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, July 15, 2014 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 July 1, 2014 City Council Meeting Minutes

G. Council Reports
- **Mayor**
  - EDA Appointment – Anne Cohen
- **Council**

H. Presentations/Public Comments/Inquiries
I. Finance Consent Agenda
2. Approve Payment of Disbursements and Payroll
3. Accept Financial Report dated June 30, 2014
4. Accept Building Report dated June 30, 2014
5. Accept City Assessor Report dated June 30, 2014
6. Lake Elmo Ave Sewer Infrastructure Improvements: I-94 to 30th Street – Compensating C.O. No. 6
7. Lake Elmo Ave Sewer Infrastructure Improvements: I-94 to 30th Street – Pay Estimate No. 8 (Final)
8. Section 34 Water & Sewer Utility Extension Improvements – Compensating C.O. No. 3
9. Section 34 Water & Sewer Utility Extension Improvements – Pay Estimate No. 6 (Final)
10. Well No. 4 Connecting Watermain Improvements – Pay Request No. 3
11. Production Well No. 4 – Pay Request No. 7
12. Pumphouse No. 4 Improvements – Pay Request No. 2
13. Investment Policy

J. Regular Agenda
14. Easton Village Preliminary Plat; ***Resolution No. 2014-58***
15. Village Preserve Preliminary Plat; ***Resolution No. 2014-59***
16. Holliday Property Comprehensive Plan Amendment; ***Resolution No. 2014-60***
17. Village Preserve South Sketch Plan

K. New Business
18. Future of Lake Elmo Library

L. Staff Reports and Announcements
- **City Administrator**
- **City Attorney**
- **Planning Director**
- **City Engineer**
- **Finance Director**
- **City Clerk**

M. Adjourn

CITY OF LAKE ELMO
CITY COUNCIL MINUTES
JULY 1, 2014

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

PRESENT: Mayor Mike Pearson and Council Members Wally Nelson, Anne Smith, and Mike Reeves

Absent: Council Member Bloyer

Staff present: City Administrator Zuleger, City Attorney Snyder, Community Development Director Klatt, City Engineer Griffin, Finance Director Bendel, and City Clerk Bell, and Taxpayer Relations and Communications Coordinator Macleod.

PLEDGE OF ALLIGENCE

APPROVAL OF AGENDA

Community Development Director Klatt explained that Item 9 will be postponed. Council Member Smith asked to postpone Item 7 until after upcoming meeting regarding Pebble Park. Council agreed to pull Item 7 for discussion after Item 16. It was announced that Hammes has withdrawn its variance request, so Item 10 - Hammes Shoreland Variance will be removed from agenda. Council Member Nelson requested that Items 11, 12, and 13 be pulled from Consent for discussion. He stated that he believes preliminary plats belong on the Regular Agenda. Council Member Smith also asked that all preliminary plats be placed on the Regular Agenda in the future.

MOTION: *Council Member Pearson moved* ***TO APPROVE THE JULY 1, 2014 CITY COUNCIL AGENDA AS AMENDED.*** *Council Member Reeves seconded the motion.* ***MOTION PASSED 4-0.***

ITEM 1: ACCEPT MINUTES

THE JUNE 17, 2014 CITY COUNCIL MINUTES WERE APPROVED AS PRESENTED BY CONSENSUS OF THE CITY COUNCIL.

COUNCIL REPORTS:

Mayor Pearson: spent time talking to people about lakes; met with Wildflower developer and neighbors; attended Public Safety Committee meeting and HR Committee meeting; attended Reid Park neighborhood meeting; attended Washington County library meeting and Lake Elmo Library Board mtgs. Mayor Pearson wants Council to consider re-affiliating with county system.
Council Member Smith: reported receiving many phones calls regarding multiple items. She expressed her desire to have all council members informed and make group decision on important items.
Council Member Nelson: attended Public Safety Committee meeting; examined budget and enterprise funds. There is a history of funds being transferred out of General Fund to Enterprise Funds. He wants Council to provide input on looking into having that money repaid back to enterprise. Mayor Pearson and Council Members Reeves and Smith support having finance committee look into it.
Council Member Reeves: attended Reid Park neighborhood meeting; attended HR Committee meeting. City is looking for additional members; attended Park Commission meeting and trying to move ahead with Sanctuary Park improvements; He would like to discuss the appropriate discretion to be used in issues such as the no wake decisions.

PUBLIC COMMENTS/INQUIRIES

Bob Cusick 5470 Highlands Trail asked about whether deed restrictions and covenants control. City Attorney Snyder affirmed that they are the first tool for homeowner to enforce property rights. He also explained that the City has no role in enforcing them. Mr. Cusick spoke about his neighbor's backyard and the trailer that has been placed on the Koch pipeline. He claimed that City staff responded to his complaint be telling him his property was once farmland, so there should not be a problem. Mayor Pearson told Mr. Cusick that the City will not involve itself in neighborhood covenants. The issue has been addressed and is done.

Leona Jacobson 11685 Stillwater Blvd lives next to Christ Lutheran Cemetery. She received letter from Washington County regarding TH 5 road realignment. The proposed road is going through her backyard. She is asking the Council for assistance. She claims that she has never heard of this proposal until now. It was explained that this is a county project and that there have been several public meetings.

Jan Shiltgen 3509 Kelvin Ave spoke on the TH 5 realignment. She is against the realignment. She wants the

Council Member Smith stated that she wants staff to do a better job of notifying residents of these projects.

City Engineer Griffin elaborated that this is a county project and that the status of planning is still early in the process. There will be future opportunities for the City and residents to weigh in.

Council Member Reeves commended City staff on efforts on communication but would like to look at expanding the effort even further to get ahead of potential issues. Council Member Smith suggested Council examine the use of Code Red to better notify citizens. City Administrator Zuleger explained the current purpose of the Code Red system and the potential changes for the future.

36TH & 37TH STREET IMPROVEMENTS – Public Input

Barb Ritchie spoke about the proposed improvements. She believes that the project should be postponed and lowered on priority list. She is opposed to total cost and is opposed to upgrade costs. She is also opposed to addition of curbs. She does not believe that there is a benefit. Neighborhood is also opposed to blocking off traffic during construction.

Council Member Nelson asked about water pressure. Ms. Ritchie said it is low but is adequate. Mayor Pearson asked if they were originally assessed for 4 inch pipe. She said no, the county put it in at its cost.

Council Member Smith clarified that there is not sanitary sewer being proposed. It is actually storm sewer being discussed.

Richard Quinn commended City Administrator Zuleger on actions during past storm. He will not accept a new street with curbs at cost of $22,000. No one on street can afford it. He suggested that City simply install an asphalt overlay.

Ray Strege 8808 36th St. asked that all lower cost options be considered and that residents can provide input.

Gordon Johnson 8804 37 St. does not understand why curbs are needed. He also does not understand why water improvements are needed. He thinks that water pressure is fine.

City Engineer Griffin explained the history of the improvement for this specific area. Many of the street improvements have been delayed He also explained the process and that much of the information is not known at this time. Most of the details are yet to be determined.

City Administrator Zuleger explained that the City tried to get out ahead and meet with the residents prior to the feasibility study

Council Member Nelson asked why 8 inch was being proposed and not a 4 inch pipe. Mr. Griffin explained that this was partially based on council input and the election to upgrade the infrastructure. Mr. Griffin explained that the oversize pipe is to prevent having to tear 50 year road base up to replace pipe at later date. A 4 inch pipe does not offer fire protection. The hydrants that are currently on street are flushing hydrants not protection hydrants. Pipes were put in 15-20 years ago by county.

Gordon Johnson said to put in 8 inch pipes when sanitary sewer comes.

2. **PROCLAMATION HUFF 'N PUFF DAYS PROCLAMATION**

Mike Slobodnik on behalf of the Lake Elmo Jaycees asked Council to proclaim August 7-10, 2014 Huff and Puff Days. Mayor Pearson read the proclamation. Mr. Slobodnik also asked the Council to approve the temporary liquor license request and waive the fees for the license and the field lights.

5. **APPROVE TEMPORARY LIQUOR LICENSE FOR JAYCEES – HUFF 'N PUFF DAYS**

MOTION: *Council Member Smith moved* ***TO APPROVE A TEMPORARY ON-SALE LIQUOR LICENSE ISSUED TO THE LAKE ELMO JAYCEES FOR THEIR HUFF N' PUFF DAYS EVENT HELD AUGUST 7 THROUGH 10, 2014, SUBJECT TO APPROVAL OF THE DIRECTOR OF MN ALCOHOL AND GAMBLING ENFORCEMENT DIVISION, AND WAIVE BOTH THE $25 LIQUOR LICENSE FEE AND THE FEE FOR LION'S PARK BALL FIELD LIGHTING.*** *Council Member Nelson seconded the motion.*

Mayor Pearson noted that the Jaycees are a big part of community. ***MOTION PASSED 4-0.*** Mike Slobodnik challenged City to rematch on softball field.

FINANCE CONSENT AGENDA

3. Approve Payment of Disbursements and Payroll in the amount of $261,831.97
4. 2014 Street Improvements - Change Order No. 1

MOTION: *Council Member Nelson moved* ***TO APPROVE THE FINANCE CONSENT AGENDA AS PRESENTED.*** *Council Member Smith seconded the motion.* ***MOTION PASSED 4-0.***

OTHER CONSENT AGENDA

5. ~~Approve Temporary Liquor License for Jaycees – Huff 'n Puff Days~~
6. Authorization for John Schiltz to Dispense Liquor at Lake Elmo Community Event on July 11, 2014
7. ~~Approval of New Park Equipment for Pebble and Sanctuary Parks~~
8. Authorize Contract for Cleaning Services
9. ~~AUAR Update; *Resolution No. 2014-43*~~ **(postponed)**
10. ~~Hammes Shoreland Variance; *Resolution No. 2014-52*~~ **(withdrawn)**
11. ~~Hunters Crossing Preliminary Plat; *Resolution No. 2014-53*~~
12. ~~Eagle Point Medical Center Preliminary and Final Development Approval; *Resolution No. 2014-54*~~
13. ~~Hammes Estates Preliminary Plat; *Resolution No. 2014-55*~~
14. Planning Commission Appointment
15. Encroachment Agreement – 9954 Tapestry Road

MOTION: *Council Member Smith moved* ***TO APPROVE THE OTHER CONSENT AGENDA AS AMENDED.*** *Council Member Nelson seconded the motion.* ***MOTION PASSED 4-0.***

ITEM 7: APPROVAL OF NEW PARK EQUIPMENT FOR PEBBLE AND SANCTUARY PARKS

Council Member Smith explained why she wanted it pulled. She supports improvements, but she does not see inclusion of volley ball courts. Taxpayer Relations and Communications Coordinator Macleod explained that Pebble Park improvements were split into two phases. First phase includes some equipment and phase two includes volleyball courts and lighting.

MOTION: *Council Member Smith moved* ***TO APPROVE THE EXPENDITURE OF NO MORE THAN $155,000 IN PARKLAND DEDICATION FUNDS FOR IMPROVEMENTS IN PEBBLE PARK AND SANCTUARY PARK.*** *Council Member Reeves seconded the motion.*

Council Member Reeves commended Parks Commission and staff on work. The Commission created work plan and decided Pebble Park was at top of list for park improvement priorities. He urged anyone who is interested in knowing more about the parks attend the commission meetings- third Monday of the month.

Council Member Smith asked if current equipment was maintainable. Aesthetically it needs to be repaired but structurally it is sound. Jaime Colemer who is the Public Works Parks Maintainer is trying various methods to paint the equipment. Park equipment vendor actually stated that the equipment is structurally sound and does not need replacement.

MOTION PASSED 4-0.

ITEM 11. HUNTERS CROSSING PRELIMINARY PLAT; *RES. NO. 2014-53*

Community Development Klatt provided summary of proposal. Proposal by Ryland Homes includes 51 units with 2.5 units per acre net density. Mr. Klatt summarized the recommended conditions of approval and draft findings. The Planning Commission unanimously recommended approval.

Council Member Smith sought clarification on the 5th St improvements. Mr. Klatt explained that the City will not be on the hook for the improvements either through 100% assessment waivers or developer paid. It was also explained that the alignment of 5th street has been agreed upon. Council Member Reeves asked about timeline for public improvement project. Mr. Klatt explained that the agreement would be done before final plat.

MOTION: *Mayor Pearson moved* ***TO ADOPT RESOLUTION NO. 2014-53, APPROVING THE HUNTER'S CROSSING PRELIMINARY PLAT WITH 15 CONDITIONS OF APPROVAL.*** *Council Member Reeves seconded the motion.*

Council Member Nelson does not see additional risk regarding the road due to the City's waiver and assessment policy, but asked if it should it be an additional stipulation. Staff recommends that if council wishes, it can be added.

Mr. Klatt stated that because the road is included in preliminary plat, staff assumes that it would be required. City Attorney Snyder does not see harm in adding stipulation, but it does provide

Council Member Reeves confirmed that the council has another shot at approving the plans. It was confirmed that it will.

Mr. Nelson asked if mayor would accept friendly amendment. Mayor Pearson accepted the friendly amendment. Council member Reeves agreed.

FRIENDLY AMENDMENT TO MOTION REQUIRING PROVISION OF CONSTRUCTION OF 5TH STREET ADDED AS CONDITION #16.

Council Member Smith asked Ryland for any example developments she can go look at. Tracy Rust from Ryland said she will email the council the list.

MOTION PASSED 4-0.

ITEM 12: EAGLE POINT MEDICAL CENTER PRELIMINARY AND FINAL DEVELOPMENT APPROVAL; *RES. NO. 2014-54*

Community Development Klatt provided summary overview of the proposed PUD development consisting of a 28,500 sq. ft. medical center located in the Eagle Point Business Park. Mr. Klatt summarized the recommended conditions of approval and draft findings. The Planning Commission unanimously recommended approval.

Mark Davis from Davis group requested approval.

MOTION: *Council Member Reeves moved* ***TO ADOPT RESOLUTION NO. 2014-54, APPROVING THE PRELIMINARY AND FINAL PUD PLANS FOR THE EAGLE POINT MEDICAL BUILDING.*** *Council Member Nelson seconded the motion.* ***MOTION PASSED 4-0.***

ITEM 13: HAMMES ESTATES PRELIMINARY PLAT; *RES. NO. 2014-55*

Community Development Klatt provided summary overview of the proposed development and the history of the submission. Proposal includes 163 single family homes. A key issue was the proximity to Goose Lake. Mr. Klatt summarized the recommended conditions of approval and draft findings. It was noted that the shoreland variance request was recommended for denial and the application for variance was subsequently withdrawn. The Planning Commission unanimously recommended approval.

Council Member Reeves asked about Goose Lake extension. If the man made channel is closed off there is no adverse impact on park land. If it is not closed off, it actually improves the parkland situation.

MOTION: *Council Member Nelson moved* ***TO ADOPT RESOLUTION NO. 2014-55, APPROVING THE HAMMES ESTATES PRELIMINARY PLAT SUBJECT TO 17 CONDITIONS OF APPROVAL.*** *Council Member Reeves seconded the motion.*

Council Member Smith asked about size of buffer. It is 100 feet. Council Member Nelson commended staff and planning commission process. Council Member Reeves acknowledged that every development is going in next to something. He hopes that all parties can be reasonable in future discussions regarding this issue.

Ms. Smith said she cannot vote for this due to the reduction of the larger buffers between it and Stonegate. She believes she has to stay consistent with past disapproval.

Mr. Nelson likes the fact that a former gravel pit is being turned into a housing development.

Mayor Pearson noted that there is a land use plan and the Planning Commission recommended unanimously.

MOTION PASSED 3-1 (SMITH – NAY).

Mayor Pearson commended the Planning Commission. They have been doing a great job.

REGULAR AGENDA

ITEM 16: 2015 STREET IMPROVEMENTS – AUTHORIZE FEASIBILITY REPORT; *RES. NO. 2014-56*

City Engineer Griffin provided summary overview of the proposed project and the impacted areas. Areas include Bordners Gardner Farmettes, Kenridge Addition, and Kelvin Avenue. Mr. Griffin explained the approval process and project schedule.

Bordner Gardner Farmettes: opportunity to install municipal water to neighborhood. Proposal includes 47 benefitting properties. Street and storm sewer assessment estimated at $7,500. Water assessment estimated at $9,800.

Kenridge Addition: Proposal includes 24 benefitting properties. Street and storm sewer assessment estimated at $8000; Water assessment estimated at $12,000. 4 inch water pipe was put in 20 years ago by Washington County. At the time, City declined to upgrade to an 8 inch.

Kelvin Ave N.: 18 benefitting properties. Street and storm sewer assessment estimated at $5,000; Water assessment estimated at $12,000. 14 benefitting properties for water improvements.

Council Member Reeves asked if the lower cost options can be included in the study. Mr. Griffin explained that the current road conditions do not provide the option of not doing at least a partial reconstruct.

It was also explained that if the City does elect to do a lesser improvement, there are potential additional costs in maintenance. There is no way to guarantee the life of any road, however lesser improvements typically have lower lifespan. Some communities require residents who want lesser improvement to pay greater share of the improvement due to increased cost over the life of the street.

Reeves not in favor of simply doing an overlay on any road that needs a reconstruct. He wants lower cost options researched.

City Attorney Snyder asked Mr. Griffin if deferment options are a part of the presentation to residents. It is but it is residents responsibility to pursue those options.

Ms. Smith asked if City can get into trouble by making exception here and not in future.

Mr. Griffin explained that roads can fail due to traffic volume and weather. Our roads are low in traffic and failing due to weather and poor soil bases. Replacing the base is key. Replace the base with good soils and you will get a longer life road. Don't replace it and the life is unknown due to the various factors such as weather.

Mr. Snyder further explained that it does not create legal trouble for City, but it does create a precedent that will be brought up in each subsequent case. The Council needs to consider that during its policy determination.

MOTION: *Council Member Nelson moved* ***TO APPROVE RESOLUTION NO. 2014-56, ORDERING PREPARATION OF A FEASIBILITY REPORT FOR THE 2015 STREET AND UTILITY IMPROVEMENTS TO FOCUS IN THE NOT TO EXCEED AMOUNT OF $12,300.*** *Council Member Reeves seconded the motion.*

Council Member Nelson does not see need for curb and improved water. He wants to direct Focus Engineering to give the options.

Mayor Pearson believes City made mistake when it had the last opportunity regarding the water oversizing. He sees benefit in concrete curbs. He also recognizes individual council members will have to come to own conclusions regarding the benefits.

Council Member Reeves has concern regarding the lack of fire suppression ability if the water is not upgraded.

MOTION PASSED 4-0.

MOTION: *Council Member Nelson moved* ***TO APPROVE A TASK ORDER NO. 1 TO HYDROMETHODS, LLC. FOR ENGINEERING SUPPORT SERVICES IN THE NOT TO EXCEED AMOUNT OF $3,192.*** *Council Member Smith seconded the motion.* ***MOTION PASSED 4-0.***

Council Member Nelson asked for point of privilege. Meeting recessed at 9:39pm. Meeting reconvened at 9:45pm.

ITEM 17: OLD VILLAGE PHASE 1 STREET AND UTILITY IMPROVEMENTS – AUTHORIZE FEASIBILITY REPORT; *RES. NO. 2014-57*

City Engineer Griffin provided summary overview of the proposed project and the impacted areas. Mr. Griffin explained the project schedule. Future workshop will be needed.

MOTION: *Council Member Reeves moved* ***TO APPROVE RESOLUTION NO. 2014-57, ORDERING PREPARATION OF A FEASIBILITY REPORT FOR THE OLD VILLAGE PHASE 1 STREET AND UTILITY IMPROVEMENTS IN A NOT TO EXCEED AMOUNT OF $20,700.*** *Council Member Nelson seconded the motion.* ***MOTION PASSED 4-0.***

ITEM 18: WILDFLOWER COMP PLAN AMENDMENT; *RES. NO. 2014-46*

Community Development Klatt provided summary of the proposed comp plan amendment and the proceedings surrounding the proposed development including the conditions set at the 6/17/14 Council meeting. The signed agreement between the RECO and FOSCII has been completed. The screening between the neighbors and the development has been agreed upon.

Council Member Smith asked about the existing driveway and drainage issues in area.

Mayor Pearson asked if the maintenance plans for the conservancy area has been determined. Mr. Klatt explained that the maintenance plan will need to be addressed by the preliminary plat approval.

Developer Robert Engstrom noted the additional stormwater retention in Outlot O has been removed. Mr. Engstrom reminded Council that his proposal includes previous village planning and contains multiple amenities. He noted he is working with individual builders, not national builders.

Richard Smith 11514 Stillwater Blvd. does not believe he should have to have negotiated his buffer in the first place. He requested to see the city records that removed the elimination of the buffer. He wants to know if there are legal issues as a result of the removal. Wants to know why it is still shown on current maps. Mr. Klatt explained the background of the buffer distance modification. The Planning Commission desired to address each development on individual basis. He read the current comp plan language regarding the buffers.

Council Member Smith asked if Richard Smith has reached agreement with RECO. He said that he had. Mr. Smith said he is comfortable with the negotiations thus far, but does not understand why he had to negotiate anything in the first place.

Council Member Reeves reiterated that the CPA was only to be done after the agreements reached and that is what is taking place.

Bob Eichens 11614 Stillwater Blvd. reported Mary Jean Dupuis supports the accommodations Engstrom has agreed to. He appreciates amount of dialogue that has taken place. He also supports the proposal as currently addressed.

Erik Aunen 4330 Lily Ave. asked that he be added to list of adjacent neighbors being consulted regarding buffering. He requests that screening be continued on north side of Outlot O to shield his view of the proposed Wildflower homes. It was determined that his property is over 650 feet from nearest proposed lot.

John Hodler designated by FOSCII board to negotiate with RECO to add association to outlot easements title. He asked that those documents be completed prior to approval. Mr. Klatt clarified that the PUD Concept Plan approval already requires the easement agreements be completed. Council Member Nelson stated he wants the documents completed. City Attorney Snyder explained that technically completing the legal documents may not be possible prior to the comp plan amendment approval, but staff can inform Council when the agreements adequately meet Council's expectations. Mr. Nelson also wants the landscaping plans in writing.

Mr. Engstrom stated that he deliberately did not plan artificial tree buffers due to existing oak trees on north end of Outlot O. He also stated the 25 foot grade difference makes it impractical.

Mayor Pearson expressed his remaining concern about the conservancy area maintenance plans. He would like to see a more definite plan.

Council Member Reeves respectfully noted that in his opinion, Mr. Aunen's situation is different than the other adjacent neighbors.

MOTION: *Council Member Nelson moved* ***TO TABLE ITEM.*** *Council Member Reeves seconded the motion.* ***MOTION PASSED 4-0.***

STAFF REPORTS AND ANNOUNCEMENTS

City Administrator Zuleger: upcoming downtown/2015 budget assumptions workshop; third park neighborhood meeting at Pebble Park; possible special meeting on 7/22; noted that this is the wettest season on record. Suggested that Council reexamine OHWM level on Olson/Demontreville, find way to increase output of our lakes, and addressing the Eurasian Milfoil proliferation. Mr. Zuleger suggested that City use an outside expert to analyze issues. Mayor Pearson is open to discussing the outflow and milfoil issues but does not want to revisit the no wake debate at this time.

Mayor Pearson explained his reasoning for declaring emergency no wake decision on Lake Elmo. Council Member Smith reiterated her belief that the entire Council should be notified and included in important decisions.

Council Member Reeves stated his support in relying on Mayor and administrator or staff determinations that are urgent in nature.

City Attorney Snyder: no update

Community Development Director Klatt: Savona final plat has been signed. Home construction should begin in next week or two; downtown market study will be brought to council soon.

City Engineer Griffin: no report.

Finance Director Bendel: no report.

City Clerk Bell: Absentee voting for the 2014 State Primary Election has begun. Absentee ballots are now available at Washington County. Voters can also apply for absentee ballot online. The state website is linked on City website.

Mayor Pearson adjourned meeting at 11:07 pm.

LAKE ELMO CITY COUNCIL

ATTEST:

_____
Mike Pearson, Mayor

_____
Adam R. Bell, City Clerk

THE CITY OF LAKE ELMO

MAYOR & COUNCIL COMMUNICATION

DATE: 07/15/2014
CONSENT ITEM# 2
MOTION

AGENDA ITEM: Approve Disbursements in the amount of $690,040.67

SUBMITTED BY: Cathy Bendel, Finance Director

THROUGH: Cathy Bendel, Finance Director

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
- Call for Motion ..... Mayor & City Council
- Discussion ..... Mayor & City Council
- Action on Motion ..... Mayor Facilitates

POLICY RECOMMENDER: Finance

FISCAL IMPACT: $690,040.67

SUMMARY AND ACTION REQUESTED: As part of its Consent Agenda, the City Council is asked to approve disbursements in the amount of $690,040.67. No specific motion is needed as this is recommended to be part of the *Consent Agenda.*

LEGISLATIVE HISTORY: NA

BACKGROUND INFORMATION/STAFF REPORT: The City of Lake Elmo has the fiduciary responsibility to conduct normal business operations. 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	$ 12,707.83	Payroll Taxes to IRS & MN Dept of Revenue 7/10/14
ACH	$ 5,977.83	Payroll Retirement to PERA 7/10/14
DD5637-DD5683	$ 36,976.41	Payroll Dated (Direct Deposits) 7/10/14
41521-41576	$ 633,358.60	Accounts Payable 7/15/14
2421-2437	$ 1,020.00	Library Card Reimbursement 7/15/14
TOTAL	**$ 690,040.67**	

RECOMMENDATION: Based on the aforementioned, the staff recommends the City Council approve as part of the Consent Agenda the aforementioned disbursements in the amount of $690,040.67.

ATTACHMENTS:

1. Accounts Payable – check registers

Accounts Payable
To Be Paid Proof List

User: PattyB
Printed: 07/10/2014 - 12:28 PM
Batch: 003-07-2014

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close	POLine #
ACEHARD Ace Hardware , Inc											
150986	06/11/2014	238.79	0.00	07/15/2014	Lift Station locks, paint stripper		-			No	0000
601-494-9400-42270	Utility System Maintenance										
	150986 Total:	238.79									
151691	06/28/2014	35.95	0.00	07/15/2014	Trees - snow plow damage		-			No	0000
101-430-3120-42240	Street Maintenance Materials										
	151691 Total:	35.95									
	ACEHARD Total:	274.74									
AMERICAN American Eng and Testing, Inc.											
62684	06/27/2014	527.50	0.00	07/15/2014	Test LE Ave Sewer I-94-30th St #4		-			No	0000
602-495-9450-43030	Engineering Services										
62684	06/27/2014	363.30	0.00	07/15/2014	Test LE Ave Sewer I-94-30th St #5		-			No	0000
602-495-9450-43030	Engineering Services										
	62684 Total:	890.80									
	AMERICAN Total:	890.80									
AMFLAG American Flagpole & Flag Corp											
114190	06/26/2014	199.90	0.00	07/15/2014	Flag and Pole Support PW		-			No	0000
101-430-3100-44030	Repairs/Maint Imp Not Bldgs										
	114190 Total:	199.90									
	AMFLAG Total:	199.90									
ASPENMI Aspen Mills, Inc.											
151486	06/27/2014	403.70	0.00	07/15/2014	Witter Class A		-			No	0000
101-420-2220-44170	Uniforms										
	151486 Total:	403.70									
151487	06/27/2014	24.00	0.00	07/15/2014	N Malmquist - belt		-			No	0000
101-420-2220-44170	Uniforms										
	151487 Total:	24.00									
151488	06/27/2014	72.50	0.00	07/15/2014	Rutkowski - shirts, nametag		-			No	0000
101-420-2220-44170	Uniforms										

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO	Line #
	151488 Total:	72.50									
151489	06/27/2014	72.50	0.00	07/15/2014	Hauser, shirts, nametag		-			No	0000
101-420-2220-44170	Uniforms										
	151489 Total:	72.50									
	ASPENMI Total:	572.70									
BAKERPAT Baker Patricia											
2014-06	07/07/2014	938.44	0.00	07/15/2014	Contract Service Hours - June 2014		-			No	0000
101-410-1520-43150	Contract Services										
2014-06	07/07/2014	804.38	0.00	07/15/2014	Contract Service Hours - June 2014		-			No	0000
601-494-9400-43150	Contract Services										
2014-06	07/07/2014	134.05	0.00	07/15/2014	Contract Service Hours - June 2014		-			No	0000
602-495-9450-43150	Contract Services										
2014-06	07/07/2014	804.38	0.00	07/15/2014	Contract Service Hours - June 2014		-			No	0000
603-495-9500-43150	Contract Services										
	2014-06 Total:	2,681.25									
	BAKERPAT Total:	2,681.25									
BIFFS Biff's Inc.											
530577-530586	06/25/2014	866.00	0.00	07/15/2014	Portable Restrooms		-			No	0000
101-450-5200-44120	Rentals - Buildings										
	530577-530586 Total:	866.00									
	BIFFS Total:	866.00									
BOLTONME Bolton & Menk, Inc											
167662	06/27/2014	2,131.40	0.00	07/15/2014	2013.132 Pumphouse No 4		-			No	0000
601-494-9400-43030	Engineering Services										
	167662 Total:	2,131.40									
	BOLTONME Total:	2,131.40									
BUBERL Buberl Black Dirt, Inc											
16049	07/01/2014	420.00	0.00	07/15/2014	Black Dirt - Reid		-			No	0000
101-450-5200-42250	Landscaping Materials										
	16049 Total:	420.00									
	BUBERL Total:	420.00									
BUELOW Buelow Excavating											
6393	08/31/2009	600.00	0.00	07/15/2014	Dozer Rental - Reid Park		-			No	0000
404-480-8000-44030	Repairs/Maint Imp Not Bldgs										
	6393 Total:	600.00									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO	Line #
6732	03/19/2013	432.50	0.00	07/15/2014	Contract Snow Plowing		-			No	0000
101-430-3125-43150 Contract Services											
	6732 Total:	432.50									
6834	06/08/2014	1,850.00	0.00	07/15/2014	Dozer Rental - Grading Sunfish		-			No	0000
404-480-8000-44030 Repairs/Maint Imp Not Bldgs											
	6834 Total:	1,850.00									
	BUELOW Total:	2,882.50									
C A C Companion Animal Control, LLC											
6	06/01/2014	500.00	0.00	07/15/2014	Animal Control Services - June		-			No	0000
101-420-2700-43150 Contract Services											
6	06/01/2014	120.00	0.00	07/15/2014	Dog/Cat Pick up 7am-7pm		-			No	0000
101-420-2700-43160 Impounding											
6	06/01/2014	315.00	0.00	07/15/2014	Dog/Cat Pick up 7pm-7am		-			No	0000
101-420-2700-43160 Impounding											
	6 Total:	935.00									
	C A C Total:	935.00									
CARQUEST Car Quest Auto Parts											
2055-322070	06/27/2014	160.36	0.00	07/15/2014	Equipment Maintenance Parts		-			No	0000
101-450-5200-42210 Equipment Parts											
	2055-322070 Total:	160.36									
	CARQUEST Total:	160.36									
CENTPOW Century Power Equipment											
628048	06/18/2014	189.58	0.00	07/15/2014	Weed Whip		-			No	0000
101-450-5200-42400 Small Tools & Minor Equipment											
	628048 Total:	189.58									
	CENTPOW Total:	189.58									
CENWOOD Central Wood Products											
39993	06/27/2014	1,620.00	0.00	07/15/2014	Rec Step Cert Mulch Field II Carriage St		-			No	0000
101-450-5200-42250 Landscaping Materials											
	39993 Total:	1,620.00									
	CENWOOD Total:	1,620.00									
COMCAST Comcast											
	06/24/2014	5.73	0.00	07/15/2014	Monthly Service - July		-			No	0000
101-410-1940-43210 Telephone											
	06/27/2014	6.36	0.00	07/15/2014	Monthly Service		-			No	0000
101-420-2220-43210 Telephone											

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close	POLine #
	Total:	12.09									
	COMCAST Total:	12.09									
CTYBLOOM City of Bloomington											
June 2014	06/30/2014	31.50	0.00	07/15/2014	Lab Bacteria Tests		-			No	0000
601-494-9400-42270	Utility System Maintenance										
	June 2014 Total:	31.50									
	CTYBLOOM Total:	31.50									
CTYOAKDA City of Oakdale											
201406264201	06/26/2014	474.56	0.00	07/15/2014	CV-1, front brakes		-			No	0000
101-420-2220-44040	Repairs/Maint Eqpt										
	201406264201 Total:	474.56									
	CTYOAKDA Total:	474.56									
CTYROSEV City of Roseville											
218917,218954	07/01/2014	2,635.58	0.00	07/15/2014	Monthly IT Services - July 2014		-			No	0000
101-410-1450-43180	Information Technology/Web										
218917,218954	07/01/2014	87.10	0.00	07/15/2014	Monthly Telephone - Admin		-			No	0000
101-410-1320-43210	Telephone										
218917,218954	07/01/2014	13.75	0.00	07/15/2014	Monthly Telephone - Building		-			No	0000
101-420-2400-43210	Telephone										
218917,218954	07/01/2014	13.75	0.00	07/15/2014	Monthly Telephone - Communication		-			No	0000
101-410-1450-43210	Telephone										
218917,218954	07/01/2014	13.75	0.00	07/15/2014	Monthly Telephone - Engineering		-			No	0000
101-410-1930-43210	Telephone										
218917,218954	07/01/2014	27.50	0.00	07/15/2014	Monthly Telephone - Finance		-			No	0000
101-410-1520-43210	Telephone										
218917,218954	07/01/2014	38.15	0.00	07/15/2014	Monthly Telephone - Planning		-			No	0000
101-410-1910-43210	Telephone										
218917,218954	07/01/2014	181.75	0.00	07/15/2014	Monthly Telephone - Public Works		-			No	0000
101-430-3100-43210	Telephone										
	218917,218954 Total:	3,011.33									
	CTYROSEV Total:	3,011.33									
DEMCO Demco											
5328366	06/20/2014	59.76	0.00	07/15/2014	Book ends		-			No	0000
206-450-5300-42500	Library Collection Maintenance										
5328366	06/20/2014	43.20	0.00	07/15/2014	Book ends		-			No	0000
206-450-5300-42500	Library Collection Maintenance										
5328366	06/20/2014	31.20	0.00	07/15/2014	Book easels		-			No	0000
206-450-5300-42500	Library Collection Maintenance										

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close	POLine #
5328366	06/20/2014	21.50	0.00	07/15/2014	Book easels		-			No	0000
206-450-5300-42500	Library Collection Maintenance										
5328366	06/20/2014	12.45	0.00	07/15/2014	Shipping		-			No	0000
206-450-5300-42500	Library Collection Maintenance										
	5328366 Total:	168.11									
	DEMCO Total:	168.11									
EMERGRES Emergency Response Solutions											
2373	06/25/2014	160.00	0.00	07/15/2014	Replace 2 pails of foam		-			No	0000
101-420-2220-44300	Miscellaneous										
	2373 Total:	160.00									
	EMERGRES Total:	160.00									
FASTENAL Fastenal Company											
MNOAK0110	05/19/2014	18.17	0.00	07/15/2014	hardware		-			No	0000
101-450-5200-42210	Equipment Parts										
	MNOAK0110 Total:	18.17									
	FASTENAL Total:	18.17									
FOCUS Focus Engineering, Inc.											
1239-1240	06/30/2014	2,789.28	0.00	07/15/2014	General		-			No	0000
101-410-1930-43030	Engineering Services										
1239-1240	06/30/2014	210.00	0.00	07/15/2014	Planning		-			No	0000
101-410-1910-43030	Engineering Services										
1239-1240	06/30/2014	1,192.32	0.00	07/15/2014	ROW		-			No	0000
101-430-3100-43030	Engineering Services										
	1239-1240 Total:	4,191.60									
1241-1244	06/30/2014	1,189.65	0.00	07/15/2014	Building		-			No	0000
101-420-2400-43030	Engineering										
1241-1244	06/30/2014	1,234.63	0.00	07/15/2014	Planning		-			No	0000
101-410-1910-43030	Engineering Services										
1241-1244	06/30/2014	219.50	0.00	07/15/2014	PW		-			No	0000
101-430-3100-43030	Engineering Services										
1241-1244	06/30/2014	422.25	0.00	07/15/2014	Water		-			No	0000
601-494-9400-43030	Engineering Services										
1241-1244	06/30/2014	1,178.00	0.00	07/15/2014	Sewer		-			No	0000
602-495-9450-43030	Engineering Services										
1241-1244	06/30/2014	1,637.75	0.00	07/15/2014	Surface Water		-			No	0000
603-496-9500-43030	Engineering Services										
	1241-1244 Total:	5,881.78									
1245	06/30/2014	546.88	0.00	07/15/2014	2014.114 Transportation & Traffic		-			No	0000
409-480-8000-43030	Engineering Services										

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO	Line #
1245	06/30/2014	1,712.25	0.00	07/15/2014	2014.115 Street System & Maintenance		-			No	0000
409-480-8000-43030	Engineering Services										
1245	06/30/2014	67.50	0.00	07/15/2014	2014.117 Capital Improvement		-			No	0000
409-480-8000-43030	Engineering Services										
1245	06/30/2014	3,672.08	0.00	07/15/2014	2014.118 2014 Seal Coat Project		-			No	0000
409-480-8000-43030	Engineering Services										
	1245 Total:	5,998.71									
1246	06/30/2014	59.00	0.00	07/15/2014	State Highway 5 Traffic Mgmnt		-			No	0000
409-480-8000-43030	Engineering Services										
	1246 Total:	59.00									
1247	06/30/2014	172.75	0.00	07/15/2014	2012.125 OV Sanitary Sewer		-			No	0000
409-480-8000-43030	Engineering Services										
	1247 Total:	172.75									
1248	06/30/2014	184.19	0.00	07/15/2014	2012.129 Keats Ave Watermain		-			No	0000
601-494-9400-43030	Engineering Services										
1248	06/30/2014	244.17	0.00	07/15/2014	2012.129 Keats Ave Street		-			No	0000
409-480-8000-43030	Engineering Services										
	1248 Total:	428.36									
1249	06/30/2014	3,193.42	0.00	07/15/2014	2013.123 LE Ave I94-30th St		-			No	0000
409-480-8000-43030	Engineering Services										
	1249 Total:	3,193.42									
1250	06/30/2014	349.75	0.00	07/15/2014	2013.125 Production Well 4		-			No	0000
601-494-9400-43030	Engineering Services										
	1250 Total:	349.75									
1251	06/30/2014	2,433.13	0.00	07/15/2014	2013.126 Section 34 Water		-			No	0000
601-494-9400-43030	Engineering Services										
1251	06/30/2014	1,622.09	0.00	07/15/2014	2013.126 Section 34 Sewer		-			No	0000
602-495-9450-43030	Engineering Services										
	1251 Total:	4,055.22									
1252	06/30/2014	906.20	0.00	07/15/2014	2013.127 CSAH 15 Corridor		-			No	0000
602-495-9450-43030	Engineering Services										
	1252 Total:	906.20									
1253	06/30/2014	5,063.73	0.00	07/15/2014	2013.131 Well No 4 Feasibility		-			No	0000
601-494-9400-43030	Engineering Services										
	1253 Total:	5,063.73									
1254	06/30/2014	687.00	0.00	07/15/2014	2013.132 Pumphouse No 4		-			No	0000
601-494-9400-43030	Engineering Services										
	1254 Total:	687.00									
1255	06/30/2014	3,857.63	0.00	07/15/2014	2013.133 LE Ave Trunk Watermain		-			No	0000
601-494-9400-43030	Engineering Services										
	1255 Total:	3,857.63									
1256	06/30/2014	1,023.90	0.00	07/15/2014	2013.134 LE Ave Corridor Improve		-			No	0000
409-480-8000-43030	Engineering Services										
	1256 Total:	1,023.90									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO	Line #
1257	06/30/2014	3,583.00	0.00	07/15/2014	2013.135 2014 Street Impr		-			No	0000
409-480-8000-43030	Engineering Services										
	1257 Total:	3,583.00									
1258	06/30/2014	4,759.88	0.00	07/15/2014	2014.127 Village East Trunk Sewer		-			No	0000
602-495-9450-43030	Engineering Services										
	1258 Total:	4,759.88									
1259	06/30/2014	725.38	0.00	07/15/2014	2014.129 Inwood Booster Station		-			No	0000
601-494-9400-43030	Engineering Services										
	1259 Total:	725.38									
1260	06/30/2014	7,258.50	0.00	07/15/2014	2014.131 39th St N - Street		-			No	0000
409-480-8000-43030	Engineering Services										
	1260 Total:	7,258.50									
1261	06/30/2014	4,318.44	0.00	07/15/2014	2012.130 Lennar I94 West Corridor		-			No	0000
803-000-0000-22910	Developer Payments										
	1261 Total:	4,318.44									
1262	06/30/2014	888.50	0.00	07/15/2014	2013.128 Amaris Homes		-			No	0000
803-000-0000-22910	Developer Payments										
	1262 Total:	888.50									
1263	06/30/2014	944.00	0.00	07/15/2014	2013.129 Hammes Estates		-			No	0000
803-000-0000-22910	Developer Payments										
	1263 Total:	944.00									
1264	06/30/2014	147.50	0.00	07/15/2014	2013.130 Ryland		-			No	0000
803-000-0000-22910	Developer Payments										
	1264 Total:	147.50									
1265	06/30/2014	206.50	0.00	07/15/2014	Engstrom Village		-			No	0000
803-000-0000-22910	Developer Payments										
	1265 Total:	206.50									
1266	06/30/2014	1,059.38	0.00	07/15/2014	Gonyea Village		-			No	0000
803-000-0000-22910	Developer Payments										
	1266 Total:	1,059.38									
1267	06/30/2014	872.50	0.00	07/15/2014	Easton Village		-			No	0000
803-000-0000-22910	Developer Payments										
	1267 Total:	872.50									
1268	06/30/2014	355.50	0.00	07/15/2014	2014.127B Lakewood Crossing - Kwik Trip		-			No	0000
803-000-0000-22910	Developer Payments										
	1268 Total:	355.50									
1269	06/30/2014	118.00	0.00	07/15/2014	2014.132 Sprint 2.5 Equipment Deployment		-			No	0000
803-000-0000-22900	Deposits Payable										
	1269 Total:	118.00									
1270	06/30/2014	531.00	0.00	07/15/2014	2014.133 Gonyea Parcel E		-			No	0000
803-000-0000-22910	Developer Payments										
	1270 Total:	531.00									
1271	06/30/2014	767.00	0.00	07/15/2014	2014.134 Eagle Point Medical Center		-			No	0000
803-000-0000-22910	Developer Payments										
	1271 Total:	767.00									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO	Line #
	FOCUS Total:	62,404.13									
GRAPHICR Graphic Resources Inc											
49474	07/03/2014	1,258.00	0.00	07/15/2014	Spring Newsletter		-			No	0000
101-410-1450-43090 Newsletter											
	49474 Total:	1,258.00									
	GRAPHICR Total:	1,258.00									
HOLIDAYC Holiday Credit Office											
	06/15/2014	419.44	0.00	07/15/2014	Fuel		-			No	0000
101-420-2220-42120 Fuel, Oil and Fluids											
	06/15/2014	58.90	0.00	07/15/2014	Propane		-			No	0000
101-420-2220-44300 Miscellaneous											
	Total:	478.34									
	HOLIDAYC Total:	478.34									
INFINITP Infinity Printing Supplies											
464323-464325	06/24/2014	430.28	0.00	07/15/2014	Office Supplies - Admin		-			No	0000
101-410-1320-42000 Office Supplies											
464323-464325	06/24/2014	251.23	0.00	07/15/2014	Recycled Paper		-			No	0000
101-430-3200-42100 Recycling Supplies											
	464323-464325 Total:	681.51									
	INFINITP Total:	681.51									
kathfuel Kath Fuel Oil Service Co											
458675	04/08/2014	450.00	0.00	07/15/2014	Fuel - short paid invoice		-			No	0000
101-430-3120-42120 Fuel, Oil and Fluids											
	458675 Total:	450.00									
469231	07/02/2014	1,040.38	0.00	07/15/2014	Fuel		-			No	0000
101-430-3120-42120 Fuel, Oil and Fluids											
	469231 Total:	1,040.38									
469232	07/02/2014	2,352.79	0.00	07/15/2014	Fuel		-			No	0000
101-430-3120-42120 Fuel, Oil and Fluids											
	469232 Total:	2,352.79									
469233	07/02/2014	1,695.98	0.00	07/15/2014	Fuel		-			No	0000
101-430-3120-42120 Fuel, Oil and Fluids											
	469233 Total:	1,695.98									
	kathfuel Total:	5,539.15									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO	Line #
KEYSWELL Keys Well Drilling Company											
Pay Request 7	07/15/2014	19,085.50	0.00	07/15/2014	2013.125 Production Well 4		-			No	0000
601-494-9400-43030 Engineering Services											
	Pay Request 7 Total:	19,085.50									
	KEYSWELL Total:	19,085.50									
KORTHER KORTH ERIC											
	07/08/2014	37.81	0.00	07/15/2014	Cable Operations 7/8/14 CC Workshop		-			No	0000
101-410-1450-43620 Cable Operations											
	Total:	37.81									
	KORTHER Total:	37.81									
LANG RON Ron's Inspection Services, LLC											
1	06/27/2014	638.00	0.00	07/15/2014	Building Inspector Services		-			No	0000
101-420-2400-43150 Inspector Contract Services											
1	06/27/2014	57.68	0.00	07/15/2014	Building Inspector Mileage		-			No	0000
101-420-2400-43310 Mileage											
	1 Total:	695.68									
	LANG RON Total:	695.68									
LCSLAWN L.C.S. Lawn Service, Inc											
1341251422-23	06/26/2014	58.50	0.00	07/15/2014	Station 1 lawn treatment		-			No	0000
101-420-2220-44010 Repairs/Maint Bldg											
1341251422-23	06/26/2014	212.00	0.00	07/15/2014	Station 2 lawn treatment		-			No	0000
101-420-2220-44010 Repairs/Maint Bldg											
	1341251422-23 Total:	270.50									
	LCSLAWN Total:	270.50									
LEOIL Lake Elmo Oil, Inc.											
	05/31/2014	226.26	0.00	07/15/2014	Fuel		-			No	0000
101-420-2220-42120 Fuel, Oil and Fluids											
	06/30/2014	403.25	0.00	07/15/2014	Fuel		-			No	0000
101-420-2220-42120 Fuel, Oil and Fluids											
	Total:	629.51									
	LEOIL Total:	629.51									
Lillie Newspapers Inc. Lillie Suburban											
007148	06/30/2014	37.40	0.00	07/15/2014	6/11 Notice - PC Comm 6/23		-			No	0000
101-410-1320-43510 Legal Publishing											
007148	06/30/2014	30.80	0.00	07/15/2014	6/11 Notice - ORD 08-107		-			No	0000
101-410-1320-43510 Legal Publishing											

