995.00	$ 1,925.00	$ 5,775.00	$ 1,500.00	$ 4,500.00
6	2504.602	12" GATE VAVLE & BOX	15	EA	$ 3,000.00	$ 45,000.00	$ 3,500.00	$ 52,500.00	$ 2,750.00	$ 41,250.00
7	2504.602	1" CORPORATION STOP	3	EA	$ 173.00	$ 519.00	$ 225.00	$ 675.00	$ 100.00	$ 300.00
8	2504.602	1.5" CORPORATION STOP	18	EA	$ 363.00	$ 6,534.00	$ 425.00	$ 7,650.00	$ 250.00	$ 4,500.00
9	2504.602	2" CORPORATION STOP	1	EA	$ 512.00	$ 512.00	$ 550.00	$ 550.00	$ 350.00	$ 350.00
10	2504.602	1" CURB STOP AND BOX	3	EA	$ 267.00	$ 801.00	$ 250.00	$ 750.00	$ 200.00	$ 600.00
11	2504.602	1.5" CURB STOP AND BOX	18	EA	$ 405.00	$ 7,290.00	$ 350.00	$ 6,300.00	$ 300.00	$ 5,400.00
12	2504.602	2" CURB STOP AND BOX	1	EA	$ 570.00	$ 570.00	$ 500.00	$ 500.00	$ 500.00	$ 500.00
13	2504.603	1" TYPE K COPPER WATER SERVICE PIPE	135	LF	$ 25.00	$ 3,375.00	$ 14.00	$ 1,890.00	$ 18.00	$ 2,430.00
14	2504.603	1.5" TYPE K COPPER WATER SERVICE PIPE	548	LF	$ 29.00	$ 15,892.00	$ 18.00	$ 9,864.00	$ 24.50	$ 13,426.00
15	2504.603	2" TYPE K COPPER WATER SERVICE PIPE	45	LF	$ 35.00	$ 1,575.00	$ 22.00	$ 990.00	$ 32.00	$ 1,440.00
16	2504.603	6" DIP CL. 52 WATERMAIN	303	LF	$ 36.00	$ 10,908.00	$ 25.00	$ 7,575.00	$ 28.00	$ 8,484.00
17	2504.603	8" DIP CL. 52 WATERMAIN	52	LF	$ 52.00	$ 2,704.00	$ 30.00	$ 1,560.00	$ 34.50	$ 1,794.00
18	2504.603	12" DIP CL. 52 WATERMAIN	5954	LF	$ 48.00	$ 285,792.00	$ 40.00	$ 238,160.00	$ 42.00	$ 250,068.00
19	2504.603	12" HDPE DR. 11(DIPS), BY HDD	2435	LF	$ 54.00	$ 131,490.00	$ 53.00	$ 129,055.00	$ 52.00	$ 126,620.00
20	2504.608	MJ DIP COMPACT FITTINGS	4294	LBS	$ 7.80	$ 33,493.20	$ 3.85	$ 16,531.90	$ 4.50	$ 19,323.00
21	2564.551	OFF ROAD STRUCTURE MARKER	2	EA	$ 37.00	$ 74.00	$ 80.00	$ 160.00	$ 100.00	$ 200.00
		SUBTOTAL				**$ 631,344.20**		**$ 555,910.90**		**$ 561,485.00**
		DIVISION 3 - STORM SEWER								
1	2104.501	REMOVE PIPE CULVERTS (ALL TYPES & SIZES)	1016	LF	$ 3.60	$ 3,657.60	$ 10.00	$ 10,160.00	$ 6.00	$ 6,096.00
2	2104.521	SALVAGE CONCRETE PIPE CULVERT (ALL TYPES & SIZES)	85	LF	$ 10.30	$ 875.50	$ 20.00	$ 1,700.00	$ 10.00	$ 850.00
3	2501.515	15" RCP FES W/ TRASH GUARD	4	EA	$ 667.00	$ 2,668.00	$ 650.00	$ 2,600.00	$ 700.00	$ 2,800.00
4	2501.515	18" RCP FES W/ TRASH GUARD	4	EA	$ 713.00	$ 2,852.00	$ 850.00	$ 3,400.00	$ 800.00	$ 3,200.00
5	2501.515	21" RCP FES W/ TRASH GUARD	6	EA	$ 778.00	$ 4,668.00	$ 900.00	$ 5,400.00	$ 1,000.00	$ 6,000.00
6	2501.521	22" SPAN RCP CL. 5 STORM SEWER PIPE	47	LF	$ 52.00	$ 2,444.00	$ 55.00	$ 2,585.00	$ 46.00	$ 2,162.00
7	2501.521	28" SPAN RCP CL. 5 STORM SEWER PIPE	49	LF	$ 64.00	$ 3,136.00	$ 75.00	$ 3,675.00	$ 56.00	$ 2,744.00
8	2501.521	36" SPAN RCP CL. 5 STORM SEWER PIPE	60	LF	$ 80.00	$ 4,800.00	$ 100.00	$ 6,000.00	$ 80.00	$ 4,800.00

KEATS AVENUE MSA STREET AND WATERMAIN IMPROVEMENTS
CITY OF LAKE ELMO, MINNESOTA
TKDA PROJECT NO. 15230.000
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TKDA

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ITEM NO.	MN/DOT NO.	DESCRIPTION	QUANTITY	UNIT	MINGER CONSTRUCTION UNIT PRICE	MINGER CONSTRUCTION TOTAL AMOUNT	DRESEL CONTRACTING UNIT PRICE	DRESEL CONTRACTING TOTAL AMOUNT	R. L. LARSON EXCAVATING UNIT PRICE	R. L. LARSON EXCAVATING TOTAL AMOUNT
9	2501.525	22" SPAN RCP FES W/ TRASH GUARD	2	EA	$ 787.00	$ 1,574.00	$ 500.00	$ 1,000.00	$ 700.00	$ 1,400.00
10	2501.525	28" SPAN RCP FES W/ TRASH GUARD	2	EA	$ 840.00	$ 1,680.00	$ 500.00	$ 1,000.00	$ 1,000.00	$ 2,000.00
11	2501.525	36" SPAN RCP FES W/ TRASH GUARD	2	EA	$ 1,100.00	$ 2,200.00	$ 725.00	$ 1,450.00	$ 1,400.00	$ 2,800.00
12	2501.571	INSTALL SALAVAGED CONCRETE PIPE CULVERT (ALL TYPES & SIZES)	85	LF	$ 21.00	$ 1,785.00	$ 25.00	$ 2,125.00	$ 20.00	$ 1,700.00
13	2502.521	15" CMP DRIVEWAY CULVERT W/ APRON	326	LF	$ 38.00	$ 12,388.00	$ 22.00	$ 7,172.00	$ 38.00	$ 12,388.00
14	2502.521	18" CMP DRIVEWAY CULVERT W/ APRON	120	LF	$ 41.00	$ 4,920.00	$ 30.00	$ 3,600.00	$ 40.00	$ 4,800.00
15	2503.511	15" RCP CL. 5 STORM SEWER PIPE	126	LF	$ 32.00	$ 4,032.00	$ 22.00	$ 2,772.00	$ 32.00	$ 4,032.00
16	2503.511	18" RCP CL. 5 STORM SEWER PIPE	61	LF	$ 34.00	$ 2,074.00	$ 30.00	$ 1,830.00	$ 34.00	$ 2,074.00
17	2503.511	21" RCP CL. 5 STORM SEWER PIPE	226	LF	$ 38.00	$ 8,588.00	$ 32.00	$ 7,232.00	$ 38.00	$ 8,588.00
18	2506.502	48" DIAMETER MANHOLE, TYPE 406S	6	EA	$ 1,975.00	$ 11,850.00	$ 2,250.00	$ 13,500.00	$ 2,400.00	$ 14,400.00
19	2506.601	INFILTRATION BASIN	6	EA	$ 930.00	$ 5,580.00	$ 4,500.00	$ 27,000.00	$ 2,000.00	$ 12,000.00
20	2511.501	CL. 3 RIPRAP W/ GEOTEXTILE FILTER FABRIC	94.2	CY	$ 74.00	$ 6,970.80	$ 125.00	$ 11,775.00	$ 62.00	$ 5,840.40
21	2511.501	CL. 4 RIPRAP W/ GEOTEXTILE FILTER FABRIC	16.2	CY	$ 80.00	$ 1,296.00	$ 165.00	$ 2,673.00	$ 62.00	$ 1,004.40
		SUBTOTAL				**$ 90,038.90**		**$ 118,649.00**		**$ 101,678.80**
		DIVISION 4 - STREETS & RESTORATION								
1	2104.501	REMOVE & DISPOSE OF EXIST. CONCRETE CURB & GUTTER	213	LF	$ 3.00	$ 639.00	$ 3.00	$ 639.00	$ 4.00	$ 852.00
2	2104.501	REMOVE & DISPOSE OF EXIST. FLUME (ALL TYPES)	6	EA	$ 60.00	$ 360.00	$ 100.00	$ 600.00	$ 200.00	$ 1,200.00
3	2104.505	REMOVE & DISPOSE OF EXIST. BITUMINOUS PAVEMENT	19710	SY	$ 2.00	$ 39,420.00	$ 2.00	$ 39,420.00	$ 2.50	$ 49,275.00
4	2104.509	REMOVE SIGN	18	EA	$ 28.00	$ 504.00	$ 25.00	$ 450.00	$ 50.00	$ 900.00
5	2104.523	SALVAGE MAILBOX	20	EA	$ 45.00	$ 900.00	$ 40.00	$ 800.00	$ 25.00	$ 500.00
6	2104.523	SALVAGE POST & SIGN	9	EA	$ 28.00	$ 252.00	$ 30.00	$ 270.00	$ 50.00	$ 450.00
7	2105.501	COMMON EXCAVATION (P)	19252	CY	$ 7.00	$ 134,764.00	$ 7.00	$ 134,764.00	$ 7.50	$ 144,390.00
8	2105.522	SELECT GRANULAR BORROW (CV), SPEC 3149.2B	8527	CY	$ 12.50	$ 106,587.50	$ 9.50	$ 81,006.50	$ 16.00	$ 136,432.00
9	2105.604	GEOTEXTILE FOR ROAD STABILIZATION; MnDOT TYPE V	300	SY	$ 2.00	$ 600.00	$ 2.00	$ 600.00	$ 4.00	$ 1,200.00
10	2106.607	SUBGRADE CORRECTION	100	CY	$ 20.00	$ 2,000.00	$ 15.00	$ 1,500.00	$ 15.00	$ 1,500.00
11	2112.501	SUBGRADE PREPARATION (ROADWAY)	65	RS	$ 175.00	$ 11,375.00	$ 100.00	$ 6,500.00	$ 100.00	$ 6,500.00
12	2211.501	CL.5 AGGREGATE BASE	7534	TN	$ 11.75	$ 88,524.50	$ 12.00	$ 90,408.00	$ 15.50	$ 116,777.00
13	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	1044	GA	$ 2.50	$ 2,610.00	$ 2.35	$ 2,453.40	$ 2.50	$ 2,610.00
14	2360.501	SPWEA240B BITUMINOUS WEARING COURSE (STREETS)	1867	TN	$ 60.00	$ 112,020.00	$ 55.00	$ 102,685.00	$ 57.50	$ 107,352.50
15	2360.501	SPWEA240B BITUMINOUS WEARING COURSE (DRIVES)	115	TN	$ 100.00	$ 11,500.00	$ 92.00	$ 10,580.00	$ 95.00	$ 10,925.00
16	2360.502	SPNWB230B BITUMINOUS NON-WEARING COURSE (STREETS)	3111	TN	$ 60.00	$ 186,660.00	$ 55.00	$ 171,105.00	$ 57.50	$ 178,882.50
17	2502.501	4" PRECAST CONCRETE HEADWALL	6	EA	$ 230.00	$ 1,380.00	$ 150.00	$ 900.00	$ 200.00	$ 1,200.00
18	2502.541	4" PERFORATED PVC EDGE DRAIN W/BACKFILL & WRAP	6083	LF	$ 6.40	$ 38,931.20	$ 10.00	$ 60,830.00	$ 8.00	$ 48,664.00
19	2502.602	DRAINTILE CLEANOUT (INCL. PIPE, FITTINGS, & STEEL CAP)	26	EA	$ 120.00	$ 3,120.00	$ 60.00	$ 1,560.00	$ 250.00	$ 6,500.00
20	2502.602	DRAINTILE CONNECTION INTO CATCH BASIN	10	EA	$ 170.00	$ 1,700.00	$ 100.00	$ 1,000.00	$ 250.00	$ 2,500.00
21	2531.501	B418 CONCRETE CURB & GUTTER	12650	LF	$ 8.90	$ 112,585.00	$ 8.25	$ 104,362.50	$ 8.75	$ 110,687.50
22	2531.602	CONCRETE PEDESTRIAN RAMP	1	EA	$ 330.00	$ 330.00	$ 400.00	$ 400.00	$ 500.00	$ 500.00
23	2531.602	CONCRETE CURB CUT	38	EA	$ 55.00	$ 2,090.00	$ 30.00	$ 1,140.00	$ 6.00	$ 228.00
24	2531.602	6" CONCRETE FLUME	82	SY	$ 48.00	$ 3,936.00	$ 39.00	$ 3,198.00	$ 42.00	$ 3,444.00
25	2531.618	CAST IRON TRUNCATED DOME PANELS	8	SF	$ 38.00	$ 304.00	$ 47.00	$ 376.00	$ 40.00	$ 320.00
26	2540.602	INSTALL SALVAGED MAILBOX	20	EA	$ 80.00	$ 1,600.00	$ 80.00	$ 1,600.00	$ 40.00	$ 800.00
27	2554.602	PERMANENT BARRICADE	1	EA	$ 275.00	$ 275.00	$ 260.00	$ 260.00	$ 250.00	$ 250.00
28	2564.531	INSTALL SIGN PANELS, TYPE C (INCLUDING POSTS & ASSEMBLY)	18	EA	$ 55.00	$ 990.00	$ 65.00	$ 1,170.00	$ 125.00	$ 2,250.00
29	2564.531	INSTALL SALVAGED SIGN	9	EA	$ 55.00	$ 495.00	$ 60.00	$ 540.00	$ 100.00	$ 900.00
30	2564.533	FURNISH SIGN PANELS, TYPE C	117.00	SF	$ 25.00	$ 2,925.00	$ 25.00	$ 2,925.00	$ 16.00	$ 1,872.00
31	2582.502	4" SOLID DOUBLE LINE YELLOW - EPOXY	4720	LF	$ 0.50	$ 2,360.00	$ 0.45	$ 2,124.00	$ 0.65	$ 3,068.00
32	2582.502	4" SOLID LINE WHITE - EPOXY	12240	LF	$ 0.25	$ 3,060.00	$ 0.22	$ 2,692.80	$ 0.35	$ 4,284.00
33	2582.502	4" SOLID LINE YELLOW - EPOXY	755	LF	$ 0.25	$ 188.75	$ 0.23	$ 173.65	$ 0.35	$ 264.25
34	2582.502	4" BROKEN LINE YELLOW - EXPOXY	1265	LF	$ 0.25	$ 316.25	$ 0.23	$ 290.95	$ 0.10	$ 126.50
35	2582.502	24" SOLID LINE YELLOW - EPOXY	25	LF	$ 4.80	$ 120.00	$ 5.00	$ 125.00	$ 16.00	$ 400.00
		SUBTOTAL				**$ 875,422.20**		**$ 829,448.80**		**$ 948,004.25**
		TOTAL BASE BID				**$ 1,727,988.59**		**$ 1,745,044.45**		**$ 1,824,911.55**

KEATS AVENUE MSA STREET AND WATERMAIN IMPROVEMENTS
CITY OF LAKE ELMO, MINNESOTA
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ITEM NO.	MN/DOT NO.	DESCRIPTION	QUANTITY	UNIT	MINGER CONSTRUCTION UNIT PRICE	MINGER CONSTRUCTION TOTAL AMOUNT	DRESEL CONTRACTING UNIT PRICE	DRESEL CONTRACTING TOTAL AMOUNT	R. L. LARSON EXCAVATING UNIT PRICE	R. L. LARSON EXCAVATING TOTAL AMOUNT
		ALTERNATE NO. 1								
1	2504.602	DEDUCT 12" WATERMAIN OFFSET	2	EA	$ (3,200.00)	$ (6,400.00)	$ (3,450.00)	$ (6,900.00)	$ (6,000.00)	$ (12,000.00)
2	2504.602	16" WATERMAIN OFFSET	2	EA	$ 4,500.00	$ 9,000.00	$ 5,000.00	$ 10,000.00	$ 8,500.00	$ 17,000.00
3	2504.602	DEDUCT 12" GATE VALVE & BOX	13	EA	$ (3,001.33)	$ (39,017.29)	$ (3,500.00)	$ (45,500.00)	$ (2,750.00)	$ (35,750.00)
4	2504.602	16" BUTTERFLY VALVE	13	EA	$ 2,952.38	$ 38,380.94	$ 5,250.00	$ 68,250.00	$ 2,750.00	$ 35,750.00
5	2504.603	DEDUCT 12" DIP CL. 52 WATERMAIN	5915	LF	$ (48.00)	$ (283,920.00)	$ (40.00)	$ (236,600.00)	$ (42.00)	$ (248,430.00)
6	2504.603	16" DIP CL. 52 WATERMAIN	5915	LF	$ 61.50	$ 363,772.50	$ 56.00	$ 331,240.00	$ 56.00	$ 331,240.00
7	2504.603	DEDUCT 12" HDPE DR. 11(DIPS), BY HDD	2435	LF	$ (54.00)	$ (131,490.00)	$ (53.00)	$ (129,055.00)	$ (52.00)	$ (126,620.00)
8	2504.603	16" HDPE DR. 11(DIPS), BY HDD	2435	LF	$ 82.00	$ 199,670.00	$ 73.00	$ 177,755.00	$ 85.00	$ 206,975.00
9	2504.608	DEDUCT 12" MJ DIP COMPACT FITTINGS	3200	EA	$ (7.80)	$ (24,960.00)	$ (3.85)	$ (12,320.00)	$ (4.50)	$ (14,400.00)
10	2504.608	16" MJ DIP COMPACT FITTINGS	5438	EA	$ 6.75	$ 36,706.50	$ 4.50	$ 24,471.00	$ 5.50	$ 29,909.00
		SUBTOTAL				**$ 161,742.65**		**$ 181,341.00**		**$ 183,674.00**
		GRAND TOTAL WITH ALTERNATE NO. 1				**$ 1,889,731.24**		**$ 1,926,385.45**		**$ 2,008,585.55**

PROJECT SCHEDULE

FOCUS ENGINEERING, inc.

Cara Geheren, P.E.	**651.300.4261**
Jack Griffin, P.E.	**651.300.4264**
Ryan Stempski, P.E.	**651.300.4267**
Chad Isakson, P.E.	651.300.4283

Project Title: Keats MSA Street and Trunk Watermain Improvements
Client: City of Lake Elmo
Project No.: 2012.129
Date: *Revised April 9, 2013*

October 2, 2012	Improvement Hearing. Council authorizes the preparation of Plans and Specifications.
November 7, 2012	Council approves selection of Engineering Consultant for design services.
December 11, 2012	Workshop on Trunk Watermain Lateral Benefit Assessments.
March 5, 2013	City Engineer presents Plans and Specifications for Council approval.
April 9, 2013	Receive Contractor Bids.
April 16, 2013	City Council accepts bids and awards Contract.
May 27, 2013	Issue Notice to Proceed. Contractor begins Work.
August 30, 2013	Substantial Completion date for Work [includes paving and restoration].
October 4, 2013	Final Completion date for Work [including all punch list items].

THE CITY OF LAKE ELMO

MAYOR AND COUNCIL COMMUNICATION

DATE: 04/16/2013
REGULAR
ITEM #: 17
MOTION

AGENDA ITEM: Authorization to Distribute an Environmental Assessment Worksheet (EAW) for the Lennar Residential Development (Savona)

SUBMITTED BY: Nick Johnson, City Planner

THROUGH: Dean A. Zuleger, City Administrator

REVIEWED BY: Kyle Klatt, Planning Director

SUGGESTED ORDER OF BUSINESS:

- Introduction of Item ..... Staff
- Report/Presentation ..... Staff
- Questions from Council to Staff ..... Mayor Facilitates
- Public Input, if Appropriate ..... Mayor Facilitates
- Call for Motion ..... Mayor & City Council
- Discussion ..... Mayor & City Council
- Action on Motion ..... Mayor Facilitates

PUBLIC POLICY STATEMENT

The City Council must decide whether or not to authorize a mandatory Environmental Assessment Worksheet (EAW) for distribution and publication in the EQB Monitor

FISCAL IMPACT: None – Westwood Engineering, working under the direction of Lennar Corporation, is preparing the EAW. Staff has been involved in reviewing the work of the developer's consultant.

SUMMARY AND ACTION REQUESTED:

The City Council is being asked to authorize distribution of the Environmental Assessment Worksheet (EAW) that has been prepared for the proposed Lennar Corporation residential subdivision (Savona) located within the I-94 Corridor planning area and immediately west of Keats Avenue. The City Council has previously determined that an EAW is required for the proposed Lennar residential subdivision and that this document should be prepared under the direction of the City of Lake Elmo acting as the RGU (Responsible Governing Unit).

Staff recommends the City Council authorize distribution of the mandatory EAW starting the 30-day EAW public comment period and take the following action / with the following motion:

"Motion to authorize distribution of the mandatory EAW for the Savona residential subdivision starting the 30-day EAW public comment period."

BACKGROUND INFORMATION:

Lennar's project engineer, Westwood Engineering, has prepared the attached EAW and related traffic study in accordance with the guidelines of the Minnesota Environmental Quality Board, which is the organization that oversees the State's environmental review program. Staff has reviewed the document and any requested modifications to the draft document have been incorporated into the attached EAW materials.

Under State rules, an EAW must be published in the EQB Monitor as part of the review process. The EQB Monitor is a biweekly publication that announces environmental review documents, public comment periods, and other actions of the Environmental Quality Board. Once published in the EQB Monitor, there is a 30 day comment period during which public agencies and members of the public may comment on the proposed project. The City must further distribute the EAW to a mailing list containing all responsible parties required to receive a copy of an EAW or EIS.

At the end of the 30-day comment period, the City must adopt a resolution that finds an Environmental Impact Statement (EIS) is or is not required for the project. If an EIS is not found to be necessary, the environmental review process is complete and the developer can proceed with platting and development within the project area.

In this case, Lennar has already submitted a preliminary plat application for the Savona Subdivision and recognizes that the City will not be able to take formal action on the plat application until the environmental review is complete. The preliminary plat application may proceed simultaneously with the EAW review.

STAFF REPORT:

Staff has reviewed the EAW document and has worked with the developer's consultant to incorporate all requested changes into the attached worksheet. During the course of the review, it was determined that a traffic impact study would be required, and this study has also been prepared and is attached for consideration by the City Council. Staff has found that the EAW is complete and addresses the minimum requirements for submission to the EQB.

Should the City Council take action to authorize the distribution of the EAW, the document could be published in the April 29th edition of the EQB Monitor, with the 30-day comment period ending on May 30, 2013.

STAFF RECCOMENDATION:

Based upon the above background information and Staff report it is recommended that the City Council authorize distribution of the mandatory EAW starting the 30-day EAW public comment period with the following motion:

"Motion to authorize distribution of the mandatory EAW for the Savona residential subdivision starting the 30-day EAW public comment period."

ATTACHMENTS:

1. Environmental Assessment Worksheet – Savona EAW
2. Traffic Impact Study – Savona EAW

ENVIRONMENTAL ASSESSMENT WORKSHEET

Savona EAW

Washington County, Minnesota
April 3, 2013

Prepared For:
Lennar
16305 36th Ave. N., Suite 600
Plymouth, MN 55446

Prepared By:

Westwood

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ENVIRONMENTAL ASSESSMENT WORKSHEET (EAW)

Savona EAW

CONTENTS

TABLES

EXHIBITS

APPENDICES

Version 8/08rev

ENVIRONMENTAL ASSESSMENT WORKSHEET (EAW)

Savona EAW

Note to preparers: This form and EAW Guidelines are available at the Environmental Quality Board's website at: http://www.eqb.state.mn.us/EnvRevGuidanceDocuments.htm. The Environmental Assessment Worksheet provides information about a project that may have the potential for significant environmental effects. The EAW is prepared by the Responsible Governmental Unit or its agents to determine whether an Environmental Impact Statement should be prepared. The project proposer must supply any reasonably accessible data for — but should not complete — the final worksheet. The complete question as well as the answer must be included if the EAW is prepared electronically.

Note to reviewers: Comments must be submitted to the RGU during the 30-day comment period following notice of the EAW in the *EQB Monitor*. Comments should address the accuracy and completeness of information, potential impacts that warrant further investigation and the need for an EIS.

1.	**Project Title:**	Savona EAW			
2.	**Proposer:**	Lennar	3.	**RGU:**	City of Lake Elmo
	Contact person:	Joe Jablonski		Contact person:	Kyle Klatt
	Title:	Development Area Manager		Title:	Planning Director
	Address:	16305 36th Ave. N, Ste. 600		Address:	3800 Laverne Ave. North
		Plymouth, MN 55446-4270			Lake Elmo, MN 55042
	Phone:	(952) 249-3014		Phone:	(651) 747-3911
	Fax:	NA		Fax:	(651) 747-3901
	E-mail	joe.jablonksi@Lennar.com		E mail	kklatt@lakeelmo.org

4. Reason for EAW Preparation

☐ EIS Scoping ☑ Mandatory EAW ☐ Citizen Petition ☐ RGU Discretion ☐ Proposer Volunteered

If EAW or EIS is mandatory give EQB rule category subpart numbers(s) Part 4410.4300 Subp. 19.D., Residential Development

5. Project Location

County: Washington County, Minnesota
City: Lake Elmo
Twp: T29N, R21W, S34
GPS Coordinates: 44.954093,-92.913716 (Project Center)
Tax Parcel Numbers: 34.029.21.41.0004; 34.029.21.42.0001; 34.029.21.34.0001; 34.029.21.34.0003; 34.029.21.31.0001 (All tax parcels within overall project site are listed.)

Attach copies of each of the following to the EAW:

- County map showing the general location of the project; **See Exhibit 1.**
- U.S. Geological Survey 7.5 minute, 1:24,000 scale map indicating project boundaries (photocopy acceptable); **See Exhibit 2.**
- Site plan showing all significant project and natural features. **See Exhibit 3.**

6. Description

a) Provide a project summary of 50 words or less to be published in the EQB Monitor.

The Savona residential development is proposed on approximately 112.5 acres of primarily agricultural land in the southern portion of Lake Elmo. The project is proposing 190 single-family lots, and 122 multi-family lots. Twenty-seven acres of open space is also planned, which will include buffers, parks, woods and ponds.

b) Give a complete description of the proposed project and related new construction. Attach additional sheets as necessary. Emphasize construction, operation methods, and features that will cause physical manipulation of the environment or will produce wastes. Include modifications to existing equipment or industrial processes and significant demolition, removal, or remodeling of existing structures. Indicate the timing and duration of construction activities.

Lennar is proposing construction of a single and multi-family residential development on approximately 112.5 acres of land. The two parcels that constitute the project are referred to as the Dale (west) and Frandsen (east) Properties, and are approximately 72.5 and 40 acres in size, respectively. The proposed project is located in the S ½ of Section 34, T29N, R21W, City of Lake Elmo, Washington County, Minnesota (Exhibits 1 & 2), and is generally located south of 10th Street North (CSAH 10) and west of Keats Avenue North (CSAH 19).

Project development will convert approximately 112.5 acres of agricultural fields, woodlands, and constructed ponds to streets, homes, lawns, landscaping, parkland, trails, and stormwater ponding. Land use within the site will include construction of up to 190 single-family lots, and 122 multi-family townhome units. Development plans feature 65 to 75-foot wide single-family lots and 28 foot-wide residential streets. The proposed project will have an overall net density of 4.0 units per acre. Potential adverse effects on the environment will be mitigated by preserving and creating approximately 27 acres of open space in the form of buffers, parks, woodlands, and ponds. The project proposes extensive landscaping, buffering, and berming along adjacent roadways to offset possible visual impacts. Each residential lot will be served by City of Lake Elmo sanitary sewer and water systems. No onsite sewage systems and no private wells are proposed. Public streets will service the development including the construction of a minor collector roadway to serve the development, directing traffic east to Keats Avenue for convenient access to the I-94 corridor.

The Metropolitan Council recently approved an amendment to the Lake Elmo Comprehensive Land Use Plan. Under the amended plan, the city agreed to provide an additional 6,600 Residential Equivalent Connections (RECs) of regional sewer service by 2030. In a 2005 Memorandum of Understanding (MOU) with the Metropolitan Council, the city agreed to meet or exceed an average residential density of three units per acre in sewered areas south of 10th Street. Sewered development will be limited to the city's Village area (area surrounding the historic Lake Elmo Village) and the area south of 10th Street along Interstate 94. The proposed development of the study area is consistent with the total level of density guided by the MOU and Land Use Plan. The City of Lake Elmo I-94 Corridor Development Staging Plan map (July 2012) indicates that the project area falls within the Stage I area. While a specific time period has not been attached to these stages, the stages are intended to develop in numeric order from Stage I to Stage III. Stage I represents new sewered development located west of Keats Avenue that will connect to the Metropolitan Council Environmental Services (MCES) Woodbury, Oakdale, Northdale and East Oakdale (WONE) interceptor.

Construction

It is anticipated that the project will be constructed in six phases, with the first phase expected to begin in 2013. Full build-out is anticipated in 2018; however, construction timing will ultimately depend upon market conditions. It is anticipated that construction will entail moving approximately 750,000 cubic yards of soil. Construction dewatering may be conducted on an as-needed and permitted basis to install sanitary sewer, municipal water, and storm sewer. Best Management Practices will be implemented during and after construction to protect water quality and reduce the potential for soil erosion and sedimentation.

c) *Explain the project purpose; if the project will be carried out by a governmental unit, explain the need for the project and identify its beneficiaries.*

The purpose of the Savona residential development project is to meet the demand for additional residential housing units within the City of Lake Elmo in accordance with the signed 2005 MOU between the City and the Metropolitan Council. Under this MOU, the City of Lake Elmo committed to adding 6,600 new RECs of regional sewer service by the year 2030. The city also committed to a city-wide population of 24,000 by the year 2030. This project will help meet the city's obligations as outlined within the MOU by providing an additional 312 living units along the I-94 corridor. The project will be constructed and implemented by Lennar, a private developer.

d) *Are future stages of this development planned or likely to happen? ☐ Yes ☑ No.*
If yes, briefly describe future stages, relationship to the present project, timeline, and plans for environmental review.

There are currently no planned future stages of the Lake Elmo Property residential development project.

e) *Is the project a subsequent stage of an earlier project? ☐ Yes ☑ No.*
If yes, briefly describe the past development, timeline, and any past environmental review.

The Savona residential development project is not a subsequent stage of an earlier development project.

7. Project Magnitude Data

Total Project Acreage: 112.5

Number of Residential Units: Unattached 190 Attached 122 Maximum Units per Building N/A

Commercial, Industrial, or Institutional Building Area (gross floor space): total square feet N/A

Indicate area of specific uses (in square feet):

Retail/Office	N/A	Other Industrial	N/A
Warehouse	N/A	Institutional	N/A
Light Industrial	N/A	Agricultural	N/A
Manufacturing	N/A		

Other Commercial (specify) N/A

Building Height 1-2 stories; 35' maximum.

If over 2 stories, compare to heights of nearby buildings N/A

8. Permits and Approvals Required

List all known local, state, and federal permits, approvals, and financial assistance for the project. Include modifications of any existing permits, governmental review of plans, and all direct and indirect forms of public financial assistance including bond guarantees, Tax Increment Financing, and infrastructure. All of these final decisions are prohibited until all appropriate environmental review has been completed. See Minnesota Rules, Chapter 4410.3100.