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close	POLine #
007148	06/30/2014	28.60	0.00	07/15/2014	6/11 Notice - ORD 08-111		-			No	0000
101-410-1320-43510	Legal Publishing										
007148	06/30/2014	19.80	0.00	07/15/2014	6/11 Notice - ORD 08-112		-			No	0000
101-410-1320-43510	Legal Publishing										
007148	06/30/2014	35.20	0.00	07/15/2014	6/18 Notice - PC Comm 6/30		-			No	0000
101-410-1320-43510	Legal Publishing										
007148	06/30/2014	57.20	0.00	07/15/2014	6/25 Notice - Advertisement for Bids		-			No	0000
101-410-1320-43510	Legal Publishing										
007148	06/30/2014	44.00	0.00	07/15/2014	6/25 Notice - ORD 08-108		-			No	0000
101-410-1320-43510	Legal Publishing										
007148	06/30/2014	37.40	0.00	07/15/2014	7/2 Notice - Public Hearing 7/14		-			No	0000
101-410-1320-43510	Legal Publishing										
	007148 Total:	290.40									
	Lillie Total:	290.40									
LOFF	Loffler Companies, Inc.										
1776767	07/01/2014	837.85	0.00	07/15/2014	Copy machine contract & overage 6/10-7/9		-			No	0000
101-410-1940-44040	Repairs/Maint Contractual Eqpt										
	1776767 Total:	837.85									
	LOFF Total:	837.85									
LTG PWR	L.T.G. Power Equipment										
180137	07/08/2014	82.23	0.00	07/15/2014	Cable Throtle, latch - Toro		-			No	0000
101-450-5200-44040	Repairs/Maint Eqpt										
	180137 Total:	82.23									
180248	07/07/2014	22.08	0.00	07/15/2014	Washers - Toro		-			No	0000
101-450-5200-44040	Repairs/Maint Eqpt										
	180248 Total:	22.08									
	LTG PWR Total:	104.31									
MENARDSO	Menards - Oakdale										
49269	06/27/2014	126.93	0.00	07/15/2014	Shop Supplies		-			No	0000
101-430-3100-42150	Shop Materials										
	49269 Total:	126.93									
49407	06/29/2014	16.68	0.00	07/15/2014	Shop Supplies		-			No	0000
101-430-3100-42150	Shop Materials										
	49407 Total:	16.68									
49469	06/30/2014	47.53	0.00	07/15/2014	Shop Supplies		-			No	0000
101-430-3100-42150	Shop Materials										
	49469 Total:	47.53									
	MENARDSO Total:	191.14									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close	POLine #
METCOU Metropolitan Council											
1035992	07/07/2014	1,550.84	0.00	07/15/2014	Monthly Wastewater Service	-				No	0000
602-495-9450-43820	Sewer Utility - Met Council										
	1035992 Total:	1,550.84									
	METCOU Total:	1,550.84									
MINGERCO Minger Construction Inc											
Pay 8	06/30/2014	176,079.90	0.00	07/15/2014	2013.123 LE Sewer	-				No	0000
602-495-9450-43030	Engineering Services										
	Pay 8 Total:	176,079.90									
	MINGERCO Total:	176,079.90									
NORTHDAL Northdale Construction Co, INC											
NO 3	07/08/2014	90,303.94	0.00	07/15/2014	2013.131 Well No 4 Watermain	-				No	0000
601-494-9400-43030	Engineering Services										
	NO 3 Total:	90,303.94									
	NORTHDAL Total:	90,303.94									
ONECALL Gopher State One Call											
111391	06/30/2014	294.45	0.00	07/15/2014	FTP Tickets - June	-				No	0000
101-430-3100-43150	Contract Services										
	111391 Total:	294.45									
	ONECALL Total:	294.45									
PARTYON PARTY ON STILLWATER											
1597	06/30/0214	940.00	0.00	07/15/2014	Tent Rental - set up and take down	-				No	0000
204-450-5200-43150	Contract Services										
	1597 Total:	940.00									
	PARTYON Total:	940.00									
PINKY Pinky's Sewer Service, Inc.											
68660	07/01/2014	100.00	0.00	07/15/2014	Pumped two tanks	-				No	0000
206-450-5300-44010	Repairs/Maint Bldg										
	68660 Total:	100.00									
	PINKY Total:	100.00									
PIONEERP Pioneer Press											
614520397	06/30/2014	181.40	0.00	07/15/2014	City Notice - Public Hearing 6/1-6/30/14	-				No	0000
101-410-1450-43510	Public Notices										
	614520397 Total:	181.40									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close	POLine #
	PIONEERP Total:	181.40									
RCM RCM Specialties, Inc											
3250	06/30/2014	4,500.00	0.00	07/15/2014	Spray Patcher Rental	-				No	0000
101-430-3120-43150	Contract Services										
	3250 Total:	4,500.00									
4344	06/30/2014	290.73	0.00	07/15/2014	Emulsion	-				No	0000
101-430-3120-42240	Street Maintenance Materials										
	4344 Total:	290.73									
	RCM Total:	4,790.73									
REDSTONE Redstone Construction Co. Inc											
NO 6	06/30/0214	41,070.08	0.00	07/15/2014	2013.126 Section 34 Water & Sewer	-				No	0000
601-494-9400-43030	Engineering Services										
NO 6	06/30/0214	61,605.12	0.00	07/15/2014	2013.126 Section 34 Water & Sewer	-				No	0000
602-495-9450-43030	Engineering Services										
	NO 6 Total:	102,675.20									
	REDSTONE Total:	102,675.20									
S&T S&T Office Products, Inc.											
01QL0596	06/23/2014	136.84	0.00	07/15/2014	Office Supplies - Admin	-				No	0000
101-410-1320-42000	Office Supplies										
01QL0596	06/23/2014	19.40	0.00	07/15/2014	Office Supplies - Planning	-				No	0000
101-410-1910-42000	Office Supplies										
01QL0596	06/23/2014	8.64	0.00	07/15/2014	Office Supplies - Building	-				No	0000
101-420-2400-42000	Office Supplies										
	01QL0596 Total:	164.88									
01QL4064	06/30/2014	32.10	0.00	07/15/2014	Paper towels	-				No	0000
206-450-5300-42000	Office Supplies										
	01QL4064 Total:	32.10									
	S&T Total:	196.98									
SMITHSCH Smith Schafer & Associates,LTD											
19401	06/27/2014	13,940.00	0.00	07/15/2014	Final Billing	-				No	0000
101-410-1520-43010	Audit Services										
	19401 Total:	13,940.00									
	SMITHSCH Total:	13,940.00									
STCROIXR St. Croix Recreation Co.											
247	06/24/2014	11,873.40	0.00	07/15/2014	Down Payment - Pebble Park	-				No	0000
404-480-8000-45300	Improvements Other Than Bldgs										

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO	Line #
	247 Total:	11,873.40									
	STCROIXR Total:	11,873.40									
SW/WC SW/WC Service Cooperatives											
C1210-20-7	06/26/2014	21,222.00	0.00	07/15/2014	August Premium	-				No	0000
101-000-0000-21706	Medical Insurance										
	C1210-20-7 Total:	21,222.00									
	SW/WC Total:	21,222.00									
TESSMAN Tessman Company Corp											
S197578-IN	06/24/2014	211.37	0.00	07/15/2014	Herbicide	-				No	0000
101-450-5200-42160	Chemicals										
	S197578-IN Total:	211.37									
	TESSMAN Total:	211.37									
TOTALMEC Total Mechanical Services, Inc											
NO 2	07/01/2014	92,915.70	0.00	07/15/2014	2013.132 Pumphouse No 4	-				No	0000
601-494-9400-43030	Engineering Services										
	NO 2 Total:	92,915.70									
	TOTALMEC Total:	92,915.70									
TOWNCTRY Town & Country Cleaning Co											
714686	07/01/2014	230.00	0.00	07/15/2014	July Cleaning	-				No	0000
101-410-1940-44010	Repairs/Maint Contractual Bldg										
	714686 Total:	230.00									
714728	07/01/2014	175.00	0.00	07/15/2014	July Cleaning - Library	-				No	0000
206-450-5300-44010	Repairs/Maint Bldg										
	714728 Total:	175.00									
	TOWNCTRY Total:	405.00									
USTREASU United States Treasury											
41-0874741	07/03/2014	108.00	0.00	07/15/2014	Form 720 Qtrly Excise Tax	-				No	0000
101-410-1320-44300	Miscellaneous										
	41-0874741 Total:	108.00									
	USTREASU Total:	108.00									
WARDDIES Ward Diesel Filter Systems											
769	06/30/2014	224.71	0.00	07/15/2014	Replacement Parts on T1	-				No	0000
101-420-2220-44040	Repairs/Maint Eqpt										
	769 Total:	224.71									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO	Line #
	WARDDIES Total:	224.71									
WAS-SHER Washington County											
79108	07/07/2014	677.50	0.00	07/15/2014	2014 Code Red		-			No	0000
101-420-2100-43150	Law Enforcement Contract										
	79108 Total:	677.50									
	WAS-SHER Total:	677.50									
WASHCONS Washington Conservation Dist.											
2947	06/30/2014	556.25	0.00	07/15/2014	2nd of four billings - Shared Educator		-			No	0000
603-496-9500-44370	Conferences & Training										
	2947 Total:	556.25									
	WASHCONS Total:	556.25									
Whiteani White Anita											
	07/01/2014	55.00	0.00	07/15/2014	Cable Operations 7/01/14 CC Meeting		-			No	0000
101-410-1450-43620	Cable Operations										
	07/01/2014	25.00	0.00	07/15/2014	Bonus		-			No	0000
101-410-1450-43620	Cable Operations										
	Total:	80.00									
	Whiteani Total:	80.00									
XCEL Xcel Energy											
	06/25/2014	24.85	0.00	07/15/2014	Electrical Services		-			No	0000
101-430-3160-43810	Street Lighting										
	06/25/2014	312.42	0.00	07/15/2014	Electrical Services		-			No	0000
101-420-2220-43810	Electric Utility										
	06/25/2014	359.78	0.00	07/15/2014	Electrical Services		-			No	0000
101-410-1940-43810	Electric Utility										
	06/25/2014	33.40	0.00	07/15/2014	Electrical Services		-			No	0000
101-430-3160-43810	Street Lighting										
	06/25/2014	343.02	0.00	07/15/2014	Electrical Services		-			No	0000
101-410-1940-43810	Electric Utility										
	06/25/2014	11.78	0.00	07/15/2014	Electrical Services		-			No	0000
101-450-5200-43810	Electric Utility										
	06/25/2014	44.92	0.00	07/15/2014	Electrical Services		-			No	0000
101-450-5200-43810	Electric Utility										
	06/25/2014	26.75	0.00	07/15/2014	Electrical Services		-			No	0000
101-450-5200-43810	Electric Utility										
	06/25/2014	254.62	0.00	07/15/2014	Electrical Services		-			No	0000
101-420-2220-43810	Electric Utility										

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO	Line #
	06/25/2014	42.85	0.00	07/15/2014	Electrical Services		-			No	0000
101-430-3160-43810	Street Lighting										
	06/25/2014	87.81	0.00	07/15/2014	Electrical Services		-			No	0000
101-450-5200-43810	Electric Utility										
	06/25/2014	20.47	0.00	07/15/2014	Electrical Services		-			No	0000
602-495-9450-43810	Electric Utility										
	06/25/2014	17.23	0.00	07/15/2014	Electrical Services		-			No	0000
602-495-9450-43810	Electric Utility										
	06/25/2014	49.60	0.00	07/15/2014	Electrical Services		-			No	0000
101-450-5200-43810	Electric Utility										
	06/25/2014	30.55	0.00	07/15/2014	Electrical Services		-			No	0000
101-430-3160-43810	Street Lighting										
	06/25/2014	14.36	0.00	07/15/2014	Electrical Services		-			No	0000
101-450-5200-43810	Electric Utility										
	06/25/2014	420.87	0.00	07/15/2014	Electrical Services		-			No	0000
101-450-5200-43810	Electric Utility										
	06/25/2014	887.01	0.00	07/15/2014	Electrical Services		-			No	0000
101-430-3100-43810	Electric Utility										
	06/25/2014	24.35	0.00	07/15/2014	Electrical Services		-			No	0000
601-494-9400-43810	Electric Utility										
	06/25/2014	12.93	0.00	07/15/2014	Electrical Services		-			No	0000
101-430-3160-43810	Street Lighting										
	06/25/2014	21.60	0.00	07/15/2014	Electrical Services		-			No	0000
101-430-3160-43810	Street Lighting										
	06/25/2014	542.72	0.00	07/15/2014	Electrical Services		-			No	0000
206-450-5300-43810	Electric Utility										
	06/25/2014	154.98	0.00	07/15/2014	Electrical Services		-			No	0000
602-495-9450-43810	Electric Utility										
	06/25/2014	88.54	0.00	07/15/2014	Electrical Services		-			No	0000
601-494-9400-43810	Electric Utility										
	Total:	3,827.41									
	XCEL Total:	3,827.41									
	Report Total:	633,358.60									

THE CITY OF LAKE ELMO

MAYOR & COUNCIL COMMUNICATION

DATE: July 15, 2014
CONSENT ITEM #3
MOTION

AGENDA ITEM: June 2014 Financial Reporting

SUBMITTED BY: Cathy Bendel, Finance Director

THROUGH: Cathy Bendel, Finance Director

REVIEWED BY: Finance Committee

SUGGESTED ORDER OF BUSINESS:

- Introduction of Item ..... City Administrator
- 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

POLICY RECOMMENDER: Finance

FISCAL IMPACT: NA

SUMMARY AND ACTION REQUESTED: As part of its Consent Agenda, the City Council is asked to accept the June 2014 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 the comparative financial statements for the month of June 2014 reflecting the monthly and year to date detail, comparing the actual results to the 2014 Budget.

Please note that at the suggestion of the Finance Committee, the full year budgeted numbers are now also shown to show where activity is at relative to the full year budget.

The most significant budget to actual variances are highlighted below:

Revenues:

- Building Permit revenue for the month was 39% better than budget and the year to date results are at 15% better than budget. There were three new homes started in June bringing the year to date new home starts to 12 compared to 17 in 2013. Although fewer homes, the actual valuations are above the estimates used in the budget resulting in the actual permit fee revenue to be better than budgeted.
- Plan check fees are 83% better than budget for the month and the year to date results are 22% better than budget. This is also is due to the higher home valuations than budgeted.

Expenses:

Most departments were at or below budget for the month due to diligently managing expenditures to the bottom line. A few items to note:

- Administration - Assessing services expense is higher than plan for the month by $8.4k and higher than plan year to date by $6.4k. This is a timing issue due to the contract with the new City Assessor calling for slightly higher monthly installments than in the past. The total expense for the year will be consistent with budget.
- Finance – Audit services expense is higher than budget by $3.3k for the month and this is also a timing issue. The total expense for the year will be consistent with budget.
- Planning – Salaries are less than budgeted due to the recovery of personnel time spent on developer work. This expense recovery was not included in the 2014 budget.
- Fire – Repairs and Maintenance included an emergency repair bill of $11.5k to repair the fire track ladder. This expense was not anticipated in the budget.
- Streets – Due to the summer focus on street repairs, the street maintenance expenses are higher than budgeted for the month but within the full year budgeted amount. Contract services included cost of $4k to repair curbs in the tapestry development which were damaged due to water drainage issues.

RECOMMENDATION: Based on the aforementioned, the staff recommends the City Council accept the attached June Financial Report.

ATTACHMENT:

1. June Financial Reports

City of Lake Elmo
2014 By Month
Budget to Actual Comparative
For the month ending June 30, 2014
101-General Fund Summary
By Department

7/15/2014

DEPT 410 - GEN'L GOV'T	Full Year BUDGET 2014	% to date	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										
Total Revenue	**$3,303,535.08**	**9.54%**	**37,600.00**	**61,440.53**	**23,840.53**	**63.41%**	**286,945.08**	**315,111.43**	**28,166.35**	**9.82%**
EXPENSE										
Total Mayor & Council	**45,269.32**	**39.66%**	**350.00**	**5.48**	**344.52**	**98.43%**	**30,391.66**	**17,952.56**	**12,439.10**	**40.93%**
Total Administration	**396,538.62**	**58.69%**	**27,692.70**	**36,349.61**	**(8,656.91)**	**-31.26%**	**215,219.81**	**232,743.28**	**(17,523.47)**	**-8.14%**
Total Elections	**13,350.00**	**7.04%**	**1,325.00**	**0.00**	**1,325.00**	**100.00%**	**1,675.00**	**940.00**	**735.00**	**43.88%**
Total Communications	**79,129.53**	**62.23%**	**7,778.48**	**6,017.51**	**1,760.97**	**22.64%**	**39,696.97**	**49,240.69**	**(9,543.72)**	**-24.04%**
Total Finance	**156,285.12**	**50.78%**	**10,110.24**	**13,014.67**	**(2,904.43)**	**-28.73%**	**84,552.06**	**79,367.87**	**5,184.19**	**6.13%**
Total Planning & Zoning	**273,059.23**	**44.23%**	**22,608.41**	**17,651.03**	**4,957.38**	**21.93%**	**135,204.61**	**120,763.84**	**14,440.77**	**10.68%**
Total Engineering Services	**48,000.00**	**42.03%**	**4,000.00**	**2,789.28**	**1,210.72**	**30.27%**	**24,000.00**	**20,176.43**	**3,823.57**	**15.93%**
Total City Hall	**27,133.16**	**45.19%**	**2,283.32**	**1,481.81**	**801.51**	**35.10%**	**13,583.24**	**12,260.59**	**1,322.65**	**9.74%**
Total General Government	**1,038,764.98**	**51.35%**	**76,148.15**	**77,309.39**	**(1,161.24)**	**-1.52%**	**544,323.35**	**533,445.26**	**10,878.09**	**2.00%**
DEPT 420 - PUBLIC SAFETY										
Total Police	**500,000.00**	**0.13%**	**250,000.00**	**0.00**	**250,000.00**	**100.00%**	**250,000.00**	**634.22**	**249,365.78**	**99.75%**
Total Prosecution	**51,000.00**	**44.46%**	**4,250.00**	**4,512.50**	**(262.50)**	**-6.18%**	**25,500.00**	**22,673.75**	**2,826.25**	**11.08%**
Total Fire	**399,655.82**	**46.29%**	**29,490.97**	**35,875.81**	**(6,384.84)**	**-21.65%**	**210,223.27**	**185,019.62**	**25,203.65**	**11.99%**
Total Fire Relief	**37,323.50**	**0.00%**	**0.00**	**0.00**	**0.00**	**0.00%**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Building Inspections	**157,601.95**	**51.47%**	**12,127.24**	**11,363.39**	**763.85**	**6.30%**	**80,725.43**	**81,115.52**	**(390.09)**	**-0.48%**
Total Emergency Communications	**5,800.00**	**58.16%**	**5,800.00**	**0.00**	**5,800.00**	**100.00%**	**5,800.00**	**3,373.08**	**2,426.92**	**41.84%**
Total Animal Control	**6,282.08**	**44.95%**	**550.00**	**500.00**	**50.00**	**9.09%**	**3,132.08**	**2,824.00**	**308.08**	**9.84%**
Total Public Safety	**1,157,663.35**	**25.54%**	**302,218.21**	**52,251.70**	**249,966.51**	**82.71%**	**575,380.78**	**295,640.19**	**279,740.59**	**48.62%**

			MONTH				YTD			
			BUDGET Month	ACTUAL Month	Variance ($) Month	Variance (%) Month	BUDGET YTD	ACTUAL YTD	Variance ($) YTD	Variance (%) YTD
DEPT 430 - PUBLIC WORKS										
Total Public Works	**386,269.82**	**54.40%**	**32,708.91**	**32,645.71**	**63.20**	**0.19%**	**210,634.82**	**210,144.47**	**490.35**	**0.23%**
Total Streets	**16,800.00**	**88.79%**	**1,300.00**	**7,039.24**	**(5,739.24)**	**-441.48%**	**8,400.00**	**14,917.01**	**(6,517.01)**	**-77.58%**
Total Ice & Snow Removal	**96,000.00**	**59.73%**	**500.00**	**0.00**	**500.00**	**100.00%**	**62,500.00**	**57,341.49**	**5,158.51**	**8.25%**
Total Street Lighting	**28,800.00**	**36.49%**	**2,400.00**	**1,985.77**	**414.23**	**17.26%**	**14,400.00**	**10,507.93**	**3,892.07**	**27.03%**
Total Recycling	**7,400.00**	**65.30%**	**4,000.00**	**0.00**	**4,000.00**	**100.00%**	**7,400.00**	**4,831.86**	**2,568.14**	**34.70%**
Total Tree Program	**5,000.00**	**19.00%**	**1,250.00**	**0.00**	**1,250.00**	**100.00%**	**5,000.00**	**950.00**	**4,050.00**	**81.00%**
Total Public Works	**540,269.82**	**55.29%**	**42,158.91**	**41,670.72**	**488.19**	**1.16%**	**308,334.82**	**298,692.76**	**9,642.06**	**3.13%**
DEPT 450 - CULTURE, RECREATION										
Total Parks & Recreation	**206,836.93**	**48.43%**	**17,493.37**	**20,196.94**	**(2,703.57)**	**-15.45%**	**106,191.04**	**100,170.44**	**6,020.60**	**5.67%**
DEPT 460 - COMP ADJ	**0.00**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
DEPT 490 - CONTINGENCY FUND	**0.00**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Transfer to City Projects (Streets)	**160,000.00**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
DEPT 493 - OTH FINANCING	**200,000.00**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
GRAND TOTAL ALL DEPTS	**3,303,535.08**	**37.17%**	**438,018.64**	**191,428.75**	**246,589.89**	**56.30%**	**1,534,229.99**	**1,227,948.65**	**306,281.34**	**19.96%**
Net Income over Expenses	**0.00**	**-912832.00%**	**(400,418.64)**	**(129,988.22)**	**270,430.42**	**67.54%**	**(1,247,284.91)**	**(912,837.22)**	**334,447.69**	**26.81%**

City of Lake Elmo
2014 By Month
Budget to Actual Comparative
For the month ending June 30, 2014
101-General Fund Detail
By Department

7/15/2014

DEPT 410 - GEN'L GOV'T	Full Year BUDGET 2014	% to date	MONTH BUDGET Month	MONTH ACTUAL Month	MONTH Variance ($) Month	MONTH Variance (%) Month	YTD BUDGET YTD	YTD ACTUAL YTD	YTD Variance ($) YTD	YTD Variance (%) YTD	YTD variance notes
REVENUE											
Current Ad Valorem Taxes	**2,565,000.00**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	
Delinquent Ad Valorem Taxes	**20,000.00**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	
Mobile Home Tax	**8,000.00**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	
Fiscal Disparities	**120,000.00**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	
Penalty & Interest on Taxes	**5,180.00**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	
Liquor License	**3,000.00**	**0.00%**	500.00	0.00	(500.00)	-100.00%	3,000.00	0.00	(3,000.00)	-100.00%	Prepaid in 2013 rather than early 2014
Wastehauler License	**0.00**	**1080.00%**	0.00	240.00	240.00	100.00%	0.00	1,080.00	1,080.00	100.00%	
General Contractor License	**165.00**	**30.30%**	0.00	50.00	50.00	100.00%	165.00	50.00	(115.00)	-69.70%	
Heating Contractor License	**6,650.00**	**41.50%**	500.00	550.00	50.00	10.00%	3,650.00	2,760.00	(890.00)	-24.38%	
Blacktopping Contractor License	**0.00**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	
Building Permits	**170,500.00**	**49.44%**	15,000.00	20,865.35	5,865.35	39.10%	73,000.00	84,289.40	11,289.40	15.46%	3 new home starts in June; YTD of 12 compared to 17 in 2013
Building Re-inspect Fees	**0.00**	**350.00%**	0.00	350.00	350.00	100.00%	0.00	350.00	350.00	100.00%	
Heating Permits	**15,600.00**	**48.56%**	1,300.00	1,140.00	(160.00)	-12.31%	7,800.00	7,575.00	(225.00)	-2.88%	
Plumbing Permits	**9,000.00**	**72.06%**	500.00	1,140.00	640.00	128.00%	6,000.00	6,485.00	485.00	8.08%	
Sewer Permits	**485.00**	**0.00%**	0.00	0.00	0.00	0.00%	485.00	0.00	(485.00)	-100.00%	
Animal License	**1,991.00**	**107.41%**	150.00	80.00	(70.00)	-46.67%	1,491.00	2,138.50	647.50	43.43%	
Utility Permits (ROW)	**11,000.00**	**113.65%**	1,000.00	4,588.20	3,588.20	358.82%	4,000.00	12,501.00	8,501.00	212.53%	Due to I-94 expansion
Burning Permit	**3,350.00**	**25.67%**	500.00	80.00	(420.00)	-84.00%	2,100.00	860.00	(1,240.00)	-59.05%	
Massage Therapy Licenses	**150.00**	**0.00%**	0.00	0.00	0.00	0.00%	150.00	0.00	(150.00)	-100.00%	
Electrical Permit	**0.00**	**1600.11%**	0.00	627.73	627.73	100.00%	0.00	1,600.11	1,600.11	100.00%	City share only (25%)
Homestead Credit Aid	**0.00**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	
MSA-Maintenance	**98,022.00**	**51.87%**	0.00	0.00	0.00	0.00%	49,011.00	50,848.00	1,837.00	3.75%	
State Fire Aid	**41,500.00**	**0.00%**	0.00	0.00	0.00	0.00%	3,000.00	0.00	(3,000.00)	-100.00%	Budgeted based on funds rec'd in 2013 for the fire relief assn
PERA Aid	**2,749.00**	**0.00%**	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	0.00	0.00%	0.00	0.00	0.00	0.00%	
Recycling Grant	**15,500.00**	**0.00%**	0.00	0.00	0.00	0.00%	15,500.00	0.00	(15,500.00)	-100.00%	
Misc State Grant/Surcharge Rev	**1,150.00**	**362.67%**	0.00	0.00	0.00	100.00%	1,150.00	4,170.68	3,020.68	262.67%	DNR trail grooming funds of $4k (May)
Cable Franchise Revenue	**42,851.98**	**97.08%**	3,000.00	0.00	(3,000.00)	-100.00%	42,851.98	41,601.71	(1,250.27)	-2.92%	
Zoning & Subdivision Fees	**1,250.00**	**614.00%**	250.00	7,675.00	7,425.00	2970.00%	500.00	7,675.00	7,175.00	1435.00%	
Plan Check Fees	**82,000.00**	**62.74%**	7,000.00	12,821.33	5,821.33	83.16%	42,000.00	51,443.02	9,443.02	22.48%	
Sale of Copies, Books, Maps	**206.10**	**81.39%**	0.00	6.50	6.50	100.00%	206.10	167.75	(38.35)	-18.61%	
Assessment Searches	**1,285.00**	**31.52%**	100.00	120.00	20.00	20.00%	685.00	405.00	(280.00)	-40.88%	
Clean Up Days	**3,000.00**	**75.93%**	3,000.00	2,278.00	(722.00)	-100.00%	3,000.00	2,278.00	(722.00)	-100.00%	
Cable Operation Reimbursement	**1,950.00**	**39.68%**	0.00	773.75	773.75	0.00%	0.00	773.75	773.75	100.00%	
Fines	**48,000.00**	**44.65%**	4,500.00	5,015.67	515.67	11.46%	25,000.00	21,433.38	(3,566.62)	-14.27%	
Miscellaneous Revenue	**2,400.00**	**126.92%**	200.00	1,907.00	1,707.00	853.50%	1,200.00	3,046.13	1,846.13	153.84%	CUP permits
Internal Charges	**1,600.00**	**30.00%**	100.00	32.00	(68.00)	-68.00%	1,000.00	480.00	(520.00)	-52.00%	Fewer library card reimb than budgeted
Interest Earnings	**20,000.00**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	
Donations	**0.00**	**11100.00%**	0.00	1,100.00	1,100.00	100.00%	0.00	11,100.00	11,100.00	100.00%	Donation from LE Jaycees
Total Revenue	**3,303,535.08**	**9.54%**	**37,600.00**	**61,440.53**	**23,840.53**	**63.41%**	**286,945.08**	**315,111.43**	**28,166.35**	**9.82%**	

EXPENSE	Full Year BUDGET 2014	% to date	MONTH BUDGET Month	MONTH ACTUAL Month	MONTH Variance ($) Month	MONTH Variance (%) Month	YTD BUDGET YTD	YTD ACTUAL YTD	YTD Variance ($) YTD	YTD Variance (%) YTD	
1110 - Mayor & Council											
PT Salaries	**25,690.00**	**50.00%**	0.00	0.00	0.00	0.00%	12,845.00	12,845.00	0.00	0.00%	
FICA Contributions	**1,592.78**	**50.00%**	0.00	0.00	0.00	0.00%	796.39	796.39	0.00	0.00%	
Medicare Contributions	**372.54**	**50.00%**	0.00	0.00	0.00	0.00%	186.27	186.27	0.00	0.00%	
Workers Compensation	**300.00**	**0.00%**	0.00	0.00	0.00	0.00%	300.00	0.00	300.00	100.00%	
Mileage	**800.00**	**0.00%**	100.00	0.00	100.00	100.00%	250.00	0.00	250.00	100.00%	
Miscellaneous	**5,000.00**	**14.56%**	0.00	5.48	(5.48)	-100.00%	5,000.00	727.90	4,272.10	85.44%	
Dues & Subscriptions	**10,514.00**	**32.31%**	0.00	0.00	0.00	0.00%	10,514.00	3,397.00	7,117.00	67.69%	Includes Memberships
Conferences & Training	**1,000.00**	**0.00%**	250.00	0.00	250.00	100.00%	500.00	0.00	500.00	100.00%	
Total Mayor & Council	**45,269.32**	**39.66%**	**350.00**	**5.48**	**344.52**	**98.43%**	**30,391.66**	**17,952.56**	**12,439.10**	**40.93%**	
1320 - Administration											
FT Salaries	**176,384.00**	**48.67%**	13,568.00	13,271.41	296.59	2.19%	88,192.00	85,845.66	2,346.34	2.66%	
PERA Contributions	**12,505.02**	**49.76%**	983.68	962.17	21.51	2.19%	6,252.51	6,222.11	30.40	0.49%	
ICMA Contributions	**0.00**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	
FICA Contributions	**10,603.92**	**47.53%**	841.22	779.60	61.62	7.33%	5,301.96	5,039.93	262.03	4.94%	
Medicare Contributions	**2,479.96**	**47.53%**	196.74	182.32	14.42	7.33%	1,239.98	1,178.66	61.32	4.95%	
Health/Dental Insurance	**47,636.00**	**45.60%**	3,716.00	3,620.00	96.00	2.58%	23,626.00	21,720.00	1,906.00	8.07%	
Unemployment Benefits	**0.00**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	
Workers Compensation	**1,000.00**	**13.94%**	0.00	139.37	(139.37)	-100.00%	1,000.00	139.37	860.63	86.06%	
Office Supplies	**6,000.00**	**50.88%**	500.00	19.35	480.65	96.13%	3,000.00	3,052.87	(52.87)	-1.76%	
Printed Forms	**0.00**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	
Legal Services	**60,000.00**	**34.57%**	5,000.00	5,460.00	(460.00)	-9.20%	30,000.00	20,741.75	9,258.25	30.86%	
Newsletter/Website	**0.00**	**559.87%**	0.00	559.87	(559.87)	-100.00%	0.00	559.87	(559.87)	0.00%	
Assessing Services	**30,500.00**	**65.36%**	2,000.00	10,435.39	(8,435.39)	-421.77%	13,500.00	19,935.39	(6,435.39)	-47.67%	
Information Technology	**0.00**	**3201.02%**	0.00	0.00	0.00	0.00%	0.00	3,201.02	(3,201.02)	-100.00%	Comp upgrades appr by CC
Contract Services	**0.00**	**25000.00%**	0.00	0.00	0.00	0.00%	0.00	25,000.00	(25,000.00)	-100.00%	Leg Lobbyist appr by CC
Software Programs	**0.00**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	
Telephone	**4,044.72**	**14.03%**	337.06	87.10	249.96	74.16%	2,022.36	567.45	1,454.91	71.94%	
Postage	**4,000.00**	**34.65%**	0.00	500.00	(500.00)	-100.00%	2,000.00	1,386.17	613.83	30.69%	
Mileage	**600.00**	**16.75%**	0.00	0.00	0.00	0.00%	600.00	100.51	499.49	83.25%	
Legal Publishing	**2,400.00**	**138.89%**	200.00	184.80	15.20	7.60%	1,200.00	3,333.27	(2,133.27)	-177.77%	Due to notice increases due to development activities
Insurance	**35,000.00**	**70.88%**	0.00	0.00	0.00	0.00%	35,000.00	24,808.00	10,192.00	29.12%	Annual ins prem; budgeted in May
Cable Operation Expense	**0.00**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	
Miscellaneous	**600.00**	**147.09%**	50.00	0.00	50.00	100.00%	300.00	882.56	(582.56)	-194.19%	
Dues & Subscriptions	**600.00**	**63.53%**	50.00	148.23	(98.23)	-196.46%	300.00	381.19	(81.19)	-27.06%	
Books	**0.00**	**42.28%**	0.00	0.00	0.00	0.00%	0.00	42.28	(42.28)	-100.00%	
Conferences & Training	**2,185.00**	**393.83%**	250.00	0.00	250.00	100.00%	1,685.00	8,605.22	(6,920.22)	-410.70%	Predictive Index; CC approved
Staff Development	**0.00**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	
Total Administration	**396,538.62**	**58.69%**	**27,692.70**	**36,349.61**	**(8,656.91)**	**-31.26%**	**215,219.81**	**232,743.28**	**(17,523.47)**	**-8.14%**	
1410 - Elections											
PT Salaries	**10,000.00**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	
Office Supplies	**500.00**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	
Legal Publications/Notification	**500.00**	**0.00%**	125.00	0.00	125.00	100.00%	125.00	0.00	125.00	100.00%	
Election Equipment	**0.00**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	
Equipment Repair	**450.00**	**0.00%**	100.00	0.00	100.00	100.00%	100.00	0.00	100.00	100.00%	
County Election Fees	**950.00**	**0.00%**	950.00	0.00	950.00	100.00%	950.00	0.00	950.00	100.00%	
Printed Forms	**350.00**	**0.00%**	0.00	0.00	0.00	0.00%	350.00	0.00	350.00	100.00%	
Miscellaneous	**600.00**	**156.67%**	150.00	0.00	150.00	100.00%	150.00	940.00	(790.00)	-526.67%	WA Cty Ann Elect Mach Calibr
Total Elections	**13,350.00**	**7.04%**	**1,325.00**	**0.00**	**1,325.00**	**100.00%**	**1,675.00**	**940.00**	**735.00**	**43.88%**	Not budgeted since no election scheduled; had to recalibrate machines for special school election.

	Full Year BUDGET		MONTH				YTD				
1450 - Communications	2014	% to date	BUDGET Month	ACTUAL Month	Variance ($) Month	Variance (%) Month	BUDGET YTD	ACTUAL YTD	Variance ($) YTD	Variance (%) YTD	
FT Salaries	**13,390.00**	**73.63%**	1,030.00	1,545.23	(515.23)	-50.02%	6,695.00	9,859.39	(3,164.39)	-47.26%	
PERA Contributions	**970.78**	**73.63%**	74.68	112.04	(37.36)	-50.03%	485.39	714.79	(229.40)	-47.26%	
FICA Contributions	**830.18**	**71.40%**	63.86	92.96	(29.10)	-45.57%	415.09	592.79	(177.70)	-42.81%	
Medicare Contributions	**194.16**	**71.41%**	14.94	21.74	(6.80)	-45.52%	97.08	138.64	(41.56)	-42.81%	
Health/Dental Insurance	**3,120.00**	**52.31%**	240.00	272.00	(32.00)	-13.33%	1,560.00	1,632.00	(72.00)	-4.62%	
Workers Compensation	**110.00**	**14.90%**	0.00	16.39	(16.39)	-100.00%	110.00	16.39	93.61	85.10%	
Newsletter	**8,000.00**	**47.88%**	2,000.00	0.00	2,000.00	100.00%	4,000.00	3,830.06	169.94	4.25%	Due to timing of newsletters
Office Supplies	**304.41**	**201.63%**	50.00	53.08	(3.08)	-6.16%	154.41	613.77	(459.36)	-297.49%	
Info Technology/Web	**42,000.00**	**63.08%**	3,500.00	2,635.58	864.42	24.70%	21,000.00	26,493.55	(5,493.55)	-26.16%	Primarily due to Laserfiche upgrade approved by CC
Telephone	**1,560.00**	**26.54%**	130.00	69.09	60.91	46.85%	780.00	413.99	366.01	46.92%	
Mileage	**0.00**	**36.96%**	25.00	0.00	25.00	0.00%	50.00	36.96	13.04	26.08%	
Public Notices	**4,200.00**	**59.09%**	300.00	849.40	(549.40)	-183.13%	2,400.00	2,481.80	(81.80)	-3.41%	
Cable Operations	**3,600.00**	**64.35%**	300.00	350.00	(50.00)	-16.67%	1,800.00	2,316.56	(516.56)	-28.70%	Will be reimb by cable comm;
Conferences	**800.00**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	filed quarterly for reimb
Repair/Maint Equipment	**50.00**	**200.00%**	50.00	0.00	50.00	100.00%	150.00	100.00	50.00	100.00%	
Total Communications	**79,129.53**	**62.23%**	**7,778.48**	**6,017.51**	**1,760.97**	**22.64%**	**39,696.97**	**49,240.69**	**(9,543.72)**	**-24.04%**	
1520 - Finance											
FT Salaries	**87,880.00**	**49.65%**	6,760.00	6,258.13	501.87	7.42%	43,940.00	43,631.22	308.78	0.70%	Due to PTO payout to accounting clerk/overlap
PERA Contributions	**6,371.30**	**47.76%**	490.10	453.71	36.39	7.43%	3,185.65	3,043.06	142.59	4.48%	
FICA Contributions	**5,448.56**	**45.53%**	419.12	366.35	52.77	12.59%	2,724.28	2,480.75	243.53	8.94%	
Medicare Contributions	**1,274.26**	**45.53%**	98.02	85.67	12.35	12.60%	637.13	580.13	57.00	8.95%	
Health/Dental Insurance	**19,936.00**	**35.47%**	1,568.00	1,088.00	480.00	30.61%	9,840.00	7,072.00	2,768.00	28.13%	Savings due to use of contractor; no benefit costs
Unemployment Benefits	**0.00**	**456.86%**	0.00	0.00	0.00	0.00%	0.00	456.86	(456.86)	-100.00%	
Workers Compensation	**600.00**	**12.93%**	0.00	77.56	(77.56)	-100.00%	600.00	77.56	522.44	87.07%	
Office Supplies	**300.00**	**51.86%**	25.00	0.00	25.00	100.00%	150.00	155.57	(5.57)	-3.71%	
Printed Forms	**0.00**	**100.00%**	0.00	433.47	(433.47)	-100.00%	0.00	433.47	(433.47)	-100.00%	
Audit Services	**27,000.00**	**48.37%**	0.00	3,285.00	(3,285.00)	-100.00%	18,000.00	13,060.00	4,940.00	27.44%	Installment pmt
Contract Services	**4,500.00**	**130.04%**	500.00	929.38	(429.38)	-85.88%	3,500.00	5,851.58	(2,351.58)	-67.19%	See note above
Software Programs	**150.00**	**1249.69%**	0.00	0.00	0.00	0.00%	150.00	1,874.54	(1,724.54)	-1149.69%	Upgrades required; appr by CC
Telephone	**1,200.00**	**13.75%**	100.00	27.50	72.50	72.50%	600.00	165.00	435.00	72.50%	
Mileage	**50.00**	**0.00%**	0.00	0.00	0.00	0.00%	50.00	0.00	50.00	100.00%	
Miscellaneous	**1,000.00**	**2.53%**	50.00	9.90	40.10	80.20%	850.00	25.28	824.72	97.03%	
Dues & Subscriptions	**0.00**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	
Conferences & Training	**575.00**	**80.15%**	100.00	0.00	100.00	100.00%	325.00	460.85	(135.85)	-41.80%	Ehlers conf recommended by City Admin Zuleger
Total Finance	**156,285.12**	**50.78%**	**10,110.24**	**13,014.67**	**(2,904.43)**	**-28.73%**	**84,552.06**	**79,367.87**	**5,184.19**	**6.13%**	

	Full Year BUDGET		MONTH				YTD				
1910 - Planning & Zoning	2014	% to date	BUDGET Month	ACTUAL Month	Variance ($) Month	Variance (%) Month	BUDGET YTD	ACTUAL YTD	Variance ($) YTD	Variance (%) YTD	YTD variance notes
FT Salaries	**159,874.00**	**48.72%**	12,298.00	10,981.10	1,316.90	10.71%	79,937.00	77,893.59	2,043.41	2.56%	
PERA Contributions	**11,590.87**	**53.20%**	891.61	953.56	(61.95)	-6.95%	5,795.43	6,166.74	(371.31)	-6.41%	
FICA Contributions	**9,912.19**	**51.17%**	762.48	843.52	(81.04)	-10.63%	4,956.09	5,071.81	(115.72)	-2.33%	
Medicare Contributions	**2,318.17**	**51.17%**	178.32	197.30	(18.98)	-10.64%	1,159.09	1,186.17	(27.08)	-2.34%	
Health/Dental Insurance	**34,814.00**	**46.15%**	2,678.00	2,678.00	0.00	0.00%	17,407.00	16,068.00	1,339.00	7.69%	
Workers Compensation	**800.00**	**17.97%**	0.00	143.78	(143.78)	-100.00%	800.00	143.78	656.22	82.03%	
Office Supplies	**2,000.00**	**47.72%**	150.00	303.99	(153.99)	-102.66%	900.00	954.32	(54.32)	-6.04%	
Printed Forms	**750.00**	**60.80%**	0.00	0.00	0.00	0.00%	250.00	456.00	(206.00)	-82.40%	
Engineering Services	**36,000.00**	**33.82%**	3,000.00	1,444.63	1,555.37	51.85%	18,000.00	12,174.71	5,825.29	32.36%	
Contract Services	**10,000.00**	**0.00%**	2,500.00	0.00	2,500.00	100.00%	5,000.00	0.00	5,000.00	100.00%	
Information Technology	**0.00**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	
Telephone	**1,200.00**	**21.94%**	100.00	53.76	46.24	46.24%	600.00	263.27	336.73	56.12%	
Postage	**200.00**	**52.64%**	50.00	50.64	(0.64)	-1.28%	100.00	105.28	(5.28)	-5.28%	
Mileage	**200.00**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	
Miscellaneous	**500.00**	**8.23%**	0.00	0.75	(0.75)	-100.00%	200.00	41.17	158.83	79.42%	
Dues & Subscriptions	**600.00**	**39.83%**	0.00	0.00	0.00	0.00%	0.00	239.00	(239.00)	-100.00%	
Books	**300.00**	**0.00%**	0.00	0.00	0.00	0.00%	100.00	0.00	100.00	100.00%	
Conferences & Training	**2,000.00**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	
Total Planning & Zoning	**273,059.23**	**44.23%**	**22,608.41**	**17,651.03**	**4,957.38**	**21.93%**	**135,204.61**	**120,763.84**	**14,440.77**	**10.68%**	
1930 - Engineering Services											
Engineering Services	**48,000.00**	**42.03%**	4,000.00	2,789.28	1,210.72	30.27%	24,000.00	20,176.43	3,823.57	15.93%	
Total Engineering Services	**48,000.00**	**42.03%**	**4,000.00**	**2,789.28**	**1,210.72**	**30.27%**	**24,000.00**	**20,176.43**	**3,823.57**	**15.93%**	
1940 - City Hall											
Cleaning Supplies	**25.00**	**0.00%**	0.00	0.00	0.00	0.00%	25.00	0.00	25.00	100.00%	
Building Repair Supplies	**200.00**	**81.99%**	25.00	0.00	25.00	100.00%	50.00	163.97	(113.97)	-227.94%	
Telephone	**2,400.00**	**25.27%**	200.00	81.27	118.73	59.37%	1,200.00	606.50	593.50	49.46%	
Utilities	**13,200.00**	**44.58%**	1,100.00	480.13	619.87	56.35%	6,600.00	5,883.93	716.07	10.85%	
Refuse	**1,408.16**	**39.03%**	108.32	109.93	(1.61)	-1.49%	758.24	549.65	208.59	27.51%	
Repairs/Maint Contractual Bldg	**7,200.00**	**34.77%**	600.00	230.00	370.00	61.67%	3,600.00	2,503.29	1,096.71	30.46%	
Repairs/Maint Contractual Equip	**2,400.00**	**97.99%**	200.00	510.20	(310.20)	-155.10%	1,200.00	2,351.77	(1,151.77)	-95.98%	Annex repairs -Yale Mech
Miscellaneous	**300.00**	**67.16%**	50.00	70.28	(20.28)	-40.56%	150.00	201.48	(51.48)	-34.32%	
Total City Hall	**27,133.16**	**45.19%**	**2,283.32**	**1,481.81**	**801.51**	**35.10%**	**13,583.24**	**12,260.59**	**1,322.65**	**9.74%**	
Total General Government	**1,038,764.98**	**51.35%**	**76,148.15**	**77,309.39**	**(1,161.24)**	**-1.52%**	**544,323.35**	**533,445.26**	**10,878.09**	**2.00%**	