Table 8.1. Permits and Approvals Required

Unit of Government	Type of Application	Status
City of Lake Elmo	Concept Plan Approval	Completed
City of Lake Elmo	Preliminary Plat Approval	To be applied for
City of Lake Elmo	Final Plat Approval	To be applied for
City of Lake Elmo	EAW Negative Declaration	To be applied for
City of Lake Elmo	Grading Permit	To be applied for
City of Lake Elmo	Building Permit	To be applied for
City of Lake Elmo	Municipal Water Connection Permit	To be applied for
City of Lake Elmo	Sanitary Sewer Connection Permit	To be applied for
City of Lake Elmo	Rezoning	To be applied for (if needed)
City of Lake Elmo	Wetland Delineation Confirmation	Applied for
City of Lake Elmo	Wetland Conservation Act No-Loss Determination	Applied for
Washington County	Right-of-Way Permit	To be applied for
Washington County	Access Permit	To be applied for
Washington County	Obstruction Permit	To be applied for (if needed)
Washington County	Transportation Permit	To be applied for (if needed)
Metropolitan Council	Sanitary Sewer Connection Permit	To be applied for
Minnesota Department of Health	Water Main Extension Approval	To be applied for
Minnesota DNR Division of Waters	Water Appropriation Permit	To be applied for (if needed)
Minnesota Pollution Control Agency	NPDES / SDS	To be applied for
Minnesota Pollution Control Agency	Sanitary Sewer Extension Approval	To be applied for
U. S. Army Corps of Engineers	Section 404/Letter of No Jurisdiction	Applied for
MN DNR Division of Waters	Water Appropriation Permit(s)	To be applied for if needed
MN Pollution Control Agency	NPDES/SDS General Permit	Covered under general permit; submit NOI prior to

		construction.
Valley Branch Watershed District	Watershed Review/Permit	To be applied for
South Washington Watershed District	Watershed Review/Permit	To be applied for

9. Land Use

Describe current and recent past land use and development on the site and on adjacent lands. Discuss the compatibility of the project with adjacent and nearby land uses. Indicate whether any potential conflicts involve environmental matters. Identify any potential environmental hazard due to past site uses, such as soil contamination or abandoned storage tanks, or proximity to nearby hazardous liquid or gas pipelines.

Existing Land Use within the Project Site

Existing land use within, and adjacent to, the project site is depicted in **Exhibit 4** and summarized in Section 10 below.

A Phase I Environmental Site Assessment (ESA) was conducted on the project area in October 2012 by Liesch Associates, Inc. (Liesch). The report indicates that according to historic aerial photography dating from 1936 to 2008, the Dale Property has been under agricultural production since at least 1936. Recent aerial photography (2008) indicates the Dale Property remains under agricultural use; the Frandsen parcel was converted to a golf practice facility, Mulligan Masters, on or around 2002. The golf business is no longer in operation. No farmsteads or buildings are currently located on the property aside for a small plastic storage shed on the Frandsen parcel. A transmission line extends along the northern project boundary, and Liesch observed a gas pipeline on the Frandsen Parcel. The site currently contains 61.2 acres of cropped field, 1.4 acres of developed area/roads, 33.5 acres of golf course driving range, 9.4 acres of upland meadow, 1.8 acres of excavated pond, and 5.2 acres of upland woodland (**Exhibit 5**).

Compatibility with Adjacent and Nearby Land Uses

The Lake Elmo Zoning Map is provided on **Exhibit 6**. The Dale property is currently zoned HD-RR-SRD, which is Rural Residential Sewered Residential Holding District. The Frandsen property is currently zoned HD-A-SRD, which is Agricultural Sewered Residential Holding District. Both parcels are planned and staged for sewered residential development, but will require rezoning to Urban Low Density Residential (LDR) and Urban Medium Density Residential (MDR) prior to project approvals. The properties are located within the I-94 development corridor, which is one of two focused locations within the city for future housing expansion and increased housing density. This will allow existing open space within the rural planning districts of Lake Elmo to be maintained, along with the overall rural flavor of the city.

The project is compatible with adjacent and nearby land uses. Surrounding land use (Exhibit 4) is primarily residential development to the north/northwest, gravel mining to the north/northeast, agricultural land and Keats Avenue to the east, the I-94 corridor to the south, small businesses to the southwest, and agricultural land and a business park to the west. The proposed project will fit into the I-94 construction corridor as a separate but similar land use to existing land uses in the area. As described in the amended Comprehensive Land Use Plan, this portion of the city is guided as an "urbanized zone" that will feature higher density residential development and commercial uses. The proposed project is consistent with the land use guidance. Natural buffer strips, located adjacent to

existing rural development, are proposed along the periphery of the Savona residential development to provide a transition zone between the new project and existing land uses in the area.

Environmental Hazards Associated with Past Land Use

Prior to 2002, the project site was undeveloped and used for agricultural crop production. In 2002, the Frandsen portion of the property (eastern 40 acres) was converted to a golf practice facility, Mulligan Masters. A search on the Minnesota Pollution Control Agency's Web site ("What's In My Neighborhood?") revealed no known potential sources of soil or groundwater contamination. This database contains properties that have already been investigated and cleaned up through federal and state cleanup programs, as well as those currently enrolled in MPCA cleanup programs. The database also includes properties that were thought to be contaminated, but after further investigations were determined to be clean.

Phase I Environmental Site Assessment

A Phase I Environmental Site Assessment completed by Liesch revealed no recognized environmental conditions (RECs) on the properties except for seven observed areas containing evidence of dumping, and surficial debris including: appliances, quart-sized oil containers (empty), metal debris/pieces, rusted drums, plastic containers, crushed PVC pipe, a couch, mattresses, televisions, tires, wood scrap/debris, a chiller unit, glass containers, asphalt piles, soil piles, concrete piles, drain tile, plastic posts, and trash.

Liesch's report indicated that *"although the drums and containers were empty, and no obvious staining was observed in the vicinity of the containers, there is potential that the original contents of the containers may have impacted the Property subsurface. The potential for subsurface impacts from the appliances, televisions, and drums and containers observed...is considered a REC."* As a result, Liesch recommended a Phase II Environmental Site Assessment to assess the dump areas identified during the Phase I ESA, and indicated that *"debris should be managed and disposed of properly according to City, County, and State regulations."*

In addition to the dump areas, Liesch observed the following items of environmental note:

- An irrigation well located on the Frandsen Parcel. Liesch recommended that the well be sealed according to the Minnesota Department of Health well code if it is no longer in use. The well is located in a Special Well Construction Area as identified by the MPCA.

- A septic system with a drain field is present on the Frandsen Parcel, but is no longer in use. Liesch recommended that the septic system be removed / abandoned according to local code requirements.

- Suspect asbestos-containing material (ACM) was not observed on the Property during the site walk-over. However, suspect ACM may be present among debris observed on the Property.

Phase II Environmental Site Assessment

A Phase II ESA was completed for the site as recommended during the Phase I process. Based upon the environmental conditions noted, Liesch completed the following scope of services as part of the subsurface Phase II ESA: (1) prepared a health and safety plan and cleared public and private utilities, (2) excavated 17 test pits throughout areas A, C, and D on the Property to assess for buried

debris and potential environmental impacts due to the presence of appliances, televisions, drums, and containers in these areas, (3) screened soil samples for the presence of organic vapors using a photoionization detector (PID) equipped with a 10.6 electron volt (eV) lamp, (4) collected five soil samples for laboratory analysis of diesel range organics (DRO) (analyzed by silica gel method), volatile organic compounds (VOCs), the eight Resource Conservation and Recovery Act (RCRA) metals, polycyclic aromatic hydrocarbons (PAHs), polychlorinated biphenyls (PCBs), and pesticides, (5) observed debris for suspect asbestos containing material (ACM), and (6) prepared a Phase II ESA report with conclusions and recommendations.

Work performed for the Phase II ESA included observing and field screening recovered soil samples, and collection of soil samples for laboratory analysis from soil test pits. Based upon the findings of the Phase II ESA, Liesch confirmed that the debris observed on the Property is mainly surficial. The only areas of deeper debris included concrete in test pit TP-11 and asphalt pieces in test pit TP-12 to approximately 4 feet below grade. General municipal waste was observed to 1.5 feet below grade in test pits TP-15 and TP-16 and to 1 foot below grade in test pits TP-4 and TP-7. Liesch test pit locations are shown in **Appendix A**.

In the RCRA metal analysis, arsenic concentrations were detected above the Residential SRV of 9 mg/kg ranging from 9.2 to 19.9 mg/kg. The Liesch Phase II report indicates that they suspect these concentrations to be within the range of naturally-occurring concentrations for this area. From a regulatory perspective, the MPCA Voluntary Investigation and Cleanup (VIC) Program has not required remedial efforts for arsenic concentrations just above the Residential SRV if the data supports background concentrations. This contention is supported by MPCA Fact Sheet: Best Management Practices for the Off-Site Reuse of Excess Fill from Development Sites dated February 2012, in which the MPCA states that "Naturally occurring concentrations of some metals, such as arsenic, selenium, or copper sometimes exceed the SRV or SLV. Such soils are not considered impacted in the absence of a contaminant source or other field or laboratory indications of contamination." As noted above, the same assertion would be applicable to the selenium concentrations detected on the Property.

The detection of DRO at 153 mg/kg in TP-15 (1') indicates the presence of low level petroleum impacts in the vicinity of TP-15. The extent and magnitude of the DRO impacted soil is unknown. Based upon the findings, Liesch recommended the following: Inform the Property owner of the release of DRO as detected on the Property, and prepare a Construction Contingency Plan to detail management of debris and impacted soils during development.

Lennar will prepare a Construction Contingency Plan for the site prior to site development to manage known debris and impacted soils within the project area. However, the primary areas where test borings were completed will be largely undisturbed in the final development plan (**Appendix A**). The northernmost area (Area A) is located within an existing transmission line easement, and will therefore be largely avoided. Areas C is predominantly located within a tree and open space preservation area, and about 50 percent of Area D will be preserved and avoided by the project design.

Local Soil and Groundwater Contamination

Perfluorochemical (PFC)-containing wastes were disposed of at two land disposal sites, the 3M-Oakdale Disposal Site in Oakdale and the former Washington County Landfill in Lake Elmo, Minnesota between 1956 and 1974. The Oakdale disposal site is located approximately 3.8 miles northwest of the project area, and the Washington County Landfill is located approximately 3.4 miles to the north.

PFCs were released from the two facilities resulting in contamination of groundwater and nearby drinking water wells as outlined in a Public Health Assessment prepared by the U.S. Department of Health and Human Services (August 29, 2008), and the Agency for Toxic Substance and Disease Registry (ATSDR). The Minnesota Department of Health (MDH) has detected PFCs in several surface waterbodies in the Lake Elmo, Oakdale, and Woodbury area through various sampling studies. Surface water bodies north of the project area that have been found to contain PFCs include: Raleigh Creek, Eagle Point Lake, and Lake Elmo. PFCs are suspected to infiltrate into the groundwater from these water body sources. Sunfish Lake was found to contain perfluorobutanoate (PFBA). Goose Lake, located 0.25-miles north of the project area, was sampled by the MDH in 2010 and was found to contain no PFCs.

According to this Public Health Assessment, PFCs have been detected in public and private wells across a wide area of Oakdale and Lake Elmo. In Lake Elmo, approximately 200 homes were connected to municipal water to mitigate exposure to PFCs in the groundwater. Additional homes, approximately 55, have had in home granular activated carbon filter systems installed to mitigate exposure to PFCs in the groundwater. These homes have also been offered bottled drinking water. Groundwater monitoring of PFCs is an ongoing program. The proposed project will mitigate risks to new residents by providing access to municipal drinking water.

10. Cover Types

Estimate the acreage of the site with each of the following cover types before and after development.

Table 10.1. Estimated Before and After Cover Types

Land Cover	Before (acres)	After (acres)
Cropped field	61.2	0.0
Developed/Road	1.4	85.5
Golf Club/Driving Range	33.5	0.0
Upland Meadow	9.4	20.0
Excavated Pond	1.8	0.0
Upland Woodland	5.2	2.0
Stormwater ponds	0.00	5.00
Totals	**112.5**	**112.5**

If **Before** *and* **After** *totals are not equal, explain why:* Before and after totals are equal.

11. Fish, Wildlife, and Ecologically Sensitive Resources

a) *Identify fish and wildlife resources and habitats on or near the site and describe how they would be affected by the project. Describe any measures to be taken to minimize or avoid impacts.*

Fish and wildlife resources on and near the site are directly related to the composition, quality, size, and connectivity of natural communities including woodlands, wetlands, and grasslands. Westwood Professional Services, Inc. used aerial photography to map the existing cover types (Exhibit 5). Based on this analysis, the site contains four major habitat components: 61.2 acres of cropped field, 9.4 acres of upland meadow, 1.8 acres of excavated pond, and 5.2 acres of upland woodland. These

habitats are used by a variety of animals common to central Minnesota. Wildlife resources that exist throughout the site likely include those species that have adapted to open lands and cropland habitats such as pheasant, meadowlark, field sparrow, cottontail, red fox, and white-tailed deer. The open fields provide seasonal food and cover for these species.

Project development is expected to convert approximately100 acres of cropped field, upland meadow, golf course/driving range, upland meadow, excavated pond, and upland woodland. Preservation of approximately 27 acres of upland woodland, upland meadow, and stormwater ponding is expected to mitigate some of the adverse effects on wildlife. Connections between existing meadow/old field and woodlands will be maintained in the development by retaining buffer strips along the property edges, which will allow travel corridors to remain for use by wildlife on the property and from off-site resource areas.

Conversion of agricultural fields, woodlands, and meadow/old field to residential development is expected to result in some local decline in wildlife abundance. Populations of species that depend upon cropland, woodland and fields, such as ring-necked pheasants, wild turkey, and meadowlarks, will likely be displaced. Migratory birds are expected to respond to the development by looking for alternative nesting sites upon their return from wintering habitats. Some songbirds that readily adapt to suburban habitats may become more numerous. Non-migratory species with small home ranges such as small mammals will experience more adverse effects. These species will compete with other individuals of the same or other species to claim territories in neighboring habitats or succumb to mortality during project construction.

Approximately 24 percent of the 112.5-acre project area will be open space, which is expected to help mitigate adverse effects on wildlife. The project is not expected to result in a regionally significant decline in wildlife abundance or species diversity. Measures to reduce the effects on wildlife include preservation of buffers and adjacent woodland integrated with open space and parkland, and construction of stormwater ponding. These measures are expected to provide additional habitat for wildlife and help mitigate adverse effects on some wildlife.

b) *Are any state-listed (endangered, threatened, or special concern) species, rare plant communities or other sensitive ecological resources on or near the site?* ☐ *Yes* ☑ *No*

If yes, describe the resource and how it would be affected by the project. Describe any measures that will be taken to minimize or avoid adverse impacts. Provide the license agreement number and/or Division of Ecological Resources contact number **(#ERDB 20130158)** *from which the data were obtained and attach the response letter from the DNR Division of Ecological Resources. Indicate if any additional survey work has been conducted within the site and describe the results.*

The Minnesota DNR Natural Heritage Program conducted a database search of the Minnesota Natural Heritage Information System (NHIS) to determine if there are listed plants and animals; native plant communities; wildlife aggregations; geological features; or state rare features that are known to occur within or near the project site. The database search did not identify rare features within an approximate one-mile radius of the proposed project. The DNR Natural Heritage Review response letter is provided in **Appendix B**.

Based on the nature and location of the proposed project, the DNR concluded that it does not believe the project will negatively affect any known occurrences of rare features. Therefore, no additional survey work has been or is scheduled to be conducted on the project area, and no measures to avoid or minimize potential impacts appear warranted.

According to the Natural Communities and Rare Species of Washington County Map (Minnesota County Biological Survey, 1990), the project site does not contain rare plant or animal species or other significant natural features.

12. Physical Impacts on Water Resources

Will the project involve the physical or hydrologic alteration — dredging, filling, stream diversion, outfall structure, diking, and impoundment — of any surface water such as a lake, pond, wetland, stream or drainage ditch? ☐ *Yes* ☑ *No If yes, identify water resource affected and give the DNR Public Waters Inventory number(s) if the water resources affected are on the PWI:* N/A. *Describe alternatives considered and proposed mitigation measures to minimize impacts.*

The project will not involve the physical or hydrologic alteration of natural surface waters such as lakes, ponds, wetlands, or streams. On September 27, 2012, Arrowhead Environmental Consulting, Inc., (AEC) evaluated the project area for wetlands and other jurisdictional waters. No jurisdictional wetlands or waters were identified within the project boundary.

Prior to delineating the site, the United States Geological Survey (USGS) Map (Lake Elmo Quad), the Minnesota Department of Natural Resources (MN DNR) Public Water Inventory Map (PWI), the Washington County Soil Survey Map, and the National Wetland Inventory (NWI) Map were reviewed. Historical images from 1936, 1953, 1957, 1964, 1991, 2000, 2003, and 2010 were also reviewed. The PWI map indicated no Public Water Wetlands are mapped on the property. The NWI map indicated several wetland basins within the property (PEMCd, PEM1C, PSS1C, PFO1C, PUBFx) (**Exhibit 7**); a PEMC wetland was also mapped along the western property line; however, field review indicated it is located off of the property. According to the Washington County Soil Survey map, non-hydric soil is mapped throughout the property.

AEC reviewed the entire site and focused on four specific areas. Soil samples were collected in each of these areas and reviewed, but in each case the soils observed at the sample point locations were determined to be non-hydric, and no hydrology indicators were observed. Consequently, none of the areas examined met jurisdictional wetland criteria.

The eastern portion of the review area was converted to a golf course in the early 2000's. Several "ponds" were created throughout the golf course; most of the ponds have rubber liners. AEC reviewed historical aerial photography to determine if the ponds were created in historical wetland areas. Based on the aerial analysis, it appears that none of the ponds were created in historical wetland. AEC submits that the pond areas should not be regulated as jurisdictional wetland as they were created in upland and have artificial bottoms (rubber liners). AEC reviewed an area in the agricultural field (just west of the golf course near the center of the review area, an area that is quite evident on 2010 aerial imagery. This area was a stockpile of coarse material (mostly sand and gravel) and was dominated by pigweed (*Amaranthus*) species. The area was determined by AEC not to meet jurisdictional wetland criteria.

Due to the timing of late-season field work, findings have not been reviewed in the field by wetland regulatory agencies, and therefore have not been confirmed in writing by the Technical Evaluation Panel (TEP) for the project area, or the U.S. Army Corps of Engineers. The TEP and the U.S. Army Corps of Engineers will be invited to review and comment on the wetland delineation in spring 2013.

13. Water Use

Will the project involve installation or abandonment of any water wells, connection to or changes in any public water supply or appropriation of any ground or surface water (including dewatering)? ☑ Yes ☐ No.

If yes, as applicable, give location and purpose of any new wells; public supply affected, changes to be made, and water quantities to be used; the source, duration, quantity and purpose of any appropriations; and unique well numbers and DNR appropriation permit numbers, if known. Identify any existing and new wells on the site map. If there are no wells known on the site, explain methodology used to determine.

Abandonment of water wells

No new water wells are planned for the project. The Minnesota Geological Survey's (MGS) County Well Index (CWI) indicates there is one registered well within the project site. According to the Phase I Environmental Assessment report, no municipal or private water wells were noted on the Property, except for an irrigation well located on the Frandsen Parcel (former golf practice range). According to Minnesota Department of Health well records for Unique Well No. 686580, this irrigation well is 300 feet deep and was installed in 2002 to irrigate the golf course facility (**Appendix C**). This well will be abandoned during construction. If any other active or inactive wells are discovered on the property, they will be field-located, abandoned, and sealed in accordance with Minnesota Department of Health regulations prior to site development.

Connection to a public water supply system

The City of Lake Elmo currently operates two wells, which are permitted under DNR Water Appropriations Permit No. 611031. The two wells range in depth from 285 to 808 feet deep, and draw water from the Jordan-Mt. Simon and Prairie Du Chien-Jordan aquifers (2010 Drinking Water Report). The City's DNR water appropriations permit allows a total system pumping capacity of 260 million gallons per year (MGY).

According to DNR Water Appropriation records as of 2010, the city reported pumping 103 MGY (average 282,192 gallons per day). The estimated water demand for the proposed development is 34.3 MGY (94,037 gallons per day) based on the assumption that consumption is approximately 110 percent of wastewater generation (see Item 18). Consequently, there are no water supply issues anticipated as a result of adding the development to the city's water supply system. According to the city engineer, water may be supplied to the development either through an existing services agreement with the City of Oakdale or via the Lake Elmo municipal water supply system.

The current Comprehensive Plan calls for municipal water facilities to be extended from the southeast corner of the Eagle Point Business Park along Hudson Boulevard to service this portion of the city.

Dewatering

Dewatering will become necessary if surficial groundwater is encountered during utility installation; however, it is unlikely that dewatering will be necessary because the depth to groundwater exceeds the planned depth of sanitary sewer, municipal water, and storm sewer in most areas within the study area. Based on data gathered from Unique Well No. 686580 upon installation in October 2002, static groundwater levels in the area are approximately 120 feet below grade. The quantity and duration of potential construction dewatering is not known at this time, but it is expected that any necessary dewatering for construction will be temporary. If groundwater is encountered during utility installation, it will be discharged to temporary sediment basins located within the project site.

If construction dewatering and pumping from the proposed development exceeds the 10,000-gallon per day or 1,000,000 gallons per year thresholds, a DNR Water Appropriation Permit will be obtained. If it becomes apparent that construction dewatering will not exceed 50 million gallons in total and duration of one year from the start of pumping, the contractor or project proposer will apply to the DNR Division of Waters for coverage under the amended DNR General Permit 97-0005 for temporary water appropriations. It is not anticipated that construction dewatering or pumping from the proposed development will be extensive or continue long enough to impact domestic or municipal wells.

14. Water-Related Land Use Management District

Does any part of the project involve a shoreland zoning district, a delineated 100-year flood plain, or a state or federally designated wild or scenic river land use district? ☐ *Yes* ☑ *No*
If yes, identify the district and discuss project compatibility with district land use restrictions.

The project site is not located within a shoreland zoning district. The site is not within 1,000 feet of a Minnesota DNR Public waterbody or 300 feet of a Minnesota DNR Public Watercourse, which would trigger a shoreland zoning district. According to FEMA Floodplain mapping (2008 Update), the project is located within Flood Panel 27163C0335E; HUC 7010206. The entire project is identified as being outside of either a 100 or 500-year flood zone (Exhibit 7). The site is also not in or adjacent to any state or federally-designated wild or scenic river land use zone.

15. Water Surface Use

Will the project change the number or type of watercraft on any water body? ☐ *Yes* ☑ *No*
If yes, indicate the current and projected watercraft usage and discuss any potential overcrowding or conflicts with other uses.

The project site does not encompass any surface waters that are used by watercraft.

16. Erosion and Sedimentation

Give the acreage to be graded or excavated and the cubic yards of soil to be moved:

Acres: Approximately 100 acres of 112.5 acres will be graded for streets, house pads, and stormwater features.

Cubic Yards: Approximately 750,000 cubic yards of soil will be moved.

Describe any steep slopes or highly erodible soils and identify them on the site map. Describe any erosion and sedimentation control measures to be used during and after project construction.

The Highly Erodible Land (HEL) List for Washington County, Minnesota (USDA NRCS, 2006) indicates there is one potentially highly erodible soil that covers approximately 23.7 acres in two areas within the study area (**Exhibit 8**). Chetek sandy loam (6-12 percent slopes) is located in the central portion of the western portion and in the southwest corner of the eastern portion of the property.

According to the USDA NRCS SSURGO database for Washington County (Accessed 2013), steep slopes (12 percent or greater) may be associated with the one soil mentioned above. Contour

mapping indicates that the majority of the surface topography is gently undulating. Elevations range from 1,078 feet in the northwestern portion of the site to 950 feet in the eastern portion of the site (Exhibit 2). The western portion of the site drains to the southwest, and the eastern portion drains east-northeast. With the majority of the project area being over 1,000 above mean sea level, the site contains some of the highest elevations in the city.

Because the project will involve disturbance of more than one acre of land, application for coverage under the National Pollutant Discharge Elimination System/State Disposal System (NPDES/SDS) General Permit will be submitted to the MPCA prior to initiating earthwork on the site. This permit is required for discharge of stormwater during construction activity and requires that Best Management Practices (BMPs) be used to control erosion, and that all erosion controls be inspected after each rainfall exceeding 0.5 inches in 24 hours. Erosion control practices that will be implemented on the site include:

1. Construction of temporary sediment basins in the locations proposed for stormwater ponding, and development of these basins for permanent use following construction.
2. Silt fence and other erosion control features installed prior to initiation of earthwork and maintained until viable turf or ground cover is established on exposed areas.
3. Periodic street cleaning and installation of a rock construction entrance to reduce tracking of dirt onto public streets.
4. Stabilization of exposed soils, phased with grading, within 7 days for slopes steeper than 3:1, 14 days for slopes less than 3:1 but greater that 10:1, and 21 days for slopes flatter than 10:1.
5. Energy dissipation, such as riprap, installed at storm sewer outfalls.
6. Use of cover crops, native seed mixes, sod, and landscaping to stabilize exposed surface soils after final grading.

Erosion control plans must be reviewed and accepted by the City of Lake Elmo and applicable watersheds prior to project construction. Because the above BMPs will be implemented during and after construction, potential adverse effects from construction-related sediment and erosion on water quality will be minimized.

17. Water Quality: Surface Water Runoff

a) Compare the quantity and quality of site runoff before and after the project. Describe permanent controls to manage or treat runoff. Describe any stormwater pollution prevention plans.

The project must meet the requirements of the city's Storm Water Ordinance. The project also must meet the requirements of the Valley Branch and South Washington Watershed Districts (e.g. infiltration, erosion), where applicable.

The city's Storm Water Ordinance is available on the city's website. Lake Elmo is also a mandatory small MS4 (Municipal Separate Storm Sewer System) city, and is required by federal and state law to obtain and implement a NPDES Stormwater permit administered by the MPCA. MS4s are also required to develop and implement a stormwater pollution prevention plan program (SWPPP), and submit an annual report to the MPCA.

Pre-Development Site Runoff

Existing site runoff likely contains pesticides, herbicides, and fertilizer residues due to the presence of agricultural fields and the golf practice area. There is also likely a minor amount of runoff that flows to the site from Keats Avenue North. However, because the site contains some of the highest elevations in the city, runoff primarily drains away from the site to the southwest and east-northeast. It is expected that a portion of the runoff infiltrates into the site's permeable, silty and sandy soils (see Item 19) and some likely reaches existing onsite stormwater ponds located on the golf course practice area.

Post-Development Site Runoff

The change in land use will decrease the amount of agricultural chemicals and suspended solids, and increase other components typical of urban runoff. It is expected that the volume of runoff will increase during significant storm events as a result of the increase in impervious surface area. It is anticipated that only extreme conditions such as those occurring in connection with 50- or 100-year storm events will result in measurable increases in runoff volume and associated pollutant transport. The preservation and creation of open space in the form of buffers, parks, woodlands, and ponds will help to mitigate potential adverse effects from the increase in impervious surface.

Runoff water quality will be typical of residential developments, and will likely be slightly degraded due to pollutants deposited on roads, roofs, and other impervious surfaces. Similar to current conditions, sediment, nutrient, and other pollutant removal will occur when much of the stormwater filters through upland vegetation, vegetated drainage swales, stormwater ponds, and other best management practices, including infiltration. Preserved and newly seeded vegetation will provide filter strips to help remove sediment and nutrients before runoff discharges to area wetlands and surface waters, mitigating potential effects on water quality.

Potential adverse effects of runoff volume and quality will be further mitigated by the construction of approximately 5.0 acres of stormwater ponds, which will be designed to reduce peak runoff rates and meet all requirements of the City of Lake Elmo, and Valley Branch and South Washington Watershed Districts. The design of ponding areas and the quality of stormwater discharging from the development will meet the requirements of the MPCA General Stormwater Permit for Construction Activity (Minnesota Stormwater Manual, and applicable local regulations. In a storm event, stormwater will be retained in the ponds and discharged at or below existing peak runoff rates.

BMPs will be employed during construction to reduce erosion and sediment loading of stormwater runoff. Inspection and maintenance of BMPs during construction will be consistent with NPDES/SDS General Permit requirements, including site inspection after rainfall events, perimeter sediment control maintenance, and sediment removal.

b) *Identify routes and receiving water bodies for runoff from the site; include major downstream water bodies as well as the immediate receiving waters. Estimate impact runoff on the quality of receiving waters.*

According to available watershed district mapping, the project site is located within the Valley Branch and South Washington Watershed Districts (Exhibit 6). Surface waters generally flow east-northeast towards Lake Elmo, and southwest towards an unnamed creek which connects Armstrong Lake to Wilmes Lake. Because the site represents one of the highest locations in the city, the site does not receive directed runoff from off-site waterbodies such as Raleigh Creek, Eagle Point Lake, or Lake Elmo, and there are no direct hydrologic connections to these waterbodies from the project site.

The goal of the project will be to maintain peak discharge rates at or below the existing condition. Post-construction drainage will follow similar pathways, with minor differences in drainage routes and increases in the volume of road ditches and swale flows. Post-development stormwater runoff will either travel overland, into stormwater ponds, or through storm sewers prior to discharging to receiving waters.

For the following reasons, it is anticipated that site development will have minimal effects on receiving water quality:

- Preservation and creation of approximately 27 acres of buffers, parks, woodlands, and ponds (24 percent of the site).
- Hydraulic storage within sediment basins will be designed, and BMPs implemented, in accordance with the General NPDES/SDS Permit for Construction Activities to protect water quality and control erosion.

18. Water Quality: Wastewaters

a) Describe sources, composition and quantities of all sanitary, municipal and industrial wastewater produced or treated at the site.

Only normal domestic wastewater production is expected from the project. The types of wastewater produced will be typical of new residential developments. No onsite municipal or industrial wastewater treatment is anticipated or planned.

Both the MPCA and the Metropolitan Council Environmental Services (MCES) have compiled and documented extensive data that relates wastewater flow generation to population and land use. Sanitary wastewater production for the proposed development was estimated based on the methods outlined in the Service Availability Charge (SAC) Procedure Manual (MCES, 2012). The MCES has established 274 gallons per day (gpd) to be the average daily wastewater production from a typical residential connection. One SAC unit is defined as 274 gallons of wastewater flow volume, which is based on the assumption of 2.74 persons per unit and 100 gallons per capita day (gpcd) of wastewater production.

Each single family residence and townhome was assigned one SAC unit. The estimated maximum potential daily wastewater production for the entire development is 85,488 gpd. The following table provides information on wastewater production based on land use.

Table 18.1
Wastewater Production Predicted

Proposed Use	SAC Rate	Units	SAC Units	Wastewater (gallons/day)
Single Family Homes	1/Unit	190	190	52,060
Townhomes	1/Unit	122	122	33,428
		Total	**312**	**85,488**

b) *Describe waste treatment methods or pollution prevention efforts and give estimates of composition after treatment. Identify receiving waters, including major downstream water bodies (identifying any impaired waters), and estimate the discharge impact on the quality of receiving waters. If the project involves on-site sewage systems, discuss the suitability of site conditions for such systems.*

No on-site sanitary sewage treatment is proposed.

c) *If wastes will be discharged into a publicly owned treatment facility, identify the facility, describe any pretreatment provisions and discuss the facility's ability to handle the volume and composition of wastes, identifying any improvements necessary.*

According to the city's approved Comprehensive Plan, the project area is situated within a designated sewer service area (see Future Land Use – Sewer Plan, 2012). Current plans call for the proposed development site to be served by municipal sewer extended from the southeast corner of the Eagle Point Business Park along Hudson Boulevard. All wastewater from the proposed project will be discharged to the Woodbury, Oakdale, Northdale, and East Oakdale (WONE) Interceptor. The amended Land Use Plan (2012) forecasts approximately 515 new households connecting to the WONE Interceptor by 2015, and an additional 1,235 households by 2020. From the WONE Interceptor, wastewater from the development would flow to the Metropolitan Wastewater Treatment Plant in St. Paul, Minnesota for treatment; the largest wastewater treatment facility in Minnesota. This facility currently treats approximately 215 million gallons of wastewater each day, and has the capacity to treat up to 250 million gallons per day. The Metropolitan Council projects ample capacity at this plant through 2030. Consequently, no wastewater facility or treatment capacity issues are anticipated (MCES 2007).

19. Geologic Hazards and Soil Conditions

Approximate depth (in feet) to groundwater:	**0**	*minimum*	**~150**	*average*
Approximate depth (in feet) to bedrock:	**~50**	*minimum*	**~125**	*average*

a) *Describe any of the following geologic site hazards to ground water and also identify them on the site map: sinkholes, shallow limestone formations or karst conditions. Describe measures to avoid or minimize environmental problems due to any of these hazards.*

Groundwater elevations within the vicinity of the site are around 875 feet above sea level based on The Geologic Atlas of Washington County, Minnesota (1990) C-5, Plate 5. Topographic mapping indicates that elevations on the site range from approximately 1,070 above mean sea level in the northwest corner of the site to 980 above mean sea level towards the eastern border of the site. Consequently, the maximum depth to groundwater is estimated at about 195 feet. Because surficial groundwater is sometimes encountered in seasonally wet areas, the minimum depth to groundwater is estimated at 0 feet. The approximate average depth to groundwater was calculated by averaging the topographic elevations on the site (1,025) and subtracting the anticipated depth shown on the Washington County Atlas (875).

Depth to bedrock was estimated from the record of Unique Well No. 686580 (County Well Index, 2012) (**Appendix C**). The well and boring record completed for this new well in October 2002 indicates that Prairie Du Chien bedrock was reached at a depth of 152 feet below grade. The Geologic Atlas of Washington County, Minnesota (1990) C-5, Plate 4 indicates that the distance to bedrock ranges between approximately 50 and 200 feet below grade.

b) *Describe the soils on site, giving NRCS (SCS) classifications, if known. Discuss soil texture and potential for groundwater contamination from wastes or chemicals spread or spilled onto the soils. Discuss any mitigation measures to prevent such contamination.*

The Geologic Atlas of Washington County, Minnesota (1990) C-5, Plate 1 indicates there are no known sinkholes, exposed bedrock, springs, or seeps on or near the site. If such features are encountered on the site, actions will be taken to mitigate potential effects such as stormwater routing, soil stabilization, and groundwater protection practices.

Soil Classification

The Soil Survey Geographic (SSURGO) digital database for Washington County (USDA NRCS, Accessed 2013) indicates the soils that occur within the project area (**Exhibit 8**) are classified as summarized in Table 19.1. Soils on the site are predominantly non-hydric silty and sandy loams.

Table 19.1. Soils Classification

Map Symbol	Soil Classification	Hydric[1]	Prime Farmland[2]
264	Freeon silt loam, 1 to 4 percent slopes	Not hydric	All areas are Prime Farmland
153B	Santiago silt loam, 2 to 6 percent slopes	Not hydric	All areas are Prime Farmland
153C	Santiago silt loam, 6 to 15 percent slopes	Not hydric	Farmland of Statewide importance
155C	Chetek sandy loam, 6 to 12 percent slopes	Not hydric	Not Listed
155D	Chetek sandy loam, 12 to 25 percent slopes	Not hydric	Not Listed
342B	Kingsley sandy loam, 2 to 6 percent slopes	Not hydric	All areas are Prime Farmland
49B	Antigo silt loam, 2 to 6 percent slopes	Not hydric	All areas are Prime Farmland

[1] Based on the NRCS List of Hydric Soils of Minnesota (1995).
[2] Based on the USDA/NRCS Prime Farmland of Washington County, Minnesota (2002).

A geotechnical subsurface investigation has been initiated. Results of the investigation will be published separately.

Potential for Groundwater Contamination

The *Geologic Atlas of Washington County, Minnesota* (1990) pollution sensitivity map indicates that the sensitivity of groundwater to pollution in the project areas is generally moderate. Sensitivity of groundwater systems to pollution is defined as the approximate time it takes from the moment a contaminant infiltrates the land surface until it reaches an aquifer. Although shallow groundwater is

highly susceptible to contamination, moderately permeable soils with finer textures will slow or restrict the movement of water, which extends the time needed for chemicals to break down before reaching the water table. As stated in Item 19, the average depth to groundwater on the site is estimated at approximately 150 feet below ground surface, providing a significant buffer between the soil surface and the groundwater aquifer.

Because development will be typical of residential uses, no unusual wastes or chemicals are anticipated to be spread or spilled that would cause significant groundwater contamination. The proposed project may offer continued groundwater protection by providing adequate stormwater treatment and vegetated infiltration areas such as rain gardens, and buffers to help capture runoff and filter pollutants.

The project will adhere to the Valley Branch and South Washington Watershed Districts infiltration requirements for stormwater. Because of the site's elevated position in the overall landscape, the propensity for runoff to drain away from rather than towards the site, and the absence of surface water connections to known PFC-contaminated waterbodies (i.e. Raleigh Creek, Eagle Point Lake, and Lake Elmo), the potential for infiltrating contaminated surface waters on the site is low.

Special Well and Boring Construction Area

According to the Minnesota Department of Health, 2012, a special well and boring construction area is "a mechanism which provides for controls on the drilling or alteration of public and private water supply wells, and monitoring wells in an area where groundwater contamination has, or may, result in risks to the public health. The purpose of a Special Well and Boring Construction Area is to inform the public of potential health risks in areas of groundwater contamination, provide for the construction of safe water supplies, and prevent the spread of contamination due to the improper drilling of wells or borings." Contractors proposing to drill a well or boring in an advisory area must first contact the Minnesota Department of Health, Well Management Section to determine proper procedures for installation. As previously discuss, Perfluorochemical (PFC)-groundwater contamination exists near the project area. While the project is located in a Special Well and Boring Construction Area, installation of new groundwater wells is not planned by the project.

Groundwater Protection and Mitigation Measures

The Savona residential development will offer a higher level of groundwater protection than exists under current conditions. Chemical applications can be high in agriculturally-dominated landscapes. The conversion of the site to urban uses will ensure greater protection of groundwater by: (1) covering exposed soils with turf and landscape plants to reduce infiltration of nutrients and pesticides; (2) reducing hazardous materials on the property to include only household quantities; (3) providing 27 acres of park, woodland, and open space; (4) providing stormwater treatment systems; (5) abandoning an existing irrigation well; and (6) not drilling any new wells for the project.

20. Solid Wastes, Hazardous Wastes, and Storage Tanks

a) *Describe types, amounts and compositions of solid or hazardous wastes, including solid animal manure, sludge and ash, produced during construction and operation. Identify method and location of disposal. For projects generating municipal solid waste, indicate if there is a source separation plan; describe how the project will be modified for recycling. If hazardous waste is generated, indicate if there is a hazardous waste minimization plan and routine hazardous waste reduction assessments.*

Construction activities will generate wastes typical of residential development operations. No solid or hazardous wastes, including solid animal manure, sludge, and ash, will be produced during construction and/or operation. The contractor will dispose of wastes generated at the site in an approved method by using commercial dumpsters and disposing construction wastes at an MPCA-permitted landfill. The contractor will recycle construction waste that can be recycled, when feasible.

Following project construction, solid waste generation will be typical of occupied residential developments of this size. It is not anticipated that the proposed project will generate significant amounts of wastes that would be considered hazardous aside from typical household cleaners, paints, lubricants, and fuel storage for small power equipment. The majority of the solid waste generated will include materials such as paper, organics (food wastes, wood, and rubber products), yard waste, and inert solids. The remaining wastes will likely include plastics, metals, and glass.

According to the Metropolitan Solid Waste Management Policy Plan 2010-2030 (MPCA, 2011), a Minnesota family of five generates approximately six tons of garbage per year, or 1.2 tons per occupant. The following residential solid waste generation rates were based on the conservative figures that the average single-family dwelling consists of 2.9 persons based on 2010 City of Lake Elmo census data. The household occupant number was then multiplied by 1.2 tons per person per year, based on the MPCA estimate for Minnesota families. Using these conservative figures, the proposed development could generate as much as 1,086 tons per year (312 units X 2.9 people/unit X 1.2 tons/person/year) of residential municipal solid waste per year.

Residents within the new development will contract individually with waste haulers for solid waste collection and recycling services under the city's open trash and recycling collection system. According to the cities web page, there are currently five licensed waste haulers. Curbside recycling, including paper, plastics, glass, and metals, is available to Lake Elmo residents through their solid waste collector. Participation in the recycling program by future residents of the project area is expected to reduce costs for solid waste trucking and disposal.

Waste generated in Washington County is delivered to the Resource Recovery Facility in Newport, Minnesota. The majority of the waste is processed into Refuse Derived Fuel (RDF). This fuel is burned in place of coal at Xcel's power plants in either Red Wing or Mankato, Minnesota.

b) *Identify any toxic or hazardous materials to be used or present at the site and identify measures to be used to prevent them from contaminating groundwater. If the use of toxic or hazardous materials will lead to a regulated waste, discharge or emission, discuss any alternatives considered to minimize or eliminate the waste, discharge or emission.*

Only normal construction and household hazardous wastes are anticipated. Toxic or hazardous material such as fuel for construction equipment and materials used during the normal construction process of residential units (paint, adhesives, stains, acids, bases, herbicides, and pesticides) will

likely be used in typical quantities during site preparation and unit construction. Builders and contractors are responsible for proper management and disposal of wastes generated during construction, which is typically handled by using construction dumpsters and the appropriate certified landfills. No known hazardous materials are currently located onsite. Use of toxic or hazardous materials, outside of vehicle fuels, standard household cleaners, and lawn care chemicals, is not anticipated within the project area in conjunction with the proposed residential development.

c) *Indicate the number, location, size and use of any above or below ground tanks to store petroleum products or other materials, except water. Describe any emergency response containment plans.*

As described in Item 9, a Phase I Environmental Site Assessment was conducted by Liesch Associates, Inc. in October 2012. No underground storage tanks or aboveground storage tanks were observed on the property, or reported to Liesch. It is currently not anticipated that above or below ground tanks for storage of petroleum or other materials will be located on the project site. However, if above or below ground tanks are proposed on the site, they will be installed according to MPCA regulations, and consideration will be given to spill and leak detection and prevention technologies, as well as double-walled tank construction.

21. Traffic

Parking spaces added:	0
Existing spaces (if project involves expansion):	0
Estimated total average daily traffic generated:	2,518
Estimated maximum peak hour traffic generated and time of occurrence:	253 trips (Peak hour approximately 4:30 to 5:30 PM)
Indicate source of trip generation rates used in the estimates.	Trip Generation, 9th Edition

If the peak hour traffic generated exceeds 250 vehicles or the total daily trips exceeds 2,500, a traffic impact study must be prepared as part of the EAW. Using the format and procedures described in the Minnesota Department of Transportation's Traffic Impact Study Guidance *(available at: http://www.dot.state.mn.us/accessmanagement/pdf/manualchapters/chapter5.pdf)* or a similar local guidance, provide an estimate of the impact on traffic congestion on affected roads and describe any traffic improvements necessary. The analysis must discuss the project's impact on the regional transportation system.

A traffic study was completed for the proposed project in April 2013. The traffic study examined the potential traffic-related impacts of the proposed project on the adjacent roadway system and key intersections near the site. A copy of the traffic study is included in Appendix E, and summarized below.

Trip Generation

The trip generation for the proposed project was determined based on the standard trip generation rates contained in Trip Generation, 9th Edition (Institute of Transportation Engineers, 2012). The trip generation estimates for the proposed project are shown in Table 21.1.

Table 21.1
Trip Generation Summary

Land Use	Development Units	Daily Trips (Trip Ends)	A.M. Peak Hour (Approx. 7:15 – 8:15 A.M.)			P.M. Peak Hour (Approx. 4:30 – 5:30 P.M.)		
			In	Out	Total	In	Out	Total
Single-Family Residential	190 DUs	1,810	36	107	143	120	70	190
Multi-Family Residential	122 DUs	708	9	45	54	42	21	63
Totals	**312 DUs**	**2,518**	**45**	**152**	**197**	**162**	**91**	**253**

As shown in Table 21.2, the proposed project is expected to generate a total of 2,518 trips on a daily basis, 197 trips during the a.m. peak hour (with 45 inbound and 152 outbound), and 253 trips during the p.m. peak hour (with 162 inbound and 91 outbound). The values listed under the "Daily" column represent total trip ends. A trip end is one movement to or from a location. For example, a resident leaving home in the morning to drive to work produces one morning trip end from the house. The return trip home in the afternoon produces a second trip end to that house.

Access and Trip Assignment

Access for the proposed project will be provided via a newly constructed collector roadway (5th Street North) which will then intersect with Keats Avenue (CSAH 19). The newly constructed roadway was originally identified in the City of Lake Elmo's Comprehensive Transportation Plan. The Transportation Plan suggested a new east-west roadway between 10th Street (CSAH 10) and the I-94 frontage road be added to the transportation system. This new roadway alignment has been incorporated into the site plans of the proposed project and represents the southern boundary of the single-family residential development. *"Designated as a minor collector, this route would allow local traffic to access the north-south county roads. Rather than a straight shot between points, this roadway would likely curve between new developments to provide access."* According to the City's Transportation Plan, this new east-west roadway is expected to handle approximately 5,000 vpd by the year 2030 between Keats Avenue and Inwood Avenue to the west. Once extended through to Inwood Avenue, some traffic flowing east to Keats Avenue would likely be re-directed west to Inwood Avenue for access to the I-94 corridor. This new east-west roadway will also likely reduce the traffic volumes along 10th Street to levels where capacity improvements will not likely be needed by the year 2030.

The trips generated by the proposed project were distributed to the adjacent roadway system using the following directional distribution:

- 15 percent to/from the north via Keats Avenue (CSAH 19)
- 10 percent to/from the south via Keats Avenue (CSAH 19)
- 20 percent to/from the east via I-94
- 40 percent to/from the west via I-94
- 15 percent to/from the west via Hudson Boulevard

Existing Conditions

An operations analysis was conducted for the a.m. and p.m. peak hours at the following key intersections in order to determine how traffic conditions currently operate in the study area:

- Keats Avenue (CSAH 19) at 10th Street (CSAH 10)
- Keats Avenue (CSAH 19) at Hudson Boulevard
- Keats Avenue (CSAH 19) at I-94 West Ramps
- Keats Avenue (CSAH 19) at I-94 East Ramps
- Inwood Avenue (CSAH 13) at Hudson Boulevard

The Keats Avenue (CSAH 19) intersections with the I-94 West and East Ramps are signalized, as well as the Inwood Avenue (CSAH 13) intersection with Hudson Boulevard. The Keats Avenue intersection with 10th Street (CSAH 10) is all-way stop controlled, and the Keats Avenue (CSAH 19) intersection with Hudson Boulevard is side-street stop controlled.

The existing conditions analysis revealed that all five (5) of the key intersections currently operate at acceptable level of service (LOS) C or better during the a.m. and p.m. peak hour with existing geometrics and traffic control.

Future Conditions

It is anticipated that the proposed project will be fully built-out by the year 2018. Therefore, an operations analysis was also completed for the year 2018 in order to determine the traffic-related impacts of the proposed development on the adjacent roadway system. Two future year development scenarios were analyzed: year 2018 no-build, and year 2018 build. The year 2018 no-build conditions assume that the proposed project is not built; however, background traffic growth in the study area is assumed to grow at a 1.7 percent annual growth rate. The year 2018 no-build conditions is used as a future year base from which the year 2018 build traffic volumes were developed. The year 2018 build conditions assume that the proposed project is fully build-out. In addition to the five (5) key intersections analyzed as part of the existing conditions analysis, the proposed east-west roadway (5th Street) intersection with Keats Avenue (CSAH 19) was also analyzed as part of the year 2018 build conditions operations analysis.

The year 2018 no-build conditions analysis revealed that all of the five (5) key intersections continue to operate at acceptable LOS C or better during the a.m. and p.m. peak hours, with existing geometrics and traffic control.

The analysis results for the year 2018 build-out conditions revealed that even with the addition of the traffic generated by the proposed development, the five (5) key study intersections as well as the Keats Avenue (CSAH 19) intersection with the proposed 5th Street will operate at an acceptable LOS C or better during the a.m. and p.m. peak hours, with existing geometrics and traffic control.

Conclusions

While the proposed development will increase traffic volumes on adjacent roadways, the increase will not have an adverse impact on traffic operations since the adjacent roadways have enough reserve capacity to accommodate the site-related traffic. Therefore, with the exception of the proposed east-west collector roadway (5th Street) that will serve as the primary access to the proposed development, no additional improvements are needed to the existing roadway system to accommodate the proposed project.

22. Vehicle-Related Air Emissions

Estimate the effect of the project's traffic generation on air quality, including carbon monoxide levels. Discuss the effect of traffic improvements or other mitigation measures on air quality impacts.

Increased traffic will generate a relatively small corresponding increase in carbon monoxide levels and other vehicle-related air emissions. The project is expected to have a negligible impact on air quality. Consequently, baseline air quality monitoring, or predictive air quality modeling, has not been scheduled at this time, and no measures to mitigate air quality impacts have been considered.

23. Stationary Source Air Emissions

Describe the type, sources, quantities and compositions of any emissions from stationary sources of air emissions such as boilers, exhaust stacks or fugitive dust sources. Include any hazardous air pollutants (consult EAW Guidelines for a listing) and any greenhouse gases (such as carbon dioxide, methane, nitrous oxide) and ozone-depleting chemicals (chloro-fluorocarbons, hydrofluorocarbons, perfluorocarbons or sulfur hexafluoride). Also describe any proposed pollution prevention techniques and proposed air pollution control devices. Describe the impacts on air quality.

Because development of heavy industrial facilities is not proposed on this site, no stationary source air emissions are anticipated as a result of this project.

24. Odors, Noise and Dust

Will the project generate odors, noise or dust during construction or during operation? ☑ Yes ☐ No
If yes, describe sources, characteristics, duration, quantities or intensity and any proposed measures to mitigate adverse impacts. Also identify locations of nearby sensitive receptors and estimate impacts on them. Discuss potential impacts on human health or quality of life. (Note: fugitive dust generated by operations may be discussed at item 23 instead of here.)

Project development will not generate odors, noise or dust in excess of levels emitted during typical construction practices of suburban developments. Any odors, noise, or dust produced during construction will meet the requirements of the MPCA and applicable local regulations.

Odors

The project will not generate significant odors during construction or operation. The emission of odor by any use shall be in compliance with City Code Section 96.03, 4(a).

Noise

The project will be constructed in accordance with the city's established noise ordinance as outlined in City Code Sections 130.45 to 130.47. It is anticipated that noise levels will temporarily increase locally during project construction, but are expected to return to normal levels following project completion. Noise levels on and adjacent to the site will vary considerably during construction depending on the pieces of construction equipment being operated simultaneously, the percent of time in operation, and the distance from the equipment to the receptors. The nearest receptors to the proposed project are several single-family residences located to the north along Julep Avenue North, and commercial businesses to the south and west along both Eagle Point and Hudson Boulevards. In accordance with Section 130.47 of the City Code, construction equipment will not be operated between the hours of 6:00 pm and 7:00 am on weekdays, and during any hours on Saturdays, Sundays, and state and federal holidays.

Dust

The construction process is expected to generate some dust, but it is not anticipated that fugitive dust will be generated in objectionable quantities. Consideration will be given to suppression of airborne dust by application of water if significant fugitive dust generation occurs during site grading and equipment operation. In general, incidental dust emissions generated during site construction will be consistent with City Code Section 96.03, 4(a).

25. Nearby Resources

Are any of the following resources on or in proximity to the site?
If yes, describe the resource and identify any project-related impacts on the resource. Describe any measures to minimize or avoid adverse impacts.

Archaeological, historical or architectural resources? ☐ *Yes* ☑ *No*

The Minnesota State Historic Preservation Office (SHPO) conducted a search of the Minnesota Archaeological Inventory and Historic Structure Inventory for the project area (**Appendix D**). Based on their review, no previously-recorded archaeological sites or historic structures were identified in the database for the project area. Consequently, no further review of archaeological, historical or architectural resources is considered warranted at this time.

Prime or unique farmlands or land within an agricultural preserve? ☑ *Yes* ☐ *No*

According to the Natural Resources Conservation Service (NRCS), four of the eight soil types found on the site are classified as prime farmland (Table 19.1). These soils comprise 73.0 acres or approximately 65 percent of the site area.

Prime farmlands consist of land that has the best combination of physical and chemical characteristics for producing food, feed, forage, and oilseed crops. According to the NRCS, prime farmlands have "an adequate and dependable water supply from precipitation, a favorable temperature and growing season, acceptable acidity or alkalinity, acceptable salt and sodium content and few or no rocks." This does not mean all soils listed as prime farmland produce exceptionally high crop yields.

No farmland preservation measures have been considered. Because the site is guided for development, no clear alternatives to conversion of prime farmland are readily identifiable.

Designated parks, recreation areas or trails? ☐ *Yes* ☑ *No*

There are currently no designated parks, recreation areas, or trails within the project boundaries. Lake Elmo Regional Park Reserve is located less than a mile north of the proposed project site. Stonegate Park, located approximately 1,000 feet northwest of the project area, contains a playground and athletic fields.

Scenic views and vistas? ☐ *Yes* ☑ *No*

There are no scenic views or vistas located on or near the property.

Other unique resources? ☐ *Yes* ☑ *No*

26. Visual Impacts

Will the project create adverse visual impacts during construction or operation? Such as glare from intense lights, lights visible in wilderness areas and large visible plumes from cooling towers or exhaust stacks? ☐ Yes ☑ No. If yes, explain.

The project will not create adverse visual impacts. The proposed residential land use is consistent with other established uses in the area, and therefore will not create a significant change in visual aesthetics. Measures to soften visual transitions include providing buffers between existing homes and gravel mining operations to the north, preservation of tree cover where possible, and providing berms, buffers and landscaping adjacent to proposed collector streets and other adjacent land uses.

27. Compatibility with Plans and Land Use Regulations

Is the project subject to an adopted local comprehensive plan, land use plan or regulation, or other applicable land use, water, or resource management plan of a local, regional, state or federal agency? ☑ Yes ☐ No. If yes, describe the plan, discuss its compatibility with the project and explain how any conflicts will be resolved. If no, explain.

The project is subject to the City of Lake Elmo's Comprehensive Plan and Zoning Ordinance. As described in the recently amended Land Use Plan, the city plans to grow its population by increasing the total number of households from 2,779 to 3,519 by 2015. In accordance with a Memorandum of Understanding with the Metropolitan Council, the city has committed to providing 6,600 additional Residential Equivalent Connections (RECs) by 2030. This will be partially achieved by increasing residential density within the I-94 corridor. The Comprehensive Plan includes a land use and staging plan map that guides future community growth and improvement. The City of Lake Elmo zoning map designates the Dale property as HD-RR-SRD, which is a Rural Residential/Sewered Residential Holding District. The Frandsen property is currently zoned HD-A-SRD, which is an Agricultural/ Sewered Residential Holding District. Both are consistent with the proposed use, although re-zoning the properties to the appropriate LDR and MDR zoning will be required prior to development. The Lake Elmo I-94 Development Staging Plan map (2012) designates the project area as being within Stage I (new sewered development located west of Keats Avenue that will connect to the MCES WONE interceptor). Consequently, the proposed project is consistent with the goals and plans of both the City of Lake Elmo and the Metropolitan Council for this area.

28. Impact on Infrastructure and Public Services

Will new or expanded utilities, roads, other infrastructure or public services be required to serve the project? ☑ Yes ☐ No.

If yes, describe the new or additional infrastructure or services needed. (Note: any infrastructure that is a connected action with respect to the project must be assessed in the EAW; see EAW Guidelines for details.)

Public and private infrastructure improvements will need to be constructed in association with this development. These include but are not limited to: roadways, trails, stormwater systems, electrical lines, telephone lines, and continued improvements and upgrades to the sanitary sewer and water supply systems. The Comprehensive Plan calls for municipal sewer and water facilities to be extended from the southeast corner of the Eagle Point Business Park along Hudson Boulevard to service this portion of the city and proposed new residential development. The project will also require construction of a collector roadway along the southern portion of the property boundary that

would intersect with Keats Avenue North to the east for proper site access and traffic control. This collector road will eventually be extended west as those properties develop as guided. Impacts related to public improvements directly associated with the proposed development project are discussed throughout this document.

29. Cumulative Impacts

Minnesota Rule part 4410.1700, subpart 7, item B requires that the RGU consider the "cumulative potential effects of related or anticipated future projects" when determining the need for an environmental impact statement.

Identify any past, present or reasonably foreseeable future projects that may interact with the project described in this EAW in such a way as to cause cumulative potential effects. (Such future projects would be those that are actually planned or for which a basis of expectation has been laid.)

Describe the nature of the cumulative potential effects and summarize any other available information relevant to determining whether there is potential for significant environmental effects due to these cumulative effects (or discuss each cumulative potential effect under appropriate item(s) elsewhere on this form).

The changes in regional land use in the Lake Elmo area from open space and agricultural land to more urbanized uses is expected to have a cumulative impact on the area. Cumulative effects of this and future projects on natural resources and infrastructure are expected to be roughly proportional to the impacts discussed in this EAW, or somewhat greater if future projects are developed at a higher density. The City of Lake Elmo has planned for future growth and development in this particular area as part of its Amended Comprehensive Land Use Plan (2012), utility plans, stormwater management plans, and administration of zoning ordinances. These efforts will ensure that the cumulative impacts of future growth and development to the environment, and to the city's service capacity, are anticipated and mitigated.

The project proposer does not currently own or have options on adjacent lands. Consequently, the precise timing and nature of future development in the project vicinity is unknown. However, land adjacent to the project site is eventually expected to develop, per the city's Land Use Plan, thereby converting existing open space and agricultural lands to residential and commercial uses. The City of Lake Elmo's Amended Comprehensive Land Use Plan (2012) anticipates and guides the intensity of development within the city and directs necessary infrastructure improvements to support the planned development.

Parcels to the south, west, and northeast of the proposed project area are currently undeveloped and zoned HD-A-SRD or HD-RR-SRD. In keeping with the city's Comprehensive Plan, and the MOU with the Metropolitan Council, these parcels are expected to develop in the future to mediumdensity residential and/or commercial uses. Undeveloped parcels immediately surrounding the proposed development site contain similar land uses and land features as the project site. Existing land cover on these properties is primarily agricultural, with grasslands, wooded tree lines, and small wetlands interspersed. The proposed project will not result in conversion of jurisdictional wetland to upland, but will result in minor tree removal and conversion of agricultural lands to non-agricultural uses. Consequently, cumulative impacts to natural resources are anticipated to be minimal, and have been purposefully concentrated in this portion of the city to preserve an agricultural core to the north of 10th Street (CSAH 10).

Development of surrounding parcels will also result in cumulative impacts to city infrastructure such as roads, sewer, and water. These cumulative impacts have been thoughtfully contemplated and addressed in the city's Comprehensive, Transportation, Wastewater, and Water Plans. As the surrounding properties develop, they will be evaluated under the Minnesota Environmental Policy Act (MEPA) rules, and will adhere to guidelines presented in the city's approved zoning and comprehensive plans for the area.

Mitigation for anticipated minor cumulative impacts in the area will include providing approximately 27 acres of open space (24 percent of the site), providing buffers from surrounding developments, protecting woodlands to the extent practicable, pretreating stormwater and controlling stormwater rates, providing adequate municipal facilities such as potable water and wastewater treatment, and addressing future traffic issues. These provisions will help minimize potential cumulative effects of past developments and future developments within the region.

30. Other Potential Environmental Impacts

If the project may cause any adverse environmental impacts not addressed by items 1 to 28, identify and discuss them here, along with any proposed mitigation.

No other adverse environmental impacts are anticipated as a result of this project. Potential environmental impacts have been addressed in Items 1 through 29.

31. Summary of Issues

Do not complete this section if the EAW is being done for EIS scoping; instead, address relevant issues in the draft Scoping Decision document, which must accompany the EAW.

List any impacts and issues identified above that may require further investigation before the project is begun. Discuss any alternatives or mitigative measures that have been or may be considered for these impacts and issues, including those that have been or may be ordered as permit conditions.

Table 31.1. Summary of Issues and Mitigation Measures

Item	Title	Mitigation Measures
8	Permits and Approvals Required	Apply for and receive all applicable permits prior to project construction.
9	Land Use	Abandon existing septic system on Frandsen parcel according to local code requirements. Prepare a Construction Contingency Plan to detail management of debris and impacted soils during development.
11	Fish, Wildlife, and Ecologically Sensitive Resources	Preservation and creation of approximately 27 acres of open space, stormwater ponding, woodland, and buffers.
13	Water Use	Sealing and abandonment of one irrigation well on the Frandsen parcel; compliance with DNR Water Appropriation Permit requirements; connection to the municipal water supply system.

Table 31.1. Summary of Issues and Mitigation Measures

Item	Title	Mitigation Measures
16	Erosion and Sedimentation	Minimize the potential for erosion by BMP implementation; compliance with the city's Erosion and Sediment Control Ordinance and NPDES/SDS General Permit requirements; preparation of a SWPP plan.
17	Water Quality: Surface Water Runoff	Creation of stormwater ponds and BMP's to manage stormwater runoff and adhere to the city's Storm Water Ordinance and watershed rules.
21	Traffic	Detailed traffic recommendations are provided within the conclusions portion of Section 21 of this document.

RGU CERTIFICATION

*The Environmental Quality Board will only accept **SIGNED** Environmental Assessment Worksheets for public notice in the EQB Monitor.*

I hereby certify that:

- The information contained in this document is accurate and complete to the best of my knowledge.
- The EAW describes the complete project; there are no other projects, stages or components other than those described in this document, which are related to the project as connected actions or phased actions, as defined at Minnesota Rules, parts 4410.0200, subparts 9b and 60, respectively.
- Copies of this EAW are being sent to the entire EQB distribution list.