DEPT 420 - PUBLIC SAFETY	Full Year BUDGET		MONTH				YTD				
			BUDGET	ACTUAL	Variance ($)	Variance (%)	BUDGET	ACTUAL	Variance ($)	Variance (%)	
2100 - Police	2014	% to date	Month	Month	Month	Month	YTD	YTD	YTD	YTD	
Law Enforcement Contract	**500,000.00**	**0.13%**	250,000.00	0.00	250,000.00	100.00%	250,000.00	634.22	249,365.78	99.75%	Timing issue; not yet invoiced
Total Police	**500,000.00**	**0.13%**	**250,000.00**	**0.00**	**250,000.00**	**100.00%**	**250,000.00**	**634.22**	**249,365.78**	**99.75%**	
2150 - Prosecution											
Attorney Criminal	**51,000.00**	**44.46%**	4,250.00	4,512.50	(262.50)	-6.18%	25,500.00	22,673.75	2,826.25	11.08%	
Total Prosecution	**51,000.00**	**44.46%**	**4,250.00**	**4,512.50**	**(262.50)**	**-6.18%**	**25,500.00**	**22,673.75**	**2,826.25**	**11.08%**	
2220 - Fire											
FT Salaries	**74,119.04**	**50.07%**	5,701.46	5,712.91	(11.45)	-0.20%	37,059.52	37,111.32	(51.80)	-0.14%	
PT Salaries	**109,455.98**	**49.26%**	7,618.46	6,952.29	666.17	8.74%	59,935.99	53,916.24	6,019.75	10.04%	
PERA Contributions	**11,785.11**	**56.85%**	949.39	1,027.61	(78.22)	-8.24%	6,088.77	6,700.42	(611.65)	-10.05%	Due to FF rate change effective 1/1/2014
FICA Contributions	**11,381.65**	**26.51%**	825.84	380.68	445.16	53.90%	6,013.72	3,017.10	2,996.62	49.83%	FF budgeted at normal 6.2%; Full time fire FF rate is zero
Medicare Contributions	**2,661.84**	**47.82%**	193.14	176.09	17.05	8.83%	1,406.43	1,272.88	133.55	9.50%	
Health/Dental Insurance	**15,990.00**	**42.85%**	1,230.00	1,142.00	88.00	7.15%	7,995.00	6,852.00	1,143.00	14.30%	
Unemployment Benefits	**0.00**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	
Workers Compensation	**9,000.00**	**17.11%**	0.00	1,539.45	(1,539.45)	-100.00%	9,000.00	1,539.45	7,460.55	82.90%	
Office Supplies	**500.00**	**142.80%**	50.00	0.00	50.00	100.00%	200.00	714.02	(514.02)	-257.01%	
EMS Supplies	**4,900.00**	**4.66%**	1,500.00	0.00	1,500.00	100.00%	1,900.00	228.37	1,671.63	87.98%	
Fire Prevention	**3,000.00**	**0.00%**	250.00	0.00	250.00	100.00%	1,500.00	0.00	1,500.00	100.00%	
Fuel, Oil & Fluids	**14,000.00**	**39.73%**	1,200.00	446.12	753.88	62.82%	7,200.00	5,562.66	1,637.34	22.74%	
Small Tools & Equip	**22,500.00**	**35.02%**	1,900.00	99.50	1,800.50	94.76%	11,400.00	7,879.68	3,520.32	30.88%	YTD includes Themal Imaging camera from Jan
Physicals	**6,900.00**	**15.57%**	575.00	358.00	217.00	37.74%	3,450.00	1,074.00	2,376.00	68.87%	
Information Technology	**0.00**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	
Telephone	**4,200.00**	**58.09%**	350.00	285.71	64.29	18.37%	2,100.00	2,439.76	(339.76)	-16.18%	
Radio	**16,203.04**	**50.37%**	0.00	3,800.76	(3,800.76)	-100.00%	4,800.76	8,161.87	(3,361.11)	-70.01%	Timing issue
Mileage	**350.00**	**0.00%**	50.00	0.00	50.00	100.00%	50.00	0.00	50.00	0.00%	
Insurance	**5,237.00**	**97.69%**	0.00	850.00	(850.00)	-100.00%	5,237.00	5,116.00	121.00	2.31%	Firehall #2 charged to PW in error; reclassed in June
Electric Utility	**21,600.00**	**36.65%**	1,800.00	538.69	1,261.31	70.07%	10,800.00	7,917.04	2,882.96	26.69%	
Refuse	**572.16**	**79.15%**	47.68	259.32	(211.64)	-443.88%	286.08	452.84	(166.76)	-58.29%	
Repair/Maint Bldg	**12,000.00**	**30.02%**	1,000.00	132.73	867.27	86.73%	6,000.00	3,601.84	2,398.16	39.97%	
Repair/Maint Equip	**41,000.00**	**63.40%**	3,400.00	11,843.80	(8,443.80)	-248.35%	20,400.00	25,992.93	(5,592.93)	-27.42%	Emergency repair bill - $11,500
Uniforms	**3,000.00**	**13.98%**	250.00	288.00	(38.00)	-15.20%	1,500.00	419.35	1,080.65	72.04%	
Miscellaneous	**900.00**	**128.96%**	100.00	42.15	57.85	57.85%	600.00	1,160.63	(560.63)	-93.44%	
Dues & Subscriptions	**2,200.00**	**101.59%**	0.00	0.00	0.00	0.00%	2,200.00	2,235.00	(35.00)	-1.59%	
Books	**200.00**	**51.00%**	0.00	0.00	0.00	0.00%	100.00	102.00	(2.00)	-2.00%	
Conferences & Training	**6,000.00**	**59.64%**	500.00	0.00	500.00	100.00%	3,000.00	3,578.60	(578.60)	-19.29%	
Conferences & Training (Reimb)	**0.00**	**-2026.00%**	0.00	0.00	0.00	0.00%	0.00	(2,026.38)	2,026.38	100.00%	Reimb segregated out for better tracking
Total Fire	**399,655.82**	**46.29%**	**29,490.97**	**35,875.81**	**(6,384.84)**	**-21.65%**	**210,223.27**	**185,019.62**	**25,203.65**	**11.99%**	
2250 - Fire Relief											
Fire State Aid	**37,323.50**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	
Total Fire Relief	**37,323.50**	**0.00%**	**0.00**	**0.00**	**0.00**	**0.00%**	**0.00**	**0.00**	**0.00**	**0.00%**	

	Full Year BUDGET		MONTH				YTD				
2400 - Building Inspection	2014	% to date	BUDGET Month	ACTUAL Month	Variance ($) Month	Variance (%) Month	BUDGET YTD	ACTUAL YTD	Variance ($) YTD	Variance (%) YTD	
FT Salaries	**95,992.00**	**46.25%**	7,384.00	6,892.91	491.09	6.65%	47,996.00	44,396.24	3,599.76	7.50%	
PERA Contributions	**6,959.42**	**46.25%**	535.34	499.72	35.62	6.65%	3,479.71	3,218.67	261.04	7.50%	
FICA Contributions	**5,951.50**	**43.45%**	457.81	401.65	56.16	12.27%	2,975.75	2,586.00	389.75	13.10%	
Medicare Contributions	**1,391.88**	**43.45%**	107.07	93.91	13.16	12.29%	695.94	604.73	91.21	13.11%	
Health/Dental Insurance	**24,102.00**	**35.20%**	1,896.00	1,414.00	482.00	25.42%	11,895.00	8,484.00	3,411.00	28.68%	
Unemployment Benefits	**0.00**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	
Workers Compensation	**397.88**	**19.12%**	0.00	76.07	(76.07)	-100.00%	397.88	76.07	321.81	80.88%	
Office Supplies	**1,447.44**	**9.38%**	100.00	41.00	59.00	59.00%	847.44	135.80	711.64	83.98%	
Printed Forms	**146.61**	**0.00%**	0.00	0.00	0.00	0.00%	146.61	0.00	146.61	100.00%	
Fuel, Oil & Fluids	**465.56**	**23.50%**	51.36	0.00	51.36	100.00%	157.40	109.42	47.98	30.48%	
Engineering	**10,000.00**	**38.53%**	1,000.00	1,189.65	(189.65)	-18.97%	4,750.00	3,852.70	897.30	18.89%	
Surcharge Pmts	**0.00**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	
Inspector Contract Services	**3,281.50**	**27.67%**	500.00	638.00	(138.00)	-27.60%	1,381.50	908.00	473.50	34.27%	
Information Technology	**4,180.00**	**348.98%**	0.00	0.00	0.00	0.00%	4,180.00	14,587.16	(10,407.16)	-248.98%	Permit Works
Software Programs	**0.00**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	
Telephone	**547.92**	**63.06%**	45.66	58.80	(13.14)	-28.78%	273.96	345.50	(71.54)	-26.11%	
Mileage	**600.00**	**22.04%**	50.00	57.68	(7.68)	-15.36%	300.00	132.26	167.74	55.91%	
Insurance	**340.00**	**72.94%**	0.00	0.00	0.00	0.00%	340.00	248.00	92.00	27.06%	
Repairs/Maint Equip	**300.00**	**71.09%**	0.00	0.00	0.00	0.00%	0.00	213.28	(213.28)	-100.00%	
Uniforms	**0.00**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	121.98	(121.98)	-100.00%	
Miscellaneous	**500.00**	**0.00%**	0.00	0.00	0.00	0.00%	300.00	0.00	300.00	100.00%	
Dues & Subscriptions	**0.00**	**220.00%**	0.00	0.00	0.00	0.00%	0.00	220.00	(220.00)	-100.00%	
Books	**308.24**	**112.48%**	0.00	0.00	0.00	0.00%	108.24	346.71	(238.47)	-220.32%	
Conferences & Training	**690.00**	**76.67%**	0.00	0.00	0.00	0.00%	500.00	529.00	(29.00)	-5.80%	Erosion control conf
Total Building Inspections	**157,601.95**	**51.47%**	**12,127.24**	**11,363.39**	**763.85**	**6.30%**	**80,725.43**	**81,115.52**	**(390.09)**	**-0.48%**	
2500 - Emergency Communications											
Contract Services	**5,800.00**	**58.16%**	5,800.00	0.00	5,800.00	100.00%	5,800.00	3,373.08	2,426.92	41.84%	Budget vs actual timing issue
Total Emergency Communications	**5,800.00**	**58.16%**	**5,800.00**	**0.00**	**5,800.00**	**100.00%**	**5,800.00**	**3,373.08**	**2,426.92**	**41.84%**	
2700 - Animal Control											
Printed Forms	**0.00**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	
Contract Services	**5,842.08**	**42.79%**	500.00	500.00	0.00	0.00%	2,842.08	2,500.00	342.08	12.04%	
Miscellaneous	**440.00**	**73.64%**	50.00	0.00	50.00	100.00%	290.00	324.00	(34.00)	-11.72%	Animal impound fees; recovering funds where possible
Total Animal Control	**6,282.08**	**44.95%**	**550.00**	**500.00**	**50.00**	**9.09%**	**3,132.08**	**2,824.00**	**308.08**	**9.84%**	
Total Public Safety	**1,157,663.35**	**25.54%**	**302,218.21**	**52,251.70**	**249,966.51**	**82.71%**	**575,380.78**	**295,640.19**	**279,740.59**	**48.62%**	

DEPT 430 - PUBLIC WORKS	Full Year BUDGET		MONTH				YTD				
			BUDGET	ACTUAL	Variance ($)	Variance (%)	BUDGET	ACTUAL	Variance ($)	Variance (%)	
3100 - Public Works	2014	% to date	Month	Month	Month	Month	YTD	YTD	YTD	YTD	
FT Salaries	**178,568.00**	**48.36%**	13,736.00	12,286.89	1,449.11	10.55%	89,284.00	86,349.36	2,934.64	3.29%	
PT Salaries	**0.00**	**9943.97%**	0.00	2,669.20	(2,669.20)	-100.00%	0.00	9,943.97	(9,943.97)	-100.00%	Extra staff for snow removal
PERA Contributions	**12,946.18**	**53.32%**	995.86	1,008.64	(12.78)	-1.28%	6,473.09	6,903.31	(430.22)	-6.65%	
FICA Contributions	**11,071.40**	**51.36%**	851.63	883.83	(32.20)	-3.78%	5,535.61	5,686.04	(150.43)	-2.72%	
Medicare Contributions	**2,589.24**	**51.36%**	199.17	206.70	(7.53)	-3.78%	1,294.62	1,329.79	(35.17)	-2.72%	
Health/Dental Insurance	**42,640.00**	**40.79%**	3,280.00	2,899.00	381.00	11.62%	21,320.00	17,394.00	3,926.00	18.41%	
Unemployment Benefits	**0.00**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	
Workers Compensation	**8,000.00**	**17.71%**	0.00	1,416.59	(1,416.59)	-100.00%	8,000.00	1,416.59	6,583.41	82.29%	
Office Supplies	**300.00**	**438.09%**	25.00	0.00	25.00	100.00%	150.00	1,314.26	(1,164.26)	-776.17%	
Shop Materials	**600.00**	**213.82%**	50.00	303.17	(253.17)	-506.34%	300.00	1,282.92	(982.92)	-327.64%	
Building Repair Supplies	**300.00**	**151.08%**	25.00	0.00	25.00	100.00%	150.00	453.24	(303.24)	-202.16%	
Small Tools and Minor Equip	**2,400.00**	**28.89%**	200.00	0.00	200.00	100.00%	1,200.00	693.29	506.71	42.23%	
Engineering Services	**9,000.00**	**66.46%**	750.00	1,411.82	(661.82)	-88.24%	4,500.00	5,981.32	(1,481.32)	-32.92%	Primarily ROW work; majority recovered by ROW fees
Contract Services	**1,200.00**	**50.23%**	100.00	284.30	(184.30)	-184.30%	600.00	602.75	(2.75)	-0.46%	
Information Technology	**0.00**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	
Telephone	**7,661.16**	**44.91%**	638.43	528.41	110.02	17.23%	3,830.58	3,440.96	389.62	10.17%	
Radio	**1,500.00**	**81.33%**	0.00	300.06	(300.06)	-100.00%	1,500.00	1,219.94	280.06	18.67%	
Mileage	**0.00**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	
Insurance	**20,000.00**	**76.18%**	0.00	(850.00)	850.00	100.00%	20,000.00	15,235.00	4,765.00	23.83%	Firehall #2 Ins charged to PW in error; reclassed in June
Electric Utility	**24,000.00**	**60.64%**	2,000.00	863.11	1,136.89	56.84%	12,000.00	14,554.13	(2,554.13)	-21.28%	
Refuse	**2,493.84**	**42.29%**	207.82	210.94	(3.12)	-1.50%	1,246.92	1,054.70	192.22	15.42%	
Fuel, Oil, Fluids (ALL depts)	**48,000.00**	**53.09%**	4,000.00	2,602.44	1,397.56	34.94%	24,000.00	25,485.20	(1,485.20)	-6.19%	
Repair/Maint Bldg	**1,200.00**	**285.53%**	100.00	1,499.59	(1,399.59)	-1399.59%	600.00	3,426.36	(2,826.36)	-471.06%	
Repair/Maint NOT Bldg	**600.00**	**74.67%**	50.00	0.00	50.00	100.00%	300.00	448.00	(148.00)	-49.33%	
Repair/Maint Equip (out)	**3,600.00**	**0.97%**	300.00	34.96	265.04	88.35%	1,800.00	34.96	1,765.04	98.06%	
Equipment Parts	**0.00**	**155.24%**	0.00	0.00	0.00	0.00%	0.00	155.24	(155.24)	-100.00%	
Uniforms	**1,200.00**	**64.21%**	100.00	96.79	3.21	3.21%	600.00	770.47	(170.47)	-28.41%	
Miscellaneous	**600.00**	**93.23%**	50.00	264.97	(214.97)	-429.94%	300.00	559.37	(259.37)	-86.46%	
Landscaping Material	**0.00**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	
Dues & Subscriptions	**300.00**	**61.67%**	50.00	0.00	50.00	100.00%	150.00	185.00	(35.00)	-23.33%	
Conferences & Training	**500.00**	**0.00%**	0.00	0.00	0.00	0.00%	500.00	0.00	500.00	100.00%	
Clean up Days	**5,000.00**	**84.49%**	5,000.00	3,724.30	1,275.70	25.51%	5,000.00	4,224.30	775.70	15.51%	June clean up days; budgeted in July since paid later last year
Total Public Works	**386,269.82**	**54.40%**	**32,708.91**	**32,645.71**	**63.20**	**0.19%**	**210,634.82**	**210,144.47**	**490.35**	**0.23%**	
3120 - Streets											
Equipment Parts	**1,200.00**	**72.10%**	100.00	0.00	100.00	100.00%	600.00	865.17	(265.17)	-44.20%	
Street Maintenance Materials	**12,000.00**	**63.98%**	1,000.00	2,488.29	(1,488.29)	-148.83%	6,000.00	7,678.11	(1,678.11)	-27.97%	
Sign Repair Materials	**0.00**	**1479.55%**	0.00	510.95	(510.95)	-100.00%	0.00	1,479.55	(1,479.55)	-100.00%	
Contract Services	**1,200.00**	**401.33%**	0.00	4,040.00	(4,040.00)	-100.00%	600.00	4,815.93	(4,215.93)	-702.66%	Curbs for tapestry; water drainage issues
Repairs/Maint Equipment	**2,400.00**	**3.26%**	200.00	0.00	200.00	100.00%	1,200.00	78.25	1,121.75	93.48%	
Total Streets	**16,800.00**	**88.79%**	**1,300.00**	**7,039.24**	**(5,739.24)**	**-441.48%**	**8,400.00**	**14,917.01**	**(6,517.01)**	**-77.58%**	

	Full Year BUDGET 2014	% to date	MONTH BUDGET Month	MONTH ACTUAL Month	MONTH Variance ($) Month	MONTH Variance (%) Month	YTD BUDGET YTD	YTD ACTUAL YTD	YTD Variance ($) YTD	YTD Variance (%) YTD	
3125 - Ice & Snow Removal											
Landscaping Material	**0.00**	**11.09%**	0.00	0.00	0.00	0.00%	0.00	11.09	(11.09)	-100.00%	
Sand/Salt	**70,000.00**	**64.88%**	0.00	0.00	0.00	0.00%	55,000.00	45,416.16	9,583.84	17.43%	
Contract Services	**20,000.00**	**48.30%**	0.00	0.00	0.00	0.00%	4,500.00	9,660.00	(5,160.00)	-114.67%	
Repairs/Maint Equipment	**6,000.00**	**37.57%**	500.00	0.00	500.00	100.00%	3,000.00	2,254.24	745.76	24.86%	
Total Ice & Snow Removal	**96,000.00**	**59.73%**	**500.00**	**0.00**	**500.00**	**100.00%**	**62,500.00**	**57,341.49**	**5,158.51**	**8.25%**	
3160 - Street Lighting											
Street Lighting	**28,800.00**	**36.49%**	2,400.00	1,985.77	414.23	17.26%	14,400.00	10,507.93	3,892.07	27.03%	
Total Street Lighting	**28,800.00**	**36.49%**	**2,400.00**	**1,985.77**	**414.23**	**17.26%**	**14,400.00**	**10,507.93**	**3,892.07**	**27.03%**	
3200 - Recycling											
Recycling Supplies	**3,400.00**	**96.79%**	0.00	0.00	0.00	0.00%	3,400.00	3,290.85	109.15	3.21%	
Newsletter	**0.00**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	
Miscellaneous	**4,000.00**	**38.53%**	4,000.00	0.00	4,000.00	100.00%	4,000.00	1,541.01	2,458.99	61.47%	CFL bulbs for residents
Total Recycling	**7,400.00**	**65.30%**	**4,000.00**	**0.00**	**4,000.00**	**100.00%**	**7,400.00**	**4,831.86**	**2,568.14**	**34.70%**	
3250 - Tree Program											
Contract Services	**5,000.00**	**19.00%**	1,250.00	0.00	1,250.00	100.00%	5,000.00	950.00	4,050.00	81.00%	
Total Tree Program	**5,000.00**	**19.00%**	**1,250.00**	**0.00**	**1,250.00**	**100.00%**	**5,000.00**	**950.00**	**4,050.00**	**81.00%**	
Total Public Works	**540,269.82**	**55.29%**	**42,158.91**	**41,670.72**	**488.19**	**1.16%**	**308,334.82**	**298,692.76**	**9,642.06**	**3.13%**	

DEPT 450 - CULTURE, RECREATIC	Full Year BUDGET		MONTH				YTD				
			BUDGET	ACTUAL	Variance ($)	Variance (%)	BUDGET	ACTUAL	Variance ($)	Variance (%)	
5200 - Parks & Recreation	2014	% to date	Month	Month	Month	Month	YTD	YTD	YTD	YTD	
FT Salaries	**136,650.00**	**41.01%**	11,500.00	8,336.57	3,163.43	27.51%	66,325.00	56,044.01	10,280.99	15.50%	
PT Salaries	**0.00**	**7292.30%**	0.00	4,124.00	(4,124.00)	-100.00%	0.00	7,292.30	(7,292.30)	-100.00%	Part-time salaries not broken out in budget
PERA Contributions	**9,907.13**	**41.91%**	833.75	604.42	229.33	27.51%	4,808.56	4,152.38	656.18	13.65%	
FICA Contributions	**8,472.30**	**44.66%**	713.00	750.45	(37.45)	-5.25%	4,112.15	3,783.88	328.27	7.98%	
Medicare Contributions	**1,981.43**	**44.66%**	166.75	175.48	(8.73)	-5.24%	961.71	884.87	76.84	7.99%	
Health/Dental Insurance	**11,376.00**	**15.30%**	2,216.00	290.16	1,925.84	86.91%	6,972.00	1,740.96	5,231.04	75.03%	
Unemployment Benefits	**0.00**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	
Workers Compensation	**4,500.00**	**17.47%**	0.00	786.07	(786.07)	-100.00%	4,500.00	786.07	3,713.93	82.53%	
Shop Materials	**1,000.00**	**24.99%**	0.00	0.00	0.00	0.00%	1,000.00	24.99	975.01	97.50%	
Chemicals	**1,000.00**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	
Equipment Parts	**2,023.50**	**143.97%**	0.00	0.00	0.00	0.00%	1,023.50	2,913.28	(1,889.78)	-184.64%	480D radiator repair/service
Building Repair Supplies	**0.00**	**814.89%**	0.00	0.00	0.00	0.00%	0.00	814.89	(814.89)	-100.00%	
Landscaping Materials	**3,600.00**	**100.00%**	0.00	811.14	(811.14)	-100.00%	2,000.00	2,225.13	(225.13)	-11.26%	
Small Tools and Minor Equip	**1,888.10**	**42.58%**	39.87	0.00	39.87	100.00%	1,648.88	803.87	845.01	51.25%	
Telephone	**1,597.51**	**32.16%**	180.86	88.47	92.39	51.08%	512.35	513.82	(1.47)	-0.29%	
Mileage	**0.00**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	
Insurance	**3,683.00**	**86.10%**	0.00	0.00	0.00	0.00%	3,683.00	3,171.00	512.00	13.90%	Annual ins prem; budgeted in May
Electric Utility	**9,839.82**	**38.50%**	919.64	503.94	415.70	45.20%	4,623.79	3,787.84	835.95	18.08%	
Refuse	**2,500.00**	**33.75%**	250.00	0.00	250.00	100.00%	1,081.28	843.76	237.52	21.97%	
Repair/Maint Bldg	**1,723.75**	**23.07%**	246.25	0.00	246.25	100.00%	492.50	397.64	94.86	19.26%	
Repair/Maint NOT Bldg	**274.39**	**1965.56%**	27.25	2,955.24	(2,927.99)	-10744.92%	96.32	5,393.31	(5,296.99)	-5499.37%	Light repairs at Lions field, trail grooming at Sunfish Lake Park
Repair/Maint Equip	**0.00**	**100.00%**	0.00	0.00	0.00	0.00%	0.00	2,194.35	(2,194.35)	-100.00%	Unforeseen repairs on 98 GMC
Rental Buildings	**3,600.00**	**48.68%**	300.00	771.00	(471.00)	-157.00%	1,800.00	1,752.34	47.66	2.65%	
Miscellaneous	**1,220.00**	**53.26%**	100.00	0.00	100.00	100.00%	550.00	649.75	(99.75)	-18.14%	
Total Parks & Recreation	**206,836.93**	**48.43%**	**17,493.37**	**20,196.94**	**(2,703.57)**	**-15.45%**	**106,191.04**	**100,170.44**	**6,020.60**	**5.67%**	
DEPT 460 - COMP ADJ	**0.00**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	
DEPT 490 - CONTINGENCY FUND	**0.00**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	
Transfer to City Projects (Streets)	**160,000.00**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	
DEPT 493 - OTH FINANCING	**200,000.00**	**0.00%**	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	
GRAND TOTAL ALL DEPTS	**3,303,535.08**	**37.17%**	**438,018.64**	**191,428.75**	**246,589.89**	**56.30%**	**1,534,229.99**	**1,227,948.65**	**306,281.34**	**19.96%**	
Net Income over Expenses	**0.00**	**-912832.00%**	**(400,418.64)**	**(129,988.22)**	**270,430.42**	**67.54%**	**(1,247,284.91)**	**(912,837.22)**	**334,447.69**	**26.81%**	

THE CITY OF LAKE ELMO

MAYOR & COUNCIL COMMUNICATION

DATE: 07/15/2014
CONSENT ITEM# 4

AGENDA ITEM: New Single Family Home Permit Report

SUBMITTED BY: Rick Chase, Building Official

THROUGH: Rick Chase, Building Official

REVIEWED BY: Kyle Klatt, Planning Director

SUGGESTED ORDER OF BUSINESS:

- Introduction of Item ..... City Administrator
- 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 accept the monthly new single family home permit report through June, 2014. No specific motion is needed as this is recommended as part of the *Consent Agenda*.

LEGISLATIVE HISTORY/BACKGROUND INFORMATION:

	2014	2013	2012
New Homes	12	17	16
Total valuation	$ 7,380,282	$7,269,742	$6,623,112
Average home value	615,023	427,631	413,944

- 2014 Pump house # 4 permitted but not included in valuation. (City Building)

RECOMMENDATION: Based on the aforementioned, the staff recommends the City Council accept the June, 2014 monthly building permit report.

THE CITY OF LAKE ELMO

MAYOR & COUNCIL COMMUNICATION

DATE: 07/15/2014
CONSENT ITEM# 5

AGENDA ITEM: Monthly Assessor Report

SUBMITTED BY: Dan Raboin, City Assessor

THROUGH: Cathy Bendel, Finance Director

REVIEWED BY: Finance Committee

SUGGESTED ORDER OF BUSINESS:

- Introduction of Item ..... City Administrator
- 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 accept the monthly assessor report for through June 2014 outlining work performed on behalf of the City of Lake Elmo. No specific motion is needed as this is recommended as part of the *Consent Agenda.*

LEGISLATIVE HISTORY/BACKGROUND INFORMATION:

Property splits/plats – 0
Sales collected and viewed – 7
Taxpayer inquiries – 16
Miscellaneous inquiries - 12
Inspections – Residential – 162; Commercial - 26
Building permit reviews – 48
Pictures taken – 221

Other work performed included:

- Monthly meeting with County residential and commercial supervisors
- Input of all inspection and permit work

- Perform sales verifications and land value analysis using MLS and other resources
- Field telephone inquiries

RECOMMENDATION: Based on the aforementioned, the staff recommends the City Council accept the June 2014 monthly assessor report.

THE CITY OF LAKE ELMO

MAYOR & COUNCIL COMMUNICATION

DATE: 07/15/2014
CONSENT ITEM # 6

AGENDA ITEM: Lake Elmo Avenue Sewer Infrastructure Improvements: I-94 to 30th Street–Compensating Change Order No. 6

SUBMITTED BY: Ryan Stempski, Project Engineer

THROUGH: Dean A. Zuleger, City Administrator

REVIEWED BY: Jack Griffin, City Engineer
Cathy Bendel, Finance Director

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

POLICY RECOMMENDER: Engineering

FISCAL IMPACT: Reduced contract amount of $59,982.54.

This change order reconciles the estimated and actual quantities installed on the project and decreases the contract amount by $59,982.54. With this change order and previous change orders on the project, the final contract amount is $3,409,246.20 which is 1.6% under the original construction contract award. The construction contract therefore remains within the original project budget amount as authorized on August 6, 2013.

SUMMARY AND ACTION REQUESTED:

The City Council is respectfully requested to consider approving, *as part of the consent agenda,* Compensating Change Order No. 6 for the Lake Elmo Avenue Sewer Infrastructure Improvements: I-94 to 30th Street to reconcile the estimated and actual quantities installed on the project. If removed from the consent agenda, the recommended motion for the action is as follows:

"Move to approve Compensating Change Order No. 6 for the Lake Elmo Avenue Infrastructure Improvements: I-94 to 30th Street, thereby decreasing the final contract amount by $59,982.54."

LEGISLATIVE HISTORY/BACKGROUND INFORMATION:

Minger Construction, Inc. was awarded a construction contract on August 6, 2013 to construct the Lake Elmo Avenue Sewer Infrastructure Improvements: I-94 to 30th Street. The contractor has completed the work in accordance with the contract and with approval of this change order the contract amount will be adjusted to reflect quantities actually installed as a part of the project. The overall decrease in the contract amount for this change order is $59,982.54 as detailed on the attached itemization.

A large amount of this savings was due to not paving the driveway to the Lisbon Avenue Lift Station due to excessive grades. It is recommended that funds be reserved to complete a paved driveway access to the lift station under a separate contract, to be completed following the Village East Trunk Sanitary Sewer construction.

The final contract amount is $3,409,246.20 which is 1.6% under the original construction contract award. The construction contract therefore remains within the original project budget amount as authorized August 6, 2013.

RECOMMENDATION:

Staff is recommending that the City Council consider, *as part of the Consent Agenda*, approving Compensating Change Order No. 6 for the Lake Elmo Avenue Sewer Infrastructure Improvements: I-94 to 30th Street, thereby decreasing the final contract amount by $59,982,246.20. If removed from the consent agenda, the recommended motion for this action is as follows:

"Move to approve Compensating Change Order No. 6 for the Lake Elmo Avenue Sewer Infrastructure Improvements: I-94 to 30th Street, thereby decreasing the final contract amount by $59,982.54."

ATTACHMENT(S):

1. Compensating Change Order No. 6

CONTRACT CHANGE ORDER FORM

CITY OF LAKE ELMO, MINNESOTA
LAKE ELMO AVE SEWER INFRASTRUCTURE IMPROVEMENTS
2013.123

FOCUS ENGINEERING, Inc.

CHANGE ORDER NO. 6 **DATE:** July 15, 2014

TO: Minger Construction , Inc. 2471 Galpin Court, Suite 110, Chanhassen, MN 55317

This Document will become a supplement to the Contract and all provisions will apply hereto. The Contract Documents are modified as follows upon execution of this Change Order.

CHANGE ORDER DESCRIPTION / JUSTIFICATION:

Per the project Contract Documents the original contract amount and basis of award is established using the estimated quantities for each item of work listed in the bid schedule and multiplying them by the Contractor's corresponding unit bid price. The Contractor is paid for the actual final quantities installed on the project at the unit bid prices.

At the completion of the project, a compensating change order is prepared to revise the estimated quantities for each work item listed in the bid schedule to the actual quantities installed and the corresponding Contract Amount is revised accordingly.

This compensating change order reflects a net decrease to the contract amount by $59,982.54.

Attachments (list documents supporting change): Itemization

ITEM	DESCRIPTION OF PAY ITEM	UNIT	QTY	UNIT PRICE	INCREASE/(DECREASE)
	**See attached itemization for Change Order Items				
				NET CONTRACT CHANGE	**($59,982.54)**

Amount of Original Contract	$	3,463,201.60
Sum of Additions/Deductions approved to date (CO # 1 -5)	$	6,027.14
Contract Amount to date	$	3,469,228.74
Amount of this Change Order (~~ADD~~) (~~DEDUCT~~) (~~NO CHANGE~~)	$	(59,982.54)
Revised Contract Amount	$	3,409,246.20

The Contract Period for Completion will be (UNCHANGED) (~~INCREASED~~) (~~DECREASED~~) **0 days**

APPROVED BY ENGINEER: FOCUS Engineering, inc.

ENGINEER

DATE

APPROVED BY CONTRACTOR

BY

DATE

APPROVED BY OWNER: CITY OF LAKE ELMO, MINNESOTA

BY

DATE

BY

DATE

CHANGE ORDER NO. 6

LAKE ELMO AVENUE SEWER INFRASTRUCTURE IMPROVEMENTS
CITY OF LAKE ELMO, MINNESOTA
PROJECT NO. 2013.123

FOCUS ENGINEERING, inc.

ITEM	DESCRIPTION OF PAY ITEM	UNIT	CONTRACT			TOTAL TO DATE		COMPENSATING CHANGE ORDER #6	
			QUANTITY	UNIT PRICE	AMOUNT	QUANTITY	AMOUNT	NET CHANGE	AMOUNT
	DIVISION 1 - GENERAL								
1	MOBILIZATION	LS	1	$33,000.00	$33,000.00	1	$33,000.00	-	$0.00
2	TRAFFIC CONTROL	LS	1	$16,500.00	$16,500.00	1.00	$16,500.00	-	$0.00
3	SILT FENCE	LF	3654	$1.65	$6,029.10	1,857	$3,064.05	-1797.0	-$2,965.05
4	ROCK CONSTRUCTION ENTRANCE	EA	3	$970.00	$2,910.00	1.0	$970.00	-2.0	-$1,940.00
5	WATER FOR DUST CONTROL	MGAL	2	$278.00	$556.00	0	$0.00	-2.0	-$556.00
6	TREE REMOVAL	EA	206	$266.00	$54,796.00	209	$55,594.00	3.0	$798.00
7	CLEARING & GRUBBING	AC	1.9	$4,160.00	$7,904.00	1.9	$7,904.00	-	$0.00
8	INLET PROTECTION	EA	4	$350.00	$1,400.00	6	$2,100.00	2.0	$700.00
9	HYDRO MULCH W/ SEED & FERTILIZER	AC	9.49	$3,700.00	$35,113.00	9.34	$34,558.00	-0.15	-$555.00
10	SEEDING (WETLAND MIX)	AC	0.2	$4,250.00	$850.00	0	$0.00	-0.2	-$850.00
11	EROSION CONTROL BLANKET (WOOD FIBER)	SY	5625	$1.10	$6,187.50	5,570	$6,127.00	-55.0	-$60.50
12	TOPSOIL BORROW	CY	500	$13.00	$6,500.00	300	$3,900.00	-200.0	-$2,600.00
13	DITCH CHECK	LF	60	$5.25	$315.00	60	$315.00	-	$0.00
14	MODULAR BLOCK RETAINING WALL	SF	60	$55.00	$3,300.00	0	$0.00	-60.0	-$3,300.00
15	SALVAGE/SALVAGE AND REINSTALL EXISITNG IRRIGATION PUMP HOUSE	LS	0	$1,400.00	$0.00	0	$0.00	-	$0.00
16	RAIN GARDEN	LS	1	$11,500.00	$11,500.00	1	$11,500.00	-	$0.00
	SUBTOTAL - DIVISION 1				$186,860.60		$175,532.05		-$11,328.55
	DIVISION 2 - SANITARY SEWER								
1	CONNECT TO EXISTING MANHOLE	EA	1	$11,600.00	$11,600.00	1	$11,600.00	-	$0.00
2	SALVAGE & REINSTALL EXISTING SANITARY SEWER MANHOLE	EA	1	$3,760.00	$3,760.00	1	$3,760.00	-	$0.00
3	SALVAGE & REINSTALL EXISTING SANITARY SEWER	LF	100	$84.00	$8,400.00	52	$4,368.00	-48.0	-$4,032.00
4	LIFT STATION STRUCTURE, VALVE VAULT, AND PIPING	LS	1	$187,000.00	$187,000.00	1	$187,000.00	-	$0.00
5	LIFT STATION PUMPS AND ACCESSORIES	LS	1	$66,750.00	$66,750.00	1.00	$66,750.00	-	$0.00
6	LIFT STATION ELECTRICAL AND CONTROLS	LS	1	$134,000.00	$134,000.00	1.00	$134,000.00	-	$0.00
7	GENERATOR	LS	1	$98,250.00	$98,250.00	1.00	$98,250.00	-	$0.00
8	CHEMICAL FEED SYSTEM	LS	1	$243,000.00	$243,000.00	1.00	$243,000.00	-	$0.00
9	16" HDPE FORCEMAIN, INSTALLED BY HDD	LF	15649	$81.00	$1,267,569.00	15,619	$1,265,139.00	-30.0	-$2,430.00
10	16" HDPE FORCEMAIN, INSTALLED BY OPEN CUT	LF	399	$57.00	$22,743.00	438	$24,966.00	39.0	$2,223.00
11	8" PVC, SDR 35 SANITARY SEWER (10'-15' DEPTH)	LF	15	$155.00	$2,325.00	15	$2,325.00	-	$0.00
12	8" PVC, SDR 35 SANITARY SEWER (15'-20' DEPTH)	LF	15	$155.00	$2,325.00	15	$2,325.00	-	$0.00
13	8" PVC, SDR 35 SANITARY SEWER (20'-25' DEPTH)	LF	0	$155.00	$0.00	0	$0.00	-	$0.00
14	18" PVC, SDR 26 SANITARY SEWER (10-15' DEPTH)	LF	213	$91.00	$19,383.00	211	$19,201.00	-2.0	-$182.00
15	18" PVC, SDR 26 SANITARY SEWER (15-20' DEPTH)	LF	193	$91.00	$17,563.00	193	$17,563.00	-	$0.00
16	18" PVC, PS115 SANITARY SEWER (30-35" DEPTH)	LF	25	$258.00	$6,450.00	20	$5,160.00	-5.0	-$1,290.00
17	24" SANITARY SEWER (0-10' DEPTH)	LF	45	$116.00	$5,220.00	61	$7,076.00	16.0	$1,856.00
18	24" SANITARY SEWER (10-15' DEPTH)	LF	999	$116.00	$115,884.00	1,513	$175,508.00	514.0	$59,624.00
19	24" SANITARY SEWER (15-20' DEPTH)	LF	1353	$116.00	$156,948.00	934	$108,344.00	-419.0	-$48,604.00
20	24" SANITARY SEWER (20-25' DEPTH)	LF	583	$116.00	$67,628.00	486	$56,376.00	-97.0	-$11,252.00
21	24" SANITARY SEWER (25-30' DEPTH)	LF	213	$116.00	$24,708.00	202	$23,432.00	-11.0	-$1,276.00
22	24" SANITARY SEWER (30-35' DEPTH)	LF	92	$116.00	$10,672.00	153	$17,748.00	61.0	$7,076.00
23	24" SANITARY SEWER (35'-40' DEPTH)	LF	169	$116.00	$19,604.00	105	$12,180.00	-64.0	-$7,424.00
24	6" PVC, SDR 26 SOLVENT WELD SERVICE PIPE	LF	20	$82.00	$1,640.00	120	$9,840.00	100.0	$8,200.00
25	6" ON 18" WYE BRANCH	EA	1	$1,140.00	$1,140.00	6	$6,840.00	5.0	$5,700.00
26	48" DIAMETER SAN. MANHOLE, TYPE 301 (0'-10' DEPTH)	EA	12	$4,900.00	$58,800.00	11	$53,900.00	-1.0	-$4,900.00
27	54" DIAMETER SAN. MANHOLE, TYPE 301 (0'-10' DEPTH)	EA	4	$8,400.00	$33,600.00	5	$42,000.00	1.0	$8,400.00
28	48" DIAMETER SAN. MANHOLE, TYPE 301 EXTRA DEPTH (>10' DEPTH)	VF	120.1	$73.00	$8,767.30	112.0	$8,173.08	-8.1	-$594.22
29	54" DIAMETER SAN. MANHOLE, TYPE 301 EXTRA DEPTH (>10' DEPTH)	VF	44.1	$120.00	$5,292.00	56.2	$6,746.40	12.1	$1,454.40
30	72" CLEANOUT MANHOLE	EA	5	$10,400.00	$52,000.00	5	$52,000.00	-	$0.00
31	72" AIR RELEASE MANHOLE	EA	4	$13,500.00	$54,000.00	4	$54,000.00	-	$0.00
32	6" DIP CLASS 50 SANITARY SEWER	LF	0	$108.00	$0.00	0	$0.00	-	$0.00
33	18" DIP CLASS 50 SANITARY SEWER	LF	18	$138.00	$2,484.00	20	$2,760.00	2.0	$276.00
34	24" DIP CLASS 50 SANITARY SEWER	LF	36	$301.00	$10,836.00	40	$12,040.00	4.0	$1,204.00
35	EXTERNAL MANHOLE DROP	EA	3	$9,300.00	$27,900.00	3	$27,900.00	-	$0.00
36	16" RES. SEAT GATE VALVE & BOX	EA	18	$8,000.00	$144,000.00	18	$144,000.00	-	$0.00
37	EXCAVATE, SALVAGE, AND STOCKPILE WETLAND SOIL (CV)	CY	803	$1.00	$803.00	300	$300.00	-503.0	-$503.00
38	PLACE SALVAGED WETLAND SOIL (CV)	CY	803	$1.00	$803.00	300	$300.00	-503.0	-$503.00
39	TRENCH STABILIZATION ROCK	LF	300	$32.00	$9,600.00	0	$0.00	-300.0	-$9,600.00
40	TELEVISING	LF	4541	$1.25	$5,676.25	4,389	$5,486.25	-152.0	-$190.00
41	HORIZONTAL DIRECTIONAL DRILLING BORE PITS	LS	1	$190,000.00	$190,000.00	1.00	$190,000.00	-	$0.00
	SUBTOTAL - DIVISION 2				$3,099,123.55		$3,102,356.73		$3,233.18

ITEM	DESCRIPTION OF PAY ITEM	UNIT	CONTRACT			TOTAL TO DATE		COMPENSATING CHANGE ORDER #6	
			QUANTITY	UNIT PRICE	AMOUNT	QUANTITY	AMOUNT	NET CHANGE	AMOUNT
	DIVISION 3 - WATERMAIN								
1	8"X6" WET TAP (INCLUDE SLEEVE AND VALVE)	EA	0	$5,100.00	$0.00	0	$0.00	-	$0.00
2	6" DIP, CL. 52 WATERMAIN	LF	100	$41.00	$4,100.00	153	$6,273.00	53.0	$2,173.00
3	6" RES. SEAT GATE VALVE & BOX	EA	1	$1,300.00	$1,300.00	1	$1,300.00	-	$0.00
4	6" HYDRANT (8'-6" BURY)	EA	1	$4,600.00	$4,600.00	1	$4,600.00	-	$0.00
	SUBTOTAL - DIVISION 3				$10,000.00		$12,173.00		$2,173.00
	DIVISION 4 - STREETS AND RESTORATION								
1	SAWCUT BITUMINOUS PAVEMENT	LF	85	$5.50	$467.50	80	$440.00	-5.0	-$27.50
2	REMOVE PIPE CULVERT (ALL TYPES & SIZES)	LF	178	$4.50	$801.00	178	$801.00	-	$0.00
3	SALVAGE & REINSTALL WOOD WIER	EA	1	$1,050.00	$1,050.00	1.0	$1,050.00	-	$0.00
4	REMOVE & DISPOSE OF EXIST. BITUMINOUS PAVEMENT, DRIVES	SY	120	$2.90	$348.00	135	$391.50	15.0	$43.50
5	REMOVE & DISPOSE OF EXIST. BITUMINOUS PAVEMENT, STREETS	SY	25	$2.90	$72.50	39	$113.10	14.0	$40.60
6	REMOVE & DISPOSE OF EXIST. CONCRETE CURB & GUTTER	LF	20	$2.50	$50.00	25	$62.50	5.0	$12.50
7	LIFT STATION SITE GRADING	LS	1	$21,600.00	$21,600.00	1	$21,600.00	-	$0.00
8	CL.5 AGGREGATE BASE	TN	1101	$18.00	$19,818.00	1,139	$20,494.98	37.6	$676.98
9	SPWEA240B BITUMINOUS WEAR COURSE, DRIVES	SY	120	$44.00	$5,280.00	107	$4,708.00	-13.0	-$572.00
10	SPNWB230B BITUMINOUS NON-WEAR COURSE, STREETS	TN	165	$194.00	$32,010.00	7	$1,358.00	-158.0	-$30,652.00
11	SPWEA240B BITUMINOUS WEAR COURSE, STREETS	TN	125	$194.00	$24,250.00	7	$1,358.00	-118.0	-$22,892.00
12	BITUMINOUS MATERIAL FOR TACK COAT	GA	69	$4.25	$293.25	0	$0.00	-69.0	-$293.25
13	CONCRETE CURB & GUTTER	LF	20	$55.00	$1,100.00	25	$1,375.00	5.0	$275.00
14	CL.5 AGGREGATE BASE, SHOULDER	TN	55	$47.00	$2,585.00	5	$235.00	-50.0	-$2,350.00
15	15" CMP PIPE CULVERT W/APRON	LF	178	$47.00	$8,366.00	286	$13,442.00	108.0	$5,076.00
16	CL. 3 RIP RAP W/ GEOTEXTLE FABRIC	CY	5	$125.00	$625.00	10	$1,250.00	5.0	$625.00
17	OFF ROAD STRUCTURE MARKER	EA	25	$88.00	$2,200.00	14	$1,232.00	-11.0	-$968.00
	SUBTOTAL - DIVISION 4				$120,916.25		$69,911.08		-$51,005.17
	TOTALS - BASE CONTRACT				**$3,416,900.40**		**$3,359,972.86**		**-$56,927.54**
	CHANGE ORDER NO. 1								
CO1-1	8" PVC, SDR 23.5 SANITARY SEWER (25'-30' DEPTH)	LF	44.0	$200.00	$8,800.00	40.0	$8,000.00	-4.0	-$800.00
CO1-2	4" POLYSTYRENE INSULATION	SY	10.5	$35.00	$367.50	42.5	$1,487.50	32.0	$1,120.00
	TOTALS - CHANGE ORDER NO. 1				**$9,167.50**		**$9,487.50**		**$320.00**
	CHANGE ORDER NO. 2								
CO2-1	COST FOR ADDITIONAL EASEMENT TO RELOCATE MH 0-1	LS	1.0	-$3,500.00	-$3,500.00	1.0	-$3,500.00	-	$0.00
CO2-2	8" X 8" WET TAP INCL. VALVE & SLEEVE	EA	1.0	$5,500.00	$5,500.00	1.0	$5,500.00	-	$0.00
CO2-3	12" DIP CL. 52 WATERMAIN INCL. FITTINGS	LF	328.0	$75.00	$24,600.00	283.0	$21,225.00	-45.0	-$3,375.00
	TOTALS - CHANGE ORDER NO. 2				**$26,600.00**		**$23,225.00**		**-$3,375.00**
	CHANGE ORDER NO. 4								
CO4-1	ADDITIONAL FILL & GRADING AT LS SITE	CY	699.0	$8.66	$6,053.34	699.0	$6,053.34	-	$0.00
	TOTALS - CHANGE ORDER NO. 4				**$6,053.34**		**$6,053.34**		**$0.00**
	CHANGE ORDER NO. 5								
CO5-1	LOCKING COVER FOR AUTOMATIC TRANSFER SWITCH	LS	1.0	$1,050.00	$1,050.00	1.0	$1,050.00	-	$0.00
CO5-2	MILL AND REPAVE LAKE ELMO AVE AND 30TH ST INTERSECTION	LS	1.0	$3,000.00	$3,000.00	1.0	$3,000.00	-	$0.00
CO5-3	GRADING FOR RIPRAP CHANNEL ALONG LS DRIVEWAY	LS	1.0	$1,400.00	$1,400.00	1.0	$1,400.00	-	$0.00
CO5-4	INSTALL RIPRAP CHANNEL ALONG LS DRIVEWAY	TN	70.0	$72.25	$5,057.50	70.0	$5,057.50	-	$0.00
	TOTALS - CHANGE ORDER NO. 5				**$10,507.50**		**$10,507.50**		**$0.00**
	TOTALS - DIFFERENCE IN CONTRACT AND ACTUAL WORK COMPLETE				**$3,469,228.74**		**$3,409,246.20**		**-$59,982.54**

THE CITY OF LAKE ELMO

MAYOR & COUNCIL COMMUNICATION

DATE: 07/15/2014
CONSENT ITEM # 7

AGENDA ITEM: Lake Elmo Avenue Sewer Infrastructure Improvements: I-94 to 30th Street – Accept Improvements and Pay Request No. 8 (Final)

SUBMITTED BY: Ryan Stempski, Project Engineer

THROUGH: Dean A. Zuleger, City Administrator

REVIEWED BY: Jack Griffin, City Engineer
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

POLICY RECOMMENDER: Engineering

FISCAL IMPACT: No additional fiscal impact.

Final payment is proposed in accordance with the Contract for the project. Payment remains within authorized contract amount and approved change orders for the project.

SUMMARY AND ACTION REQUESTED:

The City Council is respectfully requested to consider, *as part of the consent agenda,* accepting the improvements and approving Pay Request No. 8 (Final) to Minger Construction, Inc. in the amount of $176,079.90 for the Lake Elmo Avenue Infrastructure Improvements: I-94 to 30th Street. The work has been reviewed by the Engineer and is fully completed in accordance with the Contract, Plans and Specifications, and Change Orders. If removed from the consent agenda, the recommended motion for this action is as follows:

"Move to accept the improvements for the Lake Elmo Avenue Infrastructure Improvements: I-94 to 30th Street and approve Pay Request No. 8 (Final) to Minger Construction, Inc. in the amount of $176,079.90."