Signature_____ Date _____

Title: Kyle Klatt, Planning Director, City of Lake Elmo

Environmental Assessment Worksheet was prepared by the staff of the Environmental Quality Board at the Minnesota Department of Administration, Office of Geographic and Demographic Analysis. For additional information, worksheets or for *EAW Guidelines*, contact: Environmental Quality Board, 658 Cedar St., St. Paul, MN 55155, 651-201-2492, or http://www.eqb.state.mn.us

Exhibits 1 - 8

Savona EAW
Washington County, Minnesota

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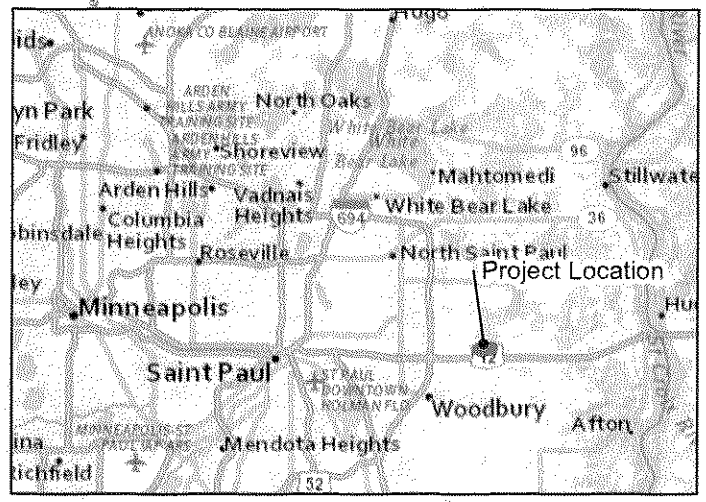

Data Source(s): Westwood Professional Services Survey Data (2012), USGS DRG (ESRI Basemap, Accessed 2012)

Savona EAW

Lake Elmo, Minnesota

Site Location

EXHIBIT 1

Westwood

Westwood Professional Services, Inc.
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N

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Legend

EAW Project Boundary

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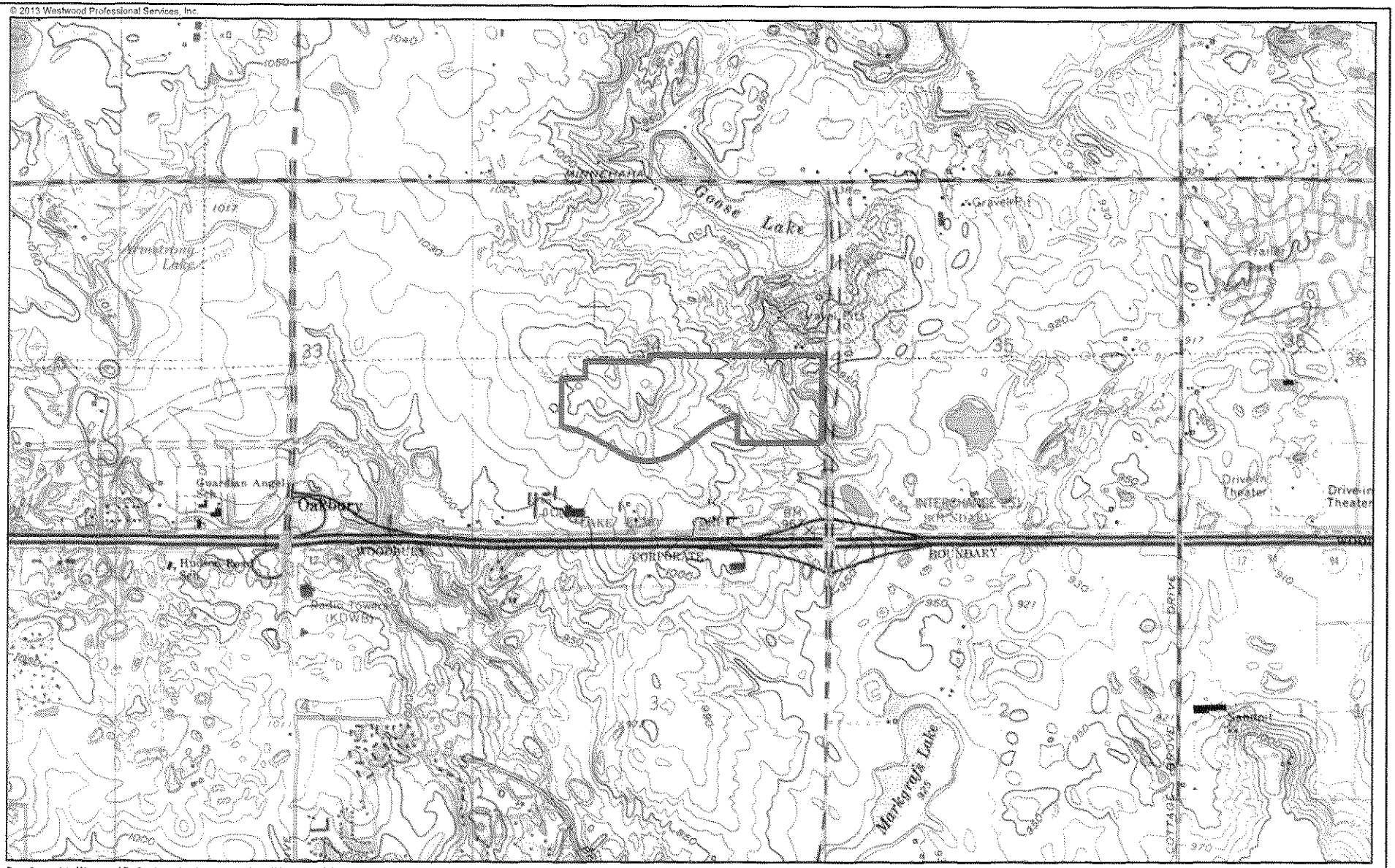

Data Source(s): Westwood Professional Services Survey Data (2012), USGS DRG (ESRI Basemap, Accessed 2012)

Savona EAW

Lake Elmo, Minnesota

USGS Topography

EXHIBIT 2

Westwood Professional Services, Inc.
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EAW Project Boundary

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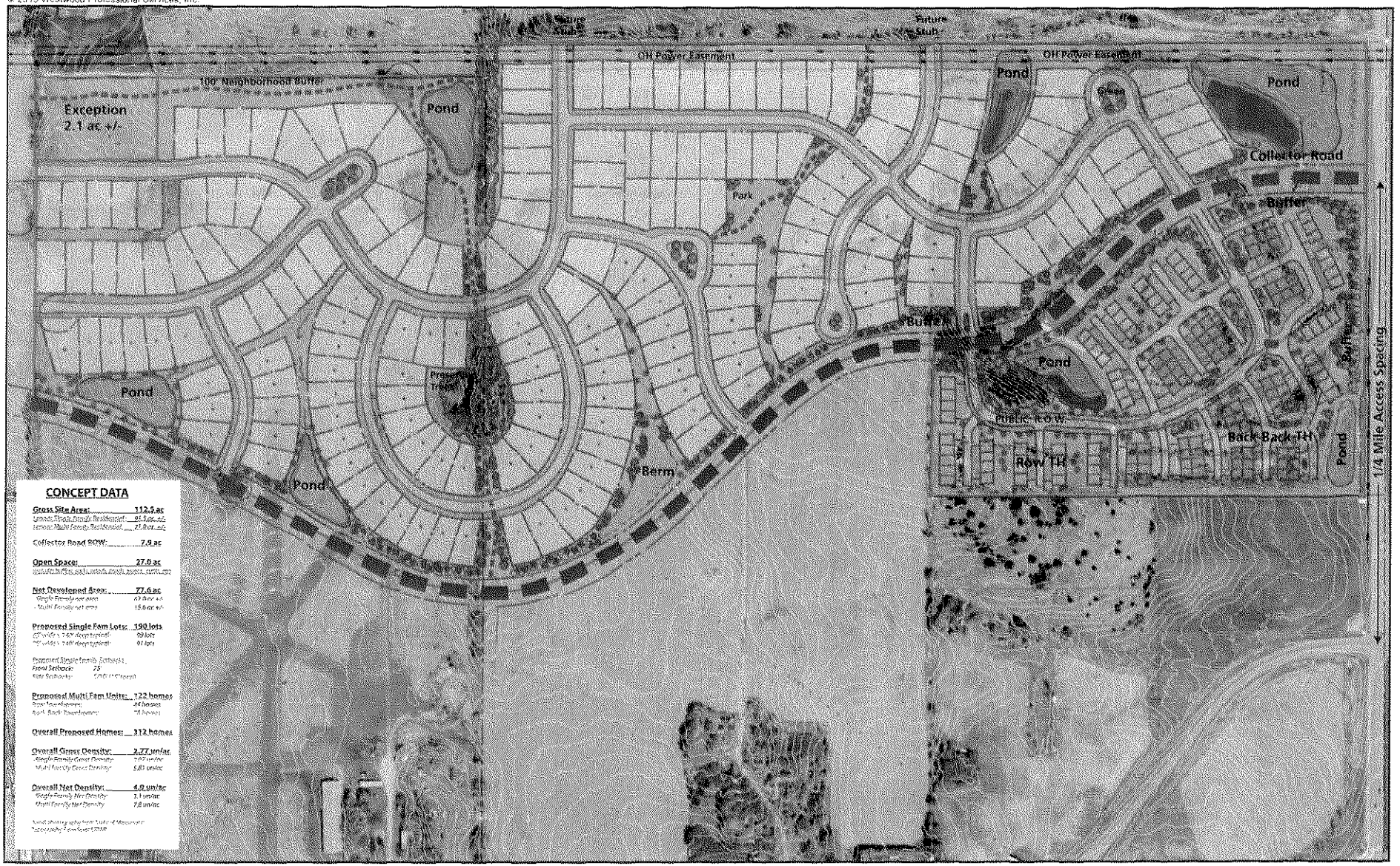

CONCEPT DATA

Gross Site Area:	**112.5 ac**
Urban Single Family Residential	84.5 ac +/-
Urban Multi Family Residential	27.9 ac +/-
Collector Road ROW:	7.9 ac
Open Space:	**27.0 ac**
Net Developed Area:	**77.6 ac**
Single Family net area	61.9 ac +/-
Multi Family net area	15.6 ac +/-
Proposed Single Fam Lots:	**190 lots**
65' wide x 140' deep typical:	99 lots
75' wide x 140' deep typical:	91 lots
Proposed Single Family Setback:	
Front Setback:	25'
Side Setback:	5/10' (1 Story)
Proposed Multi Fam Units:	**122 homes**
Four Townhomes:	44 homes
Back Back Townhomes:	78 homes
Overall Proposed Homes:	**312 homes**
Overall Gross Density:	**2.77 un/ac**
Single Family Gross Density:	2.27 un/ac
Multi Family Gross Density:	5.83 un/ac
Overall Net Density:	**4.0 un/ac**
Single Family Net Density:	3.1 un/ac
Multi Family Net Density	7.8 un/ac

Data Source(s): Westwood Professional Services Survey Data (2012), USGS DRG (ESRI Basemap, Accessed 2012)

Savona EAW

Lake Elmo, Minnesota

Proposed Site Plan

EXHIBIT 3

Westwood Professional Services, Inc.
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N

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Data Source(s): Westwood Professional Services Survey Data (2012), USGS DRG (ESRI Basemap, Accessed 2012)

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Adjacent Land Use

EXHIBIT 4

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EAW Project Boundary

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Data Source(s): Westwood Professional Services Survey Data (2012), USGS DRG (ESRI Basemap, Accessed 2012)

Westwood

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N

Legend

- EAW Project Boundary 112.5 Acres
- Cropped Field 61.2 Acres
- Developed/Road 1.4 Acres
- Golf Course Driving Range 33.5 Acres
- Upland Meadow 9.4 Acres
- Excavated Pond 1.8 Acres
- Upland Woodland 5.2 Acres
- Natural Gas Pipeline Easement

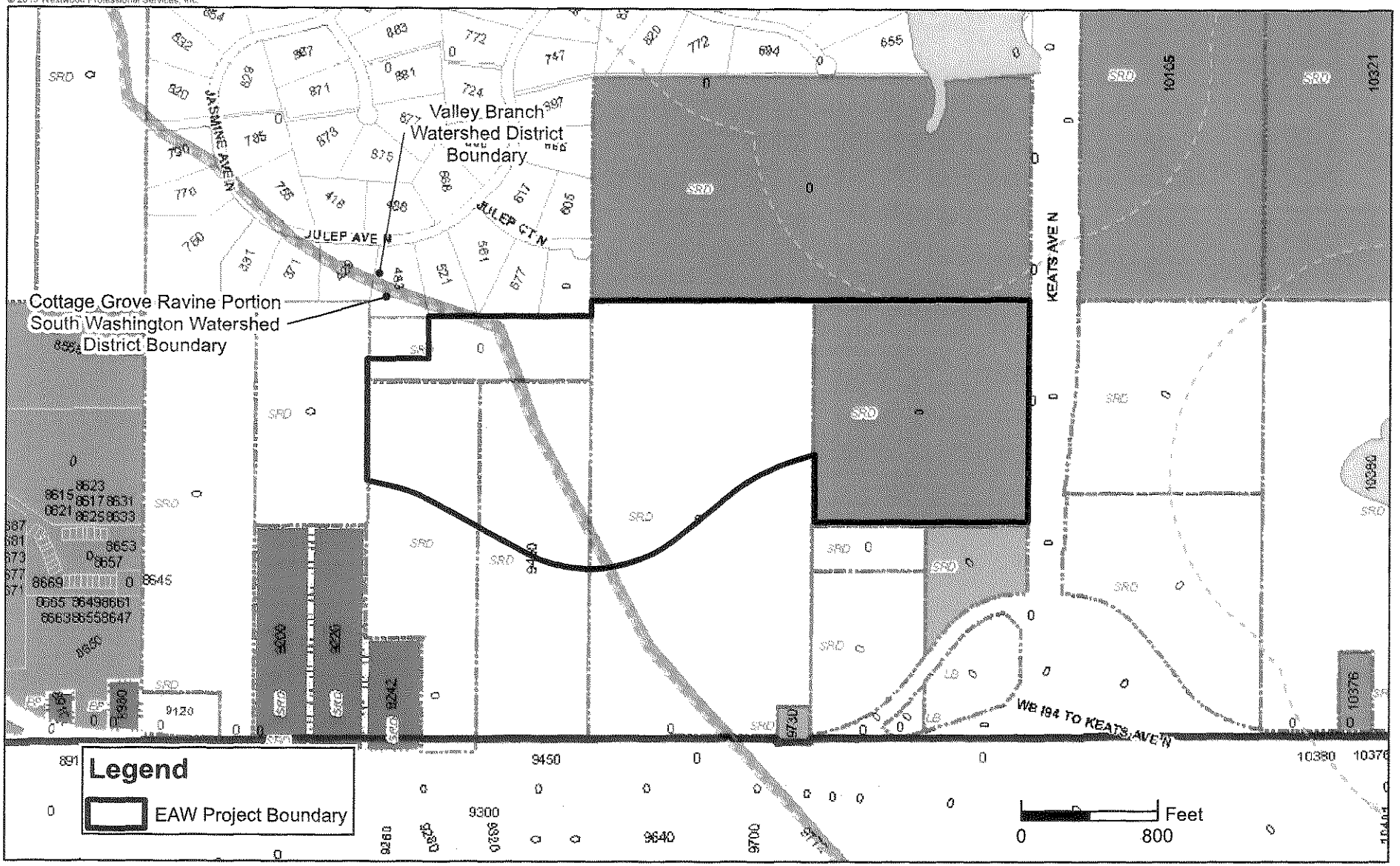
Savona EAW

Lake Elmo, Minnesota

Cover Type Mapping

EXHIBIT 5

Map Document: P:\120121161\GIS\EAW\LakeElmoZoning01A.mxd 4/1/2013 3:43:28 PM



Data Source(s): Westwood Professional Services Survey Data (2012), City of Lake Elmo Zoning Map (Accessed 2012)

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Lake Elmo, Minnesota

Zoning Map

EXHIBIT 6

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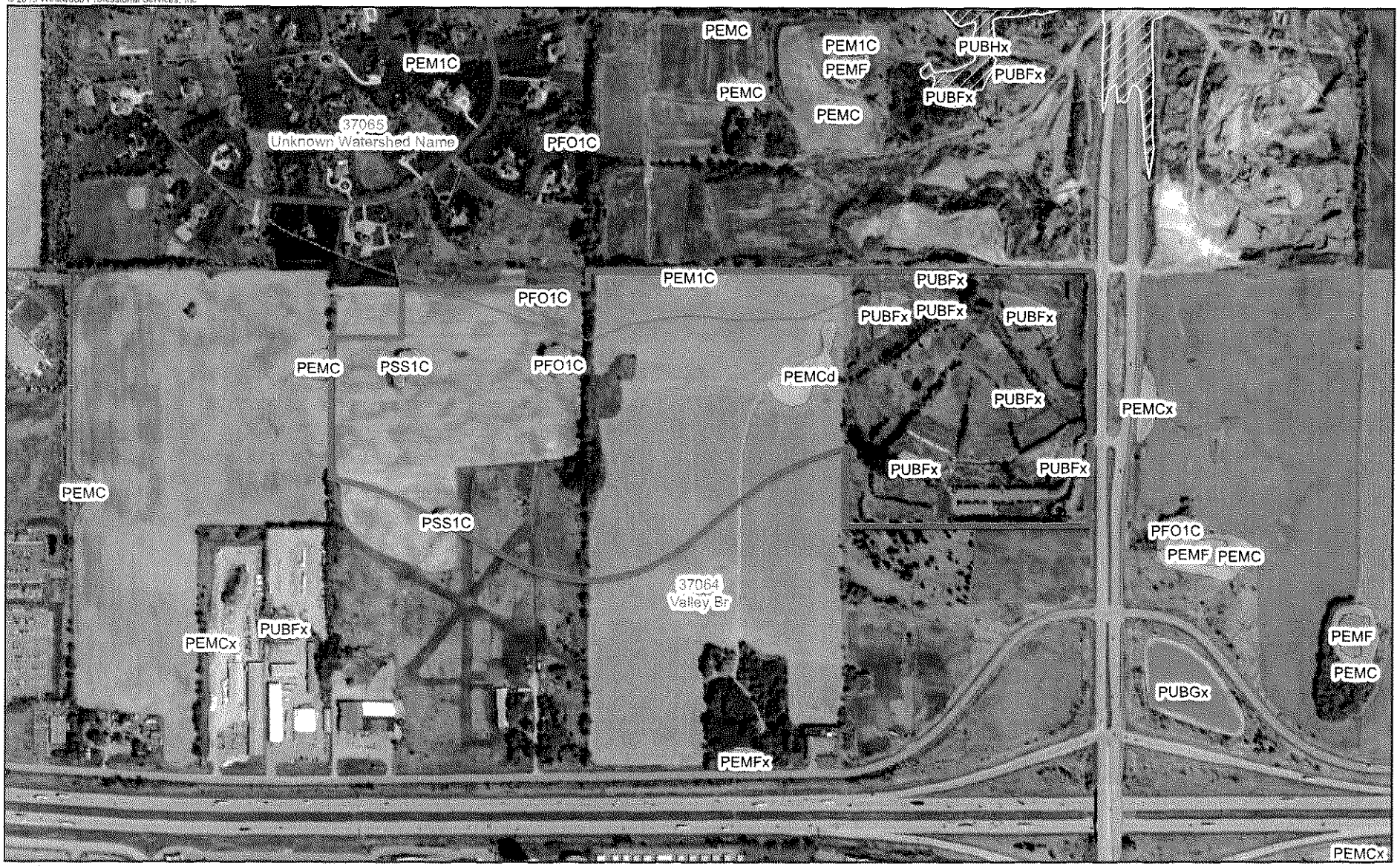
Legend

General: Village_Area, Lakes, Lake Elmo Boundary, Shoreland District Boundary

Watershed Districts: Browns Creek, Cottage Grove Ravine, Valley Branch

Zoning Districts: A, A-Baytown, OP/OS, BP, P/PF, R1, R2-PUD, R3, RE, RR, GB, HB, LB, LB-PUD, VR-A, VR-GB, VR-RR, VR-R1, I-94 HOLDING DISTRICT (see holding districts inset)

Map Document: P:\20121161\GIS\EAW\LakeElmo_WaterRes01A.mxd 4/1/2013 2:55:51 PM



Data Source(s): Westwood Professional Services Survey Data (2012),
USFWS NWI (1991), MN DNR Minor Watershed Boundaries (2002)
FEMA Floodplain Data (2008) USGS DRG (ESRI Basemap, Accessed 2012)

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Legend

- EAW Project Boundary
- MN DNR Minor Watershed Boundary
- Mapped 100-Year Floodplain
- NWI Mapped Wetland

Westwood

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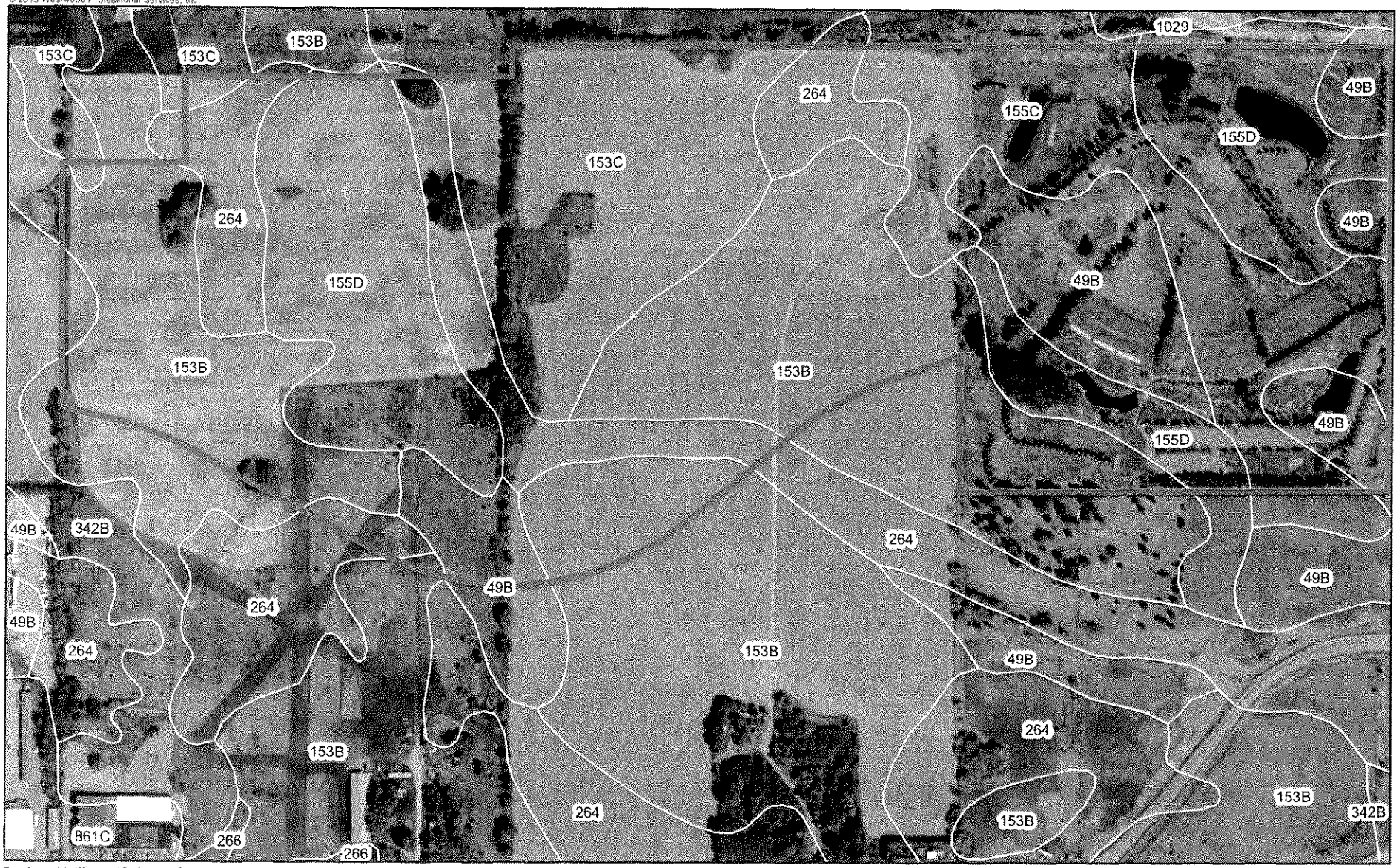
Savona EAW

Lake Elmo, Minnesota

Water Resources Mapping

EXHIBIT 7

Map Document: P:\20121161\GIS\EAW\LakeElmo_Soil01A.mxd 4/1/2013 2:50:04 PM



Data Source(s): Westwood Professional Services Survey Data (2012),
SURRGO Soils of Washington County (2004) USGS ORG (ESRI Basemap, Accessed 2012)

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Legend

- EAW Project Boundary
- Hydric Soil Unit
- Non-Hydric Soil Unit

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Lake Elmo, Minnesota

Soils Mapping

EXHIBIT 8

Appendix A

Liesch Test Pit Location Map

Savona EAW
Washington County, Minnesota

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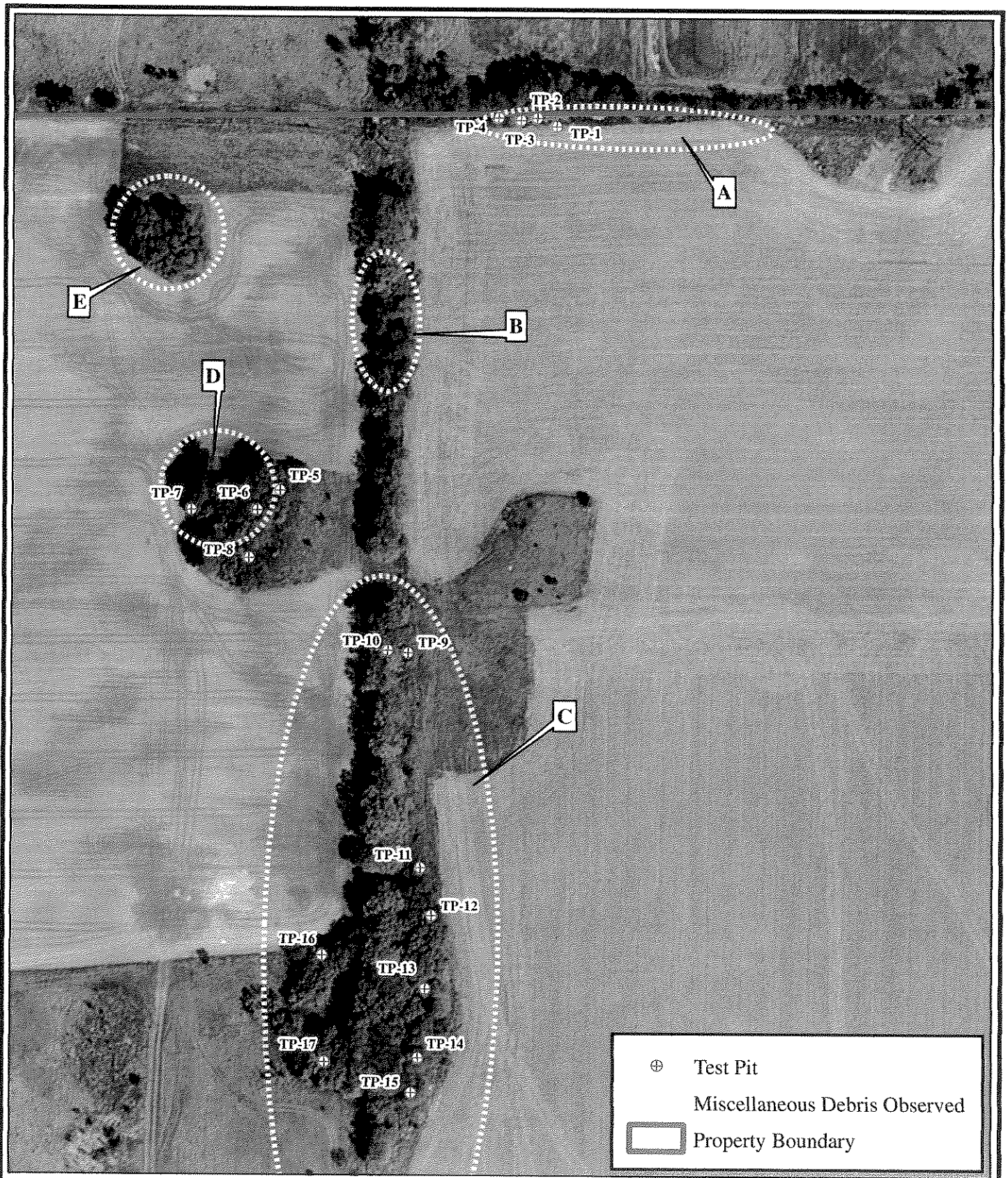

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Projection: NAD83 UTM Zone 15N

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LIESCH

Hydrogeologists ▪ Engineers ▪ Environmental Scientists

Minneapolis ▪ Los Angeles ▪ Milwaukee ▪ Phoenix

Lake Elmo, MN	Nov 12
Test Pit Locations	Figure 4

Appendix B

DNR Natural Heritage Database Search

Savona EAW
Washington County, Minnesota

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Minnesota Department of Natural Resources
Division of Ecological and Water Resources, Box 25
500 Lafayette Road
St. Paul, Minnesota 55155-4025
Phone: (651) 259-5109 E-mail: lisa.joyal@state.mn.us

December 19, 2012 **Correspondence # ERDB 20130158**

Mr. David Weetman
Westwood Professional Services, Inc.
7699 Anagram Drive
Eden Prairie, MN 55344

RE: Natural Heritage Review of the proposed Lake Elmo Property;
T29N R21W Section 34; Washington County

Dear Mr. Weetman,

As requested, the above project has been reviewed for potential effects to known occurrences of rare features. A search of the Minnesota Natural Heritage Information System did identify rare features within an approximate one-mile radius of the proposed project, but these records did not include any federally listed species and were either historical or not of concern given the project details that were provided with the data request form. As such, I do not believe the proposed project will adversely affect any known occurrences of rare features.

The Natural Heritage Information System (NHIS), a collection of databases that contains information about Minnesota's rare natural features, is maintained by the Division of Ecological and Water Resources, Department of Natural Resources. The NHIS is continually updated as new information becomes available, and is the most complete source of data on Minnesota's rare or otherwise significant species, native plant communities, and other natural features. However, the NHIS is not an exhaustive inventory and thus does not represent all of the occurrences of rare features within the state. Therefore, ecologically significant features for which we have no records may exist within the project area.

For environmental review purposes, the results of this Natural Heritage Review are valid for one year; the results are only valid for the project location (noted above) and project description provided on the NHIS Data Request Form. Please contact me if project details change or if an updated review is needed.

Please note that locations of the gray wolf (*Canis lupus*), state-listed as special concern, and the Canada lynx (*Lynx canadensis*), federally-listed as threatened, are not currently tracked in the NHIS. As such, the Natural Heritage Review does not address these species.

Furthermore, the Natural Heritage Review does not constitute review or approval by the Department of Natural Resources as a whole. Instead, it identifies issues regarding known occurrences of rare features and potential effects to these rare features. Additional rare features for which we have no data may be present in the project area, or there may be other natural resource concerns associated with the proposed project. For these concerns, please contact your DNR Regional Environmental Assessment Ecologist (contact information available at http://www.dnr.state.mn.us/eco/ereview/erp_regioncontacts.html). Please be aware that additional site assessments or review may be required.

Thank you for consulting us on this matter, and for your interest in preserving Minnesota's rare natural resources. An invoice will be mailed to you under separate cover.

Sincerely,

Samantha Bump
NHIS Review Technician

Appendix C

County Well Index Well Log

Savona EAW
Washington County, Minnesota

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Minnesota Unique Well No.
686580

County Washington
Quad Lake Elmo
Quad ID 102B

MINNESOTA DEPARTMENT OF HEALTH
WELL AND BORING RECORD
Minnesota Statutes Chapter 103I

Entry Date 11/13/2002
Update Date 05/13/2010
Received Date

Well Name M.M. GOLF ONE

Township Range Dir Section Subsections Elevation: 961 ft. (7.5 minute topographic map (+/- 5 feet))

29 21 W 34 DACDAC Elevation Method

Well Depth	Depth Completed	Date Well Completed
300 ft.	300 ft.	10/10/2002

Drilling Method Non-specified Rotary

Well Address
400 KEATS AV
LAKE ELMO MN 55042

Drilling Fluid: Other

Well Hydrofractured? ☐ Yes ☑ No
From Ft. to Ft.

Use Irrigation

Geological Material	Color	Hardness	From	To
SAND/GRAVEL	BROWN	MEDIUM	0	152
LIME	YELLOW	SOFT	152	300

Casing Type Steel (black or low carbon) Joint Welded Drive Shoe? ☑
Yes ☐ No *Above/Below* ft.

Casing Diameter	Weight	Hole Diameter
20 in. to 15 ft.	78.6 lbs./ft.	20 in. to 20 ft.
10 in. to 152 ft.	40.48 lbs./ft.	15 in. to 152 ft.

Open Hole from 152 ft. to 300 ft.