LEGISLATIVE HISTORY/BACKGROUND INFORMATION:

Minger Construction Inc. has completed the Lake Elmo Avenue Infrastructure Improvements: I-94 to 30th Street in accordance with the construction contract awarded by the council on August 6, 2013. The Project Engineer has prepared a Certification of Completion indicating that all work is completed including all punchlist items and is recommending acceptance of the improvements and release of the final retainage. Project acceptance will initiate the one-year warranty period for the improvements. The one-year warranty period will begin on July 15, 2014 and will extend to July 15, 2015.

The final construction cost for the project is $3,409,246.20 which is 1.6% under the original contract amount of $3,463,201.60. The Project is being funded partially through the MN-DEED sewer system grant with the remaining funds covered through the issuance of bonds with the debt retirement to be covered with the collection of Sewer Availability and Sewer Connection charges established by the City.

Final payment will be made to the Contractor, including the release of all retained funds, upon receipt of the Contractor's signed Pay Request No. 8 (Final) and receipt of all lien waivers.

RECOMMENDATION:

Staff is recommending that the City Council consider approving, *as part of the Consent Agenda*, accepting the improvements for the Lake Elmo Avenue Infrastructure Improvements: I-94 to 30th Street, and approving Pay Request No. 8 (Final) in the amount of $176,079.90. If removed from the consent agenda, the recommended motion for this action is as follows:

"Move to accept the improvements for the Lake Elmo Avenue Infrastructure Improvements: I-94 to 30th Street and approve Pay Request No. 8 (Final) to Minger Construction, Inc. in the amount of $176,079.90."

ATTACHMENT(S):

1. Pay Request No. 8 (Final)
2. Certification of Completion

PROJECT PAY FORM

PARTIAL PAY ESTIMATE NO. **8 (FINAL)**

FOCUS ENGINEERING, inc.

LAKE ELMO AVENUE SEWER INFRASTRUCTURE IMPROVEMENTS
PROJECT NO. 2013.123

PERIOD OF ESTIMATE
FROM **6/1/2014** TO **6/30/2014**

PROJECT OWNER:
CITY OF LAKE ELMO
3800 LAVERNE AVENUE NORTH
LAKE ELMO, MN 55042
ATTN: JACK GRIFFIN, CITY ENGINEER

CONTRACTOR:
MINGER CONSTRUCTION, INC.
2471 GALPIN COURT, SUITE 110, PO BOX 236
CHANHASSEN, MN 55317-0236
ATTN: AARON HOEFS, PROJECT MANAGER

CONTRACT CHANGE ORDER SUMMARY

No.	Approval Date	Amount Additions	Amount Deductions
1	10/15/2013	$0.00	$19,603.70
2	11/6/2013	$9,070.00	$0.00
3	1/6/2014	$0.00	$0.00
4	2/5/2014	$6,053.34	$0.00
5	6/17/2014	$10,507.50	$0.00
6	7/15/2014		$59,982.54
TOTALS		$25,630.84	$79,586.24
NET CHANGE		($53,955.40)	

PAY ESTIMATE SUMMARY

1. Original Contract Amount	$3,463,201.60
2. Net Change Order Sum	-$53,955.40
3. Revised Contract (1+2)	$3,409,246.20
4. *Work Completed	$3,409,246.20
5. *Stored Materials	$0.00
6. Subtotal (4+5)	$3,409,246.20
7. Retainage* 0.0%	$0.00
8. Previous Payments	$3,233,166.30
9. Amount Due (6-7-8)	**$176,079.90**

Detailed Breakdown Attached

CONTRACT TIME

START DATE:	9/9/2013	ORIGINAL DAYS	265	ON SCHEDULE	
SUBSTANTIAL COMPLETION:	2/14/2014	REVISED DAYS	0	YES	
FINAL COMPLETION:	6/1/2014	REMAINING	-29	NO	X

ENGINEER'S CERTIFICATION:
The undersigned certifies that the work has been reviewed and to the best of their knowledge and belief, the quantities shown in this estimate are correct and the work has been performed in accordance with the contract documents.

FOCUS Engineering, inc.

ENGINEER

7-9-2014
DATE

CONTRACTOR'S CERTIFICATION:
The undersigned Contractor certifies that to the best of their knowledge, information and belief the work covered by this payment estimate has been completed in accordance with the contract documents, that all amounts have been paid by the contractor for work for which previous payment estimates was issued and payments received from the owner, and that current payment shown herein is now due.

CONTRACTOR

BY

DATE

APPROVED BY OWNER: **CITY OF LAKE ELMO, MINNESOTA**

BY

DATE

BY

DATE

PARTIAL PAY ESTIMATE NO. 8 (FINAL)

LAKE ELMO AVENUE SEWER INFRASTRUCTURE IMPROVEMENTS
CITY OF LAKE ELMO, MINNESOTA
PROJECT NO. 2013.123

FOCUS ENGINEERING, inc.

ITEM	DESCRIPTION OF PAY ITEM	UNIT	CONTRACT			THIS PERIOD		TOTAL TO DATE	
			QUANTITY	UNIT PRICE	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT
	DIVISION 1 - GENERAL								
1	MOBILIZATION	LS	1	$33,000.00	$33,000.00	0.00	$0.00	1	$33,000.00
2	TRAFFIC CONTROL	LS	1	$16,500.00	$16,500.00	0.00	$0.00	1.00	$16,500.00
3	SILT FENCE	LF	3654	$1.65	$6,029.10	30.00	$49.50	1,857	$3,064.05
4	ROCK CONSTRUCTION ENTRANCE	EA	3	$970.00	$2,910.00	0.00	$0.00	1.0	$970.00
5	WATER FOR DUST CONTROL	MGAL	2	$278.00	$556.00	0.00	$0.00	0	$0.00
6	TREE REMOVAL	EA	206	$266.00	$54,796.00	0.00	$0.00	209	$55,594.00
7	CLEARING & GRUBBING	AC	1.9	$4,160.00	$7,904.00	0.00	$0.00	1.9	$7,904.00
8	INLET PROTECTION	EA	4	$350.00	$1,400.00	0.00	$0.00	6	$2,100.00
9	HYDRO MULCH W/ SEED & FERTILIZER	AC	9.49	$3,700.00	$35,113.00	0.00	$0.00	9.34	$34,558.00
10	SEEDING (WETLAND MIX)	AC	0.2	$4,250.00	$850.00	0.00	$0.00	0	$0.00
11	EROSION CONTROL BLANKET (WOOD FIBER)	SY	5625	$1.10	$6,187.50	300.00	$330.00	5,570	$6,127.00
12	TOPSOIL BORROW	CY	500	$13.00	$6,500.00	0.00	$0.00	300	$3,900.00
13	DITCH CHECK	LF	60	$5.25	$315.00	0.00	$0.00	60	$315.00
14	MODULAR BLOCK RETAINING WALL	SF	60	$55.00	$3,300.00	0.00	$0.00	0	$0.00
15	SALVAGE/SALVAGE AND REINSTALL EXISITNG IRRIGATION PUMP HOUSE	LS	0	$1,400.00	$0.00	0.00	$0.00	0	$0.00
16	RAIN GARDEN	LS	1	$11,500.00	$11,500.00	0.00	$0.00	1	$11,500.00
	SUBTOTAL - DIVISION 1				$186,860.60		$379.50		$175,592.05
	DIVISION 2 - SANITARY SEWER								
1	CONNECT TO EXISTING MANHOLE	EA	1	$11,600.00	$11,600.00	0.00	$0.00	1	$11,600.00
2	SALVAGE & REINSTALL EXISTING SANITARY SEWER MANHOLE	EA	1	$3,760.00	$3,760.00	0.00	$0.00	1	$3,760.00
3	SALVAGE & REINSTALL EXISTING SANITARY SEWER	LF	100	$84.00	$8,400.00	0.00	$0.00	52	$4,368.00
4	LIFT STATION STRUCTURE, VALVE VAULT, AND PIPING	LS	1	$187,000.00	$187,000.00	0.00	$0.00	1	$187,000.00
5	LIFT STATION PUMPS AND ACCESSORIES	LS	1	$66,750.00	$66,750.00	0.00	$0.00	1.00	$66,750.00
6	LIFT STATION ELECTRICAL AND CONTROLS	LS	1	$134,000.00	$134,000.00	0.00	$0.00	1.00	$134,000.00
7	GENERATOR	LS	1	$98,250.00	$98,250.00	0.00	$0.00	1.00	$98,250.00
8	CHEMICAL FEED SYSTEM	LS	1	$243,000.00	$243,000.00	0.00	$0.00	1.00	$243,000.00
9	16" HDPE FORCEMAIN, INSTALLED BY HDD	LF	15649	$81.00	$1,267,569.00	0.00	$0.00	15,619	$1,265,139.00
10	16" HDPE FORCEMAIN, INSTALLED BY OPEN CUT	LF	399	$57.00	$22,743.00	0.00	$0.00	438	$24,966.00
11	8" PVC, SDR 35 SANITARY SEWER (10'-15' DEPTH)	LF	15	$155.00	$2,325.00	0.00	$0.00	15	$2,325.00
12	8" PVC, SDR 35 SANITARY SEWER (15'-20' DEPTH)	LF	15	$155.00	$2,325.00	0.00	$0.00	15	$2,325.00
13	8" PVC, SDR 35 SANITARY SEWER (20'-25' DEPTH)	LF	0	$155.00	$0.00	0.00	$0.00	0	$0.00
14	18" PVC, SDR 26 SANITARY SEWER (10-15' DEPTH)	LF	213	$91.00	$19,383.00	0.00	$0.00	211	$19,201.00
15	18" PVC, SDR 26 SANITARY SEWER (15-20' DEPTH)	LF	193	$91.00	$17,563.00	0.00	$0.00	193	$17,563.00
16	18" PVC, PS115 SANITARY SEWER (30-35" DEPTH)	LF	25	$258.00	$6,450.00	0.00	$0.00	20	$5,160.00
17	24" SANITARY SEWER (0-10' DEPTH)	LF	45	$116.00	$5,220.00	0.00	$0.00	61	$7,076.00
18	24" SANITARY SEWER (10-15' DEPTH)	LF	999	$116.00	$115,884.00	0.00	$0.00	1,513	$175,508.00
19	24" SANITARY SEWER (15-20' DEPTH)	LF	1353	$116.00	$156,948.00	0.00	$0.00	934	$108,344.00
20	24" SANITARY SEWER (20-25' DEPTH)	LF	583	$116.00	$67,628.00	0.00	$0.00	486	$56,376.00
21	24" SANITARY SEWER (25-30' DEPTH)	LF	213	$116.00	$24,708.00	0.00	$0.00	202	$23,432.00
22	24" SANITARY SEWER (30-35' DEPTH)	LF	92	$116.00	$10,672.00	0.00	$0.00	153	$17,748.00
23	24" SANITARY SEWER (35'-40' DEPTH)	LF	169	$116.00	$19,604.00	0.00	$0.00	105	$12,180.00
24	6" PVC, SDR 26 SOLVENT WELD SERVICE PIPE	LF	20	$82.00	$1,640.00	0.00	$0.00	120	$9,840.00
25	6" ON 18" WYE BRANCH	EA	1	$1,140.00	$1,140.00	0.00	$0.00	6	$6,840.00
26	48" DIAMETER SAN. MANHOLE, TYPE 301 (0'-10' DEPTH)	EA	12	$4,900.00	$58,800.00	0.00	$0.00	11	$53,900.00
27	54" DIAMETER SAN. MANHOLE, TYPE 301 (0'-10' DEPTH)	EA	4	$8,400.00	$33,600.00	0.00	$0.00	5	$42,000.00
28	48" DIAMETER SAN. MANHOLE, TYPE 301 EXTRA DEPTH (>10' DEPTH)	VF	120.1	$73.00	$8,767.30	0.00	$0.00	112.0	$8,173.08
29	54" DIAMETER SAN. MANHOLE, TYPE 301 EXTRA DEPTH (>10' DEPTH)	VF	44.1	$120.00	$5,292.00	0.00	$0.00	56.2	$6,746.40
30	72" CLEANOUT MANHOLE	EA	5	$10,400.00	$52,000.00	0.00	$0.00	5	$52,000.00
31	72" AIR RELEASE MANHOLE	EA	4	$13,500.00	$54,000.00	0.00	$0.00	4	$54,000.00
32	6" DIP CLASS 50 SANITARY SEWER	LF	0	$108.00	$0.00	0.00	$0.00	0	$0.00
33	18" DIP CLASS 50 SANITARY SEWER	LF	18	$138.00	$2,484.00	0.00	$0.00	20	$2,760.00
34	24" DIP CLASS 50 SANITARY SEWER	LF	36	$301.00	$10,836.00	0.00	$0.00	40	$12,040.00
35	EXTERNAL MANHOLE DROP	EA	3	$9,300.00	$27,900.00	0.00	$0.00	3	$27,900.00
36	16" RES. SEAT GATE VALVE & BOX	EA	18	$8,000.00	$144,000.00	0.00	$0.00	18	$144,000.00
37	EXCAVATE, SALVAGE, AND STOCKPILE WETLAND SOIL (CV)	CY	803	$1.00	$803.00	0.00	$0.00	300	$300.00
38	PLACE SALVAGED WETLAND SOIL (CV)	CY	803	$1.00	$803.00	0.00	$0.00	300	$300.00
39	TRENCH STABILIZATION ROCK	LF	300	$32.00	$9,600.00	0.00	$0.00	0	$0.00
40	TELEVISING	LF	4541	$1.25	$5,676.25	381.00	$476.25	4,389	$5,486.25
41	HORIZONTAL DIRECTIONAL DRILLING BORE PITS	LS	1	$190,000.00	$190,000.00	0.00	$0.00	1.00	$190,000.00
	SUBTOTAL - DIVISION 2				$3,099,123.55		$476.25		$3,102,356.73

ITEM	DESCRIPTION OF PAY ITEM	UNIT	CONTRACT			THIS PERIOD		TOTAL TO DATE	
			QUANTITY	UNIT PRICE	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT
	DIVISION 3 - WATERMAIN								
1	8"X6" WET TAP (INCLUDE SLEEVE AND VALVE)	EA	0	$5,100.00	$0.00	0.00	$0.00	0	$0.00
2	6" DIP, CL. 52 WATERMAIN	LF	100	$41.00	$4,100.00	0.00	$0.00	153	$6,273.00
3	6" RES. SEAT GATE VALVE & BOX	EA	1	$1,300.00	$1,300.00	0.00	$0.00	1	$1,300.00
4	6" HYDRANT (8'-6" BURY)	EA	1	$4,600.00	$4,600.00	0.00	$0.00	1	$4,600.00
	SUBTOTAL - DIVISION 3				$10,000.00		$0.00		$12,173.00
	DIVISION 4 - STREETS AND RESTORATION								
1	SAWCUT BITUMINOUS PAVEMENT	LF	85	$5.50	$467.50	0.00	$0.00	80	$440.00
2	REMOVE PIPE CULVERT (ALL TYPES & SIZES)	LF	178	$4.50	$801.00	0.00	$0.00	178	$801.00
3	SALVAGE & REINSTALL WOOD WIER	EA	1	$1,050.00	$1,050.00	0.00	$0.00	1.0	$1,050.00
4	REMOVE & DISPOSE OF EXIST. BITUMINOUS PAVEMENT, DRIVES	SY	120	$2.90	$348.00	0.00	$0.00	135	$391.50
5	REMOVE & DISPOSE OF EXIST. BITUMINOUS PAVEMENT, STREETS	SY	25	$2.90	$72.50	0.00	$0.00	39	$113.10
6	REMOVE & DISPOSE OF EXIST. CONCRETE CURB & GUTTER	LF	20	$2.50	$50.00	0.00	$0.00	25	$62.50
7	LIFT STATION SITE GRADING	LS	1	$21,600.00	$21,600.00	0.00	$0.00	1	$21,600.00
8	CL.5 AGGREGATE BASE	TN	1101	$18.00	$19,818.00	0.00	$0.00	1,139	$20,494.98
9	SPWEA240B BITUMINOUS WEAR COURSE, DRIVES	SY	120	$44.00	$5,280.00	0.00	$0.00	107	$4,708.00
10	SPNWB230B BITUMINOUS NON-WEAR COURSE, STREETS	TN	165	$194.00	$32,010.00	0.00	$0.00	7	$1,358.00
11	SPWEA240B BITUMINOUS WEAR COURSE, STREETS	TN	125	$194.00	$24,250.00	0.00	$0.00	7	$1,358.00
12	BITUMINOUS MATERIAL FOR TACK COAT	GA	69	$4.25	$293.25	0.00	$0.00	0	$0.00
13	CONCRETE CURB & GUTTER	LF	20	$55.00	$1,100.00	0.00	$0.00	25	$1,375.00
14	CL.5 AGGREGATE BASE, SHOULDER	TN	55	$47.00	$2,585.00	0.00	$0.00	5	$235.00
15	15" CMP PIPE CULVERT W/APRON	LF	178	$47.00	$8,366.00	0.00	$0.00	286	$13,442.00
16	CL. 3 RIP RAP W/ GEOTEXTLE FABRIC	CY	5	$125.00	$625.00	0.00	$0.00	10	$1,250.00
17	OFF ROAD STRUCTURE MARKER	EA	25	$88.00	$2,200.00	0.00	$0.00	14	$1,232.00
	SUBTOTAL - DIVISION 4				$120,916.25		$0.00		$69,911.08
	TOTALS - BASE CONTRACT				$3,416,900.40		$855.75		$3,359,972.86
	CHANGE ORDER NO. 1								
CO1-1	8" PVC, SDR 23.5 SANITARY SEWER (25'-30' DEPTH)	LF	44.0	$200.00	$8,800.00	0.00	$0.00	40.0	$8,000.00
CO1-2	4" POLYSTYRENE INSULATION	SY	10.5	$35.00	$367.50	0.00	$0.00	42.5	$1,487.50
	TOTALS - CHANGE ORDER NO. 1				$9,167.50		$0.00		$9,487.50
	CHANGE ORDER NO. 2								
CO2-1	COST FOR ADDITIONAL EASEMENT TO RELOCATE MH 0-1	LS	1.0	-$3,500.00	-$3,500.00	0.00	$0.00	1.0	-$3,500.00
CO2-2	8" X 8" WET TAP INCL. VALVE & SLEEVE	EA	1.0	$5,500.00	$5,500.00	0.00	$0.00	1.0	$5,500.00
CO2-3	12" DIP CL. 52 WATERMAIN INCL. FITTINGS	LF	328.0	$75.00	$24,600.00	0.00	$0.00	283.0	$21,225.00
	TOTALS - CHANGE ORDER NO. 2				$26,600.00		$0.00		$23,225.00
	CHANGE ORDER NO. 4								
CO4-1	ADDITIONAL FILL & GRADING AT LS SITE	CY	699.0	$8.66	$6,053.34	0.00	$0.00	699.0	$6,053.34
	TOTALS - CHANGE ORDER NO. 4				$6,053.34		$0.00		$6,053.34
	CHANGE ORDER NO. 5								
CO5-1	LOCKING COVER FOR AUTOMATIC TRANSFER SWITCH	LS	1.0	$1,050.00	$1,050.00	0.00	$0.00	1.0	$1,050.00
CO5-2	MILL AND REPAVE LAKE ELMO AVE AND 30TH ST INTERSECTION	LS	1.0	$3,000.00	$3,000.00	0.00	$0.00	1.0	$3,000.00
CO5-3	GRADING FOR RIPRAP CHANNEL ALONG LS DRIVEWAY	LS	1.0	$1,400.00	$1,400.00	0.00	$0.00	1.0	$1,400.00
CO5-4	INSTALL RIPRAP CHANNEL ALONG LS DRIVEWAY	TN	70.0	$72.25	$5,057.50	70.00	$5,057.50	70.0	$5,057.50
	TOTALS - CHANGE ORDER NO. 5				$10,507.50		$5,057.50		$10,507.50
	COMPENSATING CHANGE ORDER NO. 6								
CO6-1		LS	1.0	-$59,982.54	-$59,982.54	0.00	$0.00	0.0	$0.00
					-$59,982.54				
	TOTALS - REVISED CONTRACT				$3,409,246.20		$5,913.25		$3,409,246.20

CERTIFICATE OF COMPLETION

DATE OF ISSUANCE: **JULY 15, 2014**

OWNER:	CITY OF LAKE ELMO, MN
CONTRACTOR:	MINGER CONSTRUCTION, INC.
PROJECT NAME:	LAKE ELMO AVENUE SEWER INFRASTRUCTURE IMPROVEMENTS
PROJECT NO.:	2013.123

☒ This Certification of Completion applies to all work under the Contract Documents
☐ This Certification of Completion applies to the following specified parts of the Contract Documents

I do hereby certify that the work to which this Certificate applies has been constructed in accordance with the Contract dated **SEPTEMBER 10, 2013**. The above-mentioned improvement is hereby declared to be complete and acceptance of this work is recommended.

DATE OF COMPLETION: **JULY 15, 2014**

Ryan Stempski, P.E. Reg. No. 45395

FOCUS Engineering, Inc.

THE WARRANTY PERIOD BEGINS **JULY 15, 2014** AND ENDS **JULY 15, 2015**

THE CITY OF LAKE ELMO

MAYOR & COUNCIL COMMUNICATION

DATE: 07/15/2014
CONSENT ITEM # 8

AGENDA ITEM: Section 34 Water and Sewer Utility Extension Improvements– Compensating Change Order No. 3

SUBMITTED BY: Ryan Stempski, Project Engineer

THROUGH: Dean A. Zuleger, City Administrator

REVIEWED BY: Jack Griffin, City Engineer
Cathy Bendel, Finance Director

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

POLICY RECOMMENDER: Engineering

FISCAL IMPACT: Reduced contract amount of $8,365.36

This change order reconciles the estimated and actual quantities installed on the project and decreases the contract amount by $8,365.36. With this change order and previous change orders on the project, the final contract amount is $1,704,681.96 which is $2,797.46 (0.2%) over the original construction contract award. The construction contract therefore remains within the original project budget and contingency amount as authorized on September 3, 2013.

SUMMARY AND ACTION REQUESTED:

The City Council is respectfully requested to consider approving, *as part of the consent agenda,* Compensating Change Order No. 3 for the Section 34 Water and Sewer Extension Improvements to reconcile the estimated and actual quantities installed on the project. If removed from the consent agenda, the recommended motion for the action is as follows:

"Move to approve Compensating Change Order No. 3 for the Section 34 Water and Sewer Utility Extension Improvements, thereby decreasing the final contract amount by $8,365.36."

LEGISLATIVE HISTORY/BACKGROUND INFORMATION:

Redstone Construction Company, Inc. was awarded a construction contract on September 3, 2013 to construct the Section 34 Water and Sewer Utility Extension Improvements. The contractor has completed the work in accordance with the contract and with approval of this change order the contract amount will be adjusted to reflect quantities actually installed as a part of the project. The overall decrease in the contract amount for this change order is $8,365.36 as detailed on the attached itemization.

The final contract amount is $1,704,681.96 which is 0.2% over the original construction contract award. The construction contract remains within the original project budget and contingency amount as authorized September 3, 2013.

RECOMMENDATION:

Staff is recommending that the City Council consider, *as part of the Consent Agenda*, approving Compensating Change Order No. 3 for the Section 34 Water and Sewer Utility Extension Improvements, thereby decreasing the final contract amount by $8,365.36. If removed from the consent agenda, the recommended motion for this action is as follows:

"Move to approve Compensating Change Order No. 3 for the Section 34 Water and Sewer Utility Extension Improvements, thereby decreasing the final contract amount by $8,365.36."

ATTACHMENT(S):

1. Compensating Change Order No. 3

CONTRACT CHANGE ORDER FORM

CITY OF LAKE ELMO, MINNESOTA
SECTION 34 WATER & SEWER UTILITY EXTENSION IMPRO
PROJECT NO. 2013.126

FOCUS ENGINEERING, inc.

CHANGE ORDER NO. 3 **DATE:** July 15, 2014

TO: REDSTONE CONSTRUCTION COMPANY, INC. , PO BOX 218, MORA, MN 55051

This Document will become a supplement to the Contract and all provisions will apply hereto. The Contract Documents are modified as follows upon execution of this Change Order.

CHANGE ORDER DESCRIPTION / JUSTIFICATION:

Per the project Contract Documents the original contract amount and basis of award is established using the estimated quantities for each item of work listed in the bid schedule and multiplying them by the Contractor's corresponding unit bid price. The Contractor is paid for the actual final quantities installed on the project at the unit bid prices.

At the completion of the project, a compensating change order is prepared to revise the estimated quantities for each work item listed in the bid schedule to the actual quantities installed and the corresponding Contract Amount is revised accordingly.

This compensating change order reflects a net decrease to the contract amount by $8,365.36.

Attachments (list documents supporting change): Itemization

ITEM	DESCRIPTION OF PAY ITEM	UNIT	QTY	UNITE PRICE	INCREASE/(DECREASE)
	**See attached itemization for Change Order Items				
				NET CONTRACT CHANGE	**($8,365.36)**

Amount of Original Contract	$	1,701,884.50
Sum of Additions/Deductions approved to date (CO #1)	$	11,162.82
Contract Amount to date	$	1,713,047.32
Amount of this Change Order ~~(ADD)~~ (DEDUCT) ~~(NO CHANGE)~~	$	(8,365.36)
Revised Contract Amount	$	1,704,681.96

The Contract Period for Completion will be (UNCHANGED) ~~(INCREASED)~~ ~~(DECREASED)~~ **0 days**

APPROVED BY ENGINEER: FOCUS Engineering, inc.

ENGINEER

DATE

APPROVED BY CONTRACTOR

BY

DATE

APPROVED BY OWNER: CITY OF LAKE ELMO, MINNESOTA

BY

DATE

BY

DATE

CHANGE ORDER NO. 3

SECTION 34 WATER & SEWER UTILITY EXTENSION IMPROVEMENTS
CITY OF LAKE ELMO, MINNESOTA
PROJECT NO. 2013.126

FOCUS ENGINEERING, inc.

ITEM	DESCRIPTION OF PAY ITEM	UNIT	CONTRACT			TOTAL TO DATE		COMPENSATING CO NO. 3	
			QUANTITY	UNIT PRICE	AMOUNT	QUANTITY	AMOUNT	NET CHANGE	AMOUNT
	DIVISION 1 - GENERAL								
1	MOBILIZATION	LS	1.00	$48,000.00	$48,000.00	1.00	$48,000.00	-	$0.00
2	TRAFFIC CONTROL	LS	1	$6,300.00	$6,300.00	1	$6,300.00	-	$0.00
3	CLEAR AND GRUB TREES	LS	1	$19,000.00	$19,000.00	1	$19,000.00	-	$0.00
4	TEMPORARY ROCK CONSTRTUCTION ENTRANCE	EA	2	$1,100.00	$2,200.00	0	$0.00	-2.0	-$2,200.00
5	STREET SWEEPING	HR	40	$175.00	$7,000.00	2	$350.00	-38.0	-$6,650.00
	SUBTOTAL - DIVISION 1				$82,500.00		$73,650.00		-$8,850.00
	DIVISION 2 - SANITARY SEWER (GRAVITY SEWER - HUDSON BLVD.)								
6	CONCRETE JERSEY BARRIERS	LF	900	$21.00	$18,900.00	900	$18,900.00	-	$0.00
7	REMOVE AND DISPOSE OF EXISTING BITUMINOUS DRIVEWAY	SY	500	$2.20	$1,100.00	778	$1,711.60	278.0	$611.60
8	REMOVE PIPE CULVERT	LF	245	$5.50	$1,347.50	235	$1,292.50	-10.0	-$55.00
9	REMOVE SANITARY SEWER PIPE	LF	13	$6.55	$85.15	13	$85.15	-	$0.00
10	SALVAGE AND REINSTALL 12" RCP, INCL APRONS	LF	50	$22.10	$1,105.00	50	$1,105.00	-	$0.00
11	PATCH BITUMINOUS DRIVEWAY	SY	500	$35.00	$17,500.00	678	$23,730.00	178.0	$6,230.00
12	PATCH GRAVEL DRIVEWAY	TN	100	$15.00	$1,500.00	600	$9,000.00	500.0	$7,500.00
13	29" X 42" ARCH CMP CULVERT	LF	69	$51.90	$3,581.10	133	$6,902.70	64.0	$3,321.60
14	30" CMP CULVERT	LF	71	$44.20	$3,138.20	67	$2,961.40	-4.0	-$176.80
15	36" CMP CULVERT	LF	35	$51.90	$1,816.50	35	$1,816.50	-	$0.00
16	42" CMP CULVERT	LF	64	$76.20	$4,876.80	0	$0.00	-64.0	-$4,876.80
17	29" X 42" ARCH CMP CULVERT	EA	2	$498.00	$996.00	4	$1,992.00	2.0	$996.00
18	30" CMP APRON	EA	3	$389.00	$1,167.00	3	$1,167.00	-	$0.00
19	36" CMP APRON	EA	2	$573.00	$1,146.00	2	$1,146.00	-	$0.00
20	42" CMP APRON	EA	2	$1,110.00	$2,220.00	0	$0.00	-2.0	-$2,220.00
21	CONNECT TO EXISTING SANITARY SEWER MH	EA	1	$993.00	$993.00	1	$993.00	-	$0.00
22	8" PVC SANITARY SEWER, SDR 35, 0' - 10' DEEP	LF	25	$38.90	$972.50	28	$1,089.20	3.0	$116.70
23	10" PVC SANITARY SEWER, SDR 26, 25' - 30' DEEP	LF	20	$154.00	$3,080.00	20	$3,080.00	-	$0.00
24	12" PVC SANITARY SEWER, SDR 35, 0' - 10' DEEP	LF	885	$36.20	$32,037.00	860	$31,132.00	-25.0	-$905.00
25	12" PVC SANITARY SEWER, SDR 35, 10' - 15' DEEP	LF	675	$40.00	$27,000.00	700	$28,000.00	25.0	$1,000.00
26	12" PVC SANITARY SEWER, SDR 35, 15' - 20' DEEP	LF	290	$71.40	$20,706.00	287	$20,491.80	-3.0	-$214.20
27	12" PVC SANITARY SEWER, SDR 35, 15' - 20' DEEP	LF	65	$83.60	$5,434.00	63	$5,266.80	-2.0	-$167.20
28	12" PVC SANITARY SEWER, SDR 26, 20' - 25' DEEP	LF	200	$91.20	$18,240.00	200	$18,240.00	-	$0.00
29	12" PVC SANITARY SEWER, SDR 26, 25' - 30' DEEP	LF	560	$103.00	$57,680.00	516	$53,148.00	-44.0	-$4,532.00
30	JACK 12" PVC SANITARY SEWER	LF	40	$410.00	$16,400.00	40	$16,400.00	-	$0.00
31	ROCK FOUNDATION BORROW	LF	1,300	$0.01	$13.00	0	$0.00	-1300.0	-$13.00
32	INSULATION, 2" THICK	SY	150	$19.90	$2,985.00	188.3	$3,747.17	38.3	$762.17
33	PLACE FILL OVER SANITARY SEWER PIPE (LV)	CY	150	$7.75	$1,162.50	150	$1,162.50	-	$0.00
34	CROSS HIGH PRESSURE GAS PIPE LINE	LS	1	$2,760.00	$2,760.00	1	$2,760.00	-	$0.00
35	SANITARY SEWER MH, 4' DIAMETER	EA	8	$2,530.00	$20,240.00	8	$20,240.00	-	$0.00
36	EXCESS MANHOLE DEPTH, 4' DIAMETER	LF	56	$97.20	$5,443.20	45.98	$4,469.26	-10.0	-$973.94
37	TELEVISE SANITARY SEWER	LF	2,672	$1.75	$4,676.00	3,520	$6,159.50	847.7	$1,483.50
38	OFF ROAD STRUCTURE MARKER	EA	7	$55.20	$386.40	7	$386.40	-	$0.00
39	SEED MIX 250 & BLANKET	SY	5,000	$1.10	$5,500.00	5,000	$5,500.00	-	$0.00
40	SEED MIX 270 & BLANKET	SY	5,200	$1.14	$5,928.00	0	$0.00	-5200.0	-$5,928.00
41	SEED MIX 250 & HYDROMULCH	SY	5,000	$0.42	$2,100.00	17,000	$7,140.00	12000.0	$5,040.00
42	SEED MIX 270 & HYDROMULCH	SY	5,200	$0.46	$2,392.00	1,040	$478.40	-4160.0	-$1,913.60
43	EROSION STABILIZATION MAT	SY	150	$9.90	$1,485.00	0	$0.00	-150.0	-$1,485.00
44	TEMPORARY SEED MIX 100 AND MULCH	AC	4	$686.00	$2,744.00	0	$0.00	-4.0	-$2,744.00
45	DITCH CHECK	EA	8	$97.50	$780.00	0	$0.00	-8.0	-$780.00
46	CULVERT INLET PROTECTION	EA	8	$200.00	$1,600.00	0	$0.00	-8.0	-$1,600.00
47	SILT FENCE	LF	1,500	$1.71	$2,565.00	1,352	$2,311.92	-148.0	-$253.08
	SUBTOTAL - DIVISION 2				$305,781.85		$304,005.80		-$1,776.05

ITEM	DESCRIPTION OF PAY ITEM	UNIT	CONTRACT			TOTAL TO DATE		COMPENSATING CO NO. 3	
			QUANTITY	UNIT PRICE	AMOUNT	QUANTITY	AMOUNT	NET CHANGE	AMOUNT
	DIVISION 3 - SANITARY SEWER (LIFT STATION SYSTEM)								
48	REMOVE AND DISPOSE OF EXISTING BITUMINOUS DRIVEWAY	SY	570	$2.75	$1,567.50	818	$2,249.50	248.0	$682.00
49	REMOVE AND DISPOSE OF EXISTING CONCRETE DRIVEWAY	SY	40	$8.75	$350.00	40	$350.00	-	$0.00
50	REMOVE AND DISPOSE OF CONCRETE CURB AND GUTTER	LF	30	$4.35	$130.50	30	$130.50	-	$0.00
51	REMOVE PIPE CULVERT	LF	165	$5.50	$907.50	202	$1,111.00	37.0	$203.50
52	SALVAGE AND REINSTALL 18" RCP, INCL APRONS	LF	60	$24.30	$1,458.00	24	$583.20	-36.0	-$874.80
53	PATCH BITUMINOUS DRIVEWAY	SY	200	$35.00	$7,000.00	0	$0.00	-200.0	-$7,000.00
54	PATCH GRAVEL DRIVEWAY	TN	250	$15.00	$3,750.00	217	$3,255.00	-33.0	-$495.00
55	B618 CONCRETE CURB AND GUTTER	LF	30	$30.00	$900.00	0	$0.00	-30.0	-$900.00
56	12" CMP CULVERT	LF	30	$20.50	$615.00	45	$922.50	15.0	$307.50
57	18" CMP CULVERT	LF	52	$26.80	$1,393.60	116	$3,108.80	64.0	$1,715.20
58	21" CMP CULVERT	LF	40	$31.00	$1,240.00	41	$1,271.00	1.0	$31.00
59	12" CMP APRON	EA	1	$131.00	$131.00	1	$131.00	-	$0.00
60	18" CMP APRON	EA	2	$157.00	$314.00	5	$785.00	3.0	$471.00
61	21" CMP APRON	EA	2	$187.00	$374.00	2	$374.00	-	$0.00
62	8" DIP SANITARY SEWER, CLASS 52, 10' - 15' DEEP	LF	40	$44.30	$1,772.00	40	$1,772.00	-	$0.00
63	8" PVC SANITARY SEWER, SDR 35, 0' - 10' DEEP	LF	700	$25.70	$17,990.00	699	$17,964.30	-1.0	-$25.70
64	8" PVC SANITARY SEWER, SDR 35, 10' - 15' DEEP	LF	1,275	$28.00	$35,700.00	957	$26,796.00	-318.0	-$8,904.00
65	8" PVC SANITARY SEWER, SDR 35, 15' - 20' DEEP	LF	425	$59.00	$25,075.00	744	$43,896.00	319.0	$18,821.00
66	8" PVC SANITARY SEWER, SDR 35, 20' - 25' DEEP	LF	10	$74.30	$743.00	0	$0.00	-10.0	-$743.00
67	8" PVC SANITARY SEWER, SDR 26, 0' - 10' DEEP	LF	50	$28.10	$1,405.00	0	$0.00	-50.0	-$1,405.00
68	8" PVC SANITARY SEWER, SDR 26, 10' - 15' DEEP	LF	806	$34.50	$27,807.00	747	$25,771.50	-59.0	-$2,035.50
69	8" PVC SANITARY SEWER, SDR 26, 15' - 20' DEEP	LF	435	$69.90	$30,406.50	381	$26,631.90	-54.0	-$3,774.60
70	8" PVC SANITARY SEWER, SDR 26, 20' - 25' DEEP	LF	715	$82.90	$59,273.50	896	$74,278.40	181.0	$15,004.90
71	8" PVC SANITARY SEWER, SDR 26, 25' - 30' DEEP	LF	85	$94.20	$8,007.00	70	$6,594.00	-15.0	-$1,413.00
72	10" PVC SANITARY SEWER, SDR 26, 15' - 20' DEEP	LF	70	$80.10	$5,607.00	0	$0.00	-70.0	-$5,607.00
73	10" PVC SANITARY SEWER, SDR 26, 20' - 25' DEEP	LF	32	$51.50	$1,648.00	102	$5,253.00	70.0	$3,605.00
74	10" PVC SANITARY SEWER, SDR 26, 25' - 30' DEEP	LF	0	$109.00	$0.00	0	$0.00	-	$0.00
75	10" PVC SANITARY SEWER, SDR 26, 30' - 35' DEEP	LF	0	$137.00	$0.00	0	$0.00	-	$0.00
76	ROCK FOUNDATION BORROW	LF	5,000	$0.01	$50.00	0	$0.00	-5000.0	-$50.00
77	8" DIP SANITARY SEWER OUTSIDE DROP	LF	27	$162.00	$4,374.00	12.1	$1,960.20	-14.9	-$2,413.80
78	8" DIP SANITARY SEWER BLIND OUTSIDE DROP	LF	29	$151.00	$4,379.00	29.3	$4,424.30	0.3	$45.30
79	SANITARY SEWER MH, 4' DIAMETER	EA	27	$2,460.00	$66,420.00	27	$66,420.00	-	$0.00
80	EXCESS MANHOLE DEPTH, 4' DIAMETER	LF	168	$97.20	$16,368.48	187.52	$18,226.94	19.1	$1,858.46
81	TELEVISE SANITARY SEWER	LF	4,733	$1.75	$8,282.75	4,636	$8,113.00	-97.0	-$169.75
82	OFF ROAD STRUCTURE MARKER	EA	29	$55.20	$1,600.80	28	$1,545.60	-1.0	-$55.20
83	8" PVC FORCE MAIN	LF	5,960	$24.90	$148,404.00	5,940	$147,906.00	-20.0	-$498.00
84	AIR RELEASE MH	EA	2	$5,410.00	$10,820.00	2	$10,820.00	-	$0.00
85	DIP FITTINGS	LB	186	$5.95	$1,106.70	202	$1,201.90	16.0	$95.20
86	LIFT STATION	LS	1	$220,000.00	$220,000.00	1.00	$220,000.00	-	$0.00
87	BITUMINOUS DRIVEWAY (LIFT STATION)	SY	317	$33.00	$10,461.00	331	$10,923.00	14.0	$462.00
88	SEED MIX 250 & BLANKET	SY	24,600	$1.10	$27,060.00	10,910	$12,001.00	-13690.0	-$15,059.00
89	SEED MIX 250 & HYDROMULCH	SY	24,000	$0.42	$10,080.00	50,411	$21,172.62	26411.0	$11,092.62
90	EROSION STABILIZATION MAT	SY	50	$9.90	$495.00	290	$2,871.00	240.0	$2,376.00
91	SEED MIX 250, MULCH, & DISC ANCHOR	AC	5	$929.00	$4,645.00	4.5	$4,180.50	-0.5	-$464.50
92	TEMPORARY SEED MIX 100 AND MULCH	AC	15	$686.00	$10,290.00	10.06	$6,901.16	-4.9	-$3,388.84
93	WETLAND RESTORATION WITH BWSR MIX 34-181	SY	80	$9.91	$792.80	0	$0.00	-80.0	-$792.80
94	DITCH CHECK	EA	17	$97.50	$1,657.50	25	$2,437.50	8.0	$780.00
95	CULVERT INLET PROTECTION	EA	9	$200.00	$1,800.00	4	$800.00	-5.0	-$1,000.00
96	SILT FENCE	LF	5,310	$1.71	$9,080.10	2,630	$4,497.30	-2680.0	-$4,582.80
	SUBTOTAL - DIVISION 3				$793,732.23		$789,630.62		-$4,101.61
	DIVISION 4 - SANITARY SEWER (SERVICE TO CM PROPERTIES)								
97	8" PVC SANITARY SEWER, SDR 35, 0' - 10' DEEP	LF	45	$33.20	$1,494.00	45	$1,494.00	-	$0.00
98	JACK 8" PVC SANITARY SEWER	LF	60	$405.00	$24,300.00	60	$24,300.00	-	$0.00
99	SEED MIX 250 & BLANKET	SY	300	$1.10	$330.00	0	$0.00	-300.0	-$330.00
100	SILT FENCE	LF	50	$1.71	$85.50	50	$85.50	-	$0.00
	SUBTOTAL - DIVISION 4				$26,209.50		$25,879.50		-$330.00
	DIVISION 5 - SANITARY SEWER (LENNAR AREA SERVICES)								
101	8" X 4" PVC WYE, SDR 26	EA	11	$127.00	$1,397.00	11	$1,397.00	-	$0.00
102	4" PVC SANITARY SEWER SERVICE RISER	LF	130	$7.75	$1,007.50	148	$1,147.00	18.0	$139.50
	SUBTOTAL - DIVISION 5				$2,404.50		$2,544.00		$139.50
	DIVISION 6 - WATERMAIN								
103	CONNECT TO EXISTING 12" WATER MAIN	EA	1	$404.00	$404.00	1	$404.00	-	$0.00
104	6" DIP, CL. 52 WATER MAIN	LF	215	$28.50	$6,127.50	192	$5,472.00	-23.0	-$655.50
105	8" DIP, CL. 52 WATER MAIN	LF	40	$35.90	$1,436.00	44	$1,579.60	4.0	$143.60
106	12" DIP, CL. 52 WATER MAIN	LF	7,305	$48.90	$357,214.50	7,303	$357,116.70	-2.0	-$97.80
107	CROSS HIGH PRESSURE GAS PIPE LINE	LS	1	$882.00	$882.00	1	$882.00	-	$0.00
108	6" GATE VALVE AND BOX	EA	14	$1,220.00	$17,080.00	15	$18,300.00	1.0	$1,220.00
109	8" GATE VALVE AND BOX	EA	4	$1,830.00	$7,320.00	4	$7,320.00	-	$0.00
110	12" GATE VALVE AND BOX	EA	12	$3,070.00	$36,840.00	13	$39,910.00	1.0	$3,070.00
111	VALVE BOX EXTENSION	LF	15	$55.40	$831.00	7	$387.80	-8.0	-$443.20
112	VALVE NUT EXTENSION	LF	15	$37.70	$565.50	0	$0.00	-15.0	-$565.50
113	HYDRANT	EA	11	$4,090.00	$44,990.00	12	$49,080.00	1.0	$4,090.00

ITEM	DESCRIPTION OF PAY ITEM	UNIT	CONTRACT			TOTAL TO DATE		COMPENSATING CO NO. 3	
			QUANTITY	UNIT PRICE	AMOUNT	QUANTITY	AMOUNT	NET CHANGE	AMOUNT
114	HYDRANT EXTENSION	LF	6	$666.00	$3,996.00	2	$1,332.00	-4.0	-$2,664.00
115	OFF ROAD STRUCTURE MARKER	EA	17	$55.20	$938.40	17	$938.40	-	$0.00
116	DUCTILE IRON FITTINGS	LB	3,000	$4.95	$14,850.00	3,496	$17,305.20	496.0	$2,455.20
	SUBTOTAL - DIVISION 6				$493,474.90		$500,027.70		$6,552.80
TOTALS - BASE CONTRACT					**$1,704,102.98**		**$1,695,737.62**		**-$8,365.36**
CHANGE ORDER NO. 1									
CO1-1	CLEAR & GRUB TREES (LIFT STATION SITE ON CITY PROPERTY)	LS	1.0	$3,500.00	$3,500.00	1.00	$3,500.00	-	$0.00
CO1-2	EXTRA 8' OF DEPTH AT VALVE MH	LS	1.0	$1,631.94	$1,631.94	1.0	$1,631.94	-	$0.00
CO1-3	EXTRA DEPTH OF FORCEMAIN	LF	300.0	$20.58	$6,174.00	300.0	$6,174.00	-	$0.00
CO1-4	LIFT STATION GRAVEL DRIVEWAY	TN	138.0	$15.00	$2,070.00	138.0	$2,070.00	-	$0.00
CO1-5	DEDUCT FOR GRAVITY SANITARY SEWER TRACER WIRE	LF	7,386.0	-$0.60	-$4,431.60	7,386.0	-$4,431.60	-	$0.00
TOTALS - CHANGE ORDER NO. 1					**$8,944.34**		**$8,944.34**		**$0.00**
TOTALS - DIFFERENCE IN CONTRACT AND ACTUAL WORK COMPLETE					**$1,713,047.32**		**$1,704,681.96**		**-$8,365.36**

THE CITY OF LAKE ELMO

MAYOR & COUNCIL COMMUNICATION

DATE: 07/15/2014
CONSENT ITEM # 9

AGENDA ITEM: Section 34 Water and Sewer Utility Extension Improvements – Accept Improvements and Pay Request No. 6 (Final)

SUBMITTED BY: Ryan Stempski, Project Engineer

THROUGH: Dean A. Zuleger, City Administrator

REVIEWED BY: Jack Griffin, City Engineer
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

POLICY RECOMMENDER: Engineering

FISCAL IMPACT: No additional fiscal impact.

Final payment is proposed in accordance with the Contract for the project. Payment remains within authorized contract amount and approved change orders for the project.

SUMMARY AND ACTION REQUESTED:

The City Council is respectfully requested to consider, *as part of the consent agenda,* accepting the improvements and approving Pay Request No. 6 (Final) to Redstone Construction Company, Inc. in the amount of $102,675.20 for the Section 34 Water and Sewer Utility Extension Improvements. The work has been reviewed by the Engineer and is fully completed in accordance with the Contract, Plans and Specifications, and Change Orders. If removed from the consent agenda, the recommended motion for this action is as follows:

"Move to accept the improvements for the Section 34 Water and Sewer Utility Extension Improvements and approve Pay Request No. 6 (Final) to Redstone Construction Company, Inc. in the amount of $102,675.20."

LEGISLATIVE HISTORY/BACKGROUND INFORMATION:

Redstone Construction Company, Inc. has completed the Section 34 Water and Sewer Utility Extension Improvements in accordance with the construction contract awarded by the council on September 3, 2013. The Project Engineer has prepared a Certification of Completion indicating that all work is completed including all punchlist items and is recommending acceptance of the improvements and release of the final retainage. Project acceptance will initiate the one-year warranty period for the improvements. The one-year warranty period will begin on July 15, 2014 and will extend to July 15, 2015.

The final construction cost for the project is $1,704,681.96 which is $2,797.46 over the original contract amount of $1,701,884.50. The total project cost remains under budget and is being funded 100% by assessments to the benefitting properties in Section 34.

Final payment will be made to the Contractor, including the release of all retained funds, upon receipt of all lien waivers from the Contractor.

RECOMMENDATION:

Staff is recommending that the City Council consider approving, *as part of the Consent Agenda*, accepting the improvements for Section 34 Water and Sewer Utility Extension Improvements, and approving Pay Request No. 6 (Final) in the amount of $102,675.20. If removed from the consent agenda, the recommended motion for this action is as follows:

"Move to accept the improvements for the Section 34 Water and Sewer Utility Extension Improvements and approve Pay Request No. 6 (Final) to Redstone Construction Company, Inc. in the amount of $102,675.20."

ATTACHMENT(S):

1. Pay Request No. 6 (Final)
2. Certification of Completion

PROJECT PAY FORM

PARTIAL PAY ESTIMATE NO. 6 (FINAL)

FOCUS ENGINEERING, inc.

SECTION 34 WATER & SEWER UTILITY EXTENSION IMPROVEMENTS
PROJECT NO. 2013.126

PERIOD OF ESTIMATE
FROM 6/1/2014 TO 6/30/2014

PROJECT OWNER:
CITY OF LAKE ELMO
3800 LAVERNE AVENUE NORTH
LAKE ELMO, MN 55042
ATTN: JACK GRIFFIN, CITY ENGINEER

CONTRACTOR:
REDSTONE CONSTRUCTION COMPANY INC.
PO BOX 218
MORA, MN 55051
ATTN: DALE MANS, PROJECT MANAGER

CONTRACT CHANGE ORDER SUMMARY

No.	Approval Date	Amount Additions	Amount Deductions
1	11/6/2013	$11,162.82	$0.00
2	1/6/2014	$0.00	$0.00
3	7/15/2014		$8,365.36
TOTALS		$11,162.82	$8,365.36
NET CHANGE		$2,797.46	

PAY ESTIMATE SUMMARY

1. Original Contract Amount	$1,701,884.50
2. Net Change Order Sum	$2,797.46
3. Revised Contract (1+2)	$1,704,681.96
4. *Work Completed	$1,704,681.96
5. *Stored Materials	$0.00
6. Subtotal (4+5)	$1,704,681.96
7. Retainage* 0.0%	$0.00
8. Previous Payments	$1,602,006.76
9. Amount Due (6-7-8)	**$102,675.20**

*Detailed Breakdown Attached

CONTRACT TIME

START DATE: 10/7/2013
SUBSTANTIAL COMPLETION: 5/19/2014
FINAL COMPLETION: 5/30/2014

ORIGINAL DAYS 235
REVISED DAYS
REMAINING -31

ON SCHEDULE
YES [ ]
NO [X]

ENGINEER'S CERTIFICATION:
The undersigned certifies that the work has been reviewed and to the best of their knowledge and belief, the quantities shown in this estimate are correct and the work has been performed in accordance with the contract documents.

FOCUS Engineering, Inc.
ENGINEER
7-9-2014
DATE

CONTRACTOR'S CERTIFICATION:
The undersigned Contractor certifies that to the best of their knowledge, information and belief the work covered by this payment estimate has been completed in accordance with the contract documents, that all amounts have been paid by the contractor for work for which previous payment estimates was issued and payments received from the owner, and that current payment shown herein is now due.

CONTRACTOR
Dale Mans
BY
7-9-14
DATE

APPROVED BY OWNER: CITY OF LAKE ELMO, MINNESOTA

BY
DATE

BY
DATE

PARTIAL PAY ESTIMATE NO. 6 (FINAL)

SECTION 34 WATER & SEWER UTILITY EXTENSION IMPROVEMENTS
CITY OF LAKE ELMO, MINNESOTA
PROJECT NO. 2013.126

FOCUS ENGINEERING, Inc.

ITEM	DESCRIPTION OF PAY ITEM	UNIT	CONTRACT			THIS PERIOD		TOTAL TO DATE	
			QUANTITY	UNIT PRICE	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT
	DIVISION 1 - GENERAL								
1	MOBILIZATION	LS	1.00	$48,000.00	$48,000.00	0.00	$0.00	1.00	$48,000.00
2	TRAFFIC CONTROL	LS	1	$6,300.00	$6,300.00	0.00	$0.00	1	$6,300.00
3	CLEAR AND GRUB TREES	LS	1	$19,000.00	$19,000.00	0.00	$0.00	1	$19,000.00
4	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EA	2	$1,100.00	$2,200.00	0.00	$0.00	0	$0.00
5	STREET SWEEPING	HR	40	$175.00	$7,000.00	0.00	$0.00	2	$350.00
	SUBTOTAL - DIVISION 1				$82,500.00		$0.00		$73,650.00
	DIVISION 2 - SANITARY SEWER (GRAVITY SEWER - HUDSON BLVD.)								
6	CONCRETE JERSEY BARRIERS	LF	900	$21.00	$18,900.00	0.00	$0.00	900	$18,900.00
7	REMOVE AND DISPOSE OF EXISTING BITUMINOUS DRIVEWAY	SY	500	$2.20	$1,100.00	0.00	$0.00	778	$1,711.60
8	REMOVE PIPE CULVERT	LF	245	$5.50	$1,347.50	0.00	$0.00	235	$1,292.50
9	REMOVE SANITARY SEWER PIPE	LF	13	$6.55	$85.15	0.00	$0.00	13	$85.15
10	SALVAGE AND REINSTALL 12" RCP, INCL APRONS	LF	50	$22.10	$1,105.00	0.00	$0.00	50	$1,105.00
11	PATCH BITUMINOUS DRIVEWAY	SY	500	$35.00	$17,500.00	0.00	$0.00	678	$23,730.00
12	PATCH GRAVEL DRIVEWAY	TN	100	$15.00	$1,500.00	0.00	$0.00	600	$9,000.00
13	29" X 42" ARCH CMP CULVERT	LF	69	$51.90	$3,581.10	0.00	$0.00	133	$6,901.70
14	30" CMP CULVERT	LF	71	$44.20	$3,138.20	0.00	$0.00	67	$2,961.40
15	36" CMP CULVERT	LF	35	$51.90	$1,816.50	0.00	$0.00	35	$1,816.50
16	42" CMP CULVERT	LF	84	$76.20	$4,876.80	0.00	$0.00	0	$0.00
17	29" X 42" ARCH CMP CULVERT	EA	2	$498.00	$996.00	0.00	$0.00	4	$1,992.00
18	30" CMP APRON	EA	3	$389.00	$1,167.00	0.00	$0.00	3	$1,167.00
19	36" CMP APRON	EA	2	$573.00	$1,146.00	0.00	$0.00	2	$1,146.00
20	42" CMP APRON	EA	2	$1,110.00	$2,220.00	0.00	$0.00	0	$0.00
21	CONNECT TO EXISTING SANITARY SEWER MH	EA	1	$993.00	$993.00	0.00	$0.00	1	$993.00
22	8" PVC SANITARY SEWER, SDR 35, 0' - 10' DEEP	LF	25	$38.50	$972.50	0.00	$0.00	28	$1,089.20
23	10" PVC SANITARY SEWER, SDR 26, 25' - 30' DEEP	LF	20	$154.00	$3,080.00	0.00	$0.00	20	$3,080.00
24	12" PVC SANITARY SEWER, SDR 35, 0' - 10' DEEP	LF	885	$36.20	$32,037.00	0.00	$0.00	860	$31,132.00
25	12" PVC SANITARY SEWER, SDR 35, 10' - 15' DEEP	LF	675	$40.00	$27,000.00	0.00	$0.00	700	$28,000.00
26	12" PVC SANITARY SEWER, SDR 35, 15' - 20' DEEP	LF	280	$71.40	$20,706.00	0.00	$0.00	287	$20,491.80
27	12" PVC SANITARY SEWER, SDR 35, 15' - 20' DEEP	LF	65	$83.60	$5,434.00	0.00	$0.00	63	$5,266.80
28	12" PVC SANITARY SEWER, SDR 26, 20' - 25' DEEP	LF	200	$91.20	$18,240.00	0.00	$0.00	200	$18,240.00
29	12" PVC SANITARY SEWER, SDR 26, 25' - 30' DEEP	LF	560	$103.00	$57,680.00	0.00	$0.00	515	$53,148.00
30	JACK 12" PVC SANITARY SEWER	LF	40	$410.00	$16,400.00	0.00	$0.00	40	$16,400.00
31	ROCK FOUNDATION BORROW	LF	1,800	$0.01	$18.00	0.00	$0.00	0	$0.00
32	INSULATION, 2" THICK	SY	150	$19.90	$2,985.00	0.00	$0.00	188.3	$3,747.17
33	PLACE FILL OVER SANITARY SEWER PIPE (LV)	CY	150	$7.75	$1,162.50	0.00	$0.00	150	$1,162.50
34	CROSS HIGH PRESSURE GAS PIPE LINE	LS	1	$2,760.00	$2,760.00	0.00	$0.00	1	$2,760.00
35	SANITARY SEWER MH, 4' DIAMETER	EA	8	$2,530.00	$20,240.00	0.00	$0.00	8	$20,240.00
36	EXCESS MANHOLE DEPTH, 4' DIAMETER	LF	56	$97.20	$5,443.20	0.00	$0.00	45.98	$4,469.26
37	TELEVISE SANITARY SEWER	LF	2,672	$1.75	$4,676.00	3,520	$6,159.50	3,520	$6,159.50
38	OFF ROAD STRUCTURE MARKER	EA	7	$55.20	$386.40	0.00	$0.00	7	$386.40
39	SEED MIX 250 & BLANKET	SY	5,000	$1.10	$5,500.00	0.00	$0.00	5,000	$5,500.00
40	SEED MIX 270 & BLANKET	SY	5,200	$1.14	$5,928.00	0.00	$0.00	0	$0.00
41	SEED MIX 250 & HYDROMULCH	SY	5,000	$0.42	$2,100.00	0.00	$0.00	17,000	$7,140.00
42	SEED MIX 270 & HYDROMULCH	SY	5,200	$0.46	$2,392.00	0.00	$0.00	1,040	$478.40
43	EROSION STABILIZATION MAT	SY	150	$9.90	$1,485.00	0.00	$0.00	0	$0.00
44	TEMPORARY SEED MIX 100 AND MULCH	AC	4	$686.00	$2,744.00	0.00	$0.00	0	$0.00
45	DITCH CHECK	EA	8	$97.50	$780.00	0.00	$0.00	0	$0.00
46	CULVERT INLET PROTECTION	EA	8	$200.00	$1,600.00	0.00	$0.00	0	$0.00
47	SILT FENCE	LF	1,500	$1.71	$2,565.00	0.00	$0.00	1,352	$2,311.92
	SUBTOTAL - DIVISION 2				$305,781.85		$6,159.50		$304,005.80

ITEM	DESCRIPTION OF PAY ITEM	UNIT	CONTRACT			THIS PERIOD		TOTAL TO DATE	
			QUANTITY	UNIT PRICE	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT
	DIVISION 3 - SANITARY SEWER (LIFT STATION SYSTEM)								
48	REMOVE AND DISPOSE OF EXISTING BITUMINOUS DRIVEWAY	SY	570	$2.75	$1,567.50	0.00	$0.00	818	$2,249.50
49	REMOVE AND DISPOSE OF EXISTING CONCRETE DRIVEWAY	SY	40	$8.75	$350.00	0.00	$0.00	40	$350.00
50	REMOVE AND DISPOSE OF CONCRETE CURB AND GUTTER	LF	30	$4.33	$130.50	0.00	$0.00	30	$130.50
51	REMOVE PIPE CULVERT	LF	165	$5.50	$907.50	0.00	$0.00	202	$1,111.00
52	SALVAGE AND REINSTALL 18" RCP, INCL APRONS	LF	60	$24.30	$1,458.00	0.00	$0.00	24	$583.20
53	PATCH BITUMINOUS DRIVEWAY	SY	200	$35.00	$7,000.00	0.00	$0.00	0	$0.00
54	PATCH GRAVEL DRIVEWAY	TN	250	$15.00	$3,750.00	0.00	$0.00	217	$3,255.00
55	B618 CONCRETE CURB AND GUTTER	LF	30	$30.00	$900.00	0.00	$0.00	0	$0.00
56	12" CMP CULVERT	LF	30	$20.50	$615.00	0.00	$0.00	45	$922.50
57	18" CMP CULVERT	LF	52	$26.80	$1,393.60	0.00	$0.00	116	$3,108.80
58	21" CMP CULVERT	LF	40	$31.00	$1,240.00	0.00	$0.00	41	$1,271.00
59	12" CMP APRON	EA	1	$131.00	$131.00	0.00	$0.00	1	$131.00
60	18" CMP APRON	EA	2	$157.00	$314.00	0.00	$0.00	5	$785.00
61	21" CMP APRON	EA	2	$187.00	$374.00	0.00	$0.00	2	$374.00
62	8" DIP SANITARY SEWER, CLASS 52, 10' - 15' DEEP	LF	40	$44.30	$1,772.00	0.00	$0.00	40	$1,772.00
63	8" PVC SANITARY SEWER, SDR 35, 0' - 10' DEEP	LF	700	$25.70	$17,990.00	0.00	$0.00	699	$17,964.30
64	8" PVC SANITARY SEWER, SDR 35, 10' - 15' DEEP	LF	1,275	$28.00	$35,700.00	0.00	$0.00	957	$26,796.00
65	8" PVC SANITARY SEWER, SDR 35, 15' - 20' DEEP	LF	425	$59.00	$25,075.00	0.00	$0.00	744	$43,896.00
66	8" PVC SANITARY SEWER, SDR 35, 20' - 25' DEEP	LF	10	$74.30	$743.00	0.00	$0.00	0	$0.00
67	8" PVC SANITARY SEWER, SDR 26, 0' - 10' DEEP	LF	50	$28.10	$1,405.00	0.00	$0.00	0	$0.00
68	8" PVC SANITARY SEWER, SDR 26, 10' - 15' DEEP	LF	806	$34.50	$27,807.00	0.00	$0.00	747	$25,771.50
69	8" PVC SANITARY SEWER, SDR 26, 15' - 20' DEEP	LF	435	$69.90	$30,406.50	0.00	$0.00	381	$26,631.90
70	8" PVC SANITARY SEWER, SDR 26, 20' - 25' DEEP	LF	715	$82.90	$59,273.50	0.00	$0.00	896	$74,278.40
71	8" PVC SANITARY SEWER, SDR 26, 25' - 30' DEEP	LF	85	$94.20	$8,007.00	0.00	$0.00	70	$6,594.00
72	10" PVC SANITARY SEWER, SDR 26, 15' - 20' DEEP	LF	70	$80.10	$5,607.00	0.00	$0.00	0	$0.00
73	10" PVC SANITARY SEWER, SDR 26, 20' - 25' DEEP	LF	32	$51.50	$1,648.00	0.00	$0.00	102	$5,253.00
74	10" PVC SANITARY SEWER, SDR 26, 25' - 30' DEEP	LF	0	$100.00	$0.00	0.00	$0.00	0	$0.00
75	10" PVC SANITARY SEWER, SDR 26, 30' - 35' DEEP	LF	0	$137.00	$0.00	0.00	$0.00	0	$0.00
76	ROCK FOUNDATION BORROW	LF	5,000	$0.01	$50.00	0.00	$0.00	0	$0.00
77	8" DIP SANITARY SEWER OUTSIDE DROP	LF	27	$152.00	$4,574.00	0.00	$0.00	12.1	$1,956.20
78	8" DIP SANITARY SEWER BLIND OUTSIDE DROP	LF	29	$151.00	$4,379.00	0.00	$0.00	29.3	$4,424.30
79	SANITARY SEWER MH, 4' DIAMETER	EA	27	$2,460.00	$66,420.00	0.00	$0.00	27	$66,420.00
80	EXCESS MANHOLE DEPTH, 4' DIAMETER	LF	168	$97.20	$16,368.48	0.00	$0.00	187.52	$18,226.94
81	TELEVISE SANITARY SEWER	LF	4,738	$1.75	$8,282.75	4,636.00	$8,113.00	4,636	$8,113.00
82	OFF ROAD STRUCTURE MARKER	EA	29	$55.20	$1,600.80	0.00	$0.00	28	$1,545.60
83	6" PVC FORCE MAIN	LF	5,960	$24.90	$148,404.00	0.00	$0.00	5,940	$147,906.00
84	AIR RELEASE MH	EA	2	$5,410.00	$10,820.00	0.00	$0.00	2	$10,820.00
85	DIP FITTINGS	LB	186	$5.95	$1,106.70	0.00	$0.00	202	$1,201.90
86	LIFT STATION	LS	1	$220,000.00	$220,000.00	0.00	$0.00	1.00	$220,000.00
87	BITUMINOUS DRIVEWAY (LIFT STATION)	SY	317	$53.00	$16,461.00	0.00	$0.00	331	$10,923.00
88	SEED MIX 250 & BLANKET	SY	24,600	$1.10	$27,060.00	0.00	$0.00	10,910	$12,001.00
89	SEED MIX 250 & HYDROMULCH	SY	24,000	$0.42	$10,080.00	0.00	$0.00	50,411	$21,172.62
90	EROSION STABILIZATION MAT	SY	50	$9.90	$495.00	0.00	$0.00	290	$2,871.00
91	SEED MIX 250, MULCH, & DISC ANCHOR	AC	5	$929.00	$4,645.00	0.00	$0.00	4.5	$4,180.50
92	TEMPORARY SEED MIX 100 AND MULCH	AC	15	$686.00	$10,290.00	1.46	$1,001.56	10.06	$6,901.16
93	WETLAND RESTORATION WITH BWSR MIX 34-181	SY	80	$9.91	$792.80	0.00	$0.00	0	$0.00
94	DITCH CHECK	EA	17	$97.50	$1,657.50	0.00	$0.00	25	$2,437.50
95	CULVERT INLET PROTECTION	EA	9	$200.00	$1,800.00	0.00	$0.00	4	$800.00
96	SILT FENCE	LF	5,310	$1.71	$9,080.10	0.00	$0.00	2,630	$4,497.30
	SUBTOTAL - DIVISION 3				$793,752.23		$9,114.56		$789,630.62
	DIVISION 4 - SANITARY SEWER (SERVICE TO CM PROPERTIES)								
97	8" PVC SANITARY SEWER, SDR 35, 0' - 10' DEEP	LF	45	$33.20	$1,494.00	0.00	$0.00	45	$1,494.00
98	JACK 8" PVC SANITARY SEWER	LF	60	$405.00	$24,300.00	0.00	$0.00	60	$24,300.00
99	SEED MIX 250 & BLANKET	SY	300	$1.10	$330.00	0.00	$0.00	0	$0.00
100	SILT FENCE	LF	50	$1.71	$85.50	0.00	$0.00	50	$85.50
	SUBTOTAL - DIVISION 4				$26,209.50		$0.00		$25,879.50
	DIVISION 5 - SANITARY SEWER (LENNAR AREA SERVICES)								
101	6" X 4" PVC WYE, SDR 26	EA	11	$127.00	$1,397.00	0.00	$0.00	11	$1,397.00
102	4" PVC SANITARY SEWER SERVICE RISER	LF	130	$7.75	$1,007.50	0.00	$0.00	148	$1,147.00
	SUBTOTAL - DIVISION 5				$2,404.50		$0.00		$2,544.00
	DIVISION 6 - WATERMAIN								
103	CONNECT TO EXISTING 12" WATER MAIN	EA	1	$404.00	$404.00	0.00	$0.00	1	$404.00
104	6" DIP, CL. 52 WATER MAIN	LF	215	$28.50	$6,127.50	0.00	$0.00	192	$5,472.00
105	8" DIP, CL. 52 WATER MAIN	LF	40	$35.90	$1,436.00	0.00	$0.00	44	$1,579.60
106	12" DIP, CL. 52 WATER MAIN	LF	7,305	$48.90	$357,214.50	0.00	$0.00	7,303	$357,116.70
107	CROSS HIGH PRESSURE GAS PIPE LINE	LS	1	$882.00	$882.00	0.00	$0.00	1	$882.00
108	6" GATE VALVE AND BOX	EA	14	$1,220.00	$17,080.00	0.00	$0.00	15	$18,300.00
109	8" GATE VALVE AND BOX	EA	4	$1,830.00	$7,320.00	0.00	$0.00	4	$7,320.00
110	12" GATE VALVE AND BOX	EA	12	$3,070.00	$36,840.00	0.00	$0.00	13	$39,910.00
111	VALVE BOX EXTENSION	LF	15	$55.40	$831.00	0.00	$0.00	7	$387.80
112	VALVE NUT EXTENSION	LF	15	$37.70	$565.50	0.00	$0.00	0	$0.00
113	HYDRANT	EA	11	$4,090.00	$44,990.00	0.00	$0.00	12	$49,080.00

ITEM	DESCRIPTION OF PAY ITEM	UNIT	CONTRACT			THIS PERIOD		TOTAL TO DATE	
			QUANTITY	UNIT PRICE	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT
114	HYDRANT EXTENSION	LF	6	$666.00	$3,996.00	0.00	$0.00	2	$1,332.00
115	OFF ROAD STRUCTURE MARKER	EA	17	$55.20	$938.40	0.00	$0.00	17	$938.40
116	DUCTILE IRON FITTINGS	LB	3,000	$4.95	$14,850.00	0.00	$0.00	3,496	$17,305.20
	SUBTOTAL - DIVISION 6				$499,474.90		$0.00		$500,027.70
	TOTALS - BASE CONTRACT				$1,704,102.98		$15,274.06		$1,695,737.62
	CHANGE ORDER NO. 1								
CO1-1	CLEAR & GRUB TREES (LIFT STATION SITE ON CITY PROPERTY)	LS	1.0	$3,500.00	$3,500.00	0.29	$1,015.00	1.00	$3,500.00
CO1-2	EXTRA 8' OF DEPTH AT VALVE MH	LS	1.0	$1,631.94	$1,631.94	0.00	$0.00	1.0	$1,631.94
CO1-3	EXTRA DEPTH OF FORCEMAIN	LF	300.0	$20.58	$6,174.00	0.00	$0.00	300.0	$6,174.00
CO1-4	LIFT STATION GRAVEL DRIVEWAY	TN	138.0	$15.00	$2,070.00	138.00	$2,070.00	138.0	$2,070.00
CO1-5	DEDUCT FOR GRAVITY SANITARY SEWER TRACER WIRE	LF	7,386.0	-$0.60	-$4,431.60	0.00	$0.00	7,386.0	-$4,431.60
	TOTALS - CHANGE ORDER NO. 1				$8,944.34		$3,085.00		$8,944.34
	COMPENSATING CHANGE ORDER NO. 3								
CCO3-1		LS	1.0	-$8,365.36	-$8,365.36	0.00	$0.00	0.00	$0.00
	TOTALS - COMPENSATING CHANGE ORDER NO. 3				-$8,365.36		$0.00		$0.00
	TOTALS - REVISED CONTRACT				$1,704,681.96		$18,359.06		$1,704,681.96

CERTIFICATE OF COMPLETION

DATE OF ISSUANCE: **JULY 15, 2014**

OWNER:	CITY OF LAKE ELMO, MN
CONTRACTOR:	REDSTONE CONSTRUCTION COMPANY, INC.
PROJECT NAME:	SECTION 34 WATER & SEWER UTILITY EXTENSION IMPROVEMENTS
PROJECT NO.:	2013.126

☒ This Certification of Completion applies to all work under the Contract Documents
☐ This Certification of Completion applies to the following specified parts of the Contract Documents

I do hereby certify that the work to which this Certificate applies has been constructed in accordance with the Contract dated **OCTOBER 7, 2013**. The above-mentioned improvement is hereby declared to be complete and acceptance of this work is recommended.

DATE OF COMPLETION: **JULY 15, 2014**

Ryan Stempski, P.E. Reg. No. 45395

FOCUS Engineering, Inc.

THE WARRANTY PERIOD BEGINS **JULY 15, 2014** AND ENDS **JULY 15, 2015**

THE CITY OF LAKE ELMO

MAYOR & COUNCIL COMMUNICATION

DATE: 07/15/2014
CONSENT ITEM # 10

AGENDA ITEM: Well No. 4 Connecting Watermain Improvements – Pay Request No. 3

SUBMITTED BY: Chad Isakson, Project Engineer

THROUGH: Dean A. Zuleger, City Administrator

REVIEWED BY: Jack Griffin, City Engineer
Cathy Bendel, Finance Director

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

POLICY RECOMMENDER: Engineering

FISCAL IMPACT:

None. Partial payment is proposed in accordance with the Contract for the project. Payment remains within the authorized scope and budget.

SUMMARY AND ACTION REQUESTED:

The City Council is respectfully requested to consider approving Pay Request No. 3 for the Well No. 4 Connecting Watermain Improvements. If removed from the consent agenda, the recommended motion for the action is as follows:

"Move to approve Pay Request No. 3 to Northdale Construction Company in the amount of $90,303.94, for the Well No. 4 Connecting Watermain Improvements".

LEGISLATIVE HISTORY/BACKGROUND INFORMATION:

Northdale Construction Company, the Contractor for the project, has submitted Partial Pay Estimate No. 3 in the amount of $90,303.94. The request has been reviewed and payment is recommended in the amount requested. In accordance with the contract documents, the City has retained 5% of the total work completed. The amount retained is $22,337.83.

RECOMMENDATION:

Staff is recommending that the City Council consider approving, *as part of the Consent Agenda,* Pay Request No. 3 for the Well No. 4 Connecting Watermain Improvements. If removed from the consent agenda, the recommended motion for the action is as follows:

"Move to approve Pay Request No. 3 to Northdale Construction Company in the amount of $90,303.94, for the Well No. 4 Connecting Watermain Improvements".

ATTACHMENT(S):

1. Partial Pay Estimate No. 3

PROJECT PAY FORM

PARTIAL PAY ESTIMATE NO. 3

FOCUS ENGINEERING, inc.

WELL NO. 4 CONNECTING WATERMAIN IMPROVEMENTS
PROJECT NO. 2013.131

PERIOD OF ESTIMATE
FROM 5/24/2014 TO 7/8/2014

PROJECT OWNER:
CITY OF LAKE ELMO
3800 LAVERNE AVENUE NORTH
LAKE ELMO, MN 55042
ATTN: JACK GRIFFIN, P.E., CITY ENGINEER

CONTRACTOR:
NORTHDALE CONSTRUCTION COMPANY INC.
9760 71ST ST. NE
ALBERTVILLE, MN 55301
ATTN: THOMAS WILEBSKI

CONTRACT CHANGE ORDER SUMMARY

No.	Approval Date	Amount Additions	Amount Deductions
TOTALS		$0.00	$0.00
NET CHANGE		$0.00	

PAY ESTIMATE SUMMARY

1. Original Contract Amount	$442,484.13
2. Net Change Order Sum	$0.00
3. Revised Contract (1+2)	$442,484.13
4. *Work Completed	$446,756.60
5. *Stored Materials	$0.00
6. Subtotal (4+5)	$446,756.60
7. Retainage* 5.0%	$22,337.83
8. Previous Payments	$334,114.83
9. Amount Due (6-7-8)	$90,303.94

Detailed Breakdown Attached

CONTRACT TIME

START DATE:	4/14/2014	ORIGINAL DAYS	86	ON SCHEDULE	
SUBSTANTIAL COMPLETION:	6/9/2014	REVISED DAYS	0	YES	X
FINAL COMPLETION:	7/9/2014	REMAINING	1	NO	

ENGINEER'S CERTIFICATION:
The undersigned certifies that the work has been reviewed and to the best of their knowledge and belief, the quantities shown in this estimate are correct and the work has been performed in accordance with the contract documents.

FOCUS Engineering, inc.

ENGINEER

7/8/2014
DATE

CONTRACTOR'S CERTIFICATION:
The undersigned Contractor certifies that to the best of their knowledge, information and belief the work covered by this payment estimate has been completed in accordance with the contract documents, that all amounts have been paid by the contractor for work for which previous payment estimates was issued and payments received from the owner, and that current payment shown herein is now due.

CONTRACTOR

BY

7/8/14
DATE

APPROVED BY OWNER: CITY OF LAKE ELMO, MINNESOTA

BY

DATE

BY

DATE

PARTIAL PAY ESTIMATE NO. 3

WELL NO. 4 CONNECTING WATERMAIN IMPROVEMENTS
CITY OF LAKE ELMO, MINNESOTA
PROJECT NO. 2013.131

FOCUS ENGINEERING, inc.

ITEM	DESCRIPTION OF PAY ITEM	UNIT	CONTRACT			THIS PERIOD		TOTAL TO DATE	
			QUANTITY	UNIT PRICE	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT
1	MOBILIZATION	LS	1	$19,640.77	$19,640.77	0.25	$4,910.19	1.00	$19,640.77
2	TRAFFIC CONTROL	LS	1	$2,275.00	$2,275.00	0.25	$568.75	1.00	$2,275.00
3	CLEAR AND GRUB TREE	EA	5	$375.00	$1,875.00	-	$0.00	-	$0.00
4	CONNECT TO EXISTING 12" WATERMAIN	EA	1	$1,033.82	$1,033.82	-	$0.00	-	$0.00
5	CONNECT TO EXISTING 16" WATERMAIN	EA	1	$3,353.64	$3,353.64	1.00	$3,353.64	1.0	$3,353.64
6	6" DIP, CL. 52 WATERMAIN	LF	40	$76.89	$3,075.60	19.00	$1,460.91	45.5	$3,498.50
7	12" DIP, CL. 52 WATERMAIN	LF	76	$118.02	$8,969.52	26.50	$3,127.53	133.0	$15,696.66
8	12" HDPE WATERMAIN, DIRECTIONAL DRILL	LF	4,347	$50.57	$219,827.79	290.00	$14,665.30	4290.0	$216,945.30
9	6" GATE VALVE AND BOX	EA	8	$1,214.39	$9,715.12	3.00	$3,643.17	8.0	$9,715.12
10	12" GATE VALVE AND BOX	EA	9	$4,755.14	$42,796.26	2.00	$9,510.28	9.0	$42,796.26
11	VALVE BOX EXTENSION	LF	9	$138.70	$1,248.30	-	$0.00	-	$0.00
12	HYDRANT	EA	8	$6,752.79	$54,022.32	3.00	$20,258.37	8.0	$54,022.32
13	HYDRANT EXTENSION	LF	4	$991.24	$3,469.34	-	$0.00	-	$0.00
14	1" TYPE "K" COPPER WATER SERVICE	LF	5	$31.09	$155.45	4.50	$139.91	4.5	$139.91
15	1" TYPE "K" COPPER WATER SERVICE, DIRECTIONAL DRILL	LF	220	$43.50	$9,570.00	-	$0.00	251.0	$10,918.50
16	1.5" TYPE "K" COPPER WATER SERVICE	LF	65	$39.74	$2,583.10	101.50	$4,033.61	101.5	$4,033.61
17	1.5" TYPE "K" COPPER WATER SERVICE, DIRECTIONAL DRILL	LF	215	$46.83	$10,068.45	-	$0.00	239.0	$11,192.37
18	1" CORPORATION STOP W/ FUSABLE SADDLE	EA	4	$469.74	$1,878.96	4.00	$1,878.96	4.0	$1,878.96
19	1" CURB STOP & BOX	EA	4	$712.75	$2,851.00	1.00	$712.75	4.0	$2,851.00
20	1.5" CORPORATION STOP W/ FUSABLE SADDLE	EA	6	$527.08	$3,162.48	6.00	$3,162.48	6.0	$3,162.48
21	1.5" CURB STOP & BOX	EA	6	$755.16	$4,530.96	3.00	$2,265.48	6.0	$4,530.96
22	OFF ROAD STRUCTURE MARKER	EA	9	$71.25	$641.25	8.00	$570.00	8.0	$570.00
23	DUCTILE IRON FITTINGS	LB	1,500	$8.55	$12,825.00	829.00	$7,087.95	2205.0	$18,852.75
24	POTHOLE EXISTING UTILITY	EA	24	$275.00	$6,600.00	-	$0.00	23.0	$6,325.00
25	PATCH BITUMINOUS STREET	SY	25	$90.00	$2,250.00	-	$0.00		$0.00
26	TOPSOIL BORROW (CV)	CY	100	$26.50	$2,650.00	120.00	$3,180.00	120.0	$3,180.00
27	SEED MIX 250 & EROSION CONTROL BLANKET	SY	3,000	$1.60	$4,800.00	6400.00	$10,240.00	6400.0	$10,240.00
28	SODDING	SY	1,000	$4.57	$4,570.00	-	$0.00	-	$0.00
29	SILT FENCE, MACHINE SLICED	LF	350	$4.20	$1,470.00	-	$0.00	100.0	$420.00
30	STREET SWEEPER WITH PICK UP BROOM	HR	5	$115.00	$575.00	2.50	$287.50	4.5	$517.50
TOTALS - BASE CONTRACT					$442,484.13		$95,056.78		$446,756.60

THE CITY OF LAKE ELMO

MAYOR & COUNCIL COMMUNICATION

DATE: 07/15/2014
CONSENT ITEM # 11

AGENDA ITEM: Production Well No. 4 – Pay Request No. 7

SUBMITTED BY: Chad Isakson, Project Engineer

THROUGH: Dean A. Zuleger, City Administrator

REVIEWED BY: Jack Griffin, City Engineer
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

POLICY RECOMMENDER: Engineering

FISCAL IMPACT:

None. Partial payment is proposed in accordance with the Contract for the project. Payment remains within the authorized scope and budget.

SUMMARY AND ACTION REQUESTED:

The City Council is respectfully requested to consider approving Pay Request No. 7 for the Production Well No. 4 project. If removed from the consent agenda, the recommended motion for the action is as follows:

"Move to approve Pay Request No. 7 to Keys Well Drilling Company in the amount of $19,085.50, for the Production Well No. 4 Project".

LEGISLATIVE HISTORY/BACKGROUND INFORMATION:

Keys Well Drilling Co., the Contractor for the project, has submitted Partial Pay Estimate No. 7 in the amount of $19,085.50. The request has been reviewed and payment is recommended in the amount requested. In accordance with the contract documents, the City has retained 5% of the total work completed. The amount retained is $13,586.63.

RECOMMENDATION:

Staff is recommending that the City Council consider approving, *as part of the Consent Agenda,* Pay Request No. 7 for the Production Well No. 4 project. If removed from the consent agenda, the recommended motion for the action is as follows:

"Move to approve Pay Request No. 7 to Keys Well Drilling Company in the amount of $19,085.50, for the Production Well No. 4 Project".

ATTACHMENT(S):

1. Partial Pay Estimate No. 7.

PROJECT PAY FORM

PARTIAL PAY ESTIMATE NO. 7	**FOCUS** ENGINEERING, inc.
PRODUCTION WELL NO. 4 **PROJECT NO. 2013.125**	PERIOD OF ESTIMATE FROM **4/25/2014** TO **6/30/2014**

PROJECT OWNER: **CITY OF LAKE ELMO** **3800 LAVERNE AVENUE NORTH** **LAKE ELMO, MN 55042** **ATTN: JACK GRIFFIN, P.E., CITY ENGINEER**	CONTRACTOR: **KEYS WELL DRILLING CO.** **1156 HOMER ST** **ST. PAUL, MN 55116** **ATTN: JEFFREY KEYS**

CONTRACT CHANGE ORDER SUMMARY

No.	Approval Date	Amount Additions	Amount Deductions
1	11/19/2013	na	na
TOTALS		$0.00	$0.00
NET CHANGE		$0.00	

PAY ESTIMATE SUMMARY

1. Original Contract Amount	$304,800.00
2. Net Change Order Sum	$0.00
3. Revised Contract (1+2)	$304,800.00
4. *Work Completed	$271,732.50
5. *Stored Materials	$0.00
6. Subtotal (4+5)	$271,732.50
7. Retainage* 5.0%	$13,586.63
8. Previous Payments	$239,060.38
9. Amount Due (10)	**$19,085.50**

**Detailed Breakdown Attached*

CONTRACT TIME

START DATE:	**7/8/2013**	ORIGINAL DAYS	158	ON SCHEDULE	
SUBSTANTIAL COMPLETION:	**11/29/2013**	REVISED DAYS	0	YES	
FINAL COMPLETION:	**12/13/2013**	REMAINING	-199	NO	X

ENGINEER'S CERTIFICATION:
The undersigned certifies that the work has been reviewed and to the best of their knowledge and belief, the quantities shown in this estimate are correct and the work has been performed in accordance with the contract documents.

FOCUS Engineering, inc.

ENGINEER

7/1/2014

DATE

CONTRACTOR'S CERTIFICATION:
The undersigned Contractor certifies that to the best of their knowledge, information and belief the work covered by this payment estimate has been completed in accordance with the contract documents, that all amounts have been paid by the contractor for work for which previous payment estimates was issued and payments received from the owner, and that current payment shown herein is now due.

CONTRACTOR

BY

7/9/14

DATE

APPROVED BY OWNER: **CITY OF LAKE ELMO, MINNESOTA**

BY

DATE

BY

DATE

PARTIAL PAY ESTIMATE NO. 7

PRODUCTION WELL NO. 4
CITY OF LAKE ELMO, MINNESOTA
PROJECT NO. 2013.125

FOCUS ENGINEERING, inc.

ITEM	DESCRIPTION OF PAY ITEM	UNIT	CONTRACT			THIS PERIOD		TOTAL TO DATE	
			QUANTITY	UNIT PRICE	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT
1	MOBILIZATION / SITE WORK	LS	1	$26,000.00	$26,000.00	-	$0.00	0.90	$23,400.00
2	SILT FENCE	LF	550	$5.00	$2,750.00	-	$0.00	275.00	$1,375.00
3	24-INCH STEEL CASING	LF	95	$200.00	$19,000.00	-	$0.00	89.00	$17,800.00
4	24-INCH OPEN HOLE	LF	110	$125.00	$13,750.00	-	$0.00	122.00	$15,250.00
5	18-INCH STEEL CASING	LF	210	$80.00	$16,800.00	-	$0.00	211.00	$16,880.00
6	18-INCH OPEN HOLE	LF	85	$60.00	$5,100.00	-	$0.00	81.00	$4,860.00
7	GROUT	CY	50	$410.00	$20,500.00	1.00	$410.00	29.00	$11,890.00
8	EXPLOSIVES	LB	400	$28.00	$11,200.00	-	$0.00	410.00	$11,480.00
9	REMOVAL OF ROCK	CY	750	$70.00	$52,500.00	121.00	$8,470.00	1071.00	$74,970.00
10	AIR SURGING MOBILIZATION	LS	1	$4,500.00	$4,500.00	-	$0.00	2.00	$9,000.00
11	AIR SURGING DEVELOPMENT	HRS	125	$210.00	$26,250.00	34.00	$7,140.00	121.50	$25,515.00
12	TELEVISION SURVEY	LS	1	$1,400.00	$1,400.00	-	$0.00	1.00	$1,400.00
13	TEST PUMP MOBILIZATION & INSTALL.	LS	1	$5,000.00	$5,000.00	0.50	$2,500.00	2.00	$10,000.00
14	TEST PUMPING	HRS	80	$140.00	$11,200.00	10.50	$1,470.00	63.50	$8,890.00
15	TEST PUMPING DISCHARGE PIPE	LF	2,500	$5.50	$13,750.00	-	$0.00	2425.00	$13,337.50
16	SAND CONTENT TESTS	EA	5	$50.00	$250.00	2.00	$100.00	3.00	$150.00
17	CHEM. ANALYSIS & BACT. TEST	LS	1	$4,500.00	$4,500.00	-	$0.00	1.00	$4,500.00
18	SOUNDS BARRIER CONSTRUCTION	SF	1,600	$8.00	$12,800.00	-	$0.00	-	$0.00
19	GAMMA LOG	EA	1	$800.00	$800.00	-	$0.00	1.00	$800.00
20	RESTORATION	LS	1	$3,500.00	$3,500.00	-	$0.00	-	$0.00
21	WELL PUMP	LS	1	$53,250.00	$53,250.00	-	$0.00	0.38	$20,235.00
TOTALS - BASE CONTRACT					**$304,800.00**		**$20,090.00**		**$271,732.50**

THE CITY OF LAKE ELMO

MAYOR & COUNCIL COMMUNICATION

DATE: 07/15/2014
CONSENT ITEM # 12

AGENDA ITEM: Pumphouse No. 4 – Pay Request No. 2

SUBMITTED BY: Chad Isakson, Project Engineer

THROUGH: Dean A. Zuleger, City Administrator

REVIEWED BY: Jack Griffin, City Engineer
Cathy Bendel, Finance Director

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

POLICY RECOMMENDER: Engineering

FISCAL IMPACT:

None. Partial payment is proposed in accordance with the Contract for the project. Payment remains within the authorized scope and budget.

SUMMARY AND ACTION REQUESTED:

The City Council is respectfully requested to consider approving Pay Request No. 2 for the Pumphouse No. 4 project. If removed from the consent agenda, the recommended motion for the action is as follows:

"Move to approve Pay Request No. 2 to Total Mechanical Services, Inc. in the amount of $92,915.70, for Pumphouse No. 4".

LEGISLATIVE HISTORY/BACKGROUND INFORMATION:

Total Mechanical Services Inc., the Contractor for the project, has submitted Partial Pay Estimate No. 2 in the amount of $92,915.70. The request has been reviewed and payment is recommended in the amount requested. In accordance with the contract documents, the City has retained 5% of the total work completed. The amount retained is $5,740.30.

RECOMMENDATION:

Staff is recommending that the City Council consider approving, *as part of the Consent Agenda,* Pay Request No. 2 for the Pumphouse No. 4 project. If removed from the consent agenda, the recommended motion for the action is as follows:

"Move to approve Pay Request No. 2 to Total Mechanical Services, Inc. in the amount of $92,915.70, for Pumphouse No. 4".

ATTACHMENT(S):

1. Partial Pay Estimate No. 2

PROJECT PAY FORM

PARTIAL PAY ESTIMATE NO. 2

FOCUS ENGINEERING, inc.

PUMPHOUSE NO. 4
PROJECT NO. 2013.132

PERIOD OF ESTIMATE
FROM 6/1/2014 TO 6/30/2014

PROJECT OWNER:
CITY OF LAKE ELMO
3800 LAVERNE AVENUE NORTH
LAKE ELMO, MN 55042
ATTN: JACK GRIFFIN, P.E., CITY ENGINEER

CONTRACTOR:
TOTAL MECHANICAL SERVICES, INC.
420 BROADWAY AVE
ST. PAUL, MN 55071
ATTN: MARK DIESSNER

CONTRACT CHANGE ORDER SUMMARY

No.	Approval Date	Amount Additions	Amount Deductions
TOTALS		$0.00	$0.00
NET CHANGE		$0.00	

PAY ESTIMATE SUMMARY

1. Original Contract Amount	$748,640.00
2. Net Change Order Sum	$0.00
3. Revised Contract (1+2)	$748,640.00
4. *Work Completed	$114,806.00
5. *Stored Materials	$0.00
6. Subtotal (4+5)	$114,806.00
7. Retainage* 5.0%	$5,740.30
8. Previous Payments	$16,150.00
9. Amount Due (6-7-8)	**$92,915.70**

Detailed Breakdown Attached

CONTRACT TIME

START DATE:	5/19/2014	ORIGINAL DAYS	186	ON SCHEDULE	
SUBSTANTIAL COMPLETION:	10/10/2014	REVISED DAYS	0	YES	X
FINAL COMPLETION:	11/21/2014	REMAINING	144	NO	

ENGINEER'S CERTIFICATION:
The undersigned certifies that the work has been reviewed and to the best of their knowledge and belief, the quantities shown in this estimate are correct and the work has been performed in accordance with the contract documents.

FOCUS Engineering, inc.

ENGINEER

7/2/14
DATE

CONTRACTOR'S CERTIFICATION:
The undersigned Contractor certifies that to the best of their knowledge, information and belief the work covered by this payment estimate has been completed in accordance with the contract documents, that all amounts have been paid by the contractor for work for which previous payment estimates was issued and payments received from the owner, and that current payment shown herein is now due.

CONTRACTOR

BY

7/2/14
DATE

APPROVED BY OWNER: **CITY OF LAKE ELMO, MINNESOTA**

BY

DATE

BY

DATE

PARTIAL PAY ESTIMATE NO. 2

PUMPHOUSE NO. 4
CITY OF LAKE ELMO, MINNESOTA
PROJECT NO. 2013.132

FOCUS ENGINEERING, inc.

ITEM	DESCRIPTION OF PAY ITEM	UNIT	CONTRACT			THIS PERIOD		TOTAL TO DATE	
			QUANTITY	UNIT PRICE	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT
1	DIV 1 - GENERAL CONDITIONS	LS	1	$60,000.00	$60,000.00	0.17	$10,200.00	0.34	$20,400.00
2	DIV 1 - MOBILIZATION	LS	1	$10,000.00	$10,000.00	0.25	$2,500.00	0.75	$7,500.00
3	DIV 2 - SITE WORK	LS	1	$45,000.00	$45,000.00	0.92	$41,400.00	0.96	$43,200.00
4	DIV 3 - CONCRETE	LS	1	$30,000.00	$30,000.00	0.17	$5,100.00	0.17	$5,100.00
5	DIV 4 - MASONRY	LS	1	$59,000.00	$59,000.00	0.50	$29,500.00	0.50	$29,500.00
6	DIV 5 - METALS	LS	1	$3,000.00	$3,000.00	0.17	$510.00	0.17	$510.00
7	DIV 6 - CARPENTRY	LS	1	$19,000.00	$19,000.00	-	$0.00	-	$0.00
8	DIV 7 - THERMAL PROTECTION	LS	1	$13,000.00	$13,000.00	0.08	$1,040.00	0.08	$1,040.00
9	DIV 8 - DOORS AND WINDOWS	LS	1	$12,000.00	$12,000.00	0.17	$2,040.00	0.17	$2,040.00
10	DIV 9 - FINISHES	LS	1	$10,000.00	$10,000.00	-	$0.00	-	$0.00
11	DIV 10 - SAFETY AND SIGNS	LS	1	$5,000.00	$5,000.00	-	$0.00	-	$0.00
12	DIV 11 - PROCESS EQUIPMENT	LS	1	$60,000.00	$60,000.00	-	$0.00	-	$0.00
13	DIV 15 - MECHANICAL	LS	1	$137,900.00	$137,900.00	0.04	$5,516.00	0.04	$5,516.00
14	DIV 16 - ELECTRICAL	LS	1	$243,000.00	$243,000.00	-	$0.00	-	$0.00
15	COMMON EXCAVATION (P)	CY	350	$11.00	$3,850.00	-	$0.00	-	$0.00
16	TYPE SP. 12.5 BITUMINOUS WEARING COURSE MIXTURE (2,B)	TN	130	$108.00	$14,040.00	-	$0.00	-	$0.00
17	BITUMINOUS MATERIAL FOR TACK COAT	GAL	35	$6.00	$210.00	-	$0.00	-	$0.00
18	AGGREGATE BASE CLASS 5, 100% CRUSHED	TN	190	$20.00	$3,800.00	-	$0.00	-	$0.00
19	SELECT GRANULAR BORROW (MODIFIED)	TN	380	$13.50	$5,130.00	-	$0.00	-	$0.00
20	5" CONCRETE SIDEWALK	SF	235	$5.00	$1,175.00	-	$0.00	-	$0.00
21	TRUNCATED DOME PANELS	SF	8	$40.00	$320.00	-	$0.00	-	$0.00
22	TOPSOIL BORROW (CV)	CY	15	$65.00	$975.00	-	$0.00	-	$0.00
23	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EA	1	$1,000.00	$1,000.00	-	$0.00	-	$0.00
24	SILT FENCE, MACHINE SLICED	LF	400	$3.00	$1,200.00	-	$0.00	-	$0.00
25	STREET SWEEPER	HR	4	$110.00	$440.00	-	$0.00	-	$0.00
26	SOD	SY	2,400	$4.00	$9,600.00	-	$0.00	-	$0.00
TOTALS - BASE CONTRACT					**$748,640.00**		**$97,806.00**		**$114,806.00**

THE CITY OF LAKE ELMO

MAYOR & COUNCIL COMMUNICATION

DATE: July 15, 2014
CONSENT ITEM #13

AGENDA ITEM: Approve Investment Policy

SUBMITTED BY: Cathy Bendel, Finance Director

THROUGH: Cathy Bendel, Finance Director

REVIEWED BY: Finance Committee

SUGGESTED ORDER OF BUSINESS:

- Introduction of Item ..... City Administrator
- 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 consider approval of a policy related to Investing activity for the City of Lake Elmo. No specific motion is needed as this is recommended as part of the *Consent Agenda.*

BACKGROUND INFORMATION: The City of Lake Elmo currently has no official policy surrounding the investment activity. Although most items listed in the policy are currently being adhered to, there is nothing officially documenting the specifics. By approving the attached policy the City Council will strengthen the internal controls surrounding investment activity.