Screen NO Make Type

Diameter Slot/Gauze Length Set Between

Static Water Level
120 ft. from Land surface Date Measured 10/03/2002

PUMPING LEVEL (below land surface)
150 ft. after 6 hrs. pumping 300 g.p.m.

Well Head Completion
Pitless adapter manufacturer Model
☐ Casing Protection ☑ 12 in. above grade
☐ At-grade (Environmental Wells and Borings ONLY)

REMARKS
WELL INSPECTION BY MDH FOUND ONLY 15 FT. OF 20 IN. CASING IN THE WELL.

Grouting Information Well Grouted? ☑ Yes ☐ No

Grout Material: Neat Cement from 0 to 152 ft. 5 yrds.

Located by: Minnesota Department of Health
Method: Digitization (Screen) - Map (1:24,000)
Unique Number Verification: N/A
Input Date: 11/03/2003
System: *UTM - Nad83, Zone15, Meters* X: 507375 Y: 4977762

Nearest Known Source of Contamination
_feet _direction _type
Well disinfected upon completion? ☑ Yes ☐ No

Pump ☐ Not Installed Date Installed 10/10/2002
Manufacturer's name BERKELEY Model number 7-T120-15
__ HP 15 Volts 230
Length of drop Pipe 189 ft. Capacity 250 g.p.m Type Submersible Material

Abandoned Wells Does property have any not in use and not sealed well(s)? ☐
Yes ☑ No

Variance Was a variance granted from the MDH for this well? ☐ Yes ☑ No

First Bedrock Prairie Du Chien Group
Last Strat Prairie Du Chien Group
Aquifer Prairie Du Chien Group
Depth to Bedrock 152 ft.

Well Contractor Certification

Kimmes-BauerDrilling	19738	MILLER, M.
License Business Name	Lic. Or Reg. No.	Name of Driller

Appendix D

State Historic Preservation Office Correspondence

Savona EAW
Washington County, Minnesota

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David Weetman

From: Dean Sather
Sent: Wednesday, November 28, 2012 3:02 PM
To: David Weetman
Subject: FW: Property Search

From: Thomas Cinadr [mailto:thomas.cinadr@mnhs.org]
Sent: Wednesday, November 28, 2012 2:18 PM
To: Dean Sather
Subject: Re: Property Search

THIS EMAIL IS NOT A PROJECT CLEARANCE.

This message simply reports the results of the cultural resources database search you requested. The database search produced results for only previously known archaeological sites and historic properties. Please read the note below carefully.

No archaeological sites or historic structures were identified in a search of the Minnesota Archaeological Inventory and Historic Structures Inventory for the search area requested.

The result of this database search provides a listing of recorded archaeological sites and historic architectural properties that are included in the current SHPO databases. Because the majority of archaeological sites in the state and many historic architectural properties have not been recorded, important sites or structures may exist within the search area and may be affected by development projects within that area. Additional research, including field survey, may be necessary to adequately assess the area's potential to contain historic properties.

If you require a comprehensive assessment of a project's potential to impact archaeological sites or historic architectural properties, you may need to hire a qualified archaeologist and/or historian. If you need assistance with a project review, please contact Kelly Gragg-Johnson in Review and Compliance @ 651-259-3455 or by email at kelly.graggjohnson@mnhs.org.

The Minnesota SHPO Survey Manuals and Database Metadata and Contractor Lists can be found at
http://www.mnhs.org/shpo/survey/inventories.htm

Tom Cinadr

Survey and Information Management Coordinator
Minnesota State Historic Preservation Office
Minnesota Historical Society
345 Kellogg Blvd. West
St. Paul, MN 55102

651-259-3453

On Wed, Nov 21, 2012 at 10:32 AM, Dean Sather <Dean.Sather@westwoodps.com> wrote:

Mr. Cinadr,

I am requesting a Cultural Resource Database search for the following property located in Washington County:

Township 29 North

Range 21 West

Section 34

Please let me know if you have any questions or concerns regarding this request.

Thank you,

Dean T. Sather, MA, RPA

Archaeologist / Principal Investigator

Licensure MN #11-007

Westwood Professional Services

Serving clients across the Nation

DIRECT 952-906-7488

Appendix E

Traffic Impact Study

Savona EAW
Washington County, Minnesota

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Traffic Impact Study to be inserted when finalized.

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DRAFT

MEMORANDUM

Date: April 9, 2013

Re: **Savona: Traffic Study**
Lake Elmo, Minnesota
File 20121161.00

To: Joe Jablonski, Land Development Manager,
Lennar

From: John M. Hagen, P.E., PTOE, Senior Transportation Engineer
Cindie Flaig, Traffic Specialist

Executive Summary

As part of the on-going Environmental Assessment Worksheet (EAW) for the proposed Savona development, the City of Lake Elmo requested that a traffic study be completed in order to determine the traffic-related impacts associated with the proposed Savona residential development located in the northwest quadrant of the Keats Avenue (CSAH 19) intersection with Hudson Boulevard in Lake Elmo, Minnesota. The proposed development will consist of 190 single-family and 122 multi-family lots. The study results are summarized in the following paragraphs, with detailed information provided in the body of the memorandum.

Existing Conditions: Results of the traffic operations analysis indicate that all of the key intersections are currently operating at an acceptable LOS C or better during the a.m. and p.m. peak hours, with the existing traffic control and geometric layouts.

A review of the vehicular queues revealed that vehicles in the southbound through lanes currently back up past the existing left- and right-turn lanes approximately 2 percent of the p.m. peak hour. However, the existing lagging left-turn signal phase helps to minimize the negative operational impacts of this occasional blockage of the southbound turn lanes.

Proposed Development: It is anticipated that the proposed Savona residential development will be fully build-out by the year 2018. The proposed development will consist of 190 single-family and 122 multi-family lots. Access to the proposed development will be via a new east-west minor collector located between 10th Street (CSAH 10) and Hudson Boulevard. This new east-west collector roadway was initially identified in the City of Lake Elmo's Transportation Plan. As part of this project, the east-west collector roadway will be constructed from Keats Avenue (CSAH 19) to the western edge of the proposed Savona residential development (or approximately 3/4-mile west of Keats Avenue). Ultimately, the east-west collector roadway will

be extended to connect to Inwood Avenue (CSAH 13). However, the completion of this future connection will be dependent on the development of the adjacent properties.

The proposed Savona development will generate an estimated 2,518 trips on an average weekday, 197 trips during the a.m. peak hour (with 45 inbound and 152 outbound trips), and 253 trips during the p.m. peak hour (with 162 inbound and 91 outbound trips).

A comparison of the proposed development with the assumed land uses in the City of Lake Elmo's transportation plan revealed that the proposed Savona residential development appears to be consistent with the land use assumptions included in the Lake Elmo Comprehensive Plan.

Future Year 2018 No-Build Conditions: The year 2018 no-build analysis revealed that all intersections are expected to continue to operate at acceptable LOS C or better during the peak hours under the year 2018 no-build conditions with existing geometrics and signal timing.

Not surprisingly, the review of the vehicular queues revealed the same minor queuing issues reported during the existing conditions on the southbound approach of Inwood Avenue (CSAH 13) at the Inwood Avenue (CSAH 13) intersection with Hudson Boulevard during the p.m. peak hour will continue under the year 2018 no-build. Under year 2018 no-build conditions, the vehicular queues from the southbound through movement will back up past the existing left- and right-turn lanes approximately 6 percent of the p.m. peak hour (versus 2 percent under existing conditions). However, once again the existing lagging left-turn signal phase helps to minimize the negative operational impacts of this occasional blockage of the southbound turn lanes.

The increase in the background traffic from the existing conditions and the year 2018 no-build conditions result in another potential queuing issue in the future during the p.m. peak hour. The review of the vehicular queues also revealed that vehicles in the heavy eastbound to southbound movement from I-94 to CSAH 19 spill-out beyond the long eastbound dual right-turn lane approximately 1 percent of the p.m. peak hour. The existing traffic signal timing at the Keats Avenue (CSAH 19) intersection with the South I-94 Ramps should be monitored and may need to be adjusted in the future in order to minimize the likelihood of the vehicular queues of this heavy eastbound to southbound movement from spilling beyond the existing dual right-turn lanes and blocking access to the eastbound shared left-turn/through lane during the p.m. peak hour.

Future Year 2018 Full Build-out Conditions: The analysis results for year 2018 full build-out conditions indicate that all of the key intersections will continue to operate at an acceptable LOS C or better during the a.m. and p.m. peak hours, with the existing traffic control and geometric layouts.

Similar to the no-build conditions, a review of the year 2018 full build-out conditions vehicular queues revealed that the same minor queuing issues reported on the southbound approach of Inwood Avenue (CSAH 13) at the Inwood Avenue (CSAH 13) intersection with Hudson Boulevard; and the eastbound approach of the I-94 South Ramps at the Keats Avenue (CSAH 19) intersection during the p.m. peak hour. Under year 2018 build conditions, the vehicular queues from the southbound through movement at the Inwood Avenue (CSAH 13)

intersection with Hudson Boulevard will back up past the existing left- and right-turn lanes approximately 8 percent of the p.m. peak hour (versus 6 percent under no-build conditions); and the eastbound right-turning vehicles from I-94 to southbound CSAH 19 will continue to spill-out beyond the existing eastbound dual right-turn lane approximately 1 percent of the p.m. peak hour. The existing lagging left-turn signal phase at the Inwood Avenue (CSAH 13) intersection with Hudson Boulevard will continue to help minimize the negative operational impacts of this occasional blockage of the southbound turn lanes. The existing traffic signal timing at the Keats Avenue (CSAH 19) intersection with the South I-94 Ramps should be monitored and may need to be adjusted in the future in order to minimize the likelihood of the vehicular queues of this heavy eastbound to southbound movement from spilling beyond the existing dual right-turn lanes and blocking access to the eastbound shared left-turn/through lane during the p.m. peak hour. This potential signal timing adjustment would be needed with or without the proposed Savona development.

Secondary Access to Inwood Avenue (CSAH 13) or Hudson Boulevard: The proposed Savona residential development will construct a portion of 5th Street from Keats Avenue (CSAH 19) to the western limits of their site. As the remaining available land north of I-94 between Keats Avenue (CSAH 19) and Inwood Avenue (CSAH 13 develops, a secondary access may be needed to either Inwood Avenue (CSAH 13) to the west or Hudson Boulevard to the south, in order to relieve pressure on the proposed Keats Avenue (CSAH 19) intersection with 5th Street.

Based on the results of the traffic operations analysis, the intersection of Keats Avenue (CSAH 19) and 5th Street can accommodate 100 percent (or the full build-out) of the ultimate 796 dwelling units assumed by the City's comprehensive plan to be directly served by the proposed east-west collector (5th Street) before a secondary access is needed to relieve pressure on the intersection.

Conclusions/Recommendations: The existing roadway system and traffic control will be able to accommodate the proposed Savona residential development, assuming the construction of the proposed 5th Street from Keats Avenue (CSAH 19) to the western limits of the project to provide access in/out of the site.

Existing Conditions

The proposed development is located in the northwest quadrant of the Keats Avenue (CSAH 19) intersection with Hudson Boulevard in Lake Elmo, Minnesota (see Figure 1: Project Location). Keats Avenue (CSAH 19), in the vicinity of the proposed development, is a divided four-lane roadway with an existing speed limit of 55 mph north of Hudson Boulevard and 50 mph south of Hudson Boulevard.

Hudson Boulevard is a two-lane undivided roadway, and serves as north frontage road to I-94. The existing speed limit along Hudson Boulevard is 50 mph.

Inwood Avenue (CSAH 13), to the west of the proposed development, is a divided four-lane roadway with an existing speed limit of 45 mph north in the vicinity of Hudson Boulevard.

An operations analysis was conducted for the a.m. and p.m. peak hours at the following key intersections in order to determine how traffic conditions currently operates in the study area:

- Keats Avenue (CSAH 19) at 10th Street (CSAH 10)
- Keats Avenue (CSAH 19) at Hudson Boulevard
- Keats Avenue (CSAH 19) at North I-94 Ramps
- Keats Avenue (CSAH 19) at South I-94 Ramps
- Inwood Avenue (CSAH 13) at Hudson Boulevard

All key intersections were analyzed using Synchro/SimTraffic software. The existing signal timing (provided by the Washington County) was used in the analysis. Existing peak hour turning movement counts were collected by Westwood Professional Services in March 2013 at the Keats Avenue (CSAH 19) intersections with 10th Street (CSAH 10), Hudson Boulevard, and the North I-94 Ramps. Washington County staff provided year 2010 counts at the Keats Avenue (CSAH 19) intersection with the South I-94 Ramps and the Inwood Avenue (CSAH 13) intersection with Hudson Boulevard. Since there have been no major changes in this area and relatively stagnant economic conditions since the year 2010 traffic counts were taken by the County, the year 2010 traffic volumes were deemed to be a reasonable reflection of existing conditions at these two intersections

Current geometrics and peak hour traffic volumes at the key intersections are shown in Figure 2. Copies of the raw turning movement count data at each of the key intersections are provided in Appendix A.

Using the roadway geometric and traffic volume data described above as input, traffic operational analysis was performed per the standards set out in the 2010 Highway Capacity Manual, published by the Transportation Research Board. Synchro/SimTraffic 7 was used to complete the analysis.

Base map source: Bing Maps, Microsoft Corporation, 2013

April 9, 2013
#20121161

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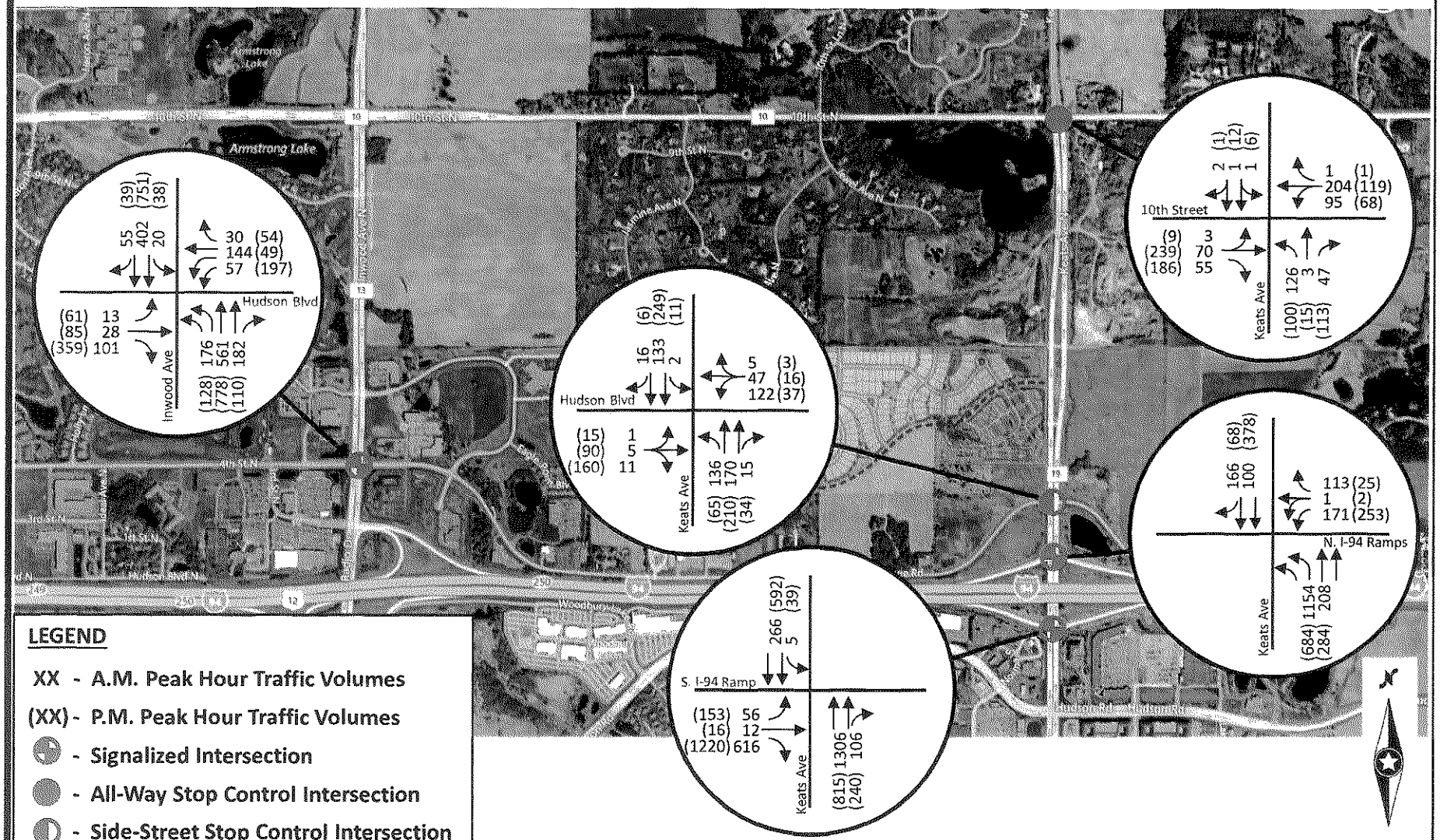
Project Location

Savona Development Traffic Study
Lake Elmo, MN

Figure 1



Base map source: Bing Maps, Microsoft Corporation, 2013

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Existing Conditions

Savona Development Traffic Study
Lake Elmo, MN

Figure 2

Two fundamental outputs from the operations analysis are typically used to characterize traffic flow. The first is Level of Service (LOS), a letter grade ranging from "A" (free flow) to "F" (demand exceeds capacity). Generally, LOS D represents the threshold for acceptable overall intersection operating conditions during a peak hour in the Twin Cities metro area. An average of five SimTraffic simulation runs is reported in the tables in the following sections within the body of this report. Level of service results from SimTraffic are reported in the Appendix.

The second important output to consider from the operations analysis is queuing. A queue is a line of vehicles waiting to pass through an intersection. While an intersection may be reported as operating at an acceptable level of service, queues from the intersection extending to upstream intersections or driveways could create a potential safety issue. The 95th percentile queue is typically considered the standard for design purposes. The micro simulation component of the model, SimTraffic, is best suited for reviewing vehicular queues between closely-spaced intersections. Any 95th percentile queues that extend to an upstream intersection/driveway are reported in the text below as well as in the detailed results tables presented in the Appendix B.

Results of the Synchro/SimTraffic analysis shown in Table 1 indicate that all of the key intersections are currently operating at an acceptable LOS C or better during the a.m. and p.m. peak hours, with the existing traffic control and geometric layouts.

Table 1
Existing Peak Hour Capacity Analysis
Level of Service Results

Intersection	Intersection Control	Level of Service [1]	
		A.M. Peak	P.M. Peak
Keats Avenue (CSAH 19) at 10th Street (CSAH 10)	All-Way Stop	A / *B*	A / *B*
Keats Avenue (CSAH 19) at Hudson Boulevard	Keats Ave. – Free Flow Hudson Blvd. – Stop	A / *B*	A / *C*
Keats Avenue (CSAH 19) at North I-94 Ramps	Traffic Signal	B	C
Keats Avenue (CSAH 19) at South I-94 Ramps	Traffic Signal	B	B
Inwood Avenue (CSAH 13) at Hudson Boulevard	Traffic Signal	B	C

[1]For signalized intersections, the letter reported represents the LOS for the entire intersection. For unsignalized intersections, the first letter reported is the LOS of the entire intersection, while the second letter (in italics) is the LOS of the worst operating approach.

A review of the vehicular queues revealed some existing minor queuing issues on the southbound approach of Inwood Avenue (CSAH 13) at the Inwood Avenue (CSAH 13) intersection with Hudson Boulevard during the p.m. peak hour. The vehicular queues from the southbound through movement currently backs up past the existing left- and right-turn lanes

approximately 2 percent of the p.m. peak hour. However, the existing lagging left-turn signal phase helps to minimize the negative operational impacts of this occasional blockage of the southbound turn lanes. The LOS results for the year 2018 full build-out conditions are provided in Appendix B.

Proposed Development and Site Access

The proposed Savona residential development is located in the northwest quadrant of the Keats Avenue (CSAH 19) intersection with Hudson Boulevard in Lake Elmo, Minnesota. Based on the conceptual site plan dated April 1, 2013 (shown in Figure 3), the proposed development will consist of 190 single-family and 122 multi-family lots. It is anticipated that proposed development will be fully built-out by the year 2018.

As shown in Figure 3, the conceptual site plan indicates that access to the proposed development will be via a new east-west minor collector located between 10th Street (CSAH 10) and Hudson Boulevard. This new east-west collector roadway (hereafter referred to as 5th Street) was initially identified in the City of Lake Elmo's *Year 2030 Comprehensive Transportation Plan.* As part of this project, 5th Street will be constructed as a two-lane divided roadway with turn lanes provided at major intersections, from Keats Avenue (CSAH 19) to the western edge of the proposed Savona residential development (or approximately 3/4-mile west of Keats Avenue). Ultimately, 5th Street will be extended to connect to Inwood Avenue (CSAH 13). However, the completion of this future connection will be dependent on the development of the adjacent properties. Figure 4 illustrates the future minor collector roadway identified in the City of Lake Elmo's Year 2030 Comprehensive Transportation Plan and the portion of the roadway (5th Street) that will be constructed as part of the proposed Savona development.

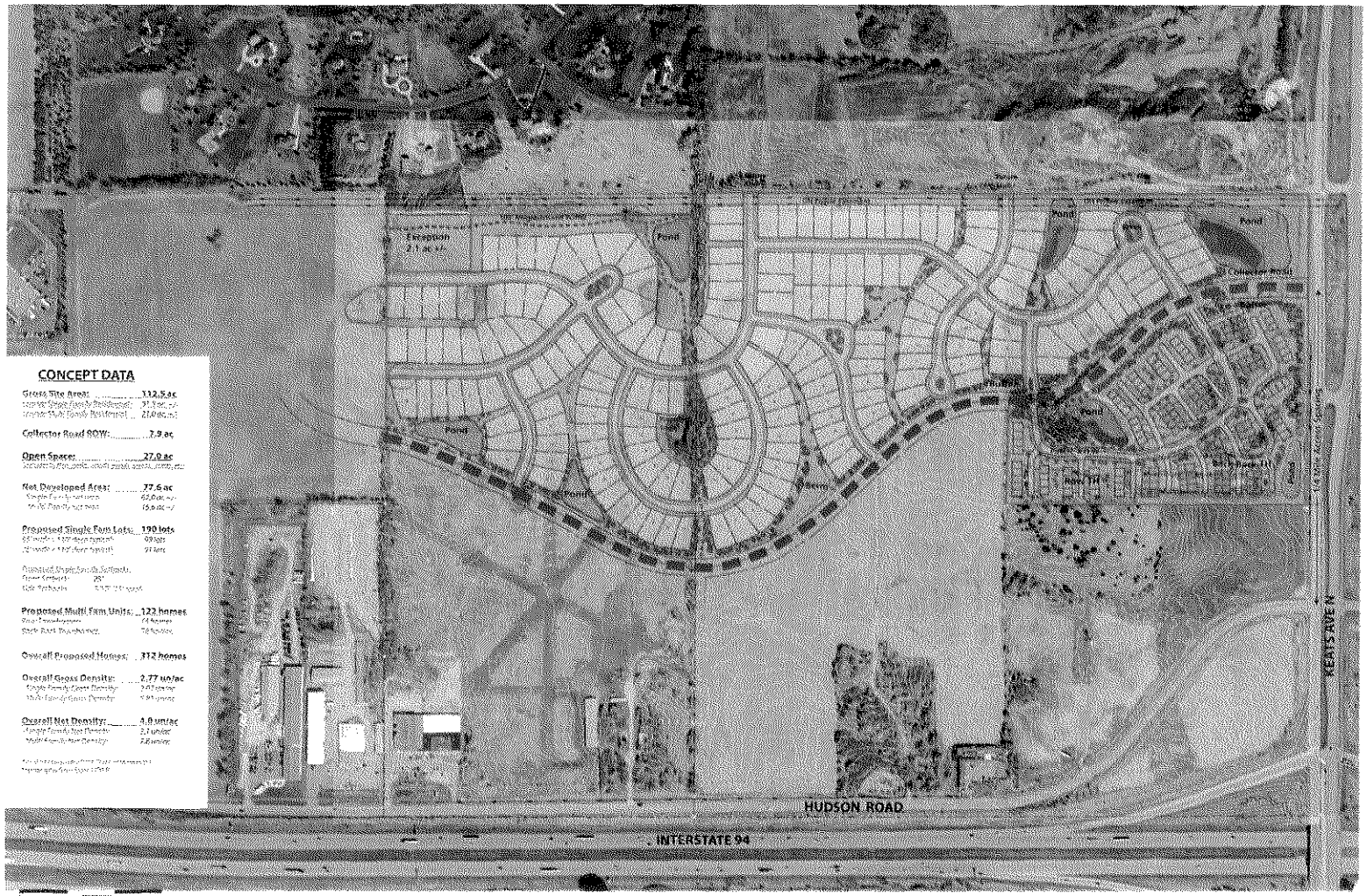
Comparison of Proposed Development to Lake Elmo Comprehensive Plan

In order to determine if the proposed development is consistent with the land use assumptions included in the City of Lake Elmo's Comprehensive Transportation Plan, a land use comparison was completed. The proposed development is located within the transportation analysis zone (TAZ) 1229C. As shown in Table 2, TAZ 1229C is anticipated to have 796 households by the year 2030, according to the Lake Elmo 2030 Comprehensive Transportation Plan.

Table 2
Assumed Development with TAZ 1229C
Year 2030 Lake Elmo Comprehensive Transportation Plan

Lake Elmo TAZ	Households	
	2000	2030
1229C	2	796

Source: The City of Lake Elmo *2030 Comprehensive Transportation Plan.*



SAVONA

LAKE ELMO, MN

April 9, 2013
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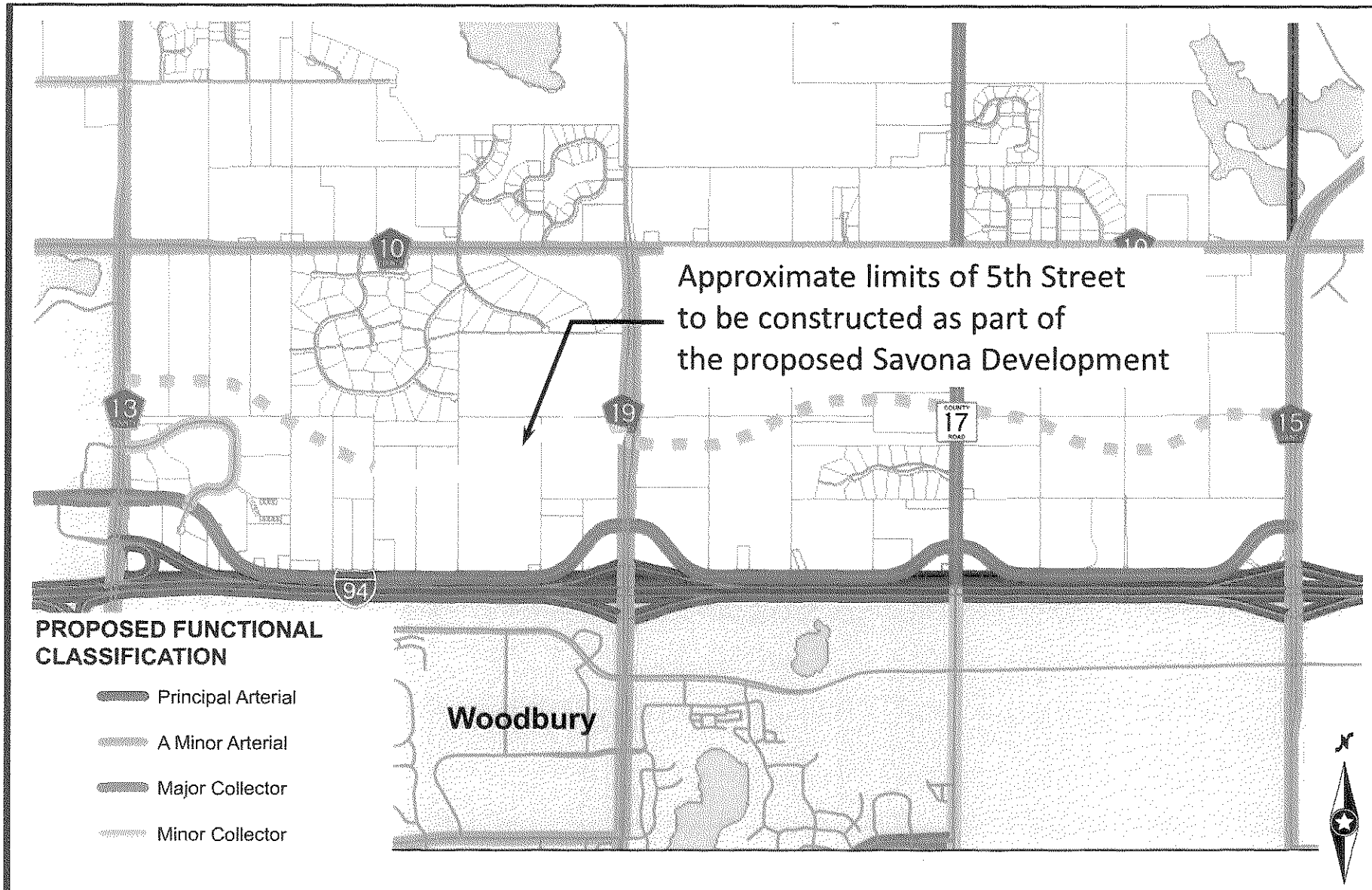
Conceptual Site Plan

Savona Development Traffic Study
Lake Elmo, MN

Figure 3



Note: Dashed lines represent future roadways not currently in place.

Source: City of Lake Elmo's, 2030 Comprehensive Transportation Plan

April 9, 2013
#20121161

Future Minor Collector Roadway

Savona Development Traffic Study
Lake Elmo, MN

Figure 4

Westwood

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The Savona residential development is proposing 312 new households to TAZ 1229C. This represents less than 40 percent of the assumed number of households in TAZ by the year 2030. This means that more than 60 percent of the assumed 796 households is still available for the remaining land in TAZ 1229C that is guided for residential land uses. Figure 4 shows the proposed land uses in and around TAZ 1229C. As shown in Figure 5, the proposed development accounts for more than half of the land area within TAZ 1229C that is guided residential. Therefore, the proposed Savona residential development appears to be consistent with the land use assumptions included in the Lake Elmo Comprehensive Plan.

Traffic Forecasts

Since the full build-out of the proposed development is assumed by the year 2018, future traffic volumes were developed for the year 2018. Year 2030 average daily traffic volumes on area roadways (based on the City of Lake Elmo and Washington County Transportation Plans) will also be presented for informational purposes.