STAFF REPORT: Investing of the Cities funds is a critical function for the City. As part of the Finance Department and Finance Committee's 2014 initiatives, initializing and updating some outdated Finance related policies is very high on the list. This is one of those key policies.

Investment of the Cities funds is an integral part of the overall financial management of the City. This policy will ensure that the investment activity of the City is being done with the focus of protecting the investment of principal, maintaining liquidity as needed and optimizing investment returns.

RECOMMENDATION: It is recommended that the City Council consider approval of the proposed Investment Policy.

ATTACHMENTS:

1. Draft Investment Policy

THE CITY OF
LAKE ELMO

Investment Policy

1. **Purpose and Scope**
   a. The purpose of this policy is to establish specific guidelines which the City of Lake Elmo will use in the investment of City funds. The fundamental objectives for the investment of City funds include protection of principal, liquidity and an acceptable rate of return on all funds under the scope of this policy.
   b. This policy applies to the investment of all funds controlled by the City of Lake Elmo, excluding the investment of employees' retirement funds.
   c. Pooling of funds: Except for cash in certain restricted and special funds, the City will consolidate cash and reserve balances from all funds to maximize investment earnings and to increase efficiencies with regard to investment pricing, safekeeping and administration. Each individual fund cash balance will continue to be reported separately in the general ledger system. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

2. **Objectives**
   a. The three main objectives of all investment activity are protection of principal (capital), liquidity and optimization of return with safety of capital being the primary objective.
   b. Investments will be undertaken in a manner which seeks to ensure the preservation of capital in the overall portfolio. Both credit and interest rate risk will be mitigated.
      i. The City will minimize credit risk, which is the risk of loss due to the failure of the security issuer or backer, by limiting investments to those types outlined in this policy.
      ii. The City will also minimize interest rate risk, which is the risk that the market value of securities in the portfolio will fall due to changing market rates. Extended maturities may be utilized to take advantage of higher yields; however no more than 25% of total investments should extend beyond 5 years and in no circumstance should any extend beyond 10 years.

   c. The City will practice a buy and hold investing philosophy. Once an investment is purchased, it will be held until maturity. In the unlikely circumstance that unanticipated cash demand may require it an investment may be sold to cover immediate cash needs. This action must be approved by the City Council. In order to facilitate such a transaction, the majority of securities within the portfolio should have active secondary or resale markets.

3. **Delegation of Authority**
   a. Management of the City's investment portfolio is delegated by the City Council to the Finance Director. The Finance Director shall establish procedures for the operation of the investment program consistent with this policy, shall be responsible for all transactions undertaken and shall establish a system of internal controls designed to prevent loss from fraud and employee error.

4. **Prudence**
    a. Investment personnel acting in accordance with this policy and with Minnesota Statutes 118A.01 – 118A.06 and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes provided that reasonable action is taken to control adverse developments and unexpected deviations are reported in a timely manner.
    b. Employees involved in the investment process shall refrain from personal business activity which would conflict with the proper execution of the investment program or which could impair their ability to make impartial investment decisions.

5. **Authorized Investments**
    a. Consistent with Minnesota Statutes Section 118A.04, the following is a listing of the instruments the City will be authorized to invest in:
        1. U.S. Treasury obligations which carry the full faith and credit guarantee of the United States government and are considered to be the most secure instruments available
        2. U.S. government agencies which are created and supervised by the federal government
        3. Certificates of Deposit (CD) which are negotiable or non-negotiable instruments issued by commercial banks and insured up to $250,000 each by the Federal Deposit Insurance Corporation (FDIC)
        4. Commercial paper, rated in the highest tier (A1, P1) by a nationally recognized rating agency and maturing in 270 days or less
        5. General Obligations of the State of Minnesota or any of its municipalities. Municipalities should have a bond rating equal to or better than the City of Lake Elmo's bond rating.
        6. Repurchase agreements whose underlying purchased securities consist of the aforementioned instruments
        7. Money market mutual funds which invest in authorized instruments according to Minnesota Statutes 118A.05

    b. The City will not invest in:

        1. Reverse repurchase agreements;
        2. Mortgage-Back securities
        3. Future contracts
        4. Options
        5. Guaranteed investment contracts
        6. Derivatives
        7. Equities
        8. Alternative Investments

6. **Authorized Financial Institutions, Depositories & Broker/Dealers**
    a. The City of Lake Elmo will maintain a list of financial institutions, depositories and broker/dealers authorized to provide investment services to the City. This list will be provided to the City Council annually at the second Council meeting in January. Institutions will meet the following criteria:
        1. Minimum capital requirement $10,000,000 and at least five years of operations and/or "primary" dealers or regional dealers that qualify under Securities and Exchange Commission (SEC) Rule 15C3-1 (uniform net capital rule)
        2. Located in the State of Minnesota
    b. An annual review of the financial condition and registration of all qualified financial institutions and broker/dealers may be conducted by the Finance Director. Information requested may include the following: audited financial statements, proof of National Association of Securities Dealers (NASD) certification, and proof of state registration.

c. All brokers will provide to the City of Lake Elmo annually a Broker/Dealer Certification form as required by law, outlining their intention to do business with the City in accordance with Minnesota Statutes and the City's investment policy. All financial institutions shall agree to undertake reasonable efforts to preclude imprudent transactions involving City funds.
d. Whenever possible using a local community bank is advised.

7. Diversification

a. It is the policy of the City of Lake Elmo to diversify its investment portfolio by type, maturity of investment purchased and brokerages holding those investments. This will eliminate risk of loss resulting from over concentration of assets in a specific maturity, issuer or class of securities.
b. Portfolio maturities will be staggered and maturities selected will provide for stability of income and liquidity.
c. Primary guidance in the diversification will be the annual cash flow requirements of the City.

8. Reporting

a. The Finance Director will provide at a minimum a Quarterly Investment Portfolio Performance report to the Finance Committee. This report will provide the current status of the City's investment portfolio. As a guideline the investment report should include the following information:

    i. Type of investment
    ii. Financial institution involved in the transaction
    iii. Yield
    iv. Purchase date and Maturity date
    v. Amount invested

b. An annual report on the investment portfolio performance will be available within 30 days subsequent to fiscal year end. The report will include the annual activity of the above data, return on investment, gains or losses due to marking the portfolio to market value and the percentage breakdown of investments by type and maturity.

9. Conclusion

Approved by City Council
Date:

ATTEST:

_____
Mike Pearson, Mayor

THE CITY OF LAKE ELMO

MAYOR & COUNCIL COMMUNICATION

DATE: 7/15/14
REGULAR
ITEM # 14
RESOLUTION 2014-58

AGENDA ITEM: Easton Village Preliminary Plat

SUBMITTED BY: Kyle Klatt, Community Development Director

THROUGH: Dean Zuleger, City Administrator

REVIEWED BY: Planning Commission
Nick Johnson, City Planner
Lake Elmo Development Review Committee

SUGGESTED ORDER OF BUSINESS:

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

POLICY RECCOMENDER: The Planning Commission is recommending approval of a preliminary plat for a new subdivision to be called Easton Village. The Subdivision Ordinance requires that the City Council review and approval a preliminary plat before an applicant may proceed with the preparation and recording of a final plat. The subdivision request is being made by Easton Village, LLC for property located immediately south of the Union Pacific rail line and west of Manning Avenue in the Village Planning Area.

FISCAL IMPACT: TBD – The City will require that the applicant enter into a developer's agreement with the City to specify the financial responsibilities for various aspects of the subdivision and related public improvements. The proposed subdivision will help facilitate the construction of the eastern Village sewer trunk line, which will eventually bring sanitary sewer service to the northern portions of the Village.

SUMMARY AND ACTION REQUESTED: The City Council is being asked to consider a request for approval of a Preliminary Plat from Easton Village, LLC for a preliminary plat to subdivide approximately 98 acres of land within the Village Planning Area into 217 single-

family residential housing sites. The proposed subdivision would be located immediately south of the Union Pacific rail line that cuts through the bottom half of the Village Planning Area, and would extend from the Manning Avenue right-of-way to easternmost line of Reid Park. The development site has formerly been referenced as the Anchor Bank property; which also includes a large area north of the railroad tracks. At this time, the developer is only seeking to plat the land south of the railroad right-of-way, and will bring a preliminary plat forward on the northern site at a future date.

The proposed development site is located within the City's Village planning area, and is in an area guided for public sewer and water services. The preliminary plat has been prepared in response to the City's Comprehensive Plan for the Village, which guides this site for low density urban residential development (at 1.5 to 2.5 units per acre). The Staff report to the Planning Commission concerning this request is attached to this memorandum, and includes a detailed summary of the request in addition to the detailed Staff review and recommendation.

The Planning Commission is recommending approval of the preliminary plat with several conditions of approval. The suggested motion to adopt the Planning Commission recommendation is as follows:

"Move to adopt Resolution No. 2014-058 approving the Easton Village preliminary plat with 15 conditions of approval."

LEGISLATIVE HISTORY/PLANNING COMMISSION REPORT: The attached staff report to the Planning Commission provides an overview of the request and a detailed list of review comments from Staff. The Planning Commission considered the preliminary plat at its June 30, 2014 meeting and conducted a public hearing on the applicant's request at this time. At the hearing, the following individuals addressed the Planning Commission:

- Susan Dunn, 11018 Upper 33rd St. N., discussed the guiding principles of the Village Master Plan and stated that she is in opposition to the proposed plat. She expressed concern about the safety of building homes near the railroad tracks, the airport, and the Manning Avenue corridor. She stated that she does not support the development as proposed because is not consistent with previous planning efforts.

In addition to this verbal statement, the City did receive written comments from the Metropolitan Airports Commission prior to the meeting. These comments are included in the City Council packet.

The Planning Commission discussed the request and raised questions concerning the location of the gas line easement through the property, trail connections to Manning Avenue, the storm water retention and infiltration areas, parkland dedication amounts, noise, and the design of the Village Parkway. After reviewing the various issues associated with the Parkway, the Commission supported the design and cross section that has been recommended by Staff.

The Commission reviewed the draft findings prepared by Staff and requested modifications to these findings to combine two of the statements and to add language noting that the recommended corrections to the plans were necessary for the subdivision to comply with all of the City's requirements. The Commission also requested a minor modification to the conditions of approval which have been incorporated into the draft resolution.

The Planning Commission adopted a motion to recommend approval of the Preliminary Plat with the findings and conditions as noted in the attached Resolution 2014-060. The motion passed unanimously.

BACKGROUND INFORMATION (SWOT):

Strengths

- The preliminary plat is consistent with the Comprehensive Plan and specifically the Village Urban Low Density Residential land use classification.
- The project is a key component of a larger plan to bring sanitary sewer service to the northern portion of the Village Planning Area.
- The project incorporates changes as recommended by the City during the sketch plan review.

Weaknesses

- The proposed railroad crossing has not yet been authorized by the Union Pacific Railway. Staff will be working with the railway on the proper permitting for this crossing.

Opportunities

- The development will include 217 REC units and will pay connection fees for sewer and water service.
- The project will include the initial segment of Village Parkway and would be built by the developer as part of the construction plans for Easton Village.

Threats

- The storm water management plan is subject to review and approval by the watershed district.

RECOMMENDATION: Based upon the above background information, Staff report and Planning Commission recommendation, it is recommended that the City Council approve the Hunter's Crossing preliminary plat with the 21 conditions of approval as documented in the resolution of approval by taking the following action / with the following motion:

"Move to adopt Resolution No. 2014-058 approving the Easton Village preliminary plat with 15 conditions of approval."

ATTACHMENTS:

1. Resolution No. 2014-058

2. Planning Commission Report (6/30/14)
3. Application Form (3)
4. Preliminary Plat Narrative
5. Legal Description
6. Wetland Evaluation Report (Summary)
7. Review Comments:
    a. City Engineer
    b. Washington County
    c. Landscape Architecture, Inc,
    d. Metropolitan Airports Commission
8. Preliminary Plat and Plans (37 sheets)

CITY OF LAKE ELMO
WASHINGTON COUNTY, MINNESOTA

RESOLUTION NO. 2014-058

A RESOLUTION APPROVING A PRELIMINARY PLAT FOR EASTON VILLAGE

WHEREAS, the City of Lake Elmo is a municipal corporation organized and existing under the laws of the State of Minnesota; and

WHEREAS, Easton Village, LLC 2140 West County Road 42, Burnsville, MN has submitted an application to the City of Lake Elmo (City) for a Preliminary Plat for Easton Village, a copy of which is on file in the City of Lake Elmo Planning and Zoning Department; and

WHEREAS, the Lake Elmo Planning Commission held public hearing on June 30, 2014 to consider the Preliminary Plat request; and

WHEREAS, the Lake Elmo Planning Commission has submitted its report and recommendation concerning the Preliminary Plat as part of a memorandum to the City Council from Community Development Director Kyle Klatt for the July 15, 2014 Council Meeting; and

WHEREAS, the Lake Elmo Planning Commission adopted a motion recommending approval of the Preliminary Plat; and

WHEREAS, the City Council reviewed the Preliminary Plat at its meeting held on July 15, 2014 and made the following findings of fact:

1) That the Easton Village preliminary plat is consistent with the Lake Elmo Comprehensive Plan and the Future Land Use Map for this area.

2) That the Easton Village preliminary plat complies with the City's Urban Low Density Residential zoning districts.

3) That the Easton Village preliminary plat complies with all other applicable zoning requirements, including the City's landscaping, storm water, sediment and erosion control and other ordinances, and is consistent with the City's engineering design standards with corrections as noted by the City Engineer.

4) That the Easton Village preliminary plat complies with the City's subdivision ordinance.

NOW, THEREFORE, BE IT RESOLVED THAT the City Council does hereby approve the preliminary plat for Easton Village subject to the following conditions:

1) Within six months of preliminary plat approval, the applicant shall complete the following: a) the applicant shall provide adequate title evidence satisfactory to the City Attorney; b) the applicant shall pay all fees associated with the preliminary plat. All of the above conditions shall be met prior to the City accepting an application for final plat and prior to the commencement of any grading activity on the site.

2) The grading plan shall be updated to include the protective tree fencing necessary to preserve all vegetative areas identified for protection around the 5.15 acre residential parcel to the west of the subdivision.

3) The applicant shall work with the City and Washington County to identify and reserve sufficient space for a future trail corridor along the western right-of-way line of Manning Avenue.

4) The applicant shall submit a landscape plan prepared by landscape architect for review and approval by the City. The landscape plan submittal will include a tree protection and replacement plan consistent with City ordinances.

5) The final plat will incorporate all review comments from the City's landscape architect, including the selection and mix of plantings within storm water basins and infiltration areas.

6) The landscape plan shall include additional plantings around the Northern Natural Gas utility site.

7) The proposed access to Manning Avenue will be permitted as a temporary access until such time that the Village Parkway is connected to 30th Street. The construction plans will be updated to reflect the temporary nature of this street.

8) The applicant shall be responsible for the construction of all improvements within the Manning Avenue (CSAH 15) right-of-way as required by Washington County and further described in the review letter received from the County dated June 24, 2014.

9) The developer shall follow all of the rules and regulations spelled out in the Wetland Conservation Act, and shall acquire the needed permits from the appropriate watershed districts for the storm water management system prior to the commencement of any grading or development activity on the site.

10) The applicant shall enter into a maintenance agreement with the City that clarifies the individuals or entities responsible for any landscaping installed in areas outside of land dedicated as public park and open space on the final plat.

11) The developer shall provide an updated accounting of the land to be dedicated for park purposes prior to submission of a final plat. If required, the developer shall be required to pay a fee in lieu of park land dedication equivalent to the fair market value for the amount of land that is required to be dedicated for such purposes in the City's Subdivision Ordinance less the amount of land that is accepted for park purposes by the City. Any cash payment in lieu of land dedication shall be paid by the applicant prior to the release of the final plat for recording.

12) Any land under which public trails are located will be accepted as park land provided the developer constructs said trails as part of the public improvements for the subdivision.

13) All required modifications to the plans as requested by the City Engineer in a review letter dated June 26, 2014 shall be incorporated into the plans prior to consideration of a final plat.

14) The City and developer will determine the appropriate distribution of future costs associated with the Village Parkway railroad crossing improvements as part of a developer's agreement for any portion of Easton Village.

15) The developer shall address any comments from Metropolitan Airport Commission as part of a final plat submission for any portion of Easton Village. MAC will be asked to comment on the landscape plan, and the plan shall be revised to address any specific comments concerning the appropriate vegetation to be planted within storm water facilities.

16) The landscape plan shall be revised to eliminate all trees planted within the Lake Elmo Airport Regulatory Protection Zone.

17) The final plat shall include a paved trail connection between Lots 13 and 14 of Block 3.

18) The applicant shall submit written acknowledgement from property owner of the parcel immediately to the south of Easton Village concerning the storm water being outlet running into their property.

19) The applicant is encouraged to incorporate elements from the Lake Elmo Theming Study into the open space areas within the subdivision.

20) The developer shall obtain all required permits from Northern Natural Gas to perform construction work over the gas line that runs from north to south across this site.

21) The developer shall be required to extend sewer to the northernmost boundary of the site.

Passed and duly adopted this 15th day of July 2014 by the City Council of the City of Lake Elmo, Minnesota.

_____
Mike Pearson, Mayor

ATTEST:

_____
Adam Bell, City Clerk

THE CITY OF
LAKE ELMO

PLANNING COMMISSION
DATE: 6/30/14
AGENDA ITEM: 4A – PUBLIC HEARING
CASE # 2014-21

ITEM: Easton Village Preliminary Plat

SUBMITTED BY: Kyle Klatt, Planning Director

REVIEWED BY: Nick Johnson, City Planner
Jack Griffin, City Engineer
Lake Elmo Development Review Committee

SUMMARY AND ACTION REQUESTED:

The Planning Commission is being asked to consider a Preliminary Plat request from Easton Village, LLC, 2140 West County Road 42, Burnsville, MN for a 217 unit single family residential subdivision to be located on 98.47 acres west of Manning Avenue and immediately south of the Union Pacific railroad corridor in the Village Planning Area. Staff is recommending approval of the request subject to compliance with a series of conditions as noted in this report.

GENERAL INFORMATION

Applicant: Easton Village, LLC, (Tom Wolter) 2140 West County Road 42, Burnsville, MN

Property Owners: Same

Location: Section 13, Township 29 North, Range 21 West in Lake Elmo, north of 30th Street, west of Manning Avenue, and south of the Union Pacific railroad right-of-way. PID Numbers 13.029.21.14.0002, 13.029.21.41.0001, 13.029.21.42.0001 and 13.029.21.13.0001

Request: Application for preliminary plat approval of a 217 unit residential subdivision to be named Easton Village.

Existing Land Use: Agriculture, Woods/Natural Vegetation

Current Zoning: RT – Rural Transitional

Proposed Zoning: LDR – Urban Low Density Residential

Surrounding Land Use: North – vacant/agricultural land; west – single family home, City park, natural vegetation; south – vacant/agricultural land; east – Lake Elmo Airport (Baytown Township)

Surrounding Zoning: RT – Rural Transitional; PF – Public and Quasi-Public Open Space

Comprehensive Plan: Village Urban Low Density Residential (1.5 - 2.5 units per acre)

History: Property was included in Village Planning Area boundary and municipal sewer service area as defined in the 2013 Village Land Use Plan. Site has historically been used for faming activities, including the growing of agricultural crops. Sketch Plan review by Planning Commission on 1/27/14. AUAR for the project area approved by the City in May of 2009.

Deadline for Action: Application Complete – 6/13/14
60 Day Deadline – 8/13/14
Extension Letter Mailed – No
120 Day Deadline – 10/13/14

Applicable Regulations: Chapter 153 – Subdivision Regulations
Article 10 – Urban Residential Districts (LDR)
§150.270 Storm Water, Erosion, and Sediment

REQUEST DETAILS

The City of Lake Elmo has received a request from Easton Village, LLC for a preliminary plat to subdivide approximately 98 acres of land within the Village Planning Area into 217 single-family residential housing sites. The proposed subdivision would be located immediately south of the Union Pacific rail line that cuts through the bottom half of the Village Planning Area, and would extend from the Manning Avenue right-of-way to easternmost line of Reid Park. The development site has formerly been referenced as the Anchor Bank property; which also includes a large area north of the railroad tracks. At this time, the developer is only seeking to plat the land south of the railroad right-of-way, and will bring a preliminary plat forward on the northern site at a future date.

The subdivision site is presently used for agricultural purposes, and therefore has very little in the way of larger trees or other landscape features. Almost all of the trees on the applicant's site are located within the extreme western portion of the land, either around an existing single-family parcel of 5.15 acres in size, along the western property boundary, or in a windrow of trees along the property line to the south. When reviewing drainage patterns in the Village Area, it becomes obvious that the site under consideration accepts a large amount of storm water as it travels north to south and eventually into the Downs Lake watershed basin. With the recent heavy rains, the water moving through the site is readily apparent when driving by on Manning Avenue. A major component of the City Engineer's comments focus on storm water, which is the most significant site constraint that the applicant will need to properly address.

The transportation infrastructure surrounding the site also plays a major role in planning for the proposed subdivision because of the constraints it places on the site. In particular, the property to be subdivided is bordered by a major county roadway, Manning Avenue, that is planned for expansion to a four-lane section within the next several years. The site is further bordered by the Union Pacific rail line, which typically carries around 6 trains each day, and is immediately across from the Lake Elmo Regional Airport. The extreme northeast corner of the site is in a runway protection zone, which extends across the rail road tracks into the applicant's northern property. The location of airport safety zones in this area is one of the reasons that the developer is planning open space and storm water infiltration areas in the northeast portion of the site and why the site south of the tracks has been selected for development first.

A significant feature of the Easton Village preliminary plat is the proposed construction of an initial segment of the Village Parkway minor collector roadway. This road will ultimately provide a

connection between Highway 5 in the northern part of the Village Area to 30th Street at the southern end of the Village. Village Parkway, as depicted in the attached plans, has been designed to conform to the City's specifications for this roadway in terms of right-of-way width (80 feet), road width (32 feet), boulevard areas, and the location of a sidewalk and trail within the right-of-way. Because the road will be primarily providing access to the adjacent residential lots, the specifications for the road do not call for separated driving lanes with a center median. The internal road system has been designed to accommodate the Planning Commission's request for a modified grid layout that makes use of cul-de-sacs while still allowing for pedestrian connections back to the Village Parkway trail. The primary access into the development will be from a new connection to Manning Avenue immediately across from an existing entrance into the Lake Elmo Airport. Staff is recommending that this access road be used on a temporary basis until such time that the Village Parkway connection to 30th Street is completed.

In terms of parks and trails, the preliminary plat includes a fairly extensive system of trails that provide for internal connections to the planned lots and that will also traverse the open space in the northern and western portions of the plat. Consistent with previous direction from the Planning Commission, the developer has added trail connections at the end of the cul-de-sacs (with an exception that will be addressed in the comment section of this report) and has extended trails to the western property boundary. The western trails could potentially extend into Reid Park or through an adjacent parcel north of Reid Park. There is one larger 1.36 acre park planned within the middle portion of the site on Outlot D, with larger open space areas planned in Outlots B, H, and K.

There are two parcels that will be partially surrounding by the proposed development along its western boundary, including a 5.15 acre residential lot owned by Elzabeth Miner and Scott Lampert and a 2.6 acre parcel owned by Northern Natural Gas and used for a utility station. Both of these lots are accessed via a private driveway connection across the railroad that would be eliminated under the proposed subdivision plan. These sites will be able to access the planned public roadway system serving the lots in Easton Village.

The proposed storm water management plan for Easton Village includes a large and very deep storm water basin in the northeast part of the site, with smaller facilities located along the railroad right-of-way. All storm water runoff is therefore being direction north and around the residential homes, and will eventually outlet to into the planned storm water improvements on the property to the south. The developer will need to obtain permission from this property owner to move forward with the plan as proposed. The applicant has not yet obtained the proper permits from the Valley Branch Watershed District for the project, and will need to address any permitting requirements that come out of this review.

As the first project that will be seeking a connection to the Village Trunk Sewer line, the developer will need to make the initial connection to the Reid Park lift station as a part of this project. This connection will cross the southerly parcel currently under contract with Gonyea Homes, and both parties have indicated that they are agreeable to this extension. In this case, Gonyea and Easton Village, LLC have been coordinating a larger sewer extension project that will bring public sanitary sewer services to the northern portion of the Village and tie into the City's planned infrastructure project for 39th Street. With the platting and development of Easton Village, a significant piece of this larger sewer project will be constructed with this development. Water will be extended via a stub from the adjacent property and will connect to existing lines in the Village.

The applicant is proposing to bring forward a final plat for Easton Village development in stages, starting with the southeast portion of the property that will be served by the Manning Avenue access road.

PLANNING AND ZONING ISSUES

The Easton Village site is guided for Village Urban Low Density development in the City's Comprehensive Plan, and Staff is recommending that the zoning for the site be established as LDR – Low Density Residential. The overall subdivision plan has therefore been prepared in order to comply with the district standards for the LDR districts in terms of lot size, lot widths, building setbacks, and other design criteria. With the recent influx of subdivision and land applications, Staff will be bringing a broader Zoning Map Amendment proposal forward at the July 14th Planning Commission meeting in order to more efficiently notice and prepare zoning map amendments for each of these developing areas.

The arrangement of lots and blocks within the subdivision follows a fairly rigid grid pattern as one moves from east to west through the subdivision, but with cul-de-sacs off of the Village Parkway due to the City's access spacing requirements along this roadway. The proposed roadways have been designed in conformance to City standards, with the exception of the "eyebrow" pull out areas located at the curve of several streets. These road features will need be subject to further review by the City's Engineering and Public Works Departments. All other aspects of the road and subdivision layout conform to applicable subdivision ordinance requirements.

Although the proposed street system meets City requirements, the platting of Easton Village will include the southerly extension of the Village Parkway that will cross the Union Pacific rail line. The City will need to work with the railroad to obtain the necessary permits to create a new crossing, and this permitting process will likely take some time to complete. The City has been given initial feedback from the railroad that a new crossing will be considered in this location, but will require the closing of at least one existing public crossing as part of the permit. Staff is continuing to work towards making a formal request to the railroad in order to ensure that the planned crossing can move forward. In addition, the City needs to also determine whether or not the Easton Village, LLC should contribute towards the cost of the railroad crossing, or if this expense will be taken on by the City as a broader road improvement project.

Sidewalks and trails are planned throughout the subdivision, and as with other recent subdivisions, Staff is recommending that sidewalks be installed on at least one side of all single-family residential streets. The proposed plans provide for sidewalks consistent with the Staff recommendation. In addition to the internal trails and sidewalks that are proposed by the developer, the City has asked that the Village Parkway Corridor include a 10-foot bituminous trail on one side of the road and a six-foot sidewalk on the opposite side. The proposed plans conform to this request as well.

The proposed development standards for the lots are included as part of the attached subdivision packet, and each lot as depicted in the plans includes a description of the lot size, dimensions, and all required easements. The majority of the proposed lots are between 65 and 75 feet in width, and all meet the City's minimum area requirement of 8,000 for single family lots in a LDR district, with the smallest lot proposed at 8,100 square feet. The site plans further illustrate that throughout the single family area the lots will average 10,489 square feet, which exceeds the minimum requirements by a fairly wide margin.

The following is a general summary of the subdivision design elements that have proposed as part of the Easton Village preliminary plat and plans:

Zoning and Site Information:

- Existing Zoning: RT – Rural Transitional
- Proposed Zoning: LDR
- Total Site Area: 98.47 acres
- Total Residential Units: 217
- Proposed Density (Net): 2.5 units per acre
- REC Units from Comp Plan: 148-246 (using gross area calulcation)

Proposed Lot Dimensional Standards:

- Min. Lot Width: 65 ft.
- Lot Depth: 100 ft. (130 ft. typical)
- Lot Area: 8,000 sq. ft. (8,100 min.)
- Front Yard Setback: 25 ft.
- Side Yard Setback: 5 ft. garage, 10 ft. primary building
- Rear Yard Setback: 20 ft.

Proposed Street Standards:

- ROW Width – Local 60 ft. (per Subdivision Ordinance)
- ROW Width – Minor Collector 80 feet
- Street Widths – Local: 28 ft. (per City standard)
- Street Width – Minor Collector 32 ft. – per City standard

The standards listed above are all in compliance with the applicable requirements from the City's zoning and subdivision regulations. Based on Staff's review of the preliminary plat, the applicant has demonstrated compliance with all applicable code requirements at the level of detail that is required for a preliminary plat.

As with any new subdivision the City Code requires that a portion of the plat be set aside for public park use. In this case, the applicant has indicated that certain outlot areas will be dedicated to the City for this purpose, including Outlots D and portions of B and H. Since a large portion these areas represent green belt or trail corridors and are not suitable for other types of active recreation usage, it is Staff's recommendation that the City only accept the trail corridors as part of the park land dedication requirements if the developer constructs the planned trail over these areas in conjunction with other required infrastructure improvements. As a general policy, Staff is recommending that the City consider accepting smaller land dedications in exchange for a more robust and connected trail system that will provide access to the City's numerous parks (including the regional park preserve).

The Subdivision Ordinance requires 10% of the land in urban residential districts to be set aside as open space, which totals 9.84 acres. The areas to be dedicated for public use add up to 7.96 acres based on the applicants calculation, which leaves the applicant 1.88 acres short of the required land dedication. Please note that Staff was having a difficult time following the area calculations included in the subdivision materials, and is recommending that these calculations be subject to further review by Staff and the developer. In addition, the developer does own additional land north of the railroad line that will include additional dedications of park land, and the City may want to consider future land dedications as part of the current subdivision review. This is an issues that can be resolved prior to submission of a final plat.

REVIEW AND ANALYSIS

City Staff has reviewed the proposed preliminary plat, which has gone through several versions in advance of the formal application being accepted as complete by the City. During the course of these reviews, several of the issues and concerns that were pointed out by Staff have been addressed by the applicant with updated submission documents; however, there are other elements of the plat that must still be addressed or corrected by the applicant, primarily as it relates to storm water management. In general, the proposed plat will meet all applicable City requirements for approval, and any deficiencies or additional work that is needed is noted as part of the review record.

Because of its location in the Village Planning Area, Easton Village will not be subject to a separate environmental review as long as the project is consistent with the development scenarios studied under the Village Area AUAR. The project is consistent with the City's Comprehensive Plan for the area, and the Comprehensive Plan was designed to be consistent with the AUAR. Where applicable, Staff has recommended condition of approval to ensure that the development conforms to the AUAR Mitigation Plan.

The City has received a detailed list of comments from the City Engineer and the Washington County concerning the proposed subdivision, in addition to general comments from the Valley Building Official and Fire Chief which are incorporated as part of the Staff comments below.

In addition to the general comments that have been provided in the preceding sections of this report, Staff would like the Planning Commission to consider the issues and comments related to the following discussion areas as well:

- ***Comprehensive Plan***. The proposed subdivision is consistent with the Lake Elmo Comprehensive Plan for this area and with the densities that were approved for the Village Planning Area as part of this plan. The net density for the development is at the upper end of the range allowed for the Village urban low density land use category of 2.5 units per acre. Furthermore, the overall number of REC units planned matches the overall numbers that were used for projecting the unit counts in this area. With the current zoning restrictions associated of the airport runway safety zones crossing the applicant's property north of the railroad tracks, the applicant is seeking the maximum allowed density for the southern property given the uncertainty over the potential densities that may ultimately be allowed north of the tracks. At present, Staff estimates that the current airport zoning would allow no more than half of the projected density in this future development area. Other aspects of the Comprehensive Plan relate to the Easton Village subdivision as follows:
    - ***Transportation***. The City's transportation plan calls for the construction of a minor collector road that will connect the northern and southern portions of the Village. Staff views this road as a critical piece of the transportation infrastructure that is needed to serve the densities that have been planned for this area. The applicant has incorporated the right-of-way at the width necessary to construct the minor collector as part of its preliminary plat. The plan does not include any specific language concerning the proposed Manning Avenue connection, although Washington County has noted that this connection will divert some traffic that would otherwise be using the 30th Street/Manning Avenue intersection. There will not be enough future traffic along Manning Avenue to support a signalized intersection at both intersections.

- ***Parks***. The Village Land Use Plan calls for a larger park area along both the northern and southern edge of the railroad right-of-way, and the proposed development includes open space and a trail along the railroad's southern boundary. This area is not as large as depicted in the Comprehensive Plan; however, the applicant has expressed concern that the open space and/or park dedication on the northern property may need to expand due to airport zoning restrictions. Based on the Park Commission's review of the sketch plan, the Park Commission was interested in the more robust trail system and potential expansion of park areas north of the rail line consistent with the developer's preliminary plat.
- ***Water***. Water is being stubbed into the site from an adjacent property and will connect to the broader Village (and City) water system. The City recently installed Well Number 4 just north of the Village consistent with the City's Water Plan, and there is adequate supply to provide for the proposed development.
- ***Sanitary Sewer***. Sewer will be extended to the development from the Reid Park lift station, but will need to cross the property to the south (under contract with Gonyea Homes). This project is part of a larger project to bring sewer to the northern portions of the Village, and both Easton Village and Gonyea are cooperating on the line south of the railroad.
- ***Phasing***. All of the Village is identified as a Stage 1 phasing area for development, and the preliminary plat documents that adequate public facilities are available or will be constructed as part of the project to serve the subdivision.

- ***Zoning***. As noted above, future zoning action will be necessary to change the zoning of the subject parcels from RT to LDR. A zoning map amendment to achieve the necessary change will be brought before the Planning Commission in the near future.
- ***Airport Zoning Issues***. The northeastern portion of the site lies within a runway protection zone for the Lake Elmo Airport, and development activity of any kind is severely restricted in this zone. The proposed infiltration basin is acceptable; however, there are some trees and other plantings depicted on the plans that will likely be deemed incompatible with the protection zone (RPZ). The Metropolitan Airports Commission (MAC) did discuss Easton Village with Staff prior to the Planning Commission meeting, and requested that the developer consider potential noise and other impacts associated with the airport as the development progresses. Staff is recommending that the landscape plan be reviewed by MAC to ensure conformance with RPZ requirements and to help address airport concerns over the landscaping of storm water ponds outside of the RPZ. The City is continuing to work with the MAC and MnDOT aeronautics to develop airport zoning that will address airport zoning restrictions on the northern Easton Village property.
- ***Subdivision Requirements***. The City's Subdivision Ordinance includes a fairly lengthy list of standards that must be met by all new subdivisions, and include requirements for blocks, lots, easements, erosion and sediment control, drainage systems, monuments, sanitary sewer and water facilities, streets, and other aspects of the plans. The majority of these requirements have been addressed as part of the City Engineer's comments (which are summarized below) or have been reviewed as part of Staff's ongoing communications with the applicant regarding the project.
- ***Infrastructure***. The developer will be required to construct all streets, sewer, water, storm water ponds, and other infrastructure necessary to serve the development. The responsibility

for the costs associated with the future Village Parkway railroad crossing still needs to be discussed between the City and the developer.

- ***Landscaping***. The City's consulting landscape architect has reviewed the preliminary landscape plan and noted that the plans submitted were not prepared by a landscape architect as per the City's ordinance. The plans do provide calculations to document compliance with the ordinance, but these calculations show that the project is short on the number of trees, but exceeds the requirements for the size (in terms of caliper inches) of the proposed trees. Staff is recommending that a plan, prepared by a landscape architect, be submitted as a condition of approval, and that this plan be reviewed for consistency with the City's requirements.
- ***Tree Preservation and Protection***. The City recently adopted a tree preservation and protection ordinance; and the subdivision plans include a description of the tress and sizes of these trees to be removed. There is no related replacement plan consistent with the City's requirements included in the attached materials. Staff is recommending that this plan can be reviewed with an updated landscaped plan given the relatively low number of trees that will be impacted by the development.
- ***Green Belt/Buffer***. The Village Land Use Plan includes a green belt/open space area around the proposed residential development areas. The plan does not identify a specific dimension for the green belt, and instead noted that each development will be reviewed for consistency with the general plan. In the case of Easton Village, the developer is proposing to accommodate storm water retention and infiltration within a buffer area along Manning Avenue, and the width of this buffer will vary from approximately 600 feet in width on the north part of the subdivision to 100 feet in the southern portion of the subdivision.
- ***Natural Area Preservation***. The Village AUAR identifies primary and secondary ecologically sensitive areas throughout the planning area, and a larger primary area is located on what is labeled as Outlot K on the preliminary plat. This area is shown as an open space area within the plat, and will therefore not be developed for residential lots. Because this area is located adjacent to Reid Park, Staff is recommending that this parcel be considered for park land dedication.
- ***Existing Residential Parcel***. The proposed development will plat single family homes adjacent to the Lampert/Minor parcel in the eastern portion of the subdivision. The applicant's plan preserves most of the trees and landscaping around this parcel; Staff is recommending the proposed protective tree fencing depicted on the existing conditions plan also be shown on the grading plan to help ensure that as few trees as possible are impacted by the construction activity.
- ***Streets and Transportation***. The proposed street system has been designed to comply with all applicable subdivision requirements and City engineering standards. Staff is requesting that the plans for Village Parkway include all design elements as requested by the City, including the street trees, landscaping, lighting, signage, and fencing proposed as part of the City's theming project prepared by Damon and Farber Associates. Other transportation comments from Staff include the following:
    - ***Manning Avenue Access***. The proposed access to Manning Avenue will meet County access spacing and other design requirements with the modifications as requested in the Washington County review comments. However, after further reviewing the overall transportation plan for the Village, Staff is recommending that this access be approved as a temporary access until such time that Village Parkway is

extended to 30th Street. Staff is recommending this course of action for the following reasons: 1) the connecting road between Manning Avenue and Village Parkway will be a heavily travelled segment and serve as a de facto extension of the parkway, 2) residents along this stretch will experience heavy amounts of traffic and will likely run into times when queuing lines from Manning extend across their driveways, and 3) removing traffic from the Manning Avenue/30th Street intersection will greatly decrease the potential for this intersection to be signalized at some point in the future.

- ***Trails***. The sketch plan included a trail connection between Lots 13 and 14 of Block 3 on the preliminary plat. Staff is recommending that that this connection be included in the final plat.

- ***Street Names***. Staff is continuing to work on implementing a clear and consistent naming system for new streets in the community and will need to provide names for the streets within Easton Village. As a condition of approval, Staff is asking that the applicant continue to work with the City at developing street names for the project, and that these names be included with the final plat submission.

- ***City Engineer Review***. The City Engineer has provided the Planning Department with a detailed comment letter as a summary of his preliminary plat review. Staff has incorporated the more significant issues identified by the Engineer as part of the recommended conditions of approval, and has also included a general condition that all issues identified by the City Engineer must be addressed by the applicant prior to approval of a final plat for any portion of the Easton Village subdivision. Storm water management is a significant concern as noted in the comments, and the applicant is advised to continue working with the watershed district to ensure the storm water management plans will meet Valley Branch requirements.

- ***Fire Department Review***. The Fire Chief has reviewed the plat and has requested that additional buffering be provided between the proposed homes and Northern Natural Gas utility site. He has also asked that the spacing of fire hydrants comply with the City's requirements. The City Engineer will be taking these comments into consideration during its review of future construction plans for this subdivision.

- ***Washington County Review***. County Staff has reviewed the Easton Village plat and provided specific comments to the City in a letter dated June 24, 2014. The most significant of the County's concerns is that the applicant will need to make improvements to Manning Avenue in order to construct the proposed access into the subdivision. These improvements will required whether or not the access road is temporary or permanent. As a condition of approval, Staff has noted that the applicant will be responsible for address all of the County's review comments.

- ***Watershed Districts***. The project area lies within the Valley Branch Watershed District; the developer will need to secure permits from the watershed district in order to proceed with the development as planned.

- ***AUAR Mitigation Plan***. As projects within the Village Planning Area come forward, Staff is continuing to monitor each development for consistency with the AUAR and to make sure that the mitigation plan is being properly addressed either as part of broader City actions or directly through appropriate development plans. In this case, the mitigation elements that are most directly applicable to the Easton Village include the following;

- ***Railroad Setbacks and Noise***. The proposed plat establishes a larger setback between the rail line and individual homes within the subdivision by incorporating outlots along the southern edge of the railroad right-of-way.
- ***Storm Water Management***. The storm water management system has been designed to comply with City and Watershed District requirements. The larger amount of open space, including ponding areas, is consistent with the expectations established in the AUAR.
- ***Traffic***. The crossing of the railroad is a critical component of the transportation plan and the proposed plans anticipate this crossing. The eventual elimination of the Manning Avenue access will help keep anticipated improvements at 30th and Manning a viable option.

- ***Railroad Crossing***. The design of the railroad crossing, and in particular, the necessary improvements within the Village Parkway to design for a whistle-free crossing, should be further evaluated with the developer. Staff is recommending that the final development plans include a design that will allow for a future whistle-free crossing.

Based on the above Staff report and analysis, Staff is recommending approval of the preliminary plat with several conditions intended to address the outstanding issues noted above and to further clarify the City's expectations in order for the developer to move forward with a final plat. The recommended conditions are as follows:

Recommended Conditions of Approval:

1) Within six months of preliminary plat approval, the applicant shall complete the following: a) the applicant shall provide adequate title evidence satisfactory to the City Attorney; b) the applicant shall pay all fees associated with the preliminary plat. All of the above conditions shall be met prior to the City accepting an application for final plat and prior to the commencement of any grading activity on the site.
2) The grading plan shall be updated to include the protective tree fencing necessary to preserve all vegetative areas identified for protection around the 5.15 acre residential parcel to the west of the subdivision.
3) The applicant shall work with the City and Washington County to identify and reserve sufficient space for a future trail corridor along the western right-of-way line of Manning Avenue.
4) The applicant shall submit a landscape plan prepared by landscape architect for review and approval by the City. The landscape plan submittal will include a tree protection and replacement plan consistent with City ordinances.
5) The final plat will incorporate all review comments from the City's landscape architect, including the selection and mix of plantings within storm water basins and infiltration areas.
6) The landscape plan shall include additional plantings around the Northern Natural Gas utility site.
7) The proposed access to Manning Avenue will be permitted as a temporary access until such time that the Village Parkway is connected to 30th Street. The construction plans will be updated to reflect the temporary nature of this street.

8) The applicant shall be responsible for the construction of all improvements within the Manning Avenue (CSAH 15) right-of-way as required by Washington County and further described in the review letter received from the County dated June 24, 2014.

9) The developer shall follow all of the rules and regulations spelled out in the Wetland Conservation Act, and shall acquire the needed permits from the appropriate watershed districts prior to the commencement of any grading or development activity on the site.

10) The applicant shall enter into a maintenance agreement with the City that clarifies the individuals or entities responsible for any landscaping installed in areas outside of land dedicated as public park and open space on the final plat.

11) The developer shall provide an updated accounting of the land to be dedicated for park purposes prior to submission of a final plat. If required, the developer shall be required to pay a fee in lieu of park land dedication equivalent to the fair market value for the amount of land that is required to be dedicated for such purposes in the City's Subdivision Ordinance less the amount of land that is accepted for park purposes by the City. Any cash payment in lieu of land dedication shall be paid by the applicant prior to the release of the final plat for recording.

12) Any land under which public trails are located will be accepted as park land provided the developer constructs said trails as part of the public improvements for the subdivision.

13) All required modifications to the plans as requested by the City Engineer in a review letter dated June 26, 2014 shall be incorporated into the plans prior to consideration of a final plat.

14) The City and developer will determine the appropriate distribution of future costs associated with the Village Parkway railroad crossing improvements as part of a developer's agreement for any portion of Easton Village.

15) The developer shall address any comments from Metropolitan Airport Commission as part of a final plat submission for any portion of Easton Village. MAC will be asked to comment on the landscape plan, and the plan shall be revised to address any specific comments concerning the appropriate vegetation to be planted within storm water facilities.

16) The landscape plan shall be revised to eliminate all trees planted within the Lake Elmo Airport Regulatory Protection Zone.

17) The final plat shall include a paved trail connection between Lots 13 and 14 of Block 3.

18) The applicant shall submit written acknowledgement from property owner of the parcel immediately to the south of Easton Village concerning the storm water being outlet running into their property.

19) The applicant is encouraged to incorporate elements from the Lake Elmo Theming Study into the open space areas within the subdivision.

20) The developer shall obtain all required permits from Northern Natural Gas to perform construction work over the gas line that runs from north to south across this site.

21) The developer shall be required to extend sewer to the northernmost boundary of the site.

DRAFT FINDINGS

Staff is recommending that the Planning Commission consider the following findings with regards to the proposed Easton Village preliminary plat:

- That the Easton Village preliminary plat is consistent with the Lake Elmo Comprehensive Plan and the Future Land Use Map for this area.
- That the Easton Village preliminary plat complies with the City's Urban Low Density Residential zoning district.
- That the Easton Village preliminary plat complies with all other applicable zoning requirements, including the City's landscaping, storm water, sediment and erosion control and other ordinances.
- That the Easton Village preliminary plat complies with the City's subdivision ordinance.
- That the Easton Village preliminary plat is consistent with the City's engineering standards.

RECCOMENDATION:

Staff recommends that the Planning Commission recommend approval of the Easton Village preliminary plat with the 21 conditions of approval as listed in the Staff report. Suggested motion:

"Move to recommend approval of the Easton Village preliminary plat with the 21 conditions of approval as drafted by Staff"

ATTACHMENTS:

1. Application Form (3)
2. Preliminary Plat Narrative
3. Legal Description
4. Wetland Evaluation Report (Summary)
5. Review Comments:
    a. City Engineer
    b. Washington County
    c. Landscape Architecture, Inc,
6. Preliminary Plat and Plans (37 sheets)

ORDER OF BUSINESS:

- Introduction ..... Planning Staff
- Report by Staff ..... Planning Staff
- Questions from the Commission ..... Chair & Commission Members
- Open the Public Hearing ..... Chair
- Close the Public Hearing ..... Chair

- Discussion by the Commission ..... Chair & Commission Members
- Action by the Commission ..... Chair & Commission Members

Date Received: _____
Received By: _____
LU File #: _____

THE CITY OF
LAKE ELMO

651-747-3900
3800 Laverne Avenue North
Lake Elmo, MN 55042

PRELIMINARY PLAT APPLICATION

Applicant: Easton Village LLC
Address: 2140 W County Rd 42 Burnsville MN 55337
Phone #: 952 292 0016
Email Address: Tom@Walter-mn.com

Fee Owner: SAME
Address: _____
Phone #: _____
Email Address: _____

Property Location (Address and Complete (long) Legal Description: _____

General information of proposed subdivision: _____

Conducted pre-application meeting with Staff? ☒ Yes ☐ No

In signing this application, I hereby acknowledge that I have read and fully understand the applicable provisions of the Zoning Ordinance and current administrative procedures. I further acknowledge the fee explanation as outlined in the application procedures and hereby agree to pay all statements received from the City pertaining to additional application expense.