Year 2018 – No-Build Traffic Volumes

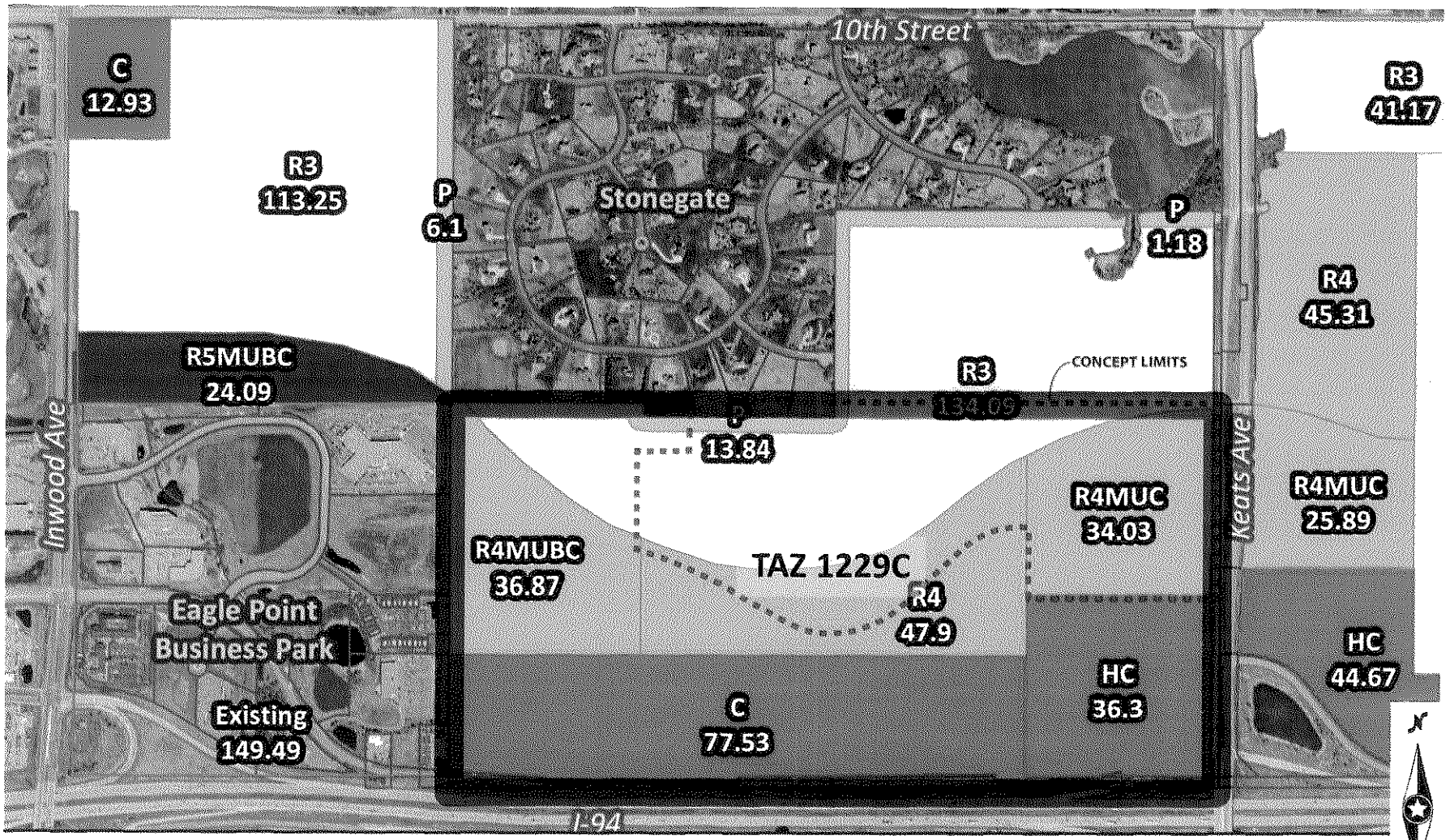
The year 2018 no-build scenario assumes that the Savona site does not develop. Existing traffic volumes were increased at a rate of 1.7 percent per year in order to account for background traffic growth in the area. This growth rate was based on the current traffic volume projection factors for Washington County published by MnDOT.

Year 2018 – Full Build-Out Traffic Volumes

The year 2018 full build-out scenario assumes that the proposed Savona residential development is fully built-out. Future year 2018 full build-out volumes were developed by adding the development-related traffic from the Savona development to the Year 2018 no-build traffic volumes.

Year 2030 – Traffic Volumes

Washington County staff requested that forecast year 2030 traffic volumes on area roadways (based on City/County comprehensive plans) be included in the traffic study for informational purposes. Forecast year 2030 volumes were taken from the City of Lake Elmo's *Year 2030 Comprehensive Transportation Plan* and Washington County's *2030 Comprehensive: A Policy Guide to 2030 – Transportation.*



Source: City of Lake Elmo's, 2030 Comprehensive Plan

April 9, 2013
#20121161

Comprehensive Plan Land Uses within TAZ 1229C

Savona Development Traffic Study
Lake Elmo, MN

Figure 5

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Trip Generation

Trip generation estimates for the a.m. and p.m. peak periods and on a daily basis were calculated for the proposed Savona residential development. The trip generation estimates were developed based on the Institute of Transportation Engineers (ITE) *Trip Generation Manual*, 9th Edition. The trip generation estimates for the proposed development are shown in Table 3.

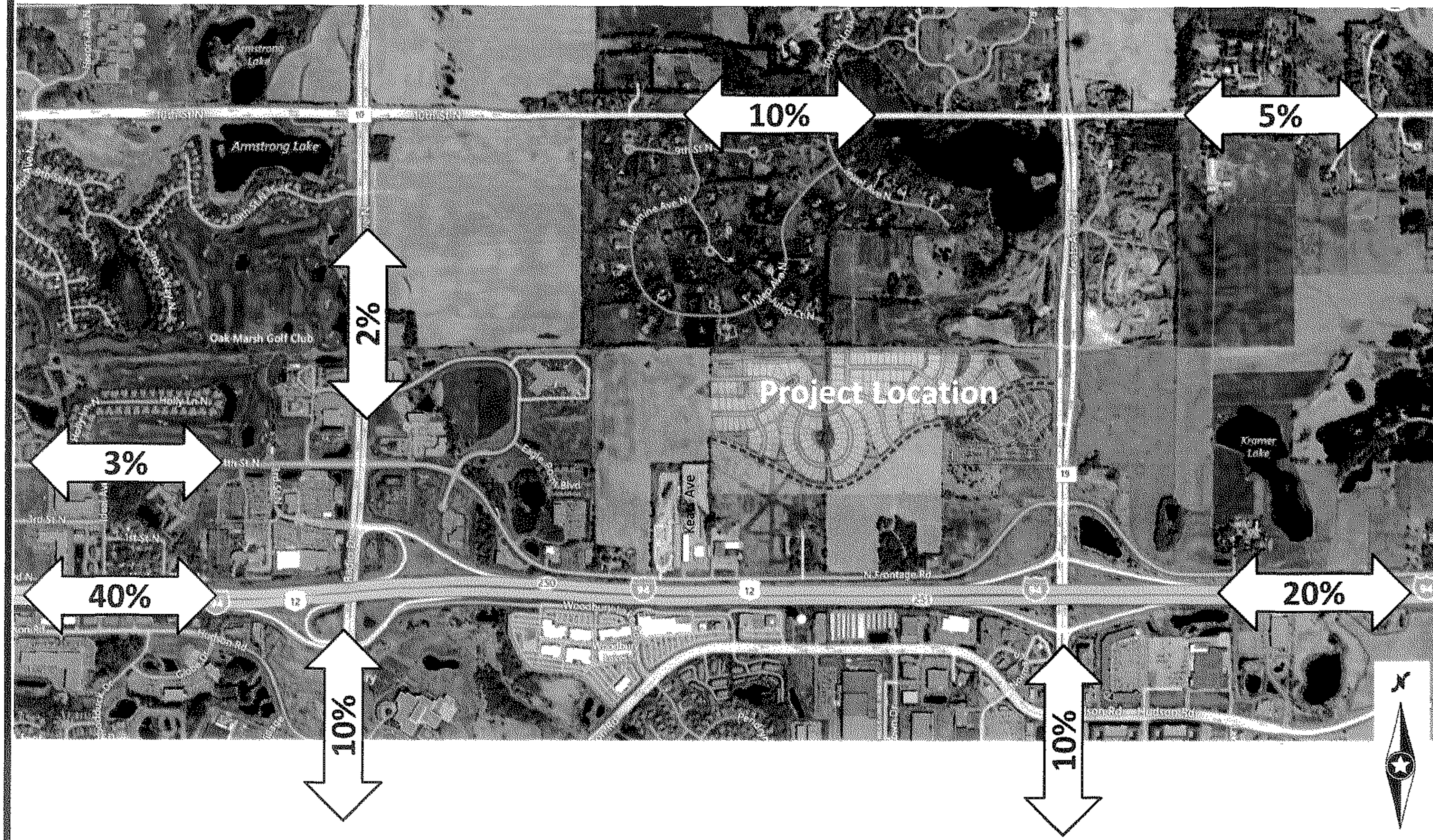
Table 3
Trip Generation Estimate: Savona Residential Development [1]

Land Use	Size	Average Weekday	AM Peak Hour			PM Peak Hour		
			In	Out	Total	In	Out	Total
Single-Family Residential	190 DUs	1,810	36	107	143	120	70	190
Multi-Family Residential	122 DUs	708	9	45	54	51	48	99
Net New Trips		**2,518**	**45**	**152**	**197**	**162**	**91**	**253**

[1]The trip generation estimates were based on the 2012 ITE *Trip Generation Manual*, 9th Edition.

As shown in Table 3, the proposed Savona residential development would generate approximately 2,518 trips on an average weekday, 197 trips during the a.m. peak hour (with 45 inbound and 152 outbound trips), and 253 trips during the p.m. peak hour (with 162 inbound and 91 outbound trips).

The trips generated by the proposed development were assigned to the adjacent roadway system using the directional distribution shown in Figure 6. The directional distribution shown in Figure 6 was based on existing population, traffic patterns, and adjacent roadways system. The resultant year 2018 no-build and traffic volumes are shown in Figures 7 and 8, respectively. The forecast year 2030 traffic volumes on area roadways (based on the City of Lake Elmo and Washington County Transportation Plans) are shown in Figure 9.



Base map source: Bing Maps, Microsoft Corporation, 2013

April 9, 2013
#20121161

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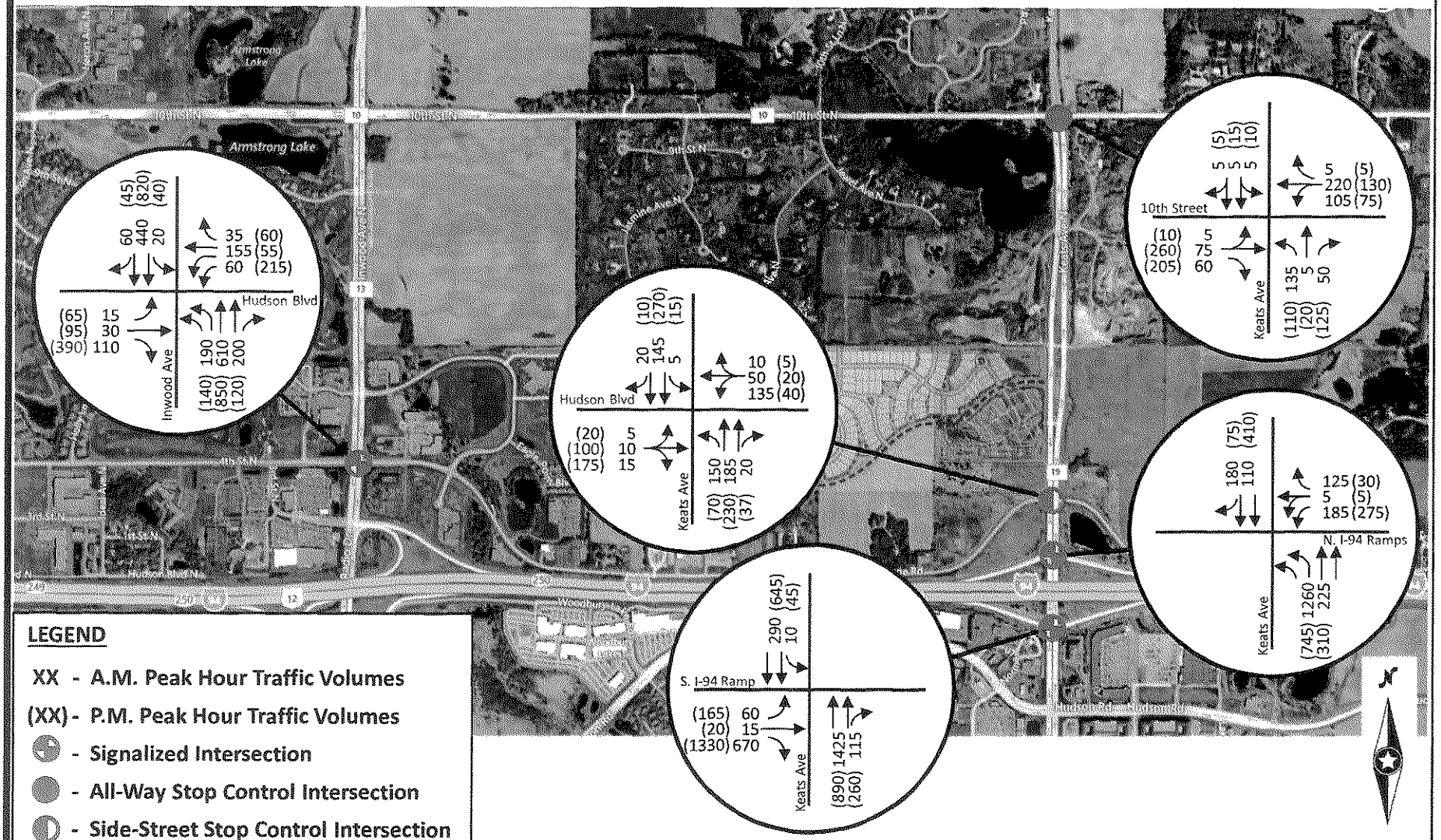
Directional Distribution

Savona Development Traffic Study
Lake Elmo, MN

Figure 6



Base map source: Bing Maps, Microsoft Corporation, 2013

April 9, 2013
#20121161

Westwood Professional Services, Inc.
7699 Anagram Drive
Eden Prairie, MN 55344

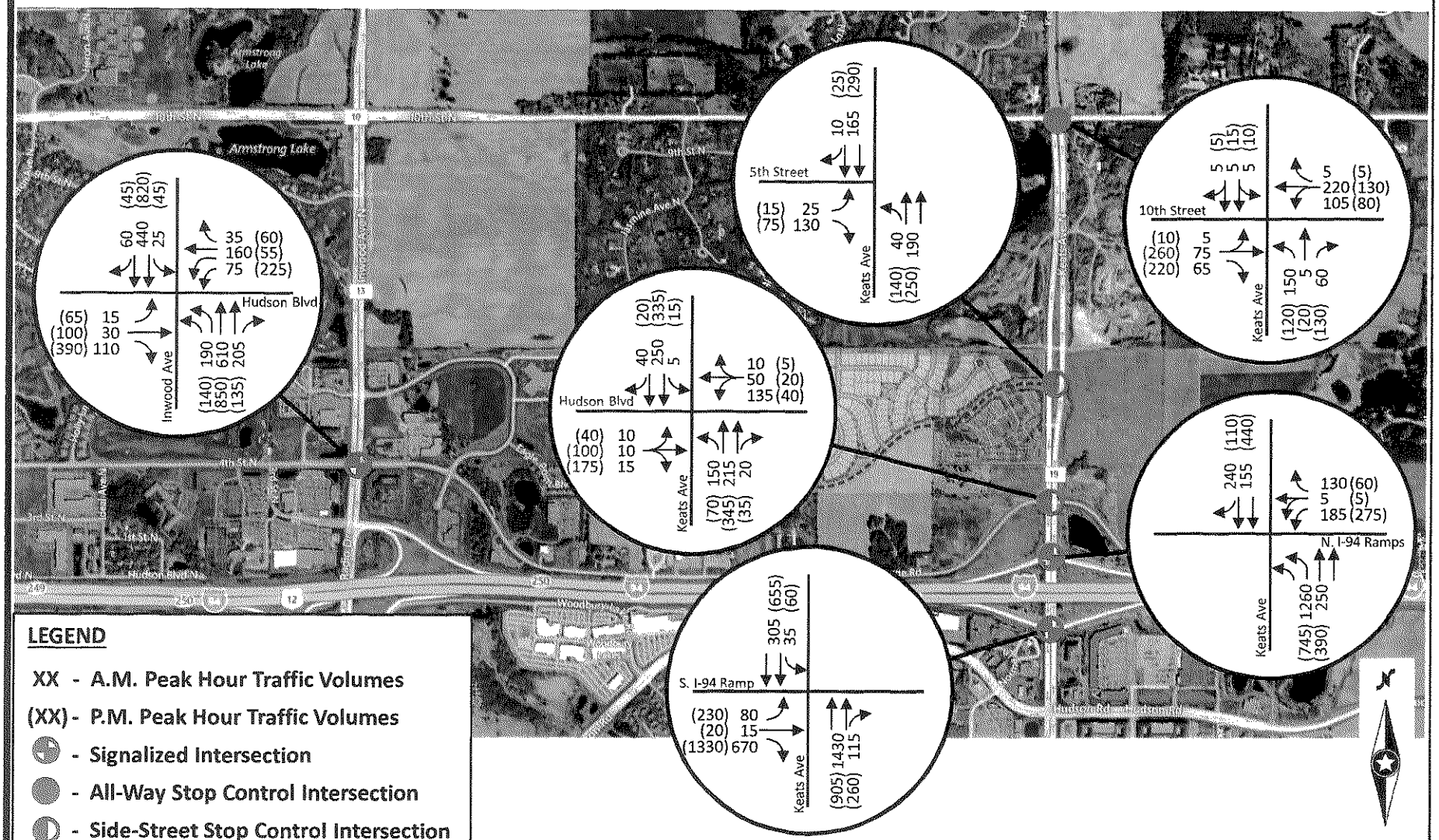
PHONE 952-937-5150
FAX 952-937-5822
TOLL FREE 1-888-937-5150

www.westwoodps.com

Year 2018 No-Build Conditions

Savona Development Traffic Study
Lake Elmo, MN

Figure 7



Base map source: Bing Maps, Microsoft Corporation, 2013

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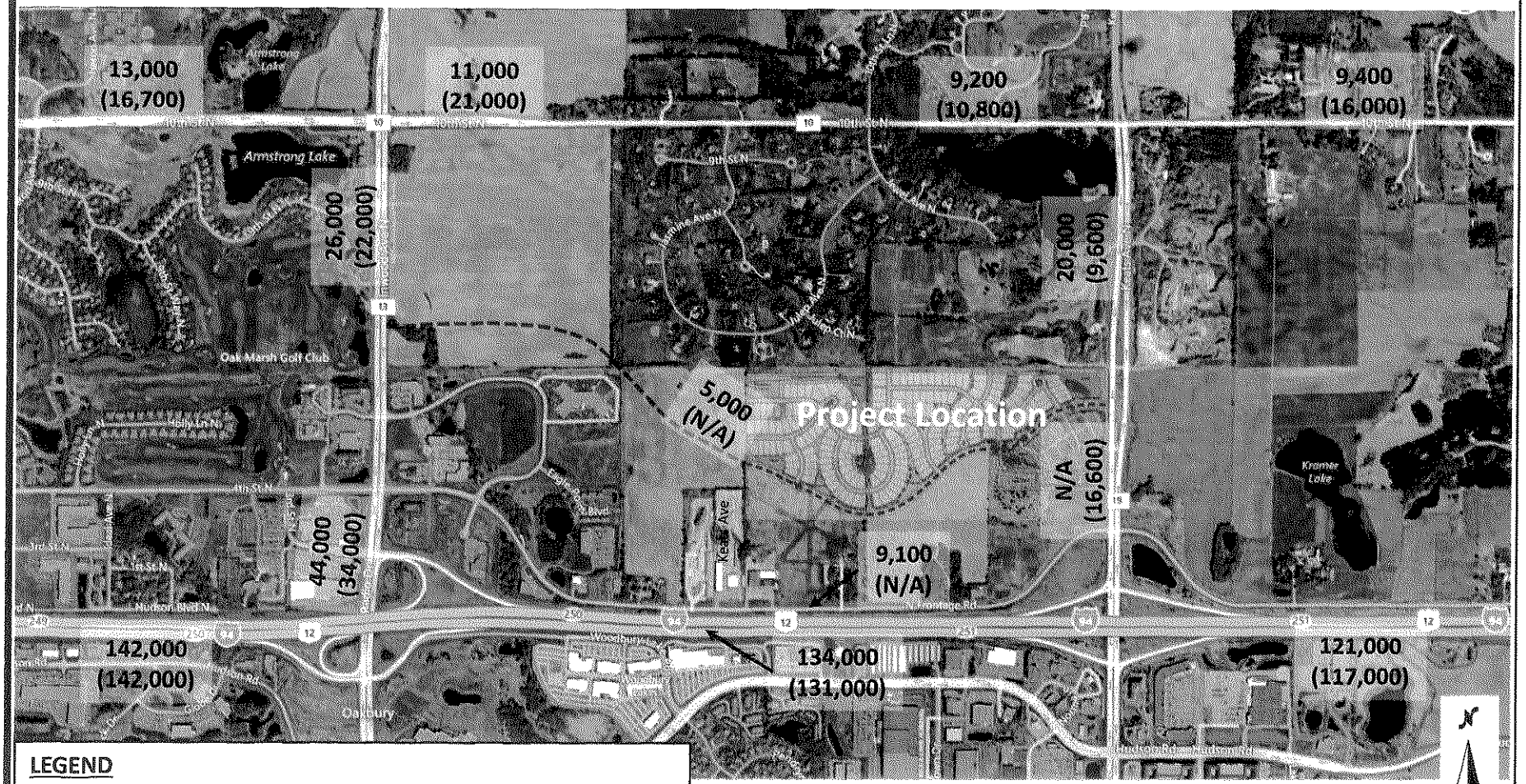
Year 2018 Build Conditions

Savona Development Traffic Study
Lake Elmo, MN

Figure 8



LEGEND

XX - Lake Elmo Transportation Plan 2030 Volumes

(XX) - Washington County Transportation Plan 2030 Volumes

Base map source: Bing Maps, Microsoft Corporation, 2013

April 9, 2013
#20121161

Year 2030 Traffic Volumes On Area Roadway System

Savona Development Traffic Study
Lake Elmo, MN

Figure 9

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Future Conditions

To determine how well the existing roadway system would accommodate the future traffic volumes, an a.m. and p.m. peak hour operations analysis was conducted for the year 2018 no-build and full build-out conditions.

Year 2018 No-Build Conditions

As shown in Table 4, all intersections are expected to continue to operate at acceptable LOS C or better during the peak hours under the year 2018 no-build conditions with existing geometrics and signal timing.

Table 4
Year 2018 No-Build Peak Hour Capacity Analysis
Level of Service Results

Intersection	Intersection Control	Level of Service [1]	
		A.M. Peak	P.M. Peak
Keats Avenue (CSAH 19) at 10th Street (CSAH 10)	All-Way Stop	A / *B*	A / *B*
Keats Avenue (CSAH 19) at Hudson Boulevard	Keats Ave. – Free Flow Hudson Blvd. – Stop	A / *B*	A / *C*
Keats Avenue (CSAH 19) at North I-94 Ramps	Traffic Signal	C	C
Keats Avenue (CSAH 19) at South I-94 Ramps	Traffic Signal	B	C
Inwood Avenue (CSAH 13) at Hudson Boulevard	Traffic Signal	B	C

[1]For signalized intersections, the letter reported represents the LOS for the entire intersection. For unsignalized intersections, the first letter reported is the LOS of the entire intersection, while the second letter (in italics) is the LOS of the worst operating approach.

Not surprisingly, the review of the vehicular queues revealed that the same minor queuing issues reported during the existing conditions on the southbound approach of Inwood Avenue (CSAH 13) at the Inwood Avenue (CSAH 13) intersection with Hudson Boulevard during the p.m. peak hour will continue under the year 2018 no-build. Under year 2018 no-build conditions, the vehicular queues from the southbound through movement will back up past the existing left- and right-turn lanes approximately 6 percent of the p.m. peak hour (versus 2 percent under existing conditions). However, once again the existing lagging left-turn signal phase helps to minimize the negative operational impacts of this occasional blockage of the southbound turn lanes.

The increase in the background traffic from the existing conditions and the year 2018 no-build conditions result in another potential queuing issue in the future. The review of the vehicular queues also revealed that vehicles on the eastbound dual right-turn lane of the South I-94 Ramp

approach to the Keats Avenue (CSAH 19) intersection will extend approximately 590 feet back from the intersection. This is primarily due to the high number of existing (1,220) and future year 2018 (1,330) eastbound right-turning vehicles from I-94 to southbound CSAH 19 during the p.m. peak hour. However, since the existing eastbound dual right-turn lane currently has 540 feet of storage provided, the vehicular queues will only spill-out beyond the eastbound dual right-turn lane approximately 1 percent of the p.m. peak hour. The existing traffic signal timing at the Keats Avenue (CSAH 19) intersection with the South I-94 Ramps should be monitored and may need to be adjusted in the future in order to minimize the likelihood of the vehicular queues of this heavy eastbound to southbound movement from spilling beyond the existing dual right-turn lanes and blocking access to the eastbound shared left-turn/through lane during the p.m. peak hour. The LOS results for the year 2018 no-build conditions are provided in Appendix C.

Year 2018 Full Build-Out Conditions

A year 2018 full build-out analysis was conducted in order to determine how the existing roadway system can accommodate the proposed development-related traffic volumes. It should be noted that the year 2018 full build-out scenario assumes the existing roadway system and intersection traffic control at the key study intersections with the exception of the new intersection of Keats Avenue (CSAH 19) with 5th Street.

For the purposes of the year 2018 full build-out analysis, the following lane configuration and traffic control assumptions where included at the Keats Avenue (CSAH 19) intersection with 5th Street:

Assumptions for the Keats Avenue (CSAH 19)/5th Street Intersection:

- Northbound Keats Avenue (CSAH 19) Approach:
  - Free-flow
  - Three (3) approach lanes (consisting of 1 – left-turn lane & 2 – through lanes)
- Southbound Keats Avenue (CSAH 19) Approach:
  - Free-flow
  - Three (3) approach lanes (consisting of 2 – through lanes & 1 – right-turn lane)
- Eastbound 5th Street Approach:
  - Stop-Controlled
  - Two (2) approach lanes (consisting of 1 – left-turn lane & 1 – right-turn lane)

The results of the year 2018 full build-out analysis are shown in Table 5. As shown in Table 5, all intersections are expected to continue to operate at acceptable LOS C or better during the peak hours under the year 2018 full build-out conditions with the existing geometrics and signal timing, and the proposed 5th Street.

Table 5
Year 2018 Full Build-Out Peak Hour Capacity Analysis
Level of Service Results

Intersection	Intersection Control	Level of Service [1]	
		A.M. Peak	P.M. Peak
Keats Avenue (CSAH 19) at 10th Street (CSAH 10)	All-Way Stop	A / *B*	A / *B*
Keats Avenue (CSAH 19) at 5th Street	Keats Ave. – Free Flow 5th Street – Stop	A / *A*	A / *A*
Keats Avenue (CSAH 19) at Hudson Boulevard	Keats Ave. – Free Flow Hudson Blvd. – Stop	A / *B*	A / *C*
Keats Avenue (CSAH 19) at I-94 North Ramps	Traffic Signal	C	C
Keats Avenue (CSAH 19) at I-94 South Ramps	Traffic Signal	C	C
Inwood Avenue (CSAH 13) at Hudson Boulevard	Traffic Signal	B	C

[1]For signalized intersections, the letter reported represents the LOS for the entire intersection. For unsignalized intersections, the first letter reported is the LOS of the entire intersection, while the second letter (in italics) is the LOS of the worst operating approach.

Similar to the no-build conditions, a review of the year 2018 full build-out conditions vehicular queues revealed that the same minor queuing issues reported on the southbound approach of Inwood Avenue (CSAH 13) at the Inwood Avenue (CSAH 13) intersection with Hudson Boulevard, and the eastbound approach of the I-94 South Ramps at the Keats Avenue (CSAH 19) intersection during the p.m. peak hour. Under year 2018 no-build conditions, the vehicular queues from the southbound through movement at the Inwood Avenue (CSAH 13) intersection with Hudson Boulevard will back up past the existing left- and right-turn lanes approximately 8 percent of the p.m. peak hour (versus 6 percent under no-build conditions); and the eastbound right-turning vehicles from I-94 to southbound CSAH 19 will continue to spill-out beyond the existing eastbound dual right-turn lane approximately 1 percent of the p.m. peak hour. As previously mentioned, the existing lagging left-turn signal phase at the Inwood Avenue (CSAH 13) intersection with Hudson Boulevard helps to minimize the negative operational impacts of this occasional blockage of the southbound turn lanes. The existing traffic signal timing at the Keats Avenue (CSAH 19) intersection with the South I-94 Ramps should continue to be monitored and adjusted as needed in order to minimize the likelihood of the vehicular queues of this heavy eastbound to southbound movement from spilling beyond the existing dual right-turn lanes and blocking access to the eastbound shared left-turn/through lane during the p.m. peak hour. The LOS results for the year 2018 full build-out conditions are provided in Appendix D.

Secondary Access to Inwood Avenue (CSAH 13) or Hudson Boulevard

As mentioned previously, the proposed Savona residential development will construct a portion of 5th Street from Keats Avenue (CSAH 19) to the western limits of their site. As the remaining available land north of I-94 between Keats Avenue (CSAH 19) and Inwood Avenue (CSAH 13 develops, a secondary access may be needed to either Inwood Avenue (CSAH 13) to the west or Hudson Boulevard to the south, in order to relieve pressure on the proposed Keats Avenue (CSAH 19) intersection with 5th Street. Consistent with the City's transportation plan, the Inwood Avenue (CSAH 13) connection will ultimately be completed as the remaining land to the west develops. Therefore, this additional analysis will focus on identifying when a secondary access to 5th Street via Hudson Boulevard may be needed based on the future traffic operations at the Keats Avenue (CSAH 19) intersection with 5th Street.

The following methodology was utilized to estimate when a secondary access to 5th Street via Hudson Boulevard may be needed based on the future traffic operations at the Keats Avenue (CSAH 19) intersection with 5th Street. The forecast year 2018 full build-out traffic volumes were used as a base. The traffic volumes in/out of 5th Street were increased in 10 percent increments until the traffic operations at the Keats Avenue (CSAH 19) intersection with 5th Street falls below acceptable LOS D. The resultant increase in traffic will then be documented, and an equivalent build-out percentage of the available land within TAA 1229C be identified.

Based on the results of this iterative analysis, the Keats Avenue (CSAH 19) intersection with 5th Street can accommodate approximately 200 percent additional traffic to/from 5th Street than the year 2018 full build-out traffic volumes before the traffic operations of the eastbound left-turn from 5th Street to northbound Keats Avenue (CSAH 19) breakdowns during the p.m. peak hour and delays for this movement become unacceptable. This 200 percent additional traffic during the p.m. peak period corresponds to approximately 500 additional single-family homes build-out of the available land in TAZ 1229C. Since the City of Lake Elmo's transportation plan assumed 796 households in TAZ 1229C by the year 2030, and the proposed Savona development accounts for 312 of the assumed 796 dwelling units, a total of 484 households remain in the TAZ's allotment before it exceeds the development level assumed in the comprehensive plan. These 484 dwelling units are approximately equal to the equivalent number of additional single-family homes that will generate enough traffic to either trigger the need for a secondary access to 5th Street, or require improvements to the Keats Avenue (CSAH 19) intersection with 5th Street. Therefore, the intersection of Keats Avenue (CSAH 19) and 5th Street can accommodate 100 percent (or the full build-out) of the assumed 796 dwelling units in TAZ 1229C before a secondary access is needed to relieve pressure on the intersection.

It should be noted that this analysis looked exclusively at traffic operations as a trigger for the future need of a potential secondary access to serve the development along 5th Street. Other items such as fire, life, and public safety issues will also need to be considered when considering the timing/need for a secondary access.