Signature of applicant: _____ Date: 3-27-2014

City Use Only
Planning: Zoning District: _____
Reviewed by: _____ Date: _____
Subject to the following conditions: _____

Engineering: Reviewed by: _____ Date: _____
Subject to the following conditions: _____

THE CITY OF
LAKE ELMO

Lake Elmo City Hall
651-747-3900
3800 Laverne Avenue North
Lake Elmo, MN 55042

AFFIRMATION OF SUFFICIENT INTEREST

I hereby affirm that **I am the fee title owner** of the below described property or that I have written authorization from the owner to pursue the described action.

Name of applicant Easton Village LLC
(Please Print)

Street address/legal description of subject property _____

_____

_____

_____

_____

Tom Whit
Signature

3-27-2014
Date

If you are not the fee owner, attach another copy of this form which has been completed by the fee owner or a copy of your authorization to pursue this action.

If a corporation is fee title holder, attach a copy of the resolution of the Board of Directors authorizing this action.

If a joint venture or partnership is the fee owner, attach a copy of agreement authorizing this action on behalf of the joint venture or partnership.

THE CITY OF
LAKE ELMO

Lake Elmo City Hall
651-747-3900
3800 Laverne Avenue North
Lake Elmo, MN 55042

ACKNOWLEDGEMENT OF RESPONSIBILITY

This is to certify that I am making application for the described action by the City and that I am responsible for complying with all City requirements with regard to this request. This application should be processed in my name and I am the party whom the City should contact regarding any matter pertaining to this application.

I have read and understand the instructions supplied for processing this application. The documents and/or information I have submitted are true and correct to the best of my knowledge. I will keep myself informed of the deadlines for submission of material and of the progress of this application.

I understand that this application may be reviewed by City staff and consultants. I further understand that additional information, including, but not limited to, traffic analysis and expert testimony may be required for review of this application. I agree to pay to the City upon demand, expenses, determined by the City, that the City incurs in reviewing this application and shall provide an escrow deposit to the City in an amount to be determined by the City. Said expenses shall include, but are not limited to, staff time, engineering, legal expenses and other consultant expenses.

I agree to allow access by City personnel to the property for purposes of review of my application.

Signature of applicant Tom Ware Date 3-27-2014

Name of applicant Easton Village LLC Phone 952-292-0046
(Please Print)

Name and address of Contact (if other than applicant)_____

_____

_____

_____

EASTON VILLAGE

Preliminary Plat Narrative

June 12, 2014

The project property consists of 98.5 acres located along the west side of Manning Avenue North about a quarter mile south of Highway 5 and bordered on the north by railroad tracks. The property is owned by Easton Village, LLC. The property is currently used for farming practices. The property is currently identified as Low Density Residential in the Comprehensive Plan, Planned Land Use section. No change is required or requested of the Comprehensive Plan designation.

DENSITY/LOTS

The density of the project is 2.20 units per acre of gross area and 2.38 net density, below the maximum allowed by the Comprehensive Plan of 2.5 units per acre. The typical lot size as shown is 65 feet wide and 130 feet in length, providing a typical lot area of 8,450 square feet, larger than the 8,000 minimum. The smallest proposed lot is 8,100 square feet. The average lot area is 10,489 square feet. All of the lots will meet or exceed the minimum standards. No variances or exceptions are anticipated. Proposed setbacks meet with the minimum established for this zoning district, 5-ft garage side, 10-ft house side, 25-ft front, 15-ft corner side yard and 20-ft rear yard setback.

PARK AREA	7.96
OPEN SPACE	16.90
LOT AREA	52.25
RIGHT OF WAY	19.37
RUNWAY PROTECTION ZONE	4.77
STEEP SLOPE AREAS	2.65
TOTAL PROPERTY AREA	98.47
TOTAL PROPOSED LOTS	217
PERCENT OF OPEN SPACE/PARK	27.3%
GROSS DENSITY	2.20
NET DENSITY*	2.38

OPEN SPACE

As with the concept drawing the preliminary plat document design includes a large amount of open space and park area. Approximately 27.3% of the project is either defined as park or open space. The area along Manning Avenue North will provide for buffering of 100 feet or more, with ponds, berms and landscaping of this area. The concept was redesigned per our discussions with the Park Commission and the Planning Commission, with a reduction in park space on the north of the property. Parks and neighborhoods will now be connected together with a trail system that has been expanded from the first concept. Reid Park will be connected to the development with a trail connection that will extend to the park (Outlot D) proposed for the first phase of the development. The proposed northern parks have been reduced in size and reconfigured as a linear park system, once again with the goal of connecting neighborhoods together. Due to the location and use of the Outlots, we are currently proposing to turn all Outlots over to the City for maintenance and care. The area designated as the infiltration area meets with the requirements for the Runway Protection Zone for Runway 32 at the Lake Elmo Airport.

PHASING

The phasing of the project is anticipated to begin with a 36 unit addition identified on sheet C5 of the plan set. Connection to water and sewer through Reid Park would be a part of this first phase. Each additional phase would more than likely move north and then west. We anticipate that the first phase will involve the construction of the large ponds on the north and east of the project, and enough grading to ensure proper drainage for all portions of the project. Trunk sewer and water will also be part of Phase I, as indicated on sheet C5.

STREETS/TRAILS

The street design for the local roads meets with the City Standard width and section. The collector road width and right of way width both meet with dimensions provided by City Staff. Both street sections will feature concrete curb and gutter with bituminous surfacing. The collector road provides a trail corridor and sidewalk. The trail is featured on the east side of the road with the sidewalk on the west. The trails section meets City requirements of 8.5 feet in width and all sidewalks have been designed as 6 feet in width. The sidewalks are proposed on at least one side of the local roads, also helping to connect the neighborhoods together. A quiet zone design has been shown for the future railroad crossing.

UTILITIES

The home sites will be served with City Sewer and City Water from the new lift station and existing water main systems that will be extended to the property limits of this site as discussed with City Staff. Currently the design shows the sanitary sewer extending to the site from the property to the south. This system then continues through our site to the northwest property boundary and will serve as the trunk sewer that will provide service to the future developments north of Highway 5. The water may follow the same route or up the future collector road, this has yet to be decided and will be addressed in the near future with City Staff and other property owners to determine the best routing.

STORM SEWER AND PONDING

One of the major challenges for the design of this subdivision was the large amount of water flowing through the site. The design incorporates retention ponds, detention ponds and a large infiltration pond to meet the rate and volume control for the property. Due to the limited outfall from the site the proposed pond on Outlot B has been designed with extra depth to allow for increased water

quality and to provide adequate material to be able to meet the freeboard separation for the proposed home sites. This ponding area is connected to the proposed infiltration area with a rock filter berm to help filter the water prior to entering the area. This design feature will help to minimize the future maintenance and improve the longevity of the infiltration capability. The ponding area on Outlot B will be lined extensively to insure the pond remains at its normal water elevation is maintain as best as possible. The ponding and infiltration as shown in Outlot B and Outlot H provide the needed rate and volume control for the entire subdivision, both of which have been designed with access for maintenance with the proposed trail system. The remaining drainage for the property is accomplished with the used of backyard swales, which act as retention only areas for flood conditions. Depending upon timing of the Gonyea's Development to the south, grading may have to occur on the Schiltgen Property in order to facilitate the proper timing of the construction of this development. This will be decided in the near future and will be incorporated into the construction documents and final phase of the project. All home sites have been designed with their lowest floor 2 feet or more above the 100-Year High Water Elevation, and 1 foot above the emergency overflow elevations. Lookout type lots have been labeled with elevations that create proper drainage from low openings of the homes, with low openings 1 foot above emergency overflow points and with basements 2 feet above the 100-year flood events.

NEIGHBORING PROPERTIES AND IMPACTS

Due to the lack of neighbors to this parcel, no opposition has been received. The one adjoining resident is located on the western boundary and this development will have little impact on this parcel. A buffering of trees will remain between the new and existing neighbor. One benefit will be the future road connection, eliminating the current access easement used by the neighbor, which is a poorly graded and maintained gravel access to the gas facility in the northwest corner of the property. We have made early efforts to address issues associated with the gas crossings and the Airport Runway Protection Zone. We have also made contact and had discussions with the County in regards to the location and type of access for this development, all done to help move this project to the next stage.

LANDTITLE

service beyond the expected

Prepared for:
Tom Wolters
2140 County Road 42 West
Burnsville, MN 55337
Attn: Tom Wolters
Client File No.:

LT File Number: 502715

350 FOOT RADIUS REPORT LETTER

Land Title, Inc. hereby certifies that as of 3/12/2014, it has searched the public records in the Washington County Department of Property Taxation and finds the names and addresses of property owners within 350 feet of the property described as:

All that part of the West Fifty-nine and one-half (59 ½) rods of the West Half of the Northeast Quarter (W ½ of NE ¼) of Section Thirteen (13), Township Twenty-nine (29) North, Range Twenty-one (21) West lying South of the right of way of the Chicago, St. Paul, Minneapolis & Omaha Railway Company; and also the North Half of the Southeast Quarter (N ½ of SE ¼) of Section Thirteen (13), Township Twenty-nine (29) North, Range Twenty-one (21) West, excepting therefrom:

Commencing at the Southwest corner of Northwest Quarter of Southeast Quarter (NW ¼ of SE ¼) of Section Thirteen (13), Township Twenty-nine (29) North, Range Twenty-one (21) West, East Oakdale Township, Washington County, Minnesota; thence North along the West line of said Southeast Quarter (SE ¼) of Section Thirteen (13) for Two Hundred Forty (240) feet to the point of beginning of this description; thence continuing North along said West line of Southeast Quarter (SE ¼) for Six Hundred sixty-seven and eight tenths (667.8) feet; thence East at right angle for Thirty (30) feet; thence Southeasterly by a deflection angle to the right Forty-six degrees twenty-eight minutes (46° 28') for Two Hundred twenty and seven tenths (220.7) feet; thence Southeasterly by a deflection angle to the left Twenty degrees thirty-five minutes (20° 35') for Two Hundred eighty-six and eight tenths (286.8) feet; thence South by deflection to the right Sixty-four degrees and zero seven minutes (64° 07') and parallel with said West line of Southeast Quarter (SE ¼) for Three Hundred eighty-two and seven tenths (382.7) feet; thence West at right angle for Four Hundred forty (440) feet to the point of beginning.

Exhibit I

The above described tract is sold subject to an easement Thirty (30) feet in width, which is hereby reserved by the first party, sellers, for purposes of a roadway to provide access to the above described 5.1 acre tract, the Westerly line of said easement being described as follows:

Commencing at the Southwest corner of the Northwest Quarter of Southeast Quarter (NW 1/4 of SE 1/4) of Section Thirteen (13), Township Twenty-nine (29) North, Range Twenty-One (21) West, East Oakdale Township, Washington County, Minnesota; thence North along the West line of Southeast 1/4 (SE 1/4) of Section Thirteen (13), being the North and South Quarter line of said Section Thirteen (13) for Nine hundred seven and eight tenths (907.8) feet to the point of beginning of this thirty (30) foot road easement; thence continuing North along said North and South quarter line of Section Thirteen (13) for

EXHIBIT A
LT File No. 502715

Four hundred seventy-six and two tenths (476.2) feet being along said Westerly line of this thirty (30) foot road easement to its intersection with the Southerly right of way line of Chicago, St. Paul, Minneapolis & Omaha Railway Company, being the end of this easement.

And also excepting therefrom:

All that part of the Northeast Quarter (NE ¼) and all that part of the North Half of the Southeast Quarter (N ½ of SE ¼), all in Section Thirteen (13), Township Twenty-nine (29) North, Range Twenty-one (21) West, Village of Lake Elmo, Washington County, Minnesota, more particularly described as follows:

Beginning at a point on the Southerly right-of-way line of the Chicago and North Western Transportation Company, said point being Sixty-six (66) feet East of (as measured at right angles to) the North-South Quarter Section line of Section Thirteen (13), Township Twenty-nine (29) North, Range Twenty-one (21) West, Washington County, Minnesota; thence South, parallel with and Sixty-six (66) feet East of (as measured at right angles to) said North-South Quarter Section line for Three Hundred Thirty (330) feet; thence East at right angles for Three Hundred (300) feet; thence North at right angles for Four Hundred Twenty-four and Two Hundredths (424.02) feet to its intersection with said Southerly right-of-way of the Chicago and North Western Transportation Company; thence Southwesterly along said Southerly right-of-way of the Chicago and North Western Transportation Company for Three Hundred Fourteen and Thirty-nine Hundredths (314.39) feet to the point of beginning.

Together with an easement for ingress and egress over the following described tract:

The West Sixty-six (66) feet of the Northeast Quarter (NE 1/4), excepting therefrom all that part thereof which lies North of Southerly right-of-way of the Chicago and North Western Transportation Company, and the West Sixty-six (66) feet of the North Half of the Southeast Quarter (N ½ of SE ¼). Excepting therefrom all that part thereof which lies South of a Westerly projection of the South line of the above described tract, all in Section Thirteen (13), Township Twenty-nine (29) North, Range Twenty-one (21) West, Washington County, Minnesota.

And also excepting therefrom:

That part of the Northeast Quarter of the Southeast Quarter of Section 13, Township 29 North, Range 21 West lying Easterly of a line 60.00 feet West of, measured at a right angle to and parallel with the centerline of County State Aid Highway 15 described as follows:

Commencing at the East quarter corner of said Section 13, thence South 00 degrees 51 minutes 49 seconds East, bearing oriented to the Washington County Coordinate System, South Zone, along the East line of said Section 13 to the Southeast corner of said Section 13 and the beginning of the center line to be described, thence North 00 degrees 45 minutes 51 seconds West a distance of 2700.00 feet, and said center line there terminating, Washington County, Minnesota.

AND

EXHIBIT A
LT File No. 502715

The Southeast Quarter (SE ¼) of the Northeast Quarter (NE ¼); also the South Four Hundred Ninety-five (495) feet of the Northeast Quarter (NE ¼) of the Northeast Quarter (NE ¼); also that part of the East Three Hundred thirty-eight and twenty-five hundredths (338.25) feet of the West One-half (W ½) of the Northeast Quarter (NE ¼) lying South of the North One Hundred twenty-eight and seventy-eight hundredths (128.78) feet thereof; all in Section thirteen (13) in Township Twenty-nine (29) North of Range Twenty-one (21). According to the United States Government Survey thereof.

Excepting therefrom:

That part of the Southeast Quarter of the Northeast Quarter and that part of the Northeast Quarter of the Northeast Quarter except the North 50 rods (825.00 feet) of Section 13, Township 29 North, Range 21 West lying Easterly of a line 60.00 feet West of, measured at a right angle to and parallel with the center line of County State Aid Highway 15 described as follows:

Commencing at the East Quarter corner of said Section 13, thence South 00 degrees 51 minutes 49 seconds East, bearing oriented to the Washington County Coordinate System, South Zone, along the East line of said Section 13 to the Southeast corner of said Section 13 and the beginning of the center line to be described; thence North 00 degrees 45 minutes 51 seconds West a distance of 3571.19 feet, thence North 00 degrees 54 minutes 55 seconds West a distance of 1000.00 feet, and said center line there terminating, except the Chicago and Northwestern Railroad right of way, Washington County, Minnesota.

And

Except that portion North of the Chicago and Northwestern Railroad right of way, Washington County, Minnesota.

to be entries 1 through 11, inclusive, as shown on attached Exhibit A.

Dated this 18th day of March, 2014 at 7 o'clock A.M.

LANDTITLE

By: _____
An Authorized Signature

KJOLHAUG ENVIRONMENTAL SERVICES COMPANY

Providing Sound, Balanced, Comprehensive Natural Resource Solutions

Memorandum

Date: May 16, 2014

To: Karen Wold, Barr Engineering
Thomas Hingsberger, Army Corps of Engineers

Cc: Tom Wolter

From: Ben Carlson, Kjolhaug Environmental Services Company

Re: Site Assessment for Wetland Habitat – Wolter Project in Lake Elmo, MN
KES PROJECT # 2014-033

On Thursday, April 24, 2014, Ben Carlson (Certified Wetland Delineator #1125) with Kjolhaug Environmental Services (KES) reviewed the aforementioned parcel for potential wetland habitat. The parcel is located in part of the E ½ of Section 13, T29N, R21W, Washington County, Lake Elmo, MN. The site is comprised of four parcels for a total of 98.39 acres. The site was examined in 2005 by Kjolhaug Environmental Services and no wetland was identified within the project area (KES Project # 2005-171, Hutchinson Property, dated August 18th, 2005).

The intent of the site assessment was to determine if wetland was present at the project location and if present determine the extent.

A Project Location Map (Hudson and Stillwater Quads) (**Figure 1**), the Minnesota Department of Natural Resources (MN DNR) Public Water Inventory Map (PWI) (**Figure 2**), the Washington County Soil Survey Map (**Figure 3**), and the National Wetland Inventory (NWI) Map (**Figure 4**) were reviewed prior to the site visit and used in the site review process. Aerial images from 1980, 1981, 1983-2000, 2003, 2004, 2006, 2008, 2009, 2010, and 2013 were examined for cropping history and indicators of hydrology (Appendix A).

The PWI and NWI maps indicate no wetland habitat within the project area. According to the Washington County Soil Survey map, the project area is mapped with Antigo, Campia, Chetek, Comstock, and Crystal Lake (all non-hydric) soil with a small area of Auburndale (Hydric) soil in the SW corner of the site. It should be noted that the parcel to the south of the site was delineated by Kjolhaug Environmental Services in 2013 and a small wetland was identified

south of the area mapped as Auburndale soil, however, the wetland area did not extend onto the Wolter's site.

Site Review

The project area gradually slopes from north to south with a slight drop in elevation across the site. The project area is currently used for agricultural production; the southwest corner of the project area is hardwood forest with a small wetland identified south of the property.

Three areas (Sample Points A, B, and C) were assessed for potential wetland habitat, however, the areas were determined to be non-wetland. All three areas were located within plowed agricultural field and were lacking any vegetation. Sample Point A (SP-A) was located at the north end of a shallow drainage channel that runs from north to south (western channel). Sample Point B (SP-B) was located at the southern end of a shallow drainage channel that runs from north to south (eastern channel). Sample Point C (SP-C) was located at the south end of the western channel (South of SP-A).

Soil borings were taken at each sample area and non-hydric soil was observed at each location. Sample Point A had water within 4" of the soil surface, Sample Points B and C were dry (no water in the borehole, see Data Sheets in Appendix B).

A precipitation graph is included (Figure 5), for the year (From January 1 to April 24th) the area is 0.71" above normal for precipitation, the week prior to the site visit had 1.67" inches of precipitation.

An FSA aerial photo review was performed for the site. Aerial images from 1980, 1981, 1983-2000, 2003, 2004, 2006, 2008, 2009, 2010, and 2013 were examined for cropping history and indicators of hydrology (Appendix A). Precipitation data was obtained from the Minnesota Climatology Working Group Website (http://climate.umn.edu/doc/historical.htm Stillwater, MN Station). Antecedent precipitation conditions were compared to available years of imagery; years with normal precipitation conditions were 1980, 1981, 1983, 1984, 1985, 1991, 1992, 1994, 1995, 1996, 2000, 2004, and 2008. An assumed date of July 1st was applied for each image.

According to the WETS table (Figure 6) Sample Point A showed hydrology indicators 23% of the time (3 out of 13 years with normal precipitation), Sample Point B showed hydrology indicators 38% of the time (5 out of 13 years with normal precipitation), and Sample Point C showed hydrology indicators 46% of the time (6 out of 13 years with normal precipitation).

The drainage channels are periodically visible throughout the historical imagery; however, the imagery may be misleading. Because of the ongoing erosion and drainage, signatures are present frequently; KES believes the signatures to be a false positive of hydrology indicators. During the early part of the growing season and into the early part of summer, much of the agricultural field is void of vegetation. During significant rain events, without vegetation to absorb or slow down the energy from the rain event, significant erosion occurs thus washing out the channels. The channels then shows up in aerial imagery (images are generally taken on our around July 1st). By the time the image has been taken the vegetation within the field has shown

significant growth, however, the vegetation within the channel has been washed away, making the area looked drowned out or avoided. These areas may look like wetland on the historical images but are temporarily flooded drainage channels lacking persistent hydrology to meet jurisdictional wetland criteria.

Based on this information and the fact that non-hydric soils were observed at each sample location, the areas associated with Sample Points A, B, and C should be considered non-wetland.

Summary

Certified Wetland Delineator, Ben Carlson reviewed the property and did not observe any jurisdictional wetland within the property. The NWI map indicates no wetland habitat within the project boundary; the review areas had non-hydric soils and were lacking persistent hydrology indicators based on the long term photographic record.

If you have any questions regarding this project, or need additional information, please do not hesitate to call me at 612-237-5996.
Thank you,

Ben Carlson

Ben Carlson, WDC (#1125)

MEMORANDUM

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.	**651.300.4285**

Date: June 26, 2014

To: Kyle Klatt, Planning Director
Cc: Nick Johnson, City Planner
Ryan Stemspksi, P.E., Assistant City Engineer
From: Jack Griffin, P.E., City Engineer

Re: Easton Village
Preliminary Plat Review

An engineering review has been completed for the Easton Village development. A Preliminary Plan submittal was received on June 16, 2014. The submittal consisted of the following documentation prepared by Erickson Civil:

- Preliminary Plans dated June 12, 2014.
- An updated Preliminary Storm Water Drainage Report was not provided.

STATUS/FINDINGS: Engineering review comments are as outlined below. Comments that are <u>underlined</u> indicate potential site plan changes that may impact the preliminary or final plat:

AGENCY AND THIRD PARTY APPROVALS

- The City must receive copies of the written approvals from Washington County to verify the proposed access to Manning Avenue (CSAH 15) together with any County requirements. Turn lane, by-pass lane and other improvements on Manning Avenue as required by Washington County must be identified and incorporated into the plans at the developer's cost.
- <u>Union Pacific Railroad must provide approval of the location and profile of the proposed street and utility crossings</u>.
- The City must receive copies of the written approvals from Northern Natural Gas for the proposed locations and profiles of the multiple street and utility crossings. Any conditions of approval must be provided.
- The proposed drainage plan indicates the direct discharge of storm water runoff from the site to the property to the south. The applicant must submit written permission from the impacted property owner acknowledging and consenting to this discharge location, volume and rate(s).
- Plan revisions are necessary to fully incorporate and comply with the Lake Elmo engineering design standards. Any changes proposed in the Lake Elmo engineering design standards, standard details, plan notes, or specifications must be clearly identified in a "change request" letter by the developer's engineer and submitted for consideration.
- The plans must include all applicable City standard details and must use City standard plan notes for the applicable plan sheets. All other plan notes must be removed where they duplicate or contradict the City standards. Plan standard details shall retain the Lake Elmo title block to indicate no changes.
- The phasing plan requires utilities to be extended within the street R/W of future street phases. The final design of these streets will be required as part of the Phase 1 approvals to initiate construction.
- Easement widths appear to provide the 30 foot minimum utility width. Additional easements and amendments may be required as the plan continues to evolve through the process.

WATERMAIN AND SANITARY SEWER PLANS

- Watermain stubs to adjacent property and pipe oversizing will continue to be reviewed by City staff as the development progresses forward and oversizing routes may need to be changed as part of the final construction plans. Watermain oversizing is paid by the City as a reimbursement addressed within the development agreement.
- Sanitary sewer pipe stubs to adjacent property and pipe oversizing will continue to be reviewed by City staff as the development progresses forward. Revisions may need to be incorporated as part of the final construction plans. Sewer pipe oversiing has been accounted for through the Village East Trunk Sanitary Sewer project. Therefore, the sewer pipe oversizing must be installed at no cost to the City.
- A minimum of 10 feet of separation must be provided between the watermain and storm sewer along Lot 19, Block 3; Lot 5, Block 5; and Lots 16-22, Block 9.
- City Standard Plan Notes must be added to all applicable utility plan sheets. All other plan notes must be removed where they duplicate or contradict the City Standards.

GRADING, STORM WATER MANGEMENT AND EROSION CONTROL AND STORM SEWER SYSTEM

- Preliminary Plat approval should be contingent upon additional plan revisions needed to provide a grading plan, storm water management plan and storm sewer system that complies with the requirements of the City of Lake Elmo Engineering Design Standards Manual. The latest version of the preliminary plans, dated June 12, 2014, will require additional site plan modifications to design a comprehensive drainage system that provides adequate flood protection for the proposed building lots, provides positive drainage across the development without the creation of flat low areas or landlocked drainage areas, and constructs a storm sewer system that complies with minimum City construction standards to result in a functional storm sewer infrastructure that is not subject to early failure. Plan modifications will be necessary to meet these requirements and standards and must be completed prior to grading operations or start of construction. Specific issues that will need to be addressed include but is not limited to the following:
  - The site plan is dependent upon and subject to a storm water management plan meeting State, VBWD and City rules and regulations. Storm water facilities proposed as part of the site plan to meet VBWD permitting requirements must be constructed in accordance with the City Engineering Design Standards Manual.
  - The general drainage system consists of flat low lying areas in the rear yards of most lots, flat vegetated swales and emergency overflow points that tend to equalize the storm water between low areas rather than provide for positive storm water drainage. The design results in localized landlocked drainage basins and rear yards that will remain wet for significant periods of time following each rain event. The general drainage system should be revised to provide positive storm water drainage across the development through a conveyance system that flows from low area to low area until it discharges to the storm water infiltration and pond facilities constructed for the development.
  - The storm sewer system or grading plans must be revised to provide the City standard **minimum** pipe cover of 3.5 feet. Throughout the site plan the storm sewer minimum cover has not been provided, specifically in low areas. Additional vertical elevation is needed in these locations to result in a site design that coordinates the constructability and functionality for the street design, storm sewer design, grading and drainage requirements, and emergency overflow requirements.
  - Drain tile is required as part of the City standard street section at all localized low points in the street. Drain tile considerations may impact the storm sewer design and depth requirements at low points.
  - The storm water pond 100-year HWL in Outlout B encroaches onto Lots 11-19, Block 5.
  - The 100-year HWL elevations for all low areas adjacent to streets and trail must be one foot below the sub base for the adjacent street and trail.
  - Lot, grading and/or emergency overflow revisions are necessary to provide minimum required flood protection for some lots. Building low opening elevations must be a minimum 1 ft. above an adjacent overland EOF. The building pad type may need to be revised.
  - EOF's for landlocked drainage areas, if allowed to be incorporated into the site design, must be set at the 100-year HWL for back to back storm events.

- Catch basin low points have been located along rear and side yard swales throughout development and a 100-year HWL has been identified. The actual 100-year HWL contour must be shown on the plans to verify that the HWL is fully contained within a drainage and utility easement.
- The 100-year HWL calculations should be provided to support the flood elevations on the site.

STREET AND TRAIL PLANS

- Two trail crossings along Village Parkway require additional staff review for safety considerations.
- The UP Railroad street crossing design has been provided to comply with Quiet Zone design requirements. A transportation railroad engineer should be retained to review the proposed Village Parkway alignment at the UP Rail crossing and quiet zone design elements.
- Planning, engineering and public works should jointly review the street "eyebrow" designs to establish City geometric guidelines.
- Planning should review the proposed lighting standard detail to determine if it is consistent with the City selected Xcel standard pole.

Washington County

Public Works Department

Donald J. Theisen, P.E.
Director

Wayne H. Sandberg, P.E.
Deputy Director/County Engineer

June 24, 2014

Nick Johnson
Planner
City of Lake Elmo
3600 Laverne Avenue North
Lake Elmo, MN 55042

RE: Washington County comments on the Preliminary Plat for the Easton Village Residential Development in the City of Lake Elmo

Dear Mr. Johnson,

Thank you for providing the county with the concept plan of the Easton Village Residential subdivision in Section 13, Township 29, Range 21 along County State Aid Highway (CSAH) 15/ Manning Avenue, City of Lake Elmo The project will consist of 217 single family residential lots on 98.47 acres of property. Based on review of the plans, we offer the following comments and recommendations to consider as you process this subdivision application through the City of Lake Elmo:

- The proposed access point on CSAH 15/Manning Avenue is acceptable to the County; however, as indicated to the city previously, there should be consideration whether this access should be temporary or permanent. A collector roadway is identified in the center of the subdivision that will connect 30th Street to Trunk Highway (TH) 5 which will then provide a sub-regional connection to the County Highway system. Providing a direct link to CSAH 15/Manning Avenue at this location may influence the future function of the local street to a collector roadway. According to the *Trip Generation Manual, 7th Addition ITE, 2003,* this development will generate 2076 Average Vehicle Trips (AVT) per day which can be accommodated by the new collector street.

- The Functional Classification of CSAH 15/ Manning Avenue is "A" Minor Arterial Roadway, expander category. The future right-of-way requirement within this section of roadway is 184 feet. As part of the subdivision plat, there should be an additional 32 feet of right-of way dedicated to Washington County. The preliminary plat identifies this as a 36 foot right-of- way easement. The final plat should reflect right-of-way dedication.

- The 2012 Traffic Volumes on this section of roadway is 12,600 Average Daily Trips (ADT) according to the Washington County 2012 Traffic Volumes Map. The Washington County Traffic Study prepared for the Washington County Comprehensive Plan 2030, has estimated that traffic will increase to 15,400 TPD by 2030.

- Since the proposed project will generate additional traffic on CSAH 15/Manning Avenue, functionally classified as an "A" Minor Arterial Roadway, improvements to CSAH 15/Manning Avenue will need to be provided for access to the roadway. These improvements should include a left and right turn lanes on the southbound

lane and a left turn lane on the northbound lane on CSAH 15 in order to provide through traffic moving and provide additional safety by protecting turning traffic. The county, city and the developer will continue to define the specific scope of improvements as it relates to the current Manning Avenue study and future county roadway projects.

- A right-of way permit will be required for any work in the CSAH 15 right-of way as it relates to the development. A plan set is required with the application and include any grading, installation of culverts, installation of water and sewer services, left and right turn lanes on CSAH 15/Manning Avenue, parallel trail grading, signage and any landscaping and other improvements within county right-of-way.

- The proposed project will generate pedestrian/bicycle traffic on CSAH 15/ Manning Avenue. Pedestrians from the future development will need to access any proposed off road trail on CSAH 15/Manning Avenue.

- The developer or the city must submit the drainage report and calculations to our office for review of any downstream impacts to the county drainage system. Along with the drainage calculations, we will request written conclusions that the volume and rate of stormwater run-off into the county right-of way will not increase as part of the project.

  As the developer plans the stormwater facilities on this property, there should be consideration for setbacks from county right-of-way and perimeter landscape elements and berming.

- Access control must be dedicated to Washington County along the CSAH 15/Manning Avenue, except for the opening corresponding to the City's right of way for the local street.

- Washington County's policy is to assist local governments in promoting compatibility between land use and highways. Residential uses located adjacent to highways often result in complaints about traffic noise. Traffic noise from this highway could exceed noise standards established by the Minnesota Pollution Control Agency (MPCA), the U.S. Department of Housing and Urban Development, and the U.S. Department of Transportation. Minnesota Rule 7030.0030 states that municipalities are responsible for taking all reasonable measures to prevent land use activities listed in the MPCA's Noise Area Classification (NAC) where the establishment of the land use would result in violations of established noise standards. Minnesota Statute 116.07, Subpart 2a exempts County Roads and County State Aid Highways from noise thresholds.

  County policy regarding development adjacent to existing highways prohibits the expenditure of highway funds for noise mitigation measures in such areas. The developer should assess the noise situation and take any action outside of County right of way deemed necessary to minimize the impact of any highway noise.

Thank you for the opportunity to comment on this preliminary plat. If you have any questions, please contact me at 651-430-4362 or ann.pung-terwedo@co.washington.mn.us. For permit applications, please contact Carol Hanson at Carol.hanson@co.washington.mn.us.

Sincerely,

Ann Pung-Terwedo
Senior Planner

C: Carol Hanson, Office Specialist

R/Plat Reviews/City of Lake Elmo/Easton Village 6-25-2014

LANDSCAPE ARCHITECTURE INCORPORATED

EASTON VILLAGE – DESIGN REVIEW REPORT
LAKE ELMO, MN

LANDSCAPE ARCHITECTURAL DESIGN REVIEW DATED JUNE 25TH, 2014

REVIEWED PLAN SET DATED MAY 7th, 2014

Required Action Items by Easton Village Project Team

1. Per ordinance 08-077, passed 5-07-2013: Article VI – Environmental Performance Standards under 154.258 Landscape Requirements, A. *"The landscape plan shall be prepared by a landscape architect"*

Please resubmit drawings using the current zoning code as well as with the appropriate design professional for this work as required by code.

SINCERELY,

LANDSCAPE ARCHITECTURE, INC.

STEPHEN MASTEY, ASLA, CLARB, LEED AP BD+C
DIRECTOR OF DESIGN

856 RAYMOND AVENUE SUITE C • ST. PAUL, MN • 55114
PHONE: 651.646.1020 • EMAIL: STEPHEN@LANDARCINC.COM

METROPOLITAN AIRPORTS COMMISSION

Minneapolis-Saint Paul International Airport
6040 - 28th Avenue South • Minneapolis, MN 55450-2799
Phone (612) 726-8100

June 30, 2014

Kyle Klatt
Planning Director
City of Lake Elmo
3800 Laverne Avenue North
Lake Elmo, MN 55042-9629

Re: Easton Village Preliminary Plat Review
Lake Elmo Airport

Dear Mr. Klatt:

The Metropolitan Airports Commission (MAC) has reviewed the Easton Village concept plan document slated for the City of Lake Elmo Planning Commission on June 30, 2014. We appreciate the opportunity to review the document and offer the following comments:

Airport Over Flights and Noise

The proposed Easton Village development is located adjacent to the Lake Elmo Airport in an area that receives aircraft over flights. Although the 2005 and Forecast 2025 65 DNL Noise Contours do not appear to encompass any of the proposed residential parcels, several parcels in the northeast corner of the proposed development are located in close proximity to the Forecast 65 DNL Noise Contour line. (Residential development should not occur within the 65 DNL Noise Contour.) It is the MAC's experience that placing residential areas in such locations around airports can result in noise complaints and resident concerns about aircraft noise. The MAC requests that prospective Easton Village property buyers be provided information on the properties' locations relative to the airport and the related existence of aircraft operations over this area.

As is detailed in the Village Area AUAR record, the agreed upon maintenance of open space in the Runway 14 Runway Protection Zone (RPZ) is critical to the Lake Elmo Airport. The MAC appreciates and acknowledges that the proposed development is consistent with this requirement and will provide for the continuation of a clear area within the Runway 14 RPZ.

Water Quality – Surface Water Runoff

The preliminary plat plan provides some information about the proposed ponding area for the Development area. As discussed in earlier correspondence, open water ponds, especially those with mowed grass nearby, have been shown to be hazardous to the flight of aircraft due to the use of the ponds by Canada geese and other waterfowl. The FAA's Advisory Circular 150/5200-33B can be found on their web page, at www.faa.gov. It outlines the restrictions and

prohibitions surrounding drainage areas within the vicinity of airports as well as guidelines for not only ponds, but other potential wildlife attracting sources. According to the circular, the entire development area lies within the separation distance recommended by the FAA (5,000 feet for airports serving piston-powered aircraft).

MAC fully supports the use of infiltration basins in the vicinity of the airport and encourages all ponding areas to be designed as dry ponds that are non-attractive to waterfowl. If this is not possible, we offer the following suggestions to reduce the attraction to wildlife: design ponds with no slope benches; maintain a water depth of less than two feet so that water-emergent growth can occur; plant tall grasses around ponds; install riprap around ponds; and/or cover ponds with a grid of kevlar wire to keep birds out.

As detailed in the preliminary plat, the developer is providing infiltration ponds and ponds that are 2 foot or less in depth for high water. We however must object to the use of overstory trees and fruit bearing ornamentals near the approach zone for the airport. These will one day become an obstruction to the Airport's airspace affecting flight procedures and the fruit will attract wildlife. We would request that the vegetation be limited to shrubs and tall grasses as discussed above to limit waterfowl and other wildlife. The City must also be aware that any of the overstory trees planted within the development may require removal at some future date if they become an obstruction to the airspace of the Airport and compromise flight procedures.

Lastly, please identify who will be the responsible party for long-term maintenance of this pond.

One last comment relates to the design of the street luminaries. Due to the close proximity to the runway we request the luminaries be down lighted to avoid confusion by pilots as they approach the airfield at night.

Thank you for the opportunity to comment on this preliminary plat. The Lake Elmo Airport is an important recreational and transportation asset to the City and the region. If you have any questions, please contact me at 612-713-7499 or via e-mail at pat.mosites@mspmac.org.

Sincerely,

Patrick Mosites, P.E.
Project Manager – Airport Development

cc: Neil Ralston, MAC
Chad Leqve, MAC
Joe Harris, MAC

EASTON VILLAGE

LAKE ELMO, MINNESOTA

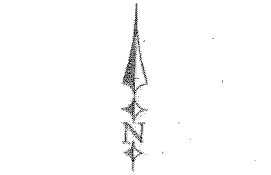
PRELIMINARY PLAT

MAY 7, 2014

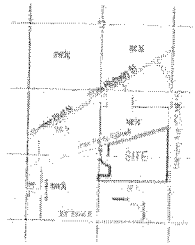
JUN 13 2014



217 UNIT SINGLE FAMILY RESIDENTIAL SUBDIVISION



Site Location Map



PLAN SHEET INDEX:

SHEET NO.	SHEET TO	DESCRIPTION

PROPERTY LEGAL DESCRIPTION

ERICKSON CIVIL

DRAWING PHASE

NO.	DATE	DESCRIPTION
		CONCEPT REVIEW
		AGENCY REVIEW
		60% DOCUMENTS
		90% CONSTRUCTION
		FINAL CONSTRUCTION DOCUMENTS

40418

05/13/2014

EASTON VILLAGE, LLC
2149 COUNTY ROAD 42 WEST
BURNSVILLE, MN 55337

EASTON VILLAGE
PRELIMINARY PLAT
LAKE ELMO, MINNESOTA

NO.	DATE	DESCRIPTION

JOB NO. 13-114

DRAWN BY: TWE, JWP

CHECKED BY: TWE

SHEET TITLE

TITLE SHEET

SHEET NO.

C1

LEGEND

PARCEL INFO

NOTES

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GRAPHIC SCALE: 1" = 200'

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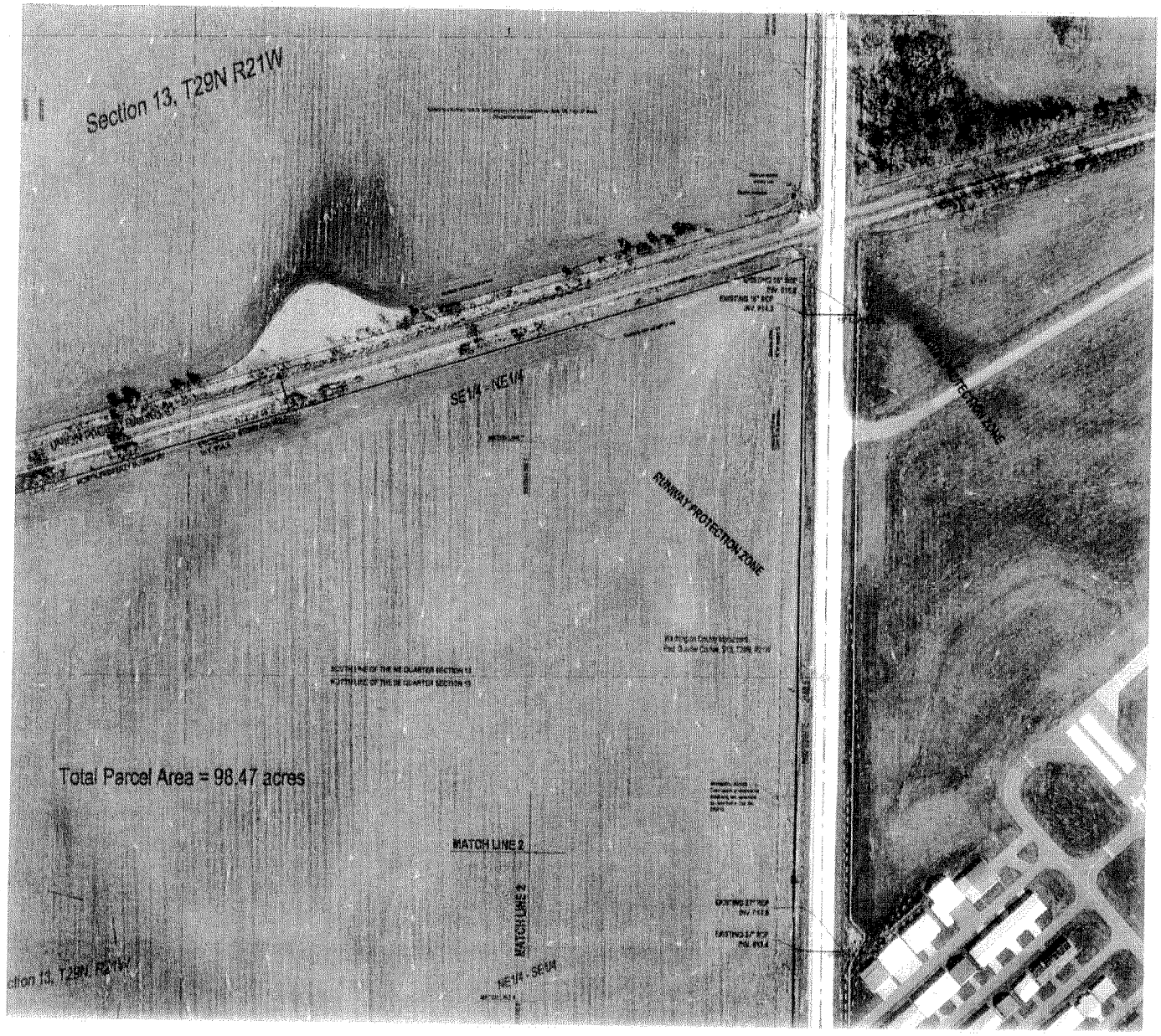
EASTON VILLAGE
PRELIMINARY PLAT
LAKE ELMO, MINNESOTA

EASTON VILLAGE, LLC
2140 COUNTY ROAD 42 WEST
BURNSVILLE, MN 55337

EXISTING CONDITIONS

C2

Pearson Civil



N

GRAPHIC SCALE

LEGEND

PROPERTY BOUNDARY

EXISTING 2' CONTOURS

EXISTING RUNWAY PROTECTION ZONE

PARCEL INFO

A PARCEL COMPRISED OF PARTS OF THE NE 1/4 OF SECTION 13, TOWNSHIP 29 NORTH, RANGE 21 WEST OF THE 4TH PRINCIPAL MERIDIAN

B EXISTING ZONING: RR - RURAL RESIDENTIAL

C ZONING OVERLAY: AV - AIRPORT INFLUENCE AREA (RUNWAY PROTECTION ZONE)

D PROPOSED ZONING: LDR (SINGLE FAMILY RESIDENTIAL)

NOTES

1. PROPERTY DATA PROVIDED BY THE 2021 SURVEY, AERIAL PHOTOGRAPHY BY WASHINGTON COUNTY FOR THIS PROJECT. CONTOURS PROVIDED BY DNR LIDAR DATA. ERICKSON ENGINEERING OFFERS NO GUARANTEE AS TO THE ACCURACY OF INFORMATION PROVIDED BY OTHERS.