Conclusions and Recommendations

Based on our review of the proposed Savona residential development, we offer the following conclusions and recommendations for your consideration:

- All of the key intersections are currently operating at an acceptable LOS C or better during the a.m. and p.m. peak hours, with the existing traffic control and geometric layouts.
- The proposed Savona residential development will consist of 190 single-family and 122 multi-family lots. It is anticipated that the proposed Savona residential development will be fully build-out by the year 2018.
- The proposed Savona development will generate an estimated 2,518 trips on an average weekday, 197 trips during the a.m. peak hour (with 45 inbound and 152 outbound trips), and 253 trips during the p.m. peak hour (with 162 inbound and 91 outbound trips).
- Under year 2018 no-build conditions, all of the key intersections will continue to operate at an acceptable LOS C or better during the a.m. and p.m. peak hours, with the existing traffic control and geometric layouts.
- Under year 2018 full build-out conditions, all of the key intersections will continue to operate at an acceptable LOS C or better during the a.m. and p.m. peak hours, with the existing traffic control and geometric layouts.
- A review of the vehicular queues revealed some minor queuing issues reported on the southbound approach of Inwood Avenue (CSAH 13) at the Inwood Avenue (CSAH 13) intersection with Hudson Boulevard; and the eastbound approach of the I-94 South Ramps at the Keats Avenue (CSAH 19) intersection during the p.m. peak hour under the existing, year 2018 no-build, and the year 2018 build conditions. The vehicular queues from the southbound through movement at the Inwood Avenue (CSAH 13) intersection with Hudson Boulevard will back up past the existing left- and right-turn lanes approximately 2 to 8 percent of the p.m. peak hour (depending on the analysis year); and the eastbound right-turning vehicles from I-94 to southbound CSAH 19 will continue to spill-out beyond the existing eastbound dual right-turn lane approximately 1 percent of the p.m. peak hour under year 2018 no-build and build conditions.

  The existing lagging left-turn signal phase at the Inwood Avenue (CSAH 13) intersection with Hudson Boulevard helps to minimize the negative operational impacts of the occasional blockage of the southbound turn lanes. The existing traffic signal timing at the Keats Avenue (CSAH 19) intersection with the South I-94 Ramps should be monitored and may need to be adjusted in the future in order to minimize the likelihood of the vehicular queues of this heavy eastbound to southbound movement from spilling beyond the existing dual right-turn lanes and blocking access to the eastbound shared left-turn/through lane during the p.m. peak hour. This potential signal timing adjustment would be needed with or without the proposed Savona development.

- Based on the results of the traffic operations analysis, the intersection of Keats Avenue (CSAH 19) and 5th Street can accommodate 100 percent (or the full build-out) of the ultimate 796 dwelling units assumed by the City's comprehensive plan to be directly served by the proposed east-west collector (5th Street) before a secondary access is needed to relieve pressure on the intersection.

Therefore, the existing roadway system and traffic control will be able to accommodate the proposed Savona residential development, assuming the construction of the proposed 5th Street from Keats Avenue (CSAH 19) to the western limits of the project to provide access in/out of the site.

Attachments: Appendices A – D (Traffic Counts and Detailed Operations Analysis)

cc: Kyle Klatt, Lake Elmo Planning Director
Jack Griffin, Lake Elmo City Engineer
Joe Gustafson, Washington County Transportation Engineer

Appendix A

Peak Hour Turning Movement Volumes

Westwood Professional Services, Inc.

7699 Anagram Drive
Eden Prairie, MN 55344

File Name : 3
Site Code : 00003001
Start Date : 3/27/2013
Page No : 1

Groups Printed- Unshifted - Bank 1

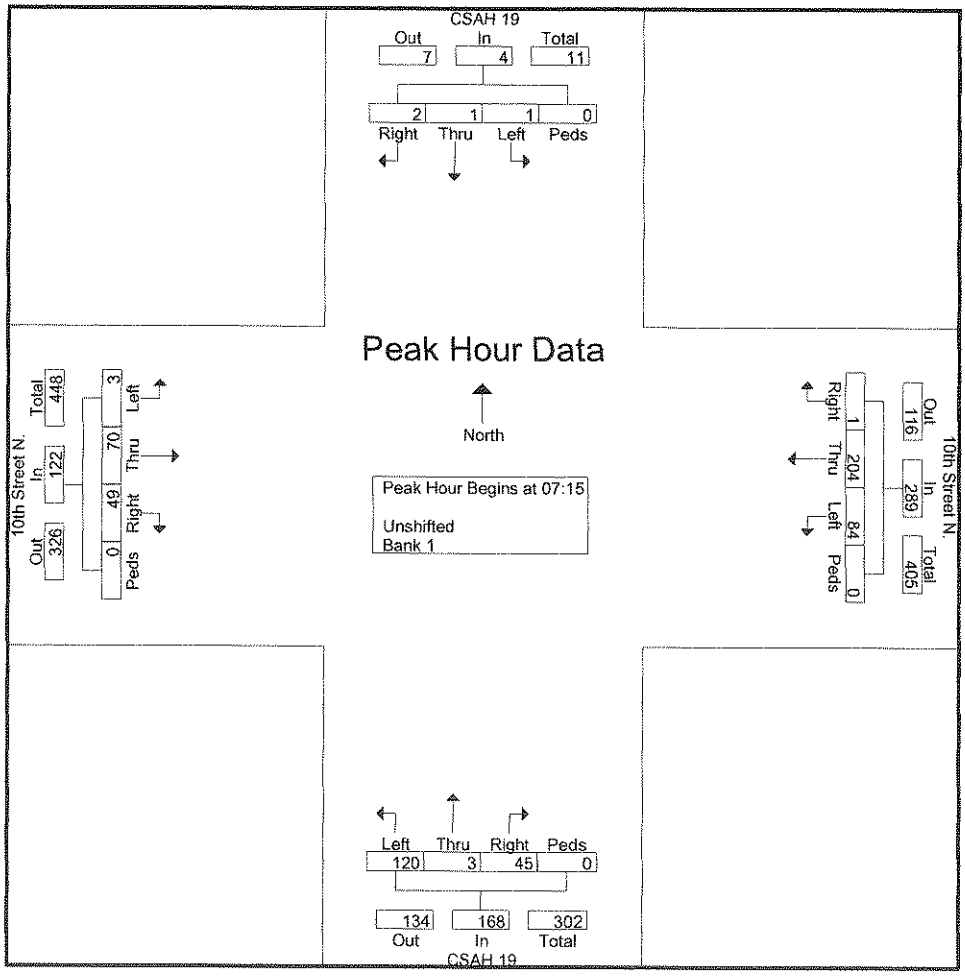
	CSAH 19 Southbound					10th Street N. Westbound					CSAH 19 Northbound					10th Street N. Eastbound					
Start Time	Left	Thru	Right	Peds	App. Total	Left	Thru	Right	Peds	App. Total	Left	Thru	Right	Peds	App. Total	Left	Thru	Right	Peds	App. Total	Int. Total
06:30	0	0	0	0	0	19	27	0	0	46	15	0	8	0	23	0	12	5	0	17	86
06:45	0	0	0	0	0	13	36	0	0	49	24	0	2	0	26	0	6	9	0	15	90
Total	0	0	0	0	0	32	63	0	0	95	39	0	10	0	49	0	18	14	0	32	176
07:00	0	0	0	0	0	18	39	0	0	57	28	1	5	0	34	1	11	5	0	17	108
07:15	0	1	0	0	1	27	63	0	0	90	31	0	11	0	42	0	21	6	0	27	160
07:30	0	0	0	0	0	17	55	0	0	72	30	1	20	0	51	1	16	11	0	28	151
07:45	0	0	1	0	1	21	58	1	0	80	33	2	10	0	45	1	21	15	0	37	163
Total	0	1	1	0	2	83	215	1	0	299	122	4	46	0	172	3	69	37	0	109	582
08:00	1	0	1	0	2	19	28	0	0	47	26	0	4	0	30	1	12	17	0	30	109
08:15	0	0	1	0	1	17	49	3	0	69	20	0	9	0	29	1	16	12	0	29	128
*** BREAK ***																					
Total	1	0	2	0	3	36	77	3	0	116	46	0	13	0	59	2	28	29	0	59	237
*** BREAK ***																					
16:00	1	0	1	0	2	19	21	0	0	40	24	3	22	0	49	1	36	25	0	62	153
16:15	2	2	1	0	5	10	23	1	0	34	24	5	18	0	47	1	43	38	0	82	168
16:30	2	1	1	0	4	14	37	0	0	51	31	1	34	0	66	4	53	52	1	110	231
16:45	0	4	0	0	4	20	27	0	0	47	26	3	24	1	54	2	60	41	0	103	208
Total	5	7	3	0	15	63	108	1	0	172	105	12	98	1	216	8	192	156	1	357	760
17:00	2	3	0	0	5	15	27	0	0	42	15	5	24	0	44	1	68	41	0	110	201
17:15	2	4	0	1	7	18	28	1	0	47	24	5	27	0	56	2	58	49	0	109	219
17:30	2	2	2	0	6	12	33	1	0	46	22	4	35	0	61	1	61	35	0	97	210
17:45	2	2	4	0	8	11	19	1	0	31	29	1	14	0	44	3	56	27	0	86	169
Total	8	11	6	1	26	56	107	3	0	166	90	15	100	0	205	7	243	152	0	402	799
Grand Total	14	19	12	1	46	270	570	8	0	848	402	31	267	1	701	20	550	388	1	959	2554
Apprch %	30.4	41.3	26.1	2.2		31.8	67.2	0.9	0		57.3	4.4	38.1	0.1		2.1	57.4	40.5	0.1		
Total %	0.5	0.7	0.5	0	1.8	10.6	22.3	0.3	0	33.2	15.7	1.2	10.5	0	27.4	0.8	21.5	15.2	0	37.5	
Unshifted	14	19	12	1	46	270	570	8	0	848	402	31	267	1	701	20	550	388	1	959	2554
% Unshifted	100	100	100	100	100	100	100	100	0	100	100	100	100	100	100	100	100	100	100	100	100
Bank 1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Bank 1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Westwood Professional Services, Inc.

7699 Anagram Drive
Eden Prairie, MN 55344

File Name : 3
Site Code : 00003001
Start Date : 3/27/2013
Page No : 2

	CSAH 19 Southbound					10th Street N. Westbound					CSAH 19 Northbound					10th Street N. Eastbound					
Start Time	Left	Thru	Right	Peds	App. Total	Left	Thru	Right	Peds	App. Total	Left	Thru	Right	Peds	App. Total	Left	Thru	Right	Peds	App. Total	Int. Total
Peak Hour Analysis From 06:30 to 11:45 - Peak 1 of 1																					
Peak Hour for Entire Intersection Begins at 07:15																					
07:15	0	1	0	0	1	**27**	**63**	0	0	**90**	31	0	11	0	42	0	**21**	6	0	27	160
07:30	0	0	0	0	0	17	55	0	0	72	30	1	**20**	0	**51**	1	16	11	0	28	151
07:45	0	0	**1**	0	1	21	58	**1**	0	80	**33**	**2**	10	0	45	1	21	15	0	**37**	**163**
08:00	**1**	0	1	0	**2**	19	28	0	0	47	26	0	4	0	30	1	12	**17**	0	30	109
Total Volume	1	1	2	0	4	84	204	1	0	289	120	3	45	0	168	3	70	49	0	122	583
% App. Total	25	25	50	0		29.1	70.6	0.3	0		71.4	1.8	26.8	0		2.5	57.4	40.2	0		
PHF	.250	.250	.500	.000	.500	.778	.810	.250	.000	.803	.909	.375	.563	.000	.824	.750	.833	.721	.000	.824	.894



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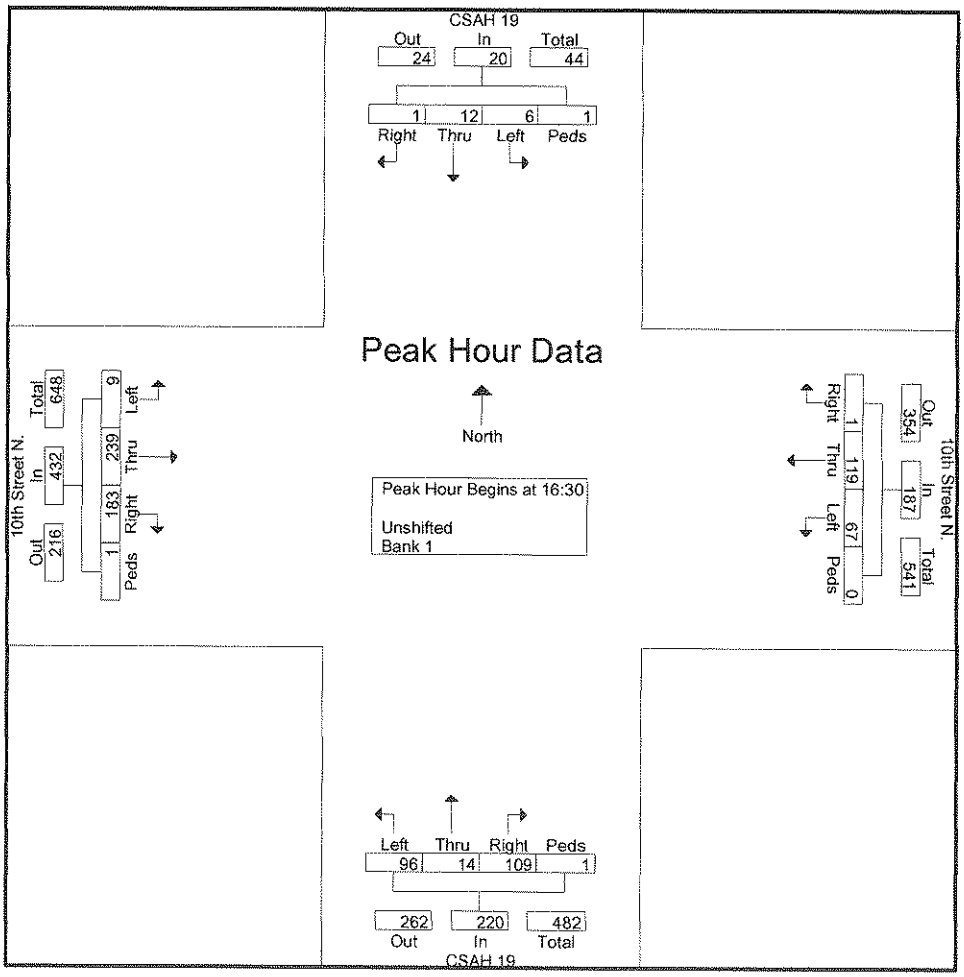
File Name : 3
Site Code : 00003001
Start Date : 3/27/2013
Page No : 3

	CSAH 19 Southbound					10th Street N. Westbound					CSAH 19 Northbound					10th Street N. Eastbound					
Start Time	Left	Thru	Right	Peds	App. Total	Left	Thru	Right	Peds	App. Total	Left	Thru	Right	Peds	App. Total	Left	Thru	Right	Peds	App. Total	Int. Total
Peak Hour Analysis From 12:00 to 17:45 - Peak 1 of 1																					
Peak Hour for Entire Intersection Begins at 16:30																					
16:30	**2**	1	**1**	0	4	14	**37**	0	0	**51**	**31**	1	**34**	0	**66**	**4**	53	**52**	**1**	**110**	**231**
16:45	0	**4**	0	0	4	**20**	27	0	0	47	26	3	24	**1**	54	2	60	41	0	103	208
17:00	2	3	0	0	5	15	27	0	0	42	15	**5**	24	0	44	1	**68**	41	0	110	201
17:15	2	4	0	**1**	**7**	18	28	**1**	0	47	24	5	27	0	56	2	58	49	0	109	219
Total Volume	6	12	1	1	20	67	119	1	0	187	96	14	109	1	220	9	239	183	1	432	859
% App. Total	30	60	5	5		35.8	63.6	0.5	0		43.6	6.4	49.5	0.5		2.1	55.3	42.4	0.2		
PHF	.750	.750	.250	.250	.714	.838	.804	.250	.000	.917	.774	.700	.801	.250	.833	.563	.879	.880	.250	.982	.930



Westwood Professional Services, Inc.

7699 Anagram Drive
Eden Prairie, MN 55344

File Name : 1
Site Code : 00001001
Start Date : 3/21/2013
Page No : 1

Groups Printed- Unshifted - Bank 1

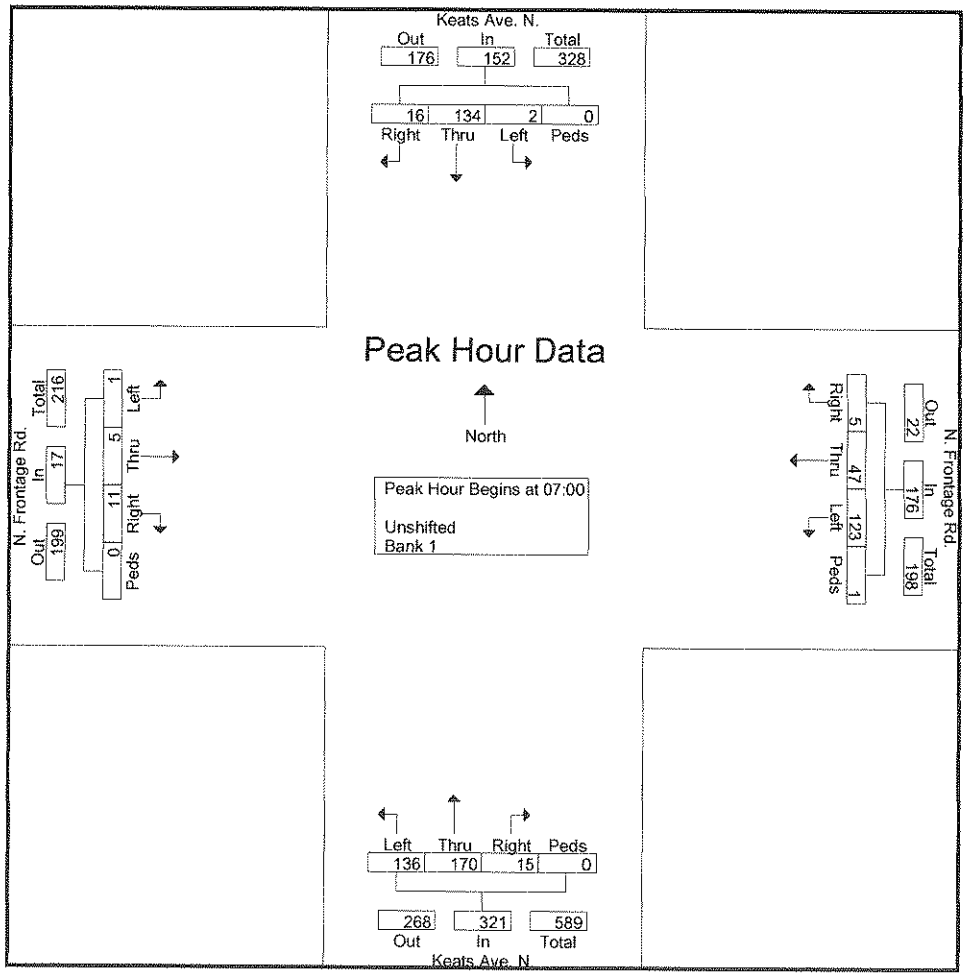
	Keats Ave. N. Southbound					N. Frontage Rd. Westbound					Keats Ave. N. Northbound					N. Frontage Rd. Eastbound					
Start Time	Left	Thru	Right	Peds	App. Total	Left	Thru	Right	Peds	App. Total	Left	Thru	Right	Peds	App. Total	Left	Thru	Right	Peds	App. Total	Int. Total
06:30	0	16	3	0	19	24	2	0	0	26	19	20	3	0	42	0	0	2	0	2	89
06:45	0	23	2	0	25	21	7	1	0	29	28	26	4	0	58	0	0	2	0	2	114
Total	0	39	5	0	44	45	9	1	0	55	47	46	7	0	100	0	0	4	0	4	203
07:00	0	30	1	0	31	28	19	0	0	47	23	46	3	0	72	0	2	3	0	5	155
07:15	0	26	2	0	28	39	8	2	1	50	29	30	3	0	62	1	0	2	0	3	143
07:30	0	33	6	0	39	31	7	1	0	39	44	54	3	0	101	0	2	4	0	6	185
07:45	2	45	7	0	54	25	13	2	0	40	40	40	6	0	86	0	1	2	0	3	183
Total	2	134	16	0	152	123	47	5	1	176	136	170	15	0	321	1	5	11	0	17	666
08:00	2	22	3	0	27	28	7	1	0	36	36	25	3	0	64	0	0	4	0	4	131
08:15	0	40	4	0	44	26	11	0	0	37	28	38	4	0	70	1	0	2	0	3	154
*** BREAK ***																					
Total	2	62	7	0	71	54	18	1	0	73	64	63	7	0	134	1	0	6	0	7	285
*** BREAK ***																					
16:00	1	42	2	0	45	12	9	0	0	21	19	59	10	0	88	5	11	28	0	44	198
16:15	2	48	2	0	52	10	1	0	0	11	13	55	6	0	74	4	17	31	0	52	189
16:30	0	43	1	0	44	10	6	0	0	16	14	55	1	0	70	7	13	44	0	64	194
16:45	3	65	4	0	72	13	2	0	0	15	13	57	9	0	79	3	17	44	0	64	230
Total	6	198	9	0	213	45	18	0	0	63	59	226	26	0	311	19	58	147	0	224	811
17:00	1	50	1	0	52	10	2	2	0	14	17	42	9	0	68	7	22	48	0	77	211
17:15	5	80	0	0	85	5	8	1	0	14	16	54	10	0	80	4	20	43	0	67	246
17:30	2	57	1	0	60	10	4	0	0	14	19	55	6	0	80	1	31	27	0	59	213
17:45	2	70	1	0	73	11	8	0	0	19	15	58	10	0	83	3	12	29	0	44	219
Total	10	257	3	0	270	36	22	3	0	61	67	209	35	0	311	15	85	147	0	247	889
Grand Total	20	690	40	0	750	303	114	10	1	428	373	714	90	0	1177	36	148	315	0	499	2854
Apprch %	2.7	92	5.3	0		70.8	26.6	2.3	0.2		31.7	60.7	7.6	0		7.2	29.7	63.1	0		
Total %	0.7	24.2	1.4	0	26.3	10.6	4	0.4	0	15	13.1	25	3.2	0	41.2	1.3	5.2	11	0	17.5	
Unshifted	20	690	40	0	750	303	114	10	1	428	373	714	90	0	1177	36	148	315	0	499	2854
% Unshifted	100	100	100	0	100	100	100	100	100	100	100	100	100	0	100	100	100	100	0	100	100
Bank 1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Bank 1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Westwood Professional Services, Inc.

7699 Anagram Drive
Eden Prairie, MN 55344

File Name : 1
Site Code : 00001001
Start Date : 3/21/2013
Page No : 2

	Keats Ave. N. Southbound					N. Frontage Rd. Westbound					Keats Ave. N. Northbound					N. Frontage Rd. Eastbound					
Start Time	Left	Thru	Right	Peds	App. Total	Left	Thru	Right	Peds	App. Total	Left	Thru	Right	Peds	App. Total	Left	Thru	Right	Peds	App. Total	Int. Total
Peak Hour Analysis From 06:30 to 11:45 - Peak 1 of 1																					
Peak Hour for Entire Intersection Begins at 07:00																					
07:00	0	30	1	0	31	28	**19**	0	0	47	23	46	3	0	72	0	**2**	3	0	5	155
07:15	0	26	2	0	28	**39**	8	**2**	**1**	**50**	29	30	3	0	62	**1**	0	2	0	3	143
07:30	0	33	6	0	39	31	7	1	0	39	**44**	**54**	3	0	**101**	0	2	**4**	0	**6**	**185**
07:45	**2**	**45**	**7**	0	**54**	25	13	2	0	40	40	40	**6**	0	86	0	1	2	0	3	183
Total Volume	2	134	16	0	152	123	47	5	1	176	136	170	15	0	321	1	5	11	0	17	666
% App. Total	1.3	88.2	10.5	0		69.9	26.7	2.8	0.6		42.4	53	4.7	0		5.9	29.4	64.7	0		
PHF	.250	.744	.571	.000	.704	.788	.618	.625	.250	.880	.773	.787	.625	.000	.795	.250	.625	.688	.000	.708	.900

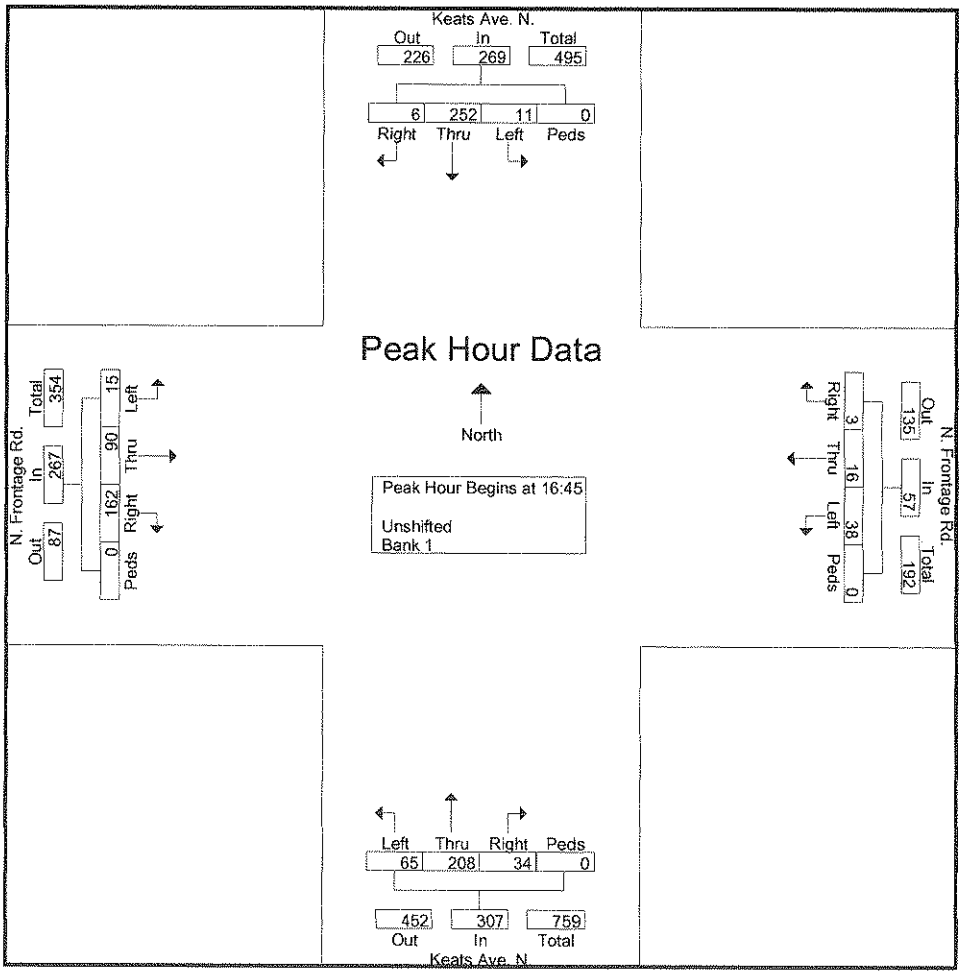


Westwood Professional Services, Inc.

7699 Anagram Drive
Eden Prairie, MN 55344

File Name : 1
Site Code : 00001001
Start Date : 3/21/2013
Page No : 3

	Keats Ave. N. Southbound					N. Frontage Rd. Westbound					Keats Ave. N. Northbound					N. Frontage Rd. Eastbound					
Start Time	Left	Thru	Right	Peds	App. Total	Left	Thru	Right	Peds	App. Total	Left	Thru	Right	Peds	App. Total	Left	Thru	Right	Peds	App. Total	Int. Total
Peak Hour Analysis From 12:00 to 17:45 - Peak 1 of 1																					
Peak Hour for Entire Intersection Begins at 16:45																					
16:45	3	65	**4**	0	72	**13**	2	0	0	**15**	13	**57**	9	0	79	3	17	44	0	64	230
17:00	1	50	1	0	52	10	2	**2**	0	14	17	42	9	0	68	**7**	22	**48**	0	**77**	211
17:15	**5**	**80**	0	0	**85**	5	**8**	1	0	14	16	54	**10**	0	**80**	4	20	43	0	67	**246**
17:30	2	57	1	0	60	10	4	0	0	14	**19**	55	6	0	80	1	**31**	27	0	59	213
Total Volume	11	252	6	0	269	38	16	3	0	57	65	208	34	0	307	15	90	162	0	267	900
% App. Total	4.1	93.7	2.2	0		66.7	28.1	5.3	0		21.2	67.8	11.1	0		5.6	33.7	60.7	0		
PHF	.550	.788	.375	.000	.791	.731	.500	.375	.000	.950	.855	.912	.850	.000	.959	.536	.726	.844	.000	.867	.915



Westwood Professional Services, Inc.

7699 Anagram Drive
Eden Prairie, MN 55344

File Name : 2
Site Code : 00002001
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Groups Printed- Unshifted - Bank 1

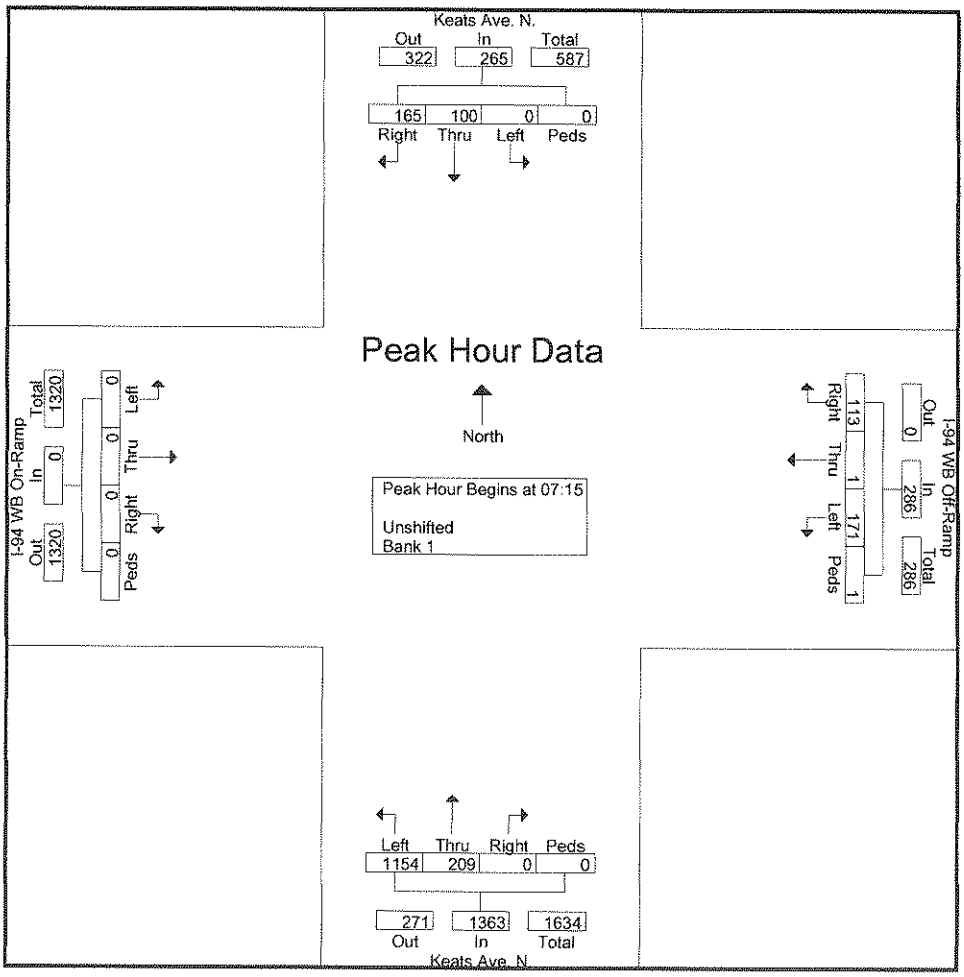
	Keats Ave. N. Southbound					I-94 WB Off-Ramp Westbound					Keats Ave. N. Northbound					I-94 WB On-Ramp Eastbound					
Start Time	Left	Thru	Right	Peds	App. Total	Left	Thru	Right	Peds	App. Total	Left	Thru	Right	Peds	App. Total	Left	Thru	Right	Peds	App. Total	Int. Total
06:30	0	8	33	0	41	20	0	10	0	30	244	31	0	0	275	0	0	0	0	0	346
06:45	0	16	32	0	48	38	0	20	0	58	225	41	0	0	266	0	0	0	0	0	372
Total	0	24	65	0	89	58	0	30	0	88	469	72	0	0	541	0	0	0	0	0	718
07:00	0	11	48	0	59	27	0	19	0	46	284	45	0	0	329	0	0	0	0	0	434
07:15	0	19	50	0	69	35	0	22	0	57	305	44	0	0	349	0	0	0	0	0	475
07:30	0	25	41	0	66	44	0	32	0	76	284	68	0	0	352	0	0	0	0	0	494
07:45	0	37	37	0	74	42	0	34	0	76	277	59	0	0	336	0	0	0	0	0	486
Total	0	92	176	0	268	148	0	107	0	255	1150	216	0	0	1366	0	0	0	0	0	1889
08:00	0	19	37	0	56	50	1	25	1	77	288	38	0	0	326	0	0	0	0	0	459
08:15	0	31	38	0	69	31	0	17	0	48	243	52	0	0	295	0	0	0	0	0	412
*** BREAK ***																					
Total	0	50	75	0	125	81	1	42	1	125	531	90	0	0	621	0	0	0	0	0	871
*** BREAK ***																					
16:00	0	55	16	0	71	43	1	3	0	47	148	87	0	0	235	0	0	0	0	0	353
16:15	0	76	20	0	96	69	0	5	0	74	125	69	0	0	194	0	0	0	0	0	364
16:30	0	77	21	0	98	73	1	12	0	86	158	60	0	0	218	0	0	0	0	0	402
16:45	0	99	17	0	116	74	0	3	0	77	131	75	0	0	206	0	0	0	0	0	399
Total	0	307	74	0	381	259	2	23	0	284	562	291	0	0	853	0	0	0	0	0	1518
17:00	0	91	23	0	114	74	0	5	1	80	168	61	0	0	229	0	0	0	0	0	423
17:15	0	114	12	0	126	75	1	4	0	80	179	74	0	0	253	0	0	0	0	0	459
17:30	0	77	12	0	89	46	0	8	0	54	163	78	1	0	242	0	0	0	0	0	385
17:45	0	90	20	0	110	58	1	8	0	67	174	71	0	0	245	0	0	0	0	0	422
Total	0	372	67	0	439	253	2	25	1	281	684	284	1	0	969	0	0	0	0	0	1689
Grand Total	0	845	457	0	1302	799	5	227	2	1033	3396	953	1	0	4350	0	0	0	0	0	6685
Apprch %	0	64.9	35.1	0		77.3	0.5	22	0.2		78.1	21.9	0	0		0	0	0	0		
Total %	0	12.6	6.8	0	19.5	12	0.1	3.4	0	15.5	50.8	14.3	0	0	65.1	0	0	0	0	0	
Unshifted	0	845	457	0	1302	799	5	227	2	1033	3396	953	1	0	4350	0	0	0	0	0	6685
% Unshifted	0	100	100	0	100	100	100	100	100	100	100	100	100	0	100	0	0	0	0	0	100
Bank 1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Bank 1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Westwood Professional Services, Inc.

7699 Anagram Drive
Eden Prairie, MN 55344

File Name : 2
Site Code : 00002001
Start Date : 3/21/2013
Page No : 2

	Keats Ave. N. Southbound					I-94 WB Off-Ramp Westbound					Keats Ave. N. Northbound					I-94 WB On-Ramp Eastbound					
Start Time	Left	Thru	Right	Peds	App. Total	Left	Thru	Right	Peds	App. Total	Left	Thru	Right	Peds	App. Total	Left	Thru	Right	Peds	App. Total	Int. Total
Peak Hour Analysis From 06:30 to 11:45 - Peak 1 of 1																					
Peak Hour for Entire Intersection Begins at 07:15																					
07:15	0	19	**50**	0	69	35	0	22	0	57	**305**	44	0	0	349	0	0	0	0	0	475
07:30	0	25	41	0	66	44	0	32	0	76	284	**68**	0	0	**352**	0	0	0	0	0	**494**
07:45	0	**37**	37	0	**74**	42	0	**34**	0	76	277	59	0	0	336	0	0	0	0	0	486
08:00	0	19	37	0	56	**50**	**1**	25	**1**	**77**	288	38	0	0	326	0	0	0	0	0	459
Total Volume	0	100	165	0	265	171	1	113	1	286	1154	209	0	0	1363	0	0	0	0	0	1914
% App. Total	0	37.7	62.3	0		59.8	0.3	39.5	0.3		84.7	15.3	0	0		0	0	0	0		
PHF	.000	.676	.825	.000	.895	.855	.250	.831	.250	.929	.946	.768	.000	.000	.968	.000	.000	.000	.000	.000	.969



Westwood Professional Services, Inc.

7699 Anagram Drive
Eden Prairie, MN 55344

File Name : 2
Site Code : 00002001
Start Date : 3/21/2013
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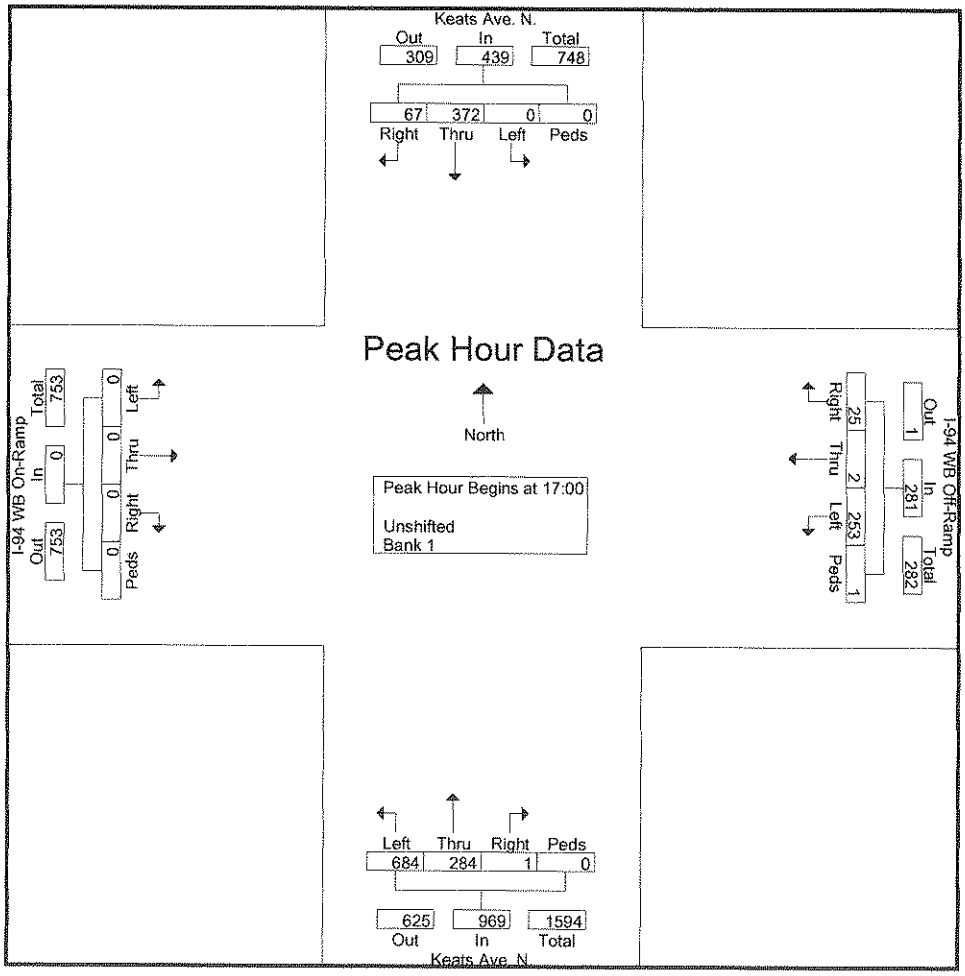
	Keats Ave. N. Southbound					I-94 WB Off-Ramp Westbound					Keats Ave. N. Northbound					I-94 WB On-Ramp Eastbound					
Start Time	Left	Thru	Right	Peds	App. Total	Left	Thru	Right	Peds	App. Total	Left	Thru	Right	Peds	App. Total	Left	Thru	Right	Peds	App. Total	Int. Total
Peak Hour Analysis From 12:00 to 17:45 - Peak 1 of 1																					
Peak Hour for Entire Intersection Begins at 17:00																					
17:00	0	91	**23**	0	114	74	0	5	**1**	**80**	168	61	0	0	229	0	0	0	0	0	423
17:15	0	**114**	12	0	**126**	**75**	**1**	4	0	80	**179**	74	0	0	**253**	0	0	0	0	0	**459**
17:30	0	77	12	0	89	46	0	**8**	0	54	163	**78**	**1**	0	242	0	0	0	0	0	385
17:45	0	90	20	0	110	58	1	8	0	67	174	71	0	0	245	0	0	0	0	0	422
Total Volume	0	372	67	0	439	253	2	25	1	281	684	284	1	0	969	0	0	0	0	0	1689
% App. Total	0	84.7	15.3	0		90	0.7	8.9	0.4		70.6	29.3	0.1	0		0	0	0	0		
PHF	.000	.816	.728	.000	.871	.843	.500	.781	.250	.878	.955	.910	.250	.000	.958	.000	.000	.000	.000	.000	.920



Appendix B

Traffic Operations Analysis Summary – Existing Conditions

Node	Intersection	Eastbound			Westbound			Northbound			Southbound			Overall
7	**I-94 South Ramps & CSAH 19 (Signalized -- Cycle Length: 120)**													
	Lanes	<↑		→→					↑↑	→	←	↑↑		
	Volume	56	12	616					1,306	106	5	266		
	Phasing			Perm						Perm	Prot			
	SimTraffic Delay	52.3		14.1					10.5	2.4	93.6	4.1		
	SimTraffic LOS	D		B					B	A	F	A		B
	Storage / *Link Dist.	*1,478		540					*837	400	460			
	SimTraffic 95th Queue	110		108					321		25			
	Queue Block Time (%)													
8	**I-94 North Ramps & CSAH 19 (Signalized -- Cycle Length: 120)**													
	Lanes				←	<↑	→	←←	↑↑			↑↑	→	
	Volume				171	1	113	1,154	208			100	166	
	Phasing				Perm		Perm	Prot					Perm	
	SimTraffic Delay				48.1	19.1	7.0	16.6	6.0			34.4	24.0	
	SimTraffic LOS				D	B	A	B	A			C	C	B
	Storage / *Link Dist.				470	*1,374	470	485	*768			*581	300	
	SimTraffic 95th Queue				121	121	46	271	59			71	147	
	Queue Block Time (%)													
39	**Hudson Blvd. & CSAH 19 (Unsignalized)**													
	Lanes	<↑>			<↑>			←	↑↑	→	←	↑↑	→	
	Volume	1	5	11	122	47	5	136	170	15	2	133	16	
	Sign Control	Stop			Stop				Free			Free		
	SimTraffic Delay	11.0			14.3			2.9	1.3	0.9	2.6	1.1	0.1	
	SimTraffic LOS	B			B			A	A	A	A	A	A	A
	Storage / *Link Dist.	*2,650			*2,879			300		300	300	*823	300	
	SimTraffic 95th Queue	21			83			44			3	3		
	Queue Block Time (%)													
42	**10th Street N. & CSAH 19 (All-way stop)**													
	Lanes	<↑		→	<↑		→	←	↑	→	←	↑>		
	Volume	3	70	55	95	204	1	126	3	47	1	1	2	
	Sign Control	Stop			Stop				Stop			Stop		
	SimTraffic Delay	9.7		4.8	12.3		7.0	4.3	9.5	1.5	5.2	9.9		
	SimTraffic LOS	A		A	B		A	A	A	A	A	A		A
	Storage / *Link Dist.	*2,670		300	*2,159		300	300	*3,518	*3,518	300	*2,139		
	SimTraffic 95th Queue	39		40	72		8	45	12	28	8	13		
	Queue Block Time (%)													

Node	Intersection	Eastbound			Westbound			Northbound			Southbound			Overall
1	**4th St & Inwood Ave #13 (Signalized -- Cycle Length: 110)**													
	Lanes	←	↑	→	←←	↑	→	←←	↑↑	→	←	↑↑	→	
	Volume	13	28	101	57	144	30	176	561	182	20	402	55	
	Phasing	Prot		Perm	Prot		Perm	Prot		Perm	Prot		Perm	
	SimTraffic Delay	59.3	43.4	5.2	52.0	39.2	9.9	30.0	5.1	2.5	63.2	15.9	8.5	
	SimTraffic LOS	E	D	A	D	D	A	C	A	A	E	B	A	B
	Storage / *Link Dist.	215	*1,451	*1,451	250	*1,258	250	200	*574	300	200	*1,381	200	
	SimTraffic 95th Queue	38	54	56	53	154	29	110	85	23	57	145	39	
	Queue Block Time (%)													

Node	Intersection	Eastbound			Westbound			Northbound			Southbound			Overall
7	**I-94 South Ramps & CSAH 19 (Signalized -- Cycle Length: 150)**													
	Lanes	<↑		→→					↑↑	→	←	↑↑		
	Volume	153	16	1,220					815	240	39	592		
	Phasing			Perm						Perm	Prot			
	SimTraffic Delay	71.6		26.4					10.2	4.2	119.0	6.3		
	SimTraffic LOS	E		C					B	A	F	A		B
	Storage / *Link Dist.	*1,479		540					*837	400	460	*768		
	SimTraffic 95th Queue	247		355					271		88	11		
	Queue Block Time (%)													
8	**I-94 North Ramps & CSAH 19 (Signalized -- Cycle Length: 150)**													
	Lanes				←	<↑	→	←←	↑↑			↑↑	→	
	Volume				253	2	25	684	284			378	68	
	Phasing				Perm		Perm	Prot					Perm	
	SimTraffic Delay				58.0	84.9	6.3	10.8	8.6			45.8	13.1	
	SimTraffic LOS				E	F	A	B	A			D	B	C
	Storage / *Link Dist.				470	*1,374	470	485	*768			*588	300	
	SimTraffic 95th Queue				167	167	28	167	92			203	62	
	Queue Block Time (%)													
39	**Hudson Blvd. & CSAH 19 (Unsignalized)**													
	Lanes	<↑>			<↑>			←	↑↑	→	←	↑↑	→	
	Volume	15	90	160	37	16	3	65	210	34	11	249	6	
	Sign Control	Stop			Stop				Free			Free		
	SimTraffic Delay	15.6			11.1			4.1	3.0	2.0	1.0	1.1	0.1	
	SimTraffic LOS	C			B			A	A	A	A	A	A	A
	Storage / *Link Dist.	*2,603			*2,882			300		300	300	*812	300	
	SimTraffic 95th Queue	107			38			43		10	8	3	3	
	Queue Block Time (%)													
43	**10th Street N. & CSAH 19 (All-way stop)**													
	Lanes	<↑		→	<↑		→	←	↑	→	←	↑>		
	Volume	9	239	186	68	119	1	100	15	113	6	12	1	
	Sign Control	Stop			Stop				Stop			Stop		
	SimTraffic Delay	13.7		7.0	10.6		3.4	5.9	10.8	4.7	6.1	8.2		
	SimTraffic LOS	B		A	B		A	A	B	A	A	A		A
	Storage / *Link Dist.	*2,627		300	*2,215		300	300	*3,549	*3,549	300	*2,130		
	SimTraffic 95th Queue	65		57	49		3	56	25	57	19	26		
	Queue Block Time (%)													

Node	Intersection	Eastbound			Westbound			Northbound			Southbound			Overall
1	**4th St & Inwood Ave #13 (Signalized -- Cycle Length: 140)**													
	Lanes	←	↑	→	←←	↑	→	←←	↑↑	→	←	↑↑	→	
	Volume	60	85	359	197	49	54	125	778	110	36	751	39	
	Phasing	Prot		Perm	Prot		Perm	Prot		Perm	Prot		Perm	
	SimTraffic Delay	57.3	57.8	23.3	65.9	60.9	14.3	44.9	9.3	4.3	82.4	19.0	8.4	
	SimTraffic LOS	E	E	C	E	E	B	D	A	A	F	B	A	C
	Storage / *Link Dist.	215	*1,451	*1,451	250	*1,258	250	200	*574	300	200	*1,381	200	
	SimTraffic 95th Queue	103	125	258	141	92	46	109	135	26	108	252	69	
	Queue Block Time (%)											2		

Appendix C

Traffic Operations Analysis Summary – Year 2018 No-Build Conditions

Node	Intersection	Eastbound			Westbound			Northbound			Southbound			Overall
7	**I-94 South Ramps & CSAH 19 (Signalized -- Cycle Length: 120)**													
	Lanes	<↑		→→					↑↑	→	←	↑↑		
	Volume	61	13	671					1,424	116	5	290		
	Phasing			Perm						Perm	Prot			
	SimTraffic Delay	58.3		16.9					14.9	2.6	95.6	4.2		
	SimTraffic LOS	E		B					B	A	F	A		B
	Storage / *Link Dist.	*1,478		540					*837	400	460	*768		
	SimTraffic 95th Queue	123		130					457		21	7		
	Queue Block Time (%)													
8	**I-94 North Ramps & CSAH 19 (Signalized -- Cycle Length: 120)**													
	Lanes				←	<↑	→	←←	↑↑			↑↑	→	
	Volume				186	1	123	1,258	227			109	181	
	Phasing				Perm		Perm	Prot					Perm	
	SimTraffic Delay				48.2	54.2	7.2	19.0	7.5			34.3	24.1	
	SimTraffic LOS				D	D	A	B	A			C	C	C
	Storage / *Link Dist.				470	*1,374	470	485	*768			*581	300	
	SimTraffic 95th Queue				131	131	45	302	77			71	157	
	Queue Block Time (%)													
39	**Hudson Blvd. & CSAH 19 (Unsignalized)**													
	Lanes	<↑>			<↑>			←	↑↑	→	←	↑↑	→	
	Volume	1	5	12	133	51	5	148	185	16	2	145	17	
	Sign Control	Stop			Stop				Free			Free		
	SimTraffic Delay	9.6			14.8			3.1	1.7	1.0	0.1	1.1	0.1	
	SimTraffic LOS	A			B			A	A	A	A	A	A	A
	Storage / *Link Dist.	*2,650			*2,879			300		300	300		300	
	SimTraffic 95th Queue	20			93			46						
	Queue Block Time (%)													
42	**10th Street N. & CSAH 19 (All-way stop)**													
	Lanes	<↑		→	<↑		→	←	↑	→	←	↑>		
	Volume	3	76	60	104	222	1	137	3	51	1	1	2	
	Sign Control	Stop			Stop				Stop			Stop		
	SimTraffic Delay	9.9		4.7	13.0		7.5	5.2	8.8	1.7	3.7	8.1		
	SimTraffic LOS	A		A	B		A	A	A	A	A	A		A
	Storage / *Link Dist.	*2,670		300	*2,159		300	300	*3,518	*3,518	300	*2,139		
	SimTraffic 95th Queue	42		42	74		5	51	11	30	7	13		
	Queue Block Time (%)													

Node	Intersection	Eastbound			Westbound			Northbound			Southbound			Overall
1	**4th St & Inwood Ave #13 (Signalized -- Cycle Length: 110)**													
	Lanes	←	↑	→	←←	↑	→	←←	↑↑	→	←	↑↑	→	
	Volume	13	28	101	57	144	30	176	561	182	20	402	55	
	Phasing	Prot		Perm	Prot		Perm	Prot		Perm	Prot		Perm	
	SimTraffic Delay	61.0	46.3	5.1	52.5	42.0	13.2	29.6	5.8	3.3	50.7	17.2	8.8	
	SimTraffic LOS	E	D	A	D	D	B	C	A	A	D	B	A	B
	Storage / *Link Dist.	215	*1,451	*1,451	250	*1,258	250	200	*574	300	200	*1,381	200	
	SimTraffic 95th Queue	45	52	57	59	176	34	110	103	23	51	160	42	
	Queue Block Time (%)													

Node	Intersection	Eastbound			Westbound			Northbound			Southbound			Overall
7	**I-94 South Ramps & CSAH 19 (Signalized -- Cycle Length: 150)**													
	Lanes	<↑		→→					↑↑	→	←	↑↑		
	Volume	167	17	1,330					888	262	43	645		
	Phasing			Perm						Perm	Prot			
	SimTraffic Delay	73.6		47.3					11.0	4.6	118.1	6.7		
	SimTraffic LOS	E		D					B	A	F	A		C
	Storage / *Link Dist.	*1,479		540					*837	400	460	*768		
	SimTraffic 95th Queue	661		589					323		93	23		
	Queue Block Time (%)			1										
8	**I-94 North Ramps & CSAH 19 (Signalized -- Cycle Length: 150)**													
	Lanes				←	<↑	→	←←	↑↑			↑↑	→	
	Volume				276	2	27	746	310			412	74	
	Phasing				Perm		Perm	Prot					Perm	
	SimTraffic Delay				60.2	55.3	6.4	11.3	9.1			49.2	18.0	
	SimTraffic LOS				E	E	A	B	A			D	B	C
	Storage / *Link Dist.				470	*1,374	470	485	*768			*588	300	
	SimTraffic 95th Queue				176	176	29	184	106			230	70	
	Queue Block Time (%)													
39	**Hudson Blvd. & CSAH 19 (Unsignalized)**													
	Lanes	<↑>			<↑>			←	↑↑	→	←	↑↑	→	
	Volume	16	98	174	40	17	3	71	229	37	12	271	7	
	Sign Control	Stop			Stop				Free			Free		
	SimTraffic Delay	17.3			11.6			4.9	3.1	1.8	0.9	1.4		
	SimTraffic LOS	C			B			A	A	A	A	A	A	A
	Storage / *Link Dist.	*2,603			*2,882			300		300	300		300	
	SimTraffic 95th Queue	113			48			45		8	10			
	Queue Block Time (%)													
43	**10th Street N. & CSAH 19 (All-way stop)**													
	Lanes	<↑		→	<↑		→	←	↑	→	←	↑>		
	Volume	10	261	203	74	130	1	109	16	123	7	13	1	
	Sign Control	Stop			Stop				Stop			Stop		
	SimTraffic Delay	14.8		7.6	11.4		5.8	6.7	10.4	6.2	6.7	8.3		
	SimTraffic LOS	B		A	B		A	A	B	A	A	A		A
	Storage / *Link Dist.	*2,627		300	*2,215		300	300	*3,549	*3,549	300	*2,130		
	SimTraffic 95th Queue	78		57	58		9	61	26	70	21	27		
	Queue Block Time (%)													

Node	Intersection	Eastbound			Westbound			Northbound			Southbound			Overall
1	**4th St & Inwood Ave #13 (Signalized -- Cycle Length: 140)**													
	Lanes	←	↑	→	←←	↑	→	←←	↑↑	→	←	↑↑	→	
	Volume	65	93	391	215	53	59	136	848	120	39	819	43	
	Phasing	Prot		Perm	Prot		Perm	Prot		Perm	Prot		Perm	
	SimTraffic Delay	57.3	54.0	30.4	64.0	56.2	15.1	44.8	11.9	4.8	71.5	24.6	8.7	
	SimTraffic LOS	E	D	C	E	E	B	D	B	A	E	C	A	C
	Storage / *Link Dist.	215	*1,451	*1,451	250	*1,258	250	200	*574	300	200	*1,381	200	
	SimTraffic 95th Queue	120	130	350	156	86	47	118	163	35	120	322	67	
	Queue Block Time (%)											6		

Appendix D

Traffic Operations Analysis Summary – Year 2018 Build Conditions

Node	Intersection	Eastbound			Westbound			Northbound			Southbound			Overall
7	**I-94 South Ramps & CSAH 19 (Signalized -- Cycle Length: 120)**													
	Lanes	<↑		→→					↑↑	→	←	↑↑		
	Volume	79	13	671					1,428	116	35	305		
	Phasing			Perm						Perm	Prot			
	SimTraffic Delay	59.9		16.9					27.3	3.1	86.2	4.4		
	SimTraffic LOS	E		B					C	A	F	A		C
	Storage / *Link Dist.	*1,478		540					*837	400	460	*768		
	SimTraffic 95th Queue	148		121					867		78	12		
	Queue Block Time (%)								1					
8	**I-94 North Ramps & CSAH 19 (Signalized -- Cycle Length: 120)**													
	Lanes				←	<↑	→	←←	↑↑			↑↑	→	
	Volume				186	1	131	1,258	249			154	242	
	Phasing				Perm		Perm	Prot					Perm	
	SimTraffic Delay				48.6	46.4	7.4	19.7	8.9			36.0	27.0	
	SimTraffic LOS				D	D	A	B	A			D	C	C
	Storage / *Link Dist.				470	*1,374	470	485	*768			*581	300	
	SimTraffic 95th Queue				122	122	48	294	98			95	191	
	Queue Block Time (%)													
34	**5th Street & CSAH 19 (Unsignalized)**													
	Lanes	←		→				←	↑↑			↑↑	→	
	Volume	23		129				38	191			164	7	
	Sign Control	Stop							Free			Free		
	SimTraffic Delay	8.5		3.0				1.3	0.4			1.5	1.0	
	SimTraffic LOS	A		A				A	A			A	A	A
	Storage / *Link Dist.	300		*1,829				300					300	
	SimTraffic 95th Queue	35		43				27						
	Queue Block Time (%)													
39	**Hudson Blvd. & CSAH 19 (Unsignalized)**													
	Lanes	<↑>			<↑>			←	↑↑	→	←	↑↑	→	
	Volume	8	5	12	133	51	5	148	216	16	2	251	40	
	Sign Control	Stop			Stop				Free			Free		
	SimTraffic Delay	15.0			23.0			4.8	1.8	0.7	1.1	1.5	0.5	
	SimTraffic LOS	B			C			A	A	A	A	A	A	A
	Storage / *Link Dist.	*2,650			*2,879			300		300	300	*818	300	
	SimTraffic 95th Queue	27			148			63			3	3	8	
	Queue Block Time (%)													
42	**10th Street N. & CSAH 19 (All-way stop)**													
	Lanes	<↑		→	<↑		→	←	↑	→	←	↑>		
	Volume	3	76	65	106	222	1	152	3	59	1	1	2	
	Sign Control	Stop			Stop				Stop			Stop		
	SimTraffic Delay	9.6		4.7	12.9		9.5	5.4	8.4	1.6	5.3	6.6		
	SimTraffic LOS	A		A	B		A	A	A	A	A	A		A
	Storage / *Link Dist.	*2,670		300	*2,159		300	300	*3,512	*3,512	300	*2,139		
	SimTraffic 95th Queue	38		43	77		7	55	11	27	6	12		
	Queue Block Time (%)													

Node	Intersection	Eastbound			Westbound			Northbound			Southbound			Overall
1	**4th St & Inwood Ave #13 (Signalized -- Cycle Length: 110)**													
	Lanes	←	↑	→	←←	↑	→	←←	↑↑	→	←	↑↑	→	
	Volume	14	32	110	77	162	36	192	611	203	23	438	60	
	Phasing	Prot		Perm	Prot		Perm	Prot		Perm	Prot		Perm	
	SimTraffic Delay	54.7	49.6	6.0	49.8	39.7	10.9	30.2	5.7	2.8	56.8	18.0	8.8	
	SimTraffic LOS	D	D	A	D	D	B	C	A	A	E	B	A	B
	Storage / *Link Dist.	215	*1,451	*1,451	250	*1,258	250	200	*574	300	200	*1,381	200	
	SimTraffic 95th Queue	41	60	61	62	165	35	109	101	23	66	159	41	
	Queue Block Time (%)													

Node	Intersection	Eastbound			Westbound			Northbound			Southbound			Overall
7	**I-94 South Ramps & CSAH 19 (Signalized -- Cycle Length: 150)**													
	Lanes	<↑		→→					↑↑	→	←	↑↑		
	Volume	232	17	1,330					904	262	61	654		
	Phasing			Perm						Perm	Prot			
	SimTraffic Delay	81.7		44.4					11.9	4.7	118.4	7.0		
	SimTraffic LOS	F		D					B	A	F	A		C
	Storage / *Link Dist.	*1,479		540					*837	400	460	*768		
	SimTraffic 95th Queue	742		528					381		122	22		
	Queue Block Time (%)			1										
8	**I-94 North Ramps & CSAH 19 (Signalized -- Cycle Length: 150)**													
	Lanes				←	<↑	→	←←	↑↑			↑↑	→	
	Volume				276	2	60	745	391			439	109	
	Phasing				Perm		Perm	Prot					Perm	
	SimTraffic Delay				60.1	56.0	7.5	10.4	10.7			51.5	18.2	
	SimTraffic LOS				E	E	A	B	B			D	B	C
	Storage / *Link Dist.				470	*1,374	470	485	*768			*588	300	
	SimTraffic 95th Queue				186	186	42	173	161			248	87	
	Queue Block Time (%)													
34	**5th Street & CSAH 19 (Unsignalized)**													
	Lanes	←		→				←	↑↑			↑↑	→	
	Volume	14		77				138	248			290	24	
	Sign Control	Stop							Free			Free		
	SimTraffic Delay	12.4		2.7				3.9	0.8			1.6	1.0	
	SimTraffic LOS	B		A				A	A			A	A	A
	Storage / *Link Dist.	300		*1,815				300					300	
	SimTraffic 95th Queue	30		34				63					5	
	Queue Block Time (%)													
39	**Hudson Blvd. & CSAH 19 (Unsignalized)**													
	Lanes	<↑>			<↑>			←	↑↑	→	←	↑↑	→	
	Volume	40	98	174	40	17	3	71	343	37	12	334	21	
	Sign Control	Stop			Stop				Free			Free		
	SimTraffic Delay	21.1			12.8			5.3	3.4	2.0	3.8	1.6	0.3	
	SimTraffic LOS	C			B			A	A	A	A	A	A	A
	Storage / *Link Dist.	*2,603			*2,882			300	*588	300	300		300	
	SimTraffic 95th Queue	145			38			44	3	9	16		3	
	Queue Block Time (%)													
43	**10th Street N. & CSAH 19 (All-way stop)**													
	Lanes	<↑		→	<↑		→	←	↑	→	←	↑>		
	Volume	10	261	219	82	130	1	118	16	129	7	13	1	
	Sign Control	Stop			Stop				Stop			Stop		
	SimTraffic Delay	15.1		7.9	11.4		5.2	6.4	8.8	5.1	6.3	8.1		
	SimTraffic LOS	C		A	B		A	A	A	A	A	A		A
	Storage / *Link Dist.	*2,627		300	*2,215		300	300	*3,542	*3,542	300	*2,130		
	SimTraffic 95th Queue	77		64	62		4	58	25	60	20	24		
	Queue Block Time (%)													

Node	Intersection	Eastbound			Westbound			Northbound			Southbound			Overall
1	4th St & Inwood Ave #13 (Signalized -- Cycle Length: 140)													
	Lanes	←	↑	→	←←	↑	→	←←	↑↑	→	←	↑↑	→	
	Volume	65	98	391	224	56	61	136	848	136	42	819	43	
	Phasing	Prot		Perm	Prot		Perm	Prot		Perm	Prot		Perm	
	SimTraffic Delay	54.2	50.6	28.3	67.5	62.0	16.4	41.7	13.3	5.9	74.8	25.6	9.2	
	SimTraffic LOS	D	D	C	E	E	B	D	B	A	E	C	A	C
	Storage / *Link Dist.	215	*1,451	*1,451	250	*1,258	250	200	*574	300	200	*1,381	200	
	SimTraffic 95th Queue	110	136	311	165	99	49	112	179	47	100	321	34	
	Queue Block Time (%)											8		