2. 2021 AERIAL IMAGERY

ERICKSON ENGINEERING

DRAWING PHASE

PRELIMINARY PLAT

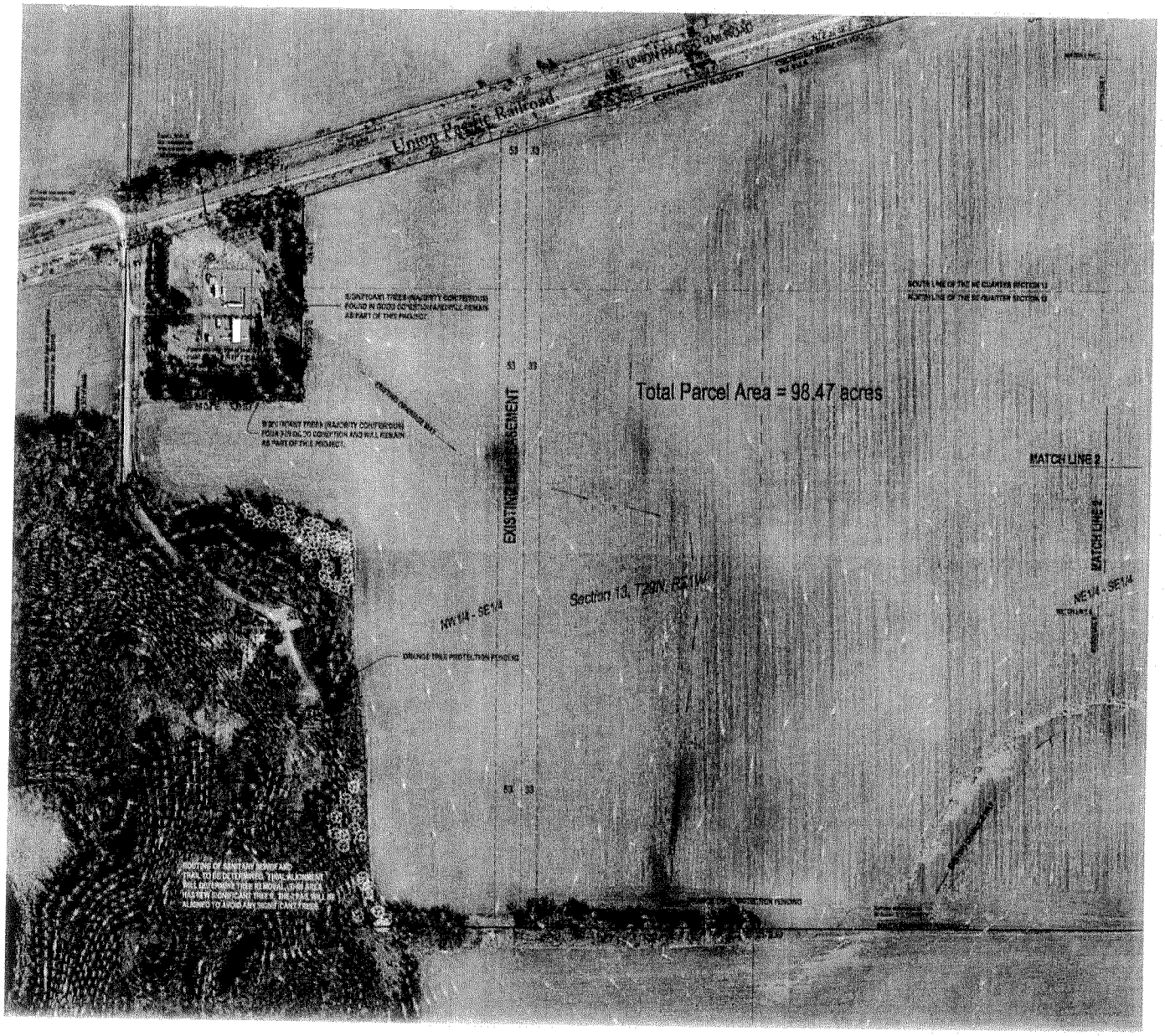
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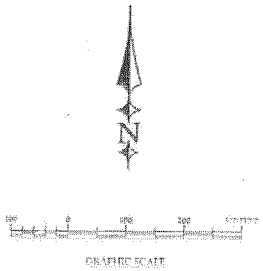
EASTON VILLAGE, LLC
2140 COUNTY ROAD 12 WEST
BURNSVILLE, MN 55337

EASTON VILLAGE
PRELIMINARY PLAT
LAKE ELMO, MINNESOTA

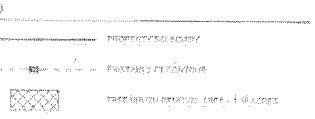
EXISTING CONDITIONS

C3



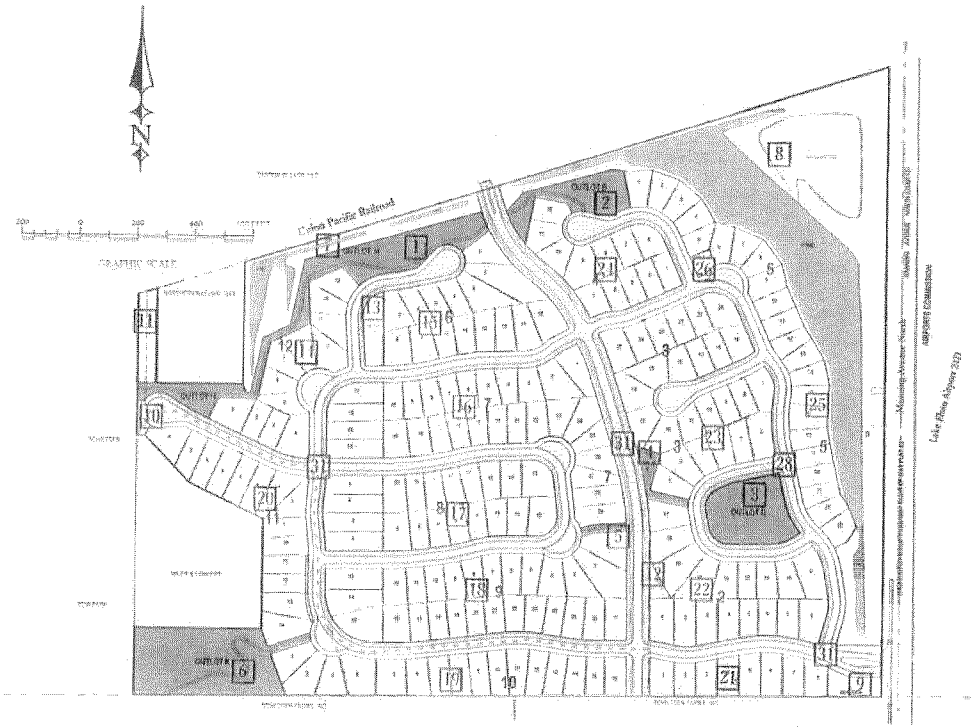


LEGEND



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PID: 2218-10-13176 (PARCEL AAL), PID: 2218-10-12176 (PARCEL AAM), PID: 2218-10-11176 (PARCEL AAN), PID: 2218-10-14177 (PARCEL AAO), PID: 2218-10-13177 (PARCEL AAP), PID: 2218-10-12177 (PARCEL AAQ), PID: 2218-10-11177 (PARCEL AAR), PID: 2218-10-14178 (PARCEL AAS), PID: 2218-10-13178 (PARCEL AAT), PID: 2218-10-12178 (PARCEL AAU), PID: 2218-10-11178 (PARCEL AAV), PID: 2218-10-14179 (PARCEL AAW), PID: 2218-10-13179 (PARCEL AAX), PID: 2218-10-12179 (PARCEL AAY), PID:



LEGEND

PARCEL INFO

OUTLOT TABLE

DEVELOPMENT STANDARDS

AREA CALCULATION

Area ID	Area Description	Square Feet	Acres
			2.68
		43,692	1.00
		59,197	1.36
		11,882	0.26
		4,735	0.11
		119,877	2.75
			7.96
		98,942	2.27
		675,705	15.50
		14,305	0.33
		2,175	0.05
		21,197	0.49
		4,998	0.11
		16,972	0.37
		5,179	0.12
			18.96
		125,945	2.87
		141,929	3.63
		264,268	6.34
		205,701	4.73
		372,227	8.61
		179,719	4.11
		132,079	3.03
		66,723	1.54
		201,547	4.54
		171,791	3.84
		115,288	2.65
		20,157	4.64
			52.25
		511,727	19.37
			19.37
			7.96
			18.96
			52.25
			19.37
			2.77
			3.43
			98.47
			2.15
			15.50
			3.39

ERICKSON CIVIL

DRAWN BY: CHECKED BY:

40418

07/01/2014

EASTON VILLAGE, LLC
2140 COUNTY ROAD 42 WEST
BURNSVILLE, MN 55337

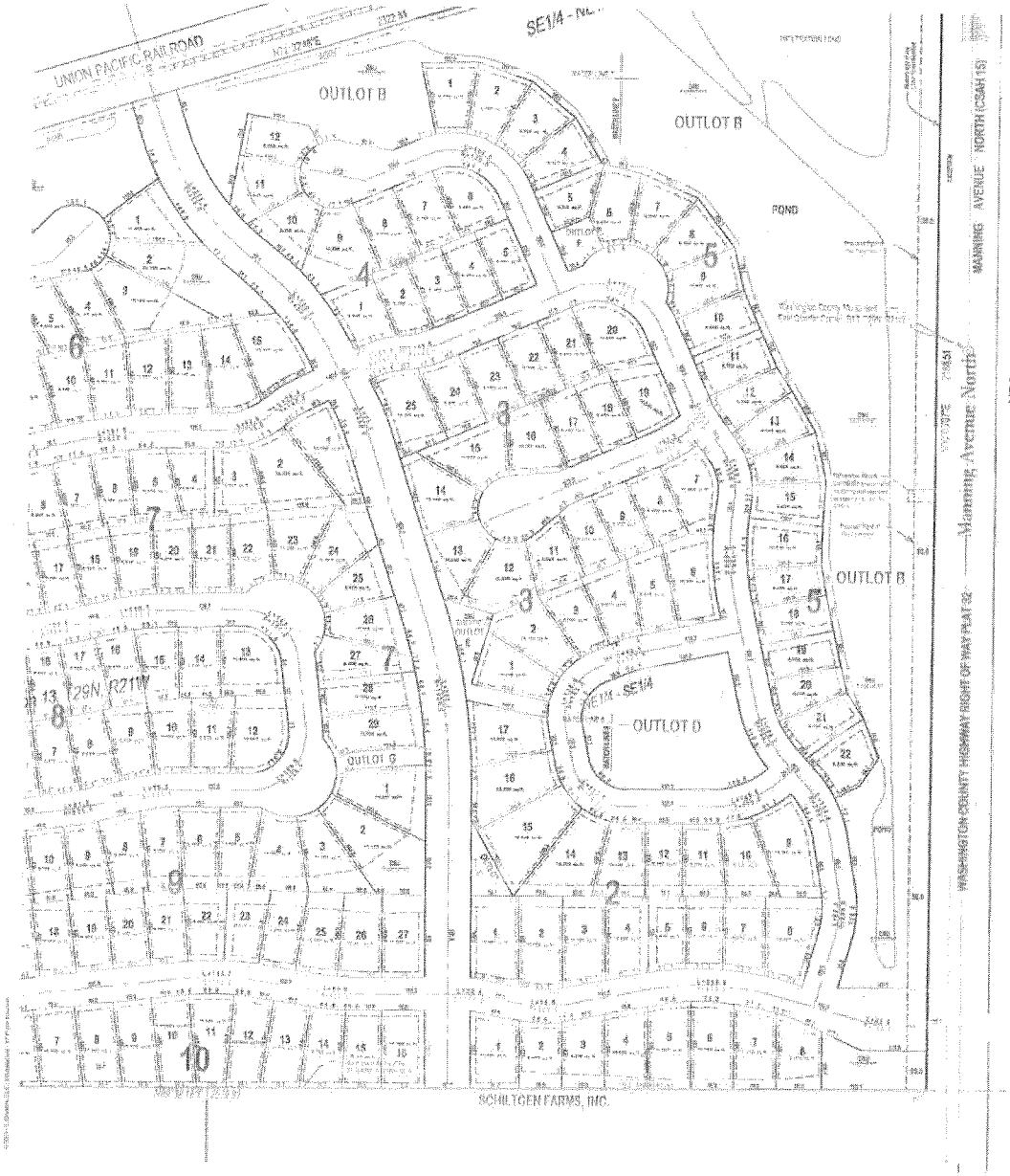
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PRELIMINARY PLAT
LAKE ELMO, MINNESOTA

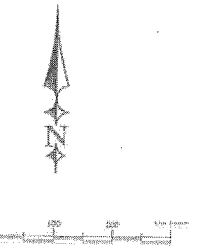
NO.	REVISION DESCRIPTION	DATE

JOB NO. 13-114
SCALE: 1"=200'
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SHEET TITLE
PRELIMINARY SITE PLAN

SHEET NO.
C5



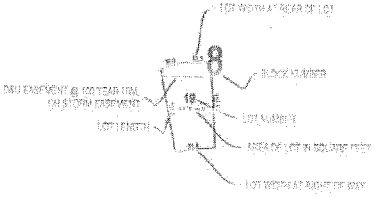


GRAPHIC SCALE

LEGEND

DEVELOPMENT STANDARDS

NOTES



TYPICAL LOT DETAIL



PROPOSED TYPICAL EASEMENT DETAIL

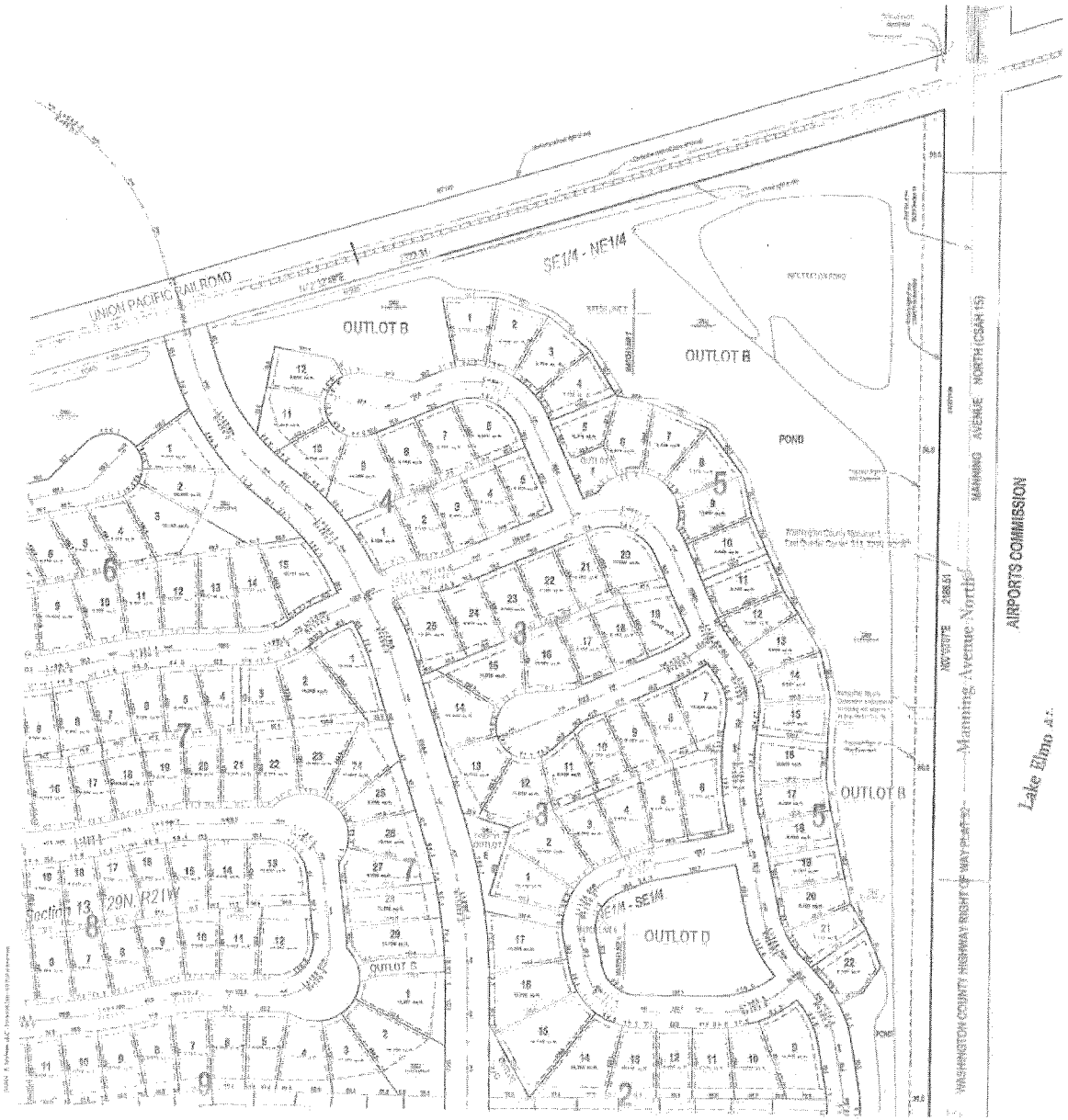
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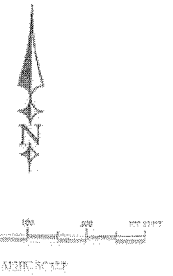
EASTON VILLAGE, LLC
2140 COUNTY ROAD 42 WEST
BURNSVILLE, MN 55337

EASTON VILLAGE
PRELIMINARY PLAT
LAKE ELMO, MINNESOTA

PRELIMINARY - SITE PLAN

C6

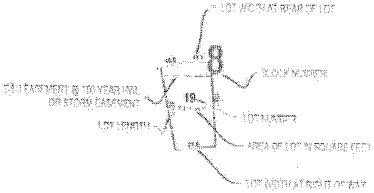




LEGEND

DEVELOPMENT STANDARDS

NOTES



TYPICAL LOT DETAIL



PROPOSED TYPICAL EASEMENT DETAIL

NOTE: EASEMENTS SHALL BE USED FOR THE INSTALLATION AND MAINTENANCE OF UTILITIES AND DRAINAGE FACILITIES. NO BUILDINGS OR TREES SHALL BE PLACED ON EASEMENTS. EASEMENTS SHALL BE KEPT CLEAR OF OBSTRUCTIONS THAT WOULD INTERFERE WITH THE INSTALLATION AND MAINTENANCE OF UTILITIES AND DRAINAGE FACILITIES. EASEMENTS SHALL BE MAINTAINED BY THE PROPERTY OWNER UNLESS OTHERWISE NOTED.

Erickson Civil

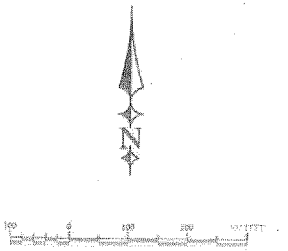
EASTON VILLAGE, LLC
2140 COUNTY ROAD C2 WEST
ROSEVILLE, MN 55113

EASTON VILLAGE
PRELIMINARY PLAT
LAKE ELMO, MINNESOTA

PRELIMINARY SITE PLAN

C7

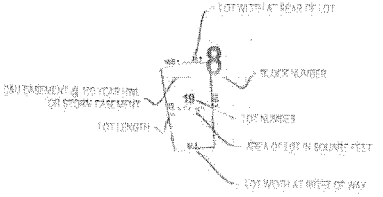




LEGEND

DEVELOPMENT STANDARDS

NOTES



TYPICAL LOT DETAIL



PROPOSED TYPICAL EASEMENT DETAIL

Ericksons Civil

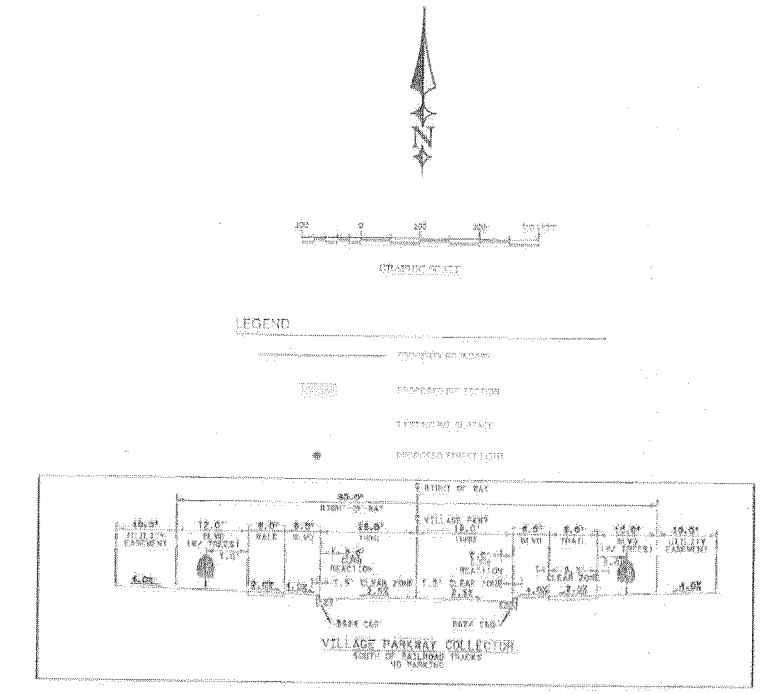
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2140 COUNTY ROAD 42 WEST
BURNSVILLE, MN 55337

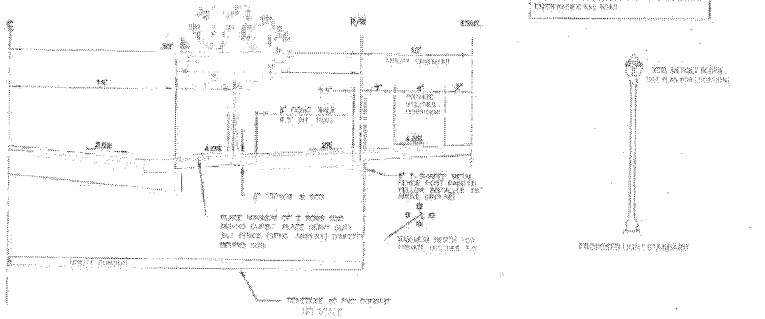
EASTON VILLAGE
PRELIMINARY PLAT
LAKE ELMO, MINNESOTA

PRELIMINARY SITE PLAN

C8







LOCAL STREET TYPICAL SECTION

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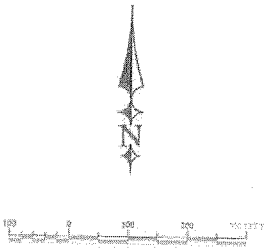
EASTON VILLAGE, LLC
21149 COUNTY ROAD 42 WEST
BURNSVILLE, MN 55337

EASTON VILLAGE
PRELIMINARY PLAT
LAKE ELMO, MINNESOTA

STREET LAYOUT PLAN

C9





LEGEND

PROPERTY BOUNDARY

STORMWATER FACILITY

PROPOSED SANITARY LINE

PROPOSED STREET LINE

ERICKSON CIVIL

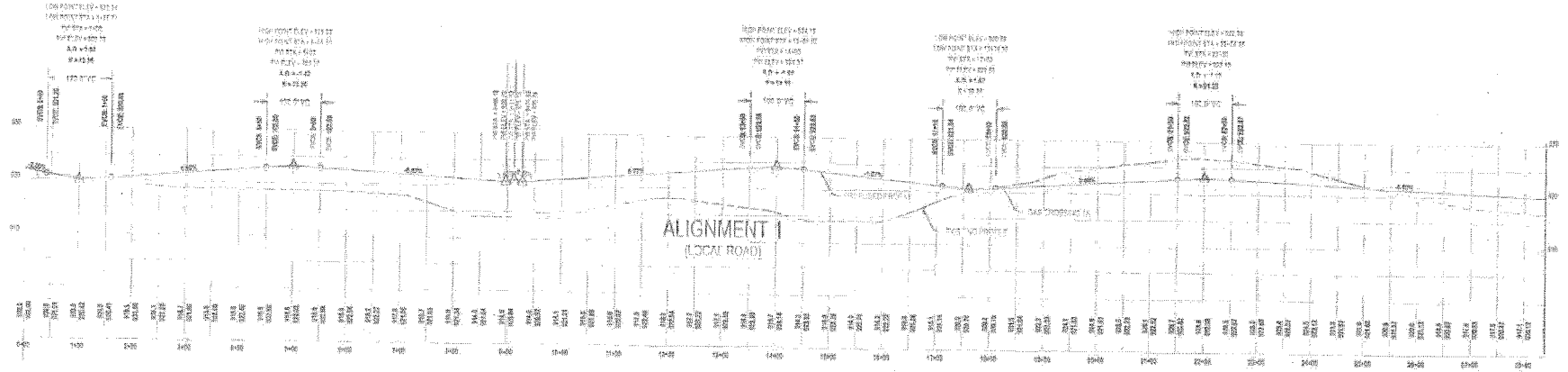
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21940 CR-JNTY ROAD 42 WEST
BURNSVILLE, MN 55337

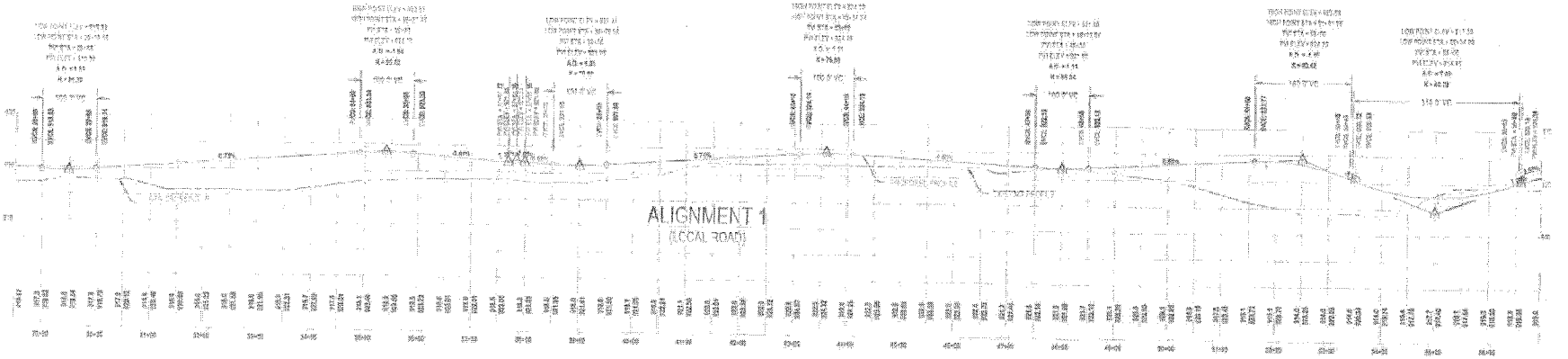
EASTON VILLAGE
PRELIMINARY PLAT
LAKE ELMO, MINNESOTA

19-114

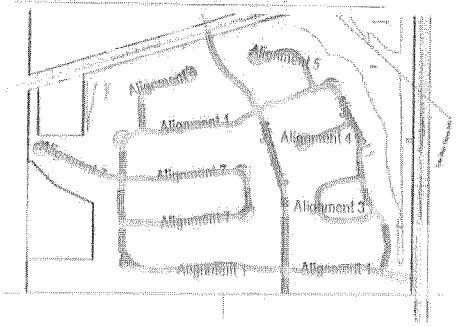
STREET LAYOUT PLAN

C10





ALIGNMENT REFERENCE MAP (NO SCALE)







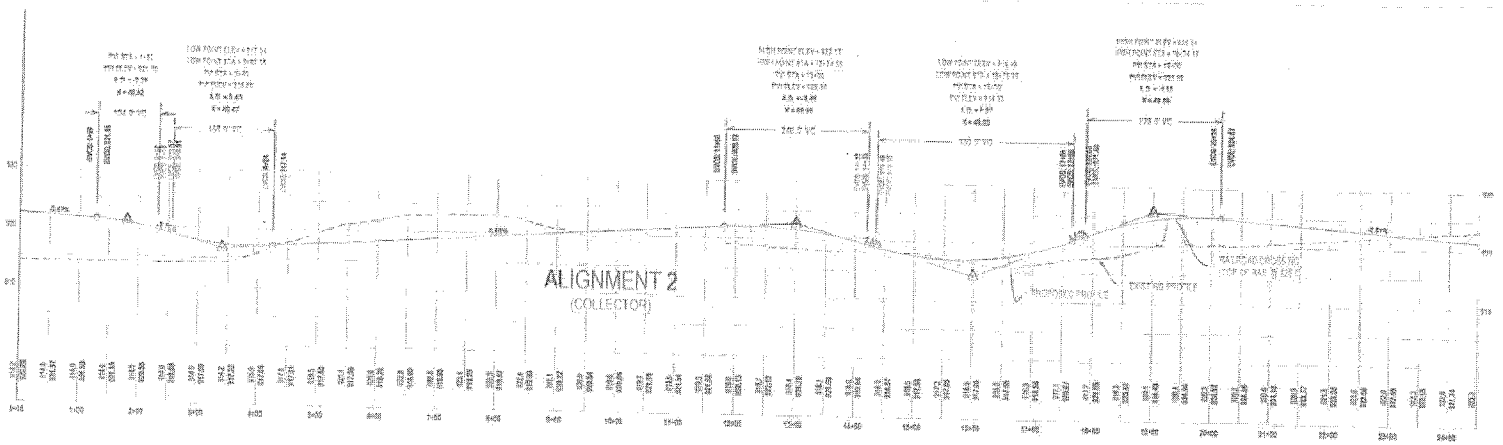
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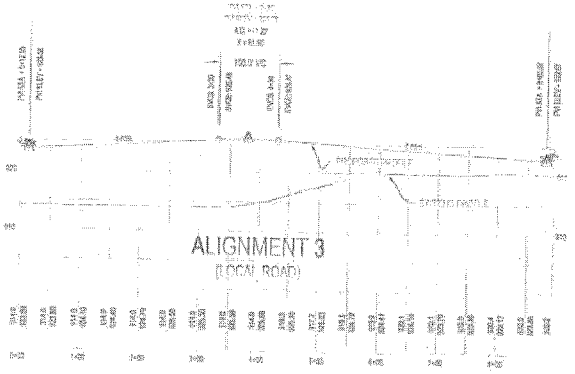
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21491 COUNTY ROAD 42 WEST
BURNSVILLE, MN 55337

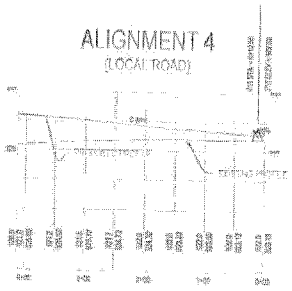
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PRELIMINARY PLAT
LAKE ELMO, MINNESOTA

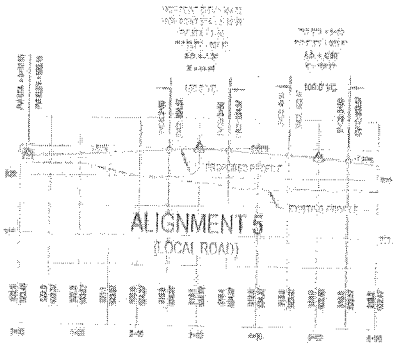
STREET PROFILES

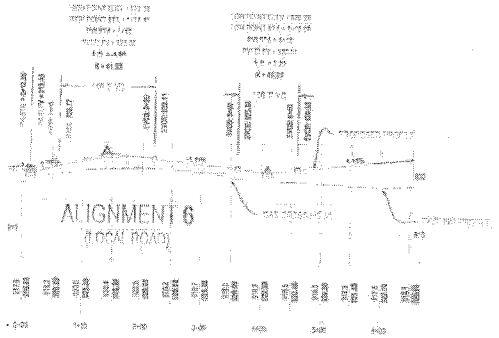
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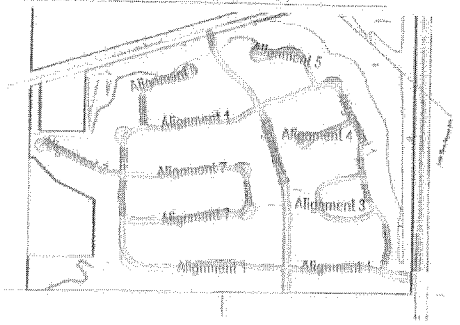








ALIGNMENT REFERENCE MAP (NO SCALE)



HORIZONTAL
(1" = 40' SCALE)

VERTICAL
(1" = 4' SCALE)

ERICKSON CIVIL

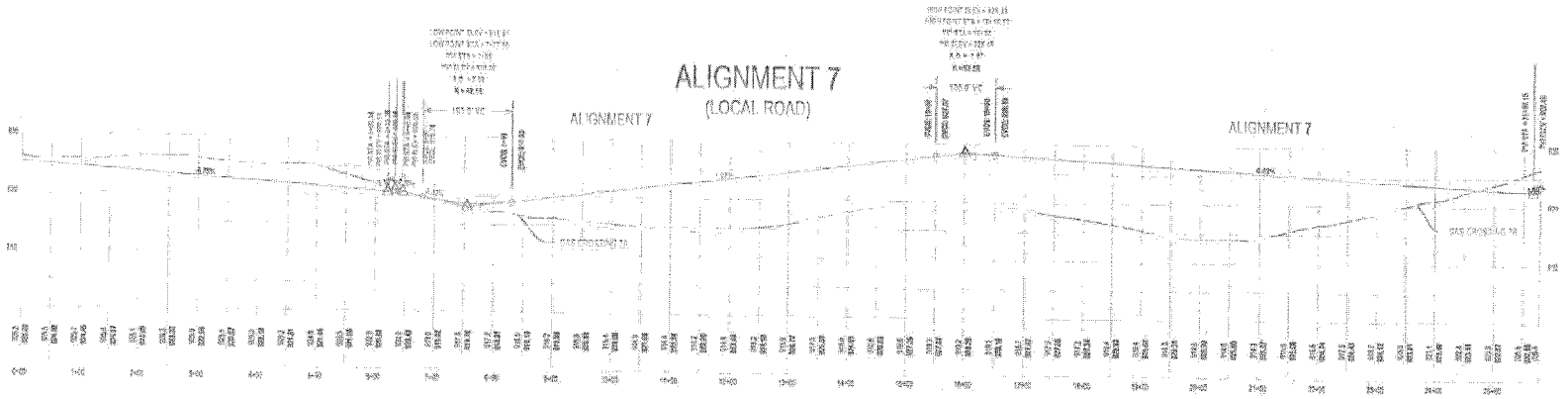
EASTON VILLAGE, LLC
21440 COUNTY ROAD 42 WEST
BURNSVILLE, MN 55337

EASTON VILLAGE
PRELIMINARY PLAT
LAKE ELMO, MINNESOTA

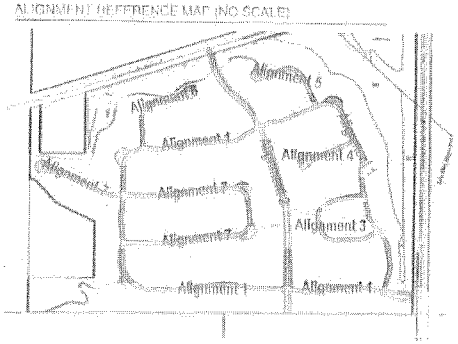
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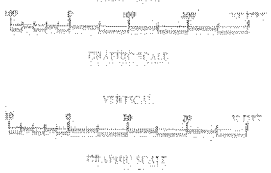
STREET PROFILES

C12



ALIGNMENT REFERENCE MAP (NO SCALE)





ERICKSON ENGINEERING

EASTON VILLAGE, LLC
2140 COUNTY ROAD 42 WEST
BURNSVILLE, MN 55337

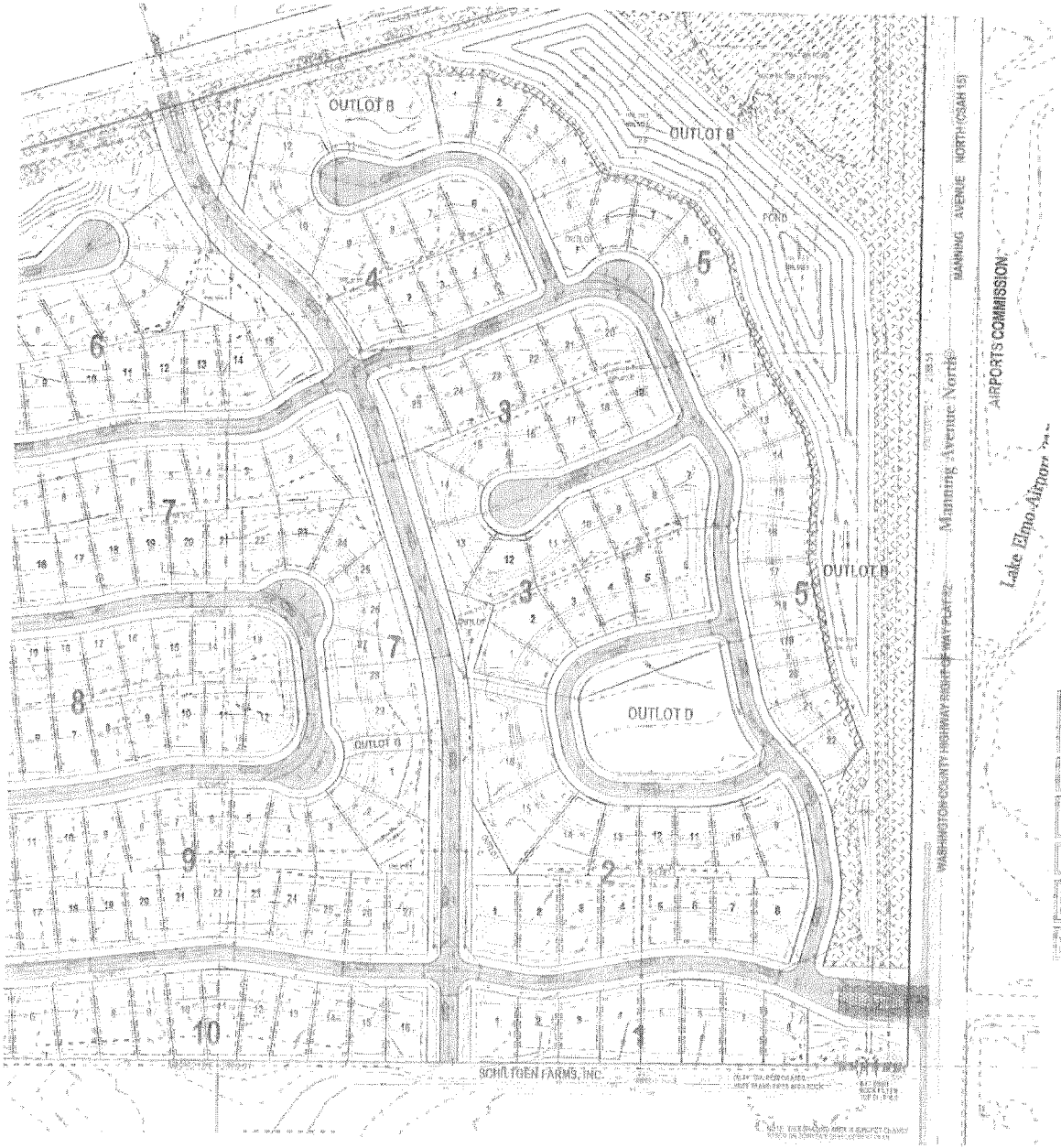
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LAKE ELMO, MINNESOTA

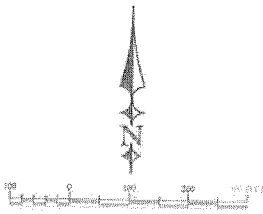
NO.	REVISION DESCRIPTION	DATE

DESIGNED: JMH
DRAWN: TAE, JMH
CHECKED: TAE

STREET PROFILES

C13





LEGEND

NOTE:

GRADING AND EROSION CONTROL NOTES:

NOTES:

ALL CONSTRUCTION DEBRIS SHALL BE DISPOSED OF OFF-SITE.

ALL CONSTRUCTION DEBRIS SHALL BE CONTAINED IN DUMPSTERS AND ROLL OFF BOXES AND EMPTIED WHEN DEBRIS REACHES THE TOP OF THE CONTAINER.

SEE DETAILS FOR SILT FENCE INSTALLATION AND MAINTENANCE.

SEE DETAILS FOR INLET PROTECTION AND MAINTENANCE.

ALL CONSTRUCTION ENTRANCES SHALL BE CONSTRUCTED WITH 3" CRUSHED ROCK OVER GEOTEXTILE FABRIC AND MAINTAINED FOR THE DURATION OF THE PROJECT.

SEE DETAILS FOR SILT FENCE INSTALLATION AND MAINTENANCE.

NOTES WITH A STAR (*) REFER TO ITEMS THAT ARE REQUIRED ON SITE BEFORE THE PERMIT CAN BE ISSUED.

ERICKSON CIVIL

DRAWING STATUS

40418

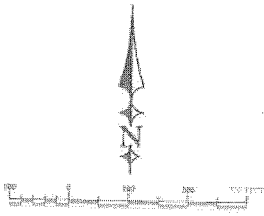
EASTON VILLAGE, LLC
21-09 COUNTY ROAD 42 WEST
BURNSVILLE, MN 55337

EASTON VILLAGE
PRELIMINARY PLAT
LAKE ELMO, MINNESOTA

EROSION CONTROL PLAN

C1.4





LEGEND

NOTE:
ALL CONSTRUCTION DEBRIS SHALL BE CONTAINED IN DUMPSTERS AND ROLL OFF BOXES AND TARP HELD IN ON SITES BEFORE THE TOP OF THE CONTAINER

SEE SWPPP DOCUMENT FOR NOTES ON ALL BMP'S AND BMP CONSTRUCTION SEQUENCE AND THE NUMBERS OF CORRESPONDENCE

CONTRACTOR SHALL REPLACE ROCK CONSTRUCTION ENTRANCE WHEN DEEMED FILLED WITH SEDIMENT OR IF BECOME SO SMOOTH AS TO BE ABLE TO CONVEY MUD ONTO PAVED ROADWAYS AS DIRECTED BY ENGINEER

GRADING AND EROSION CONTROL NOTES:

ERICKSON CIVIL

EASTON VILLAGE, LLC
2140 COUNTY ROAD 42 WEST
BURNSVILLE, MN 55337

EASTON VILLAGE
PRELIMINARY PLAT
LAKE ELMO, MINNESOTA

EROSION CONTROL PLAN

C15



GRAPHIC SCALE

LEGEND

GRADING AND EROSION CONTROL NOTES

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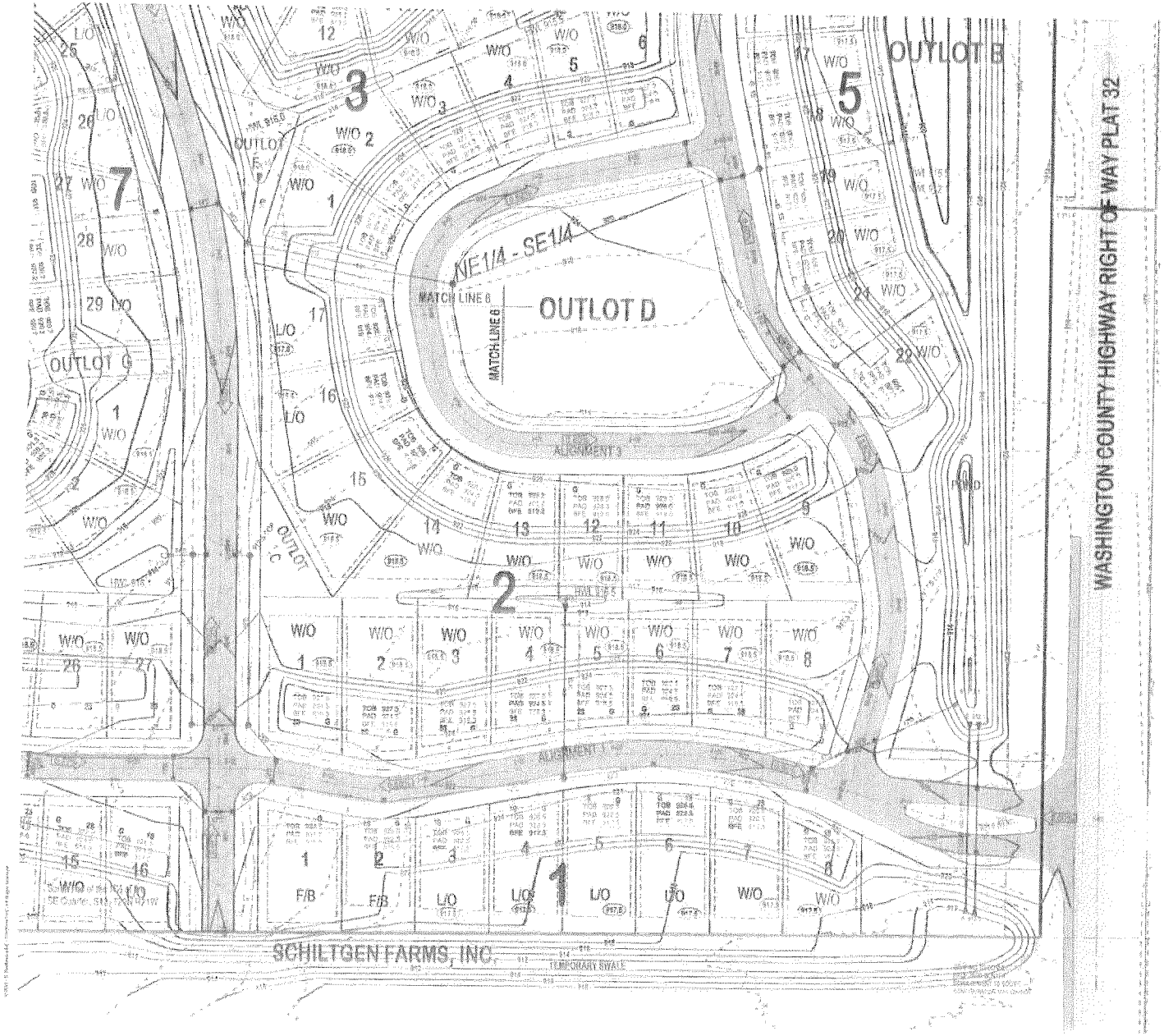
EASTON VILLAGE, LLC
21140 COUNTY ROAD 42 WEST
BURNSVILLE, MN 55337

EASTON VILLAGE
PRELIMINARY PLAT
LAKE ELMO, MINNESOTA

13-119

EROSION CONTROL PLAN

C16



GRAPHIC SCALE

LEGEND

DEVELOPMENT STANDARDS

GRADING NOTES

LOT GRADING DETAIL

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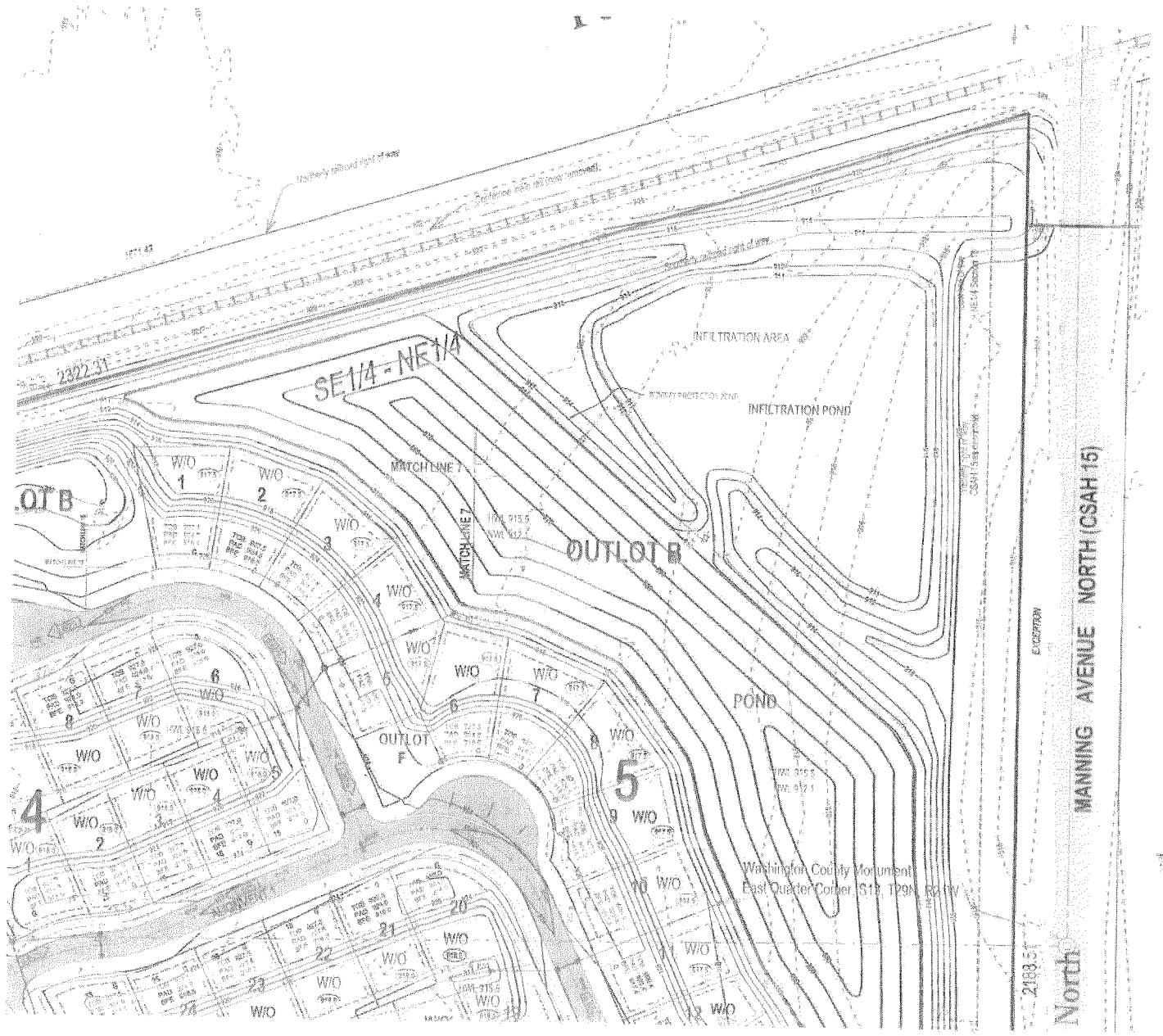
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2140 COUNTY ROAD 42 WEST
BURNSVILLE, MN 55337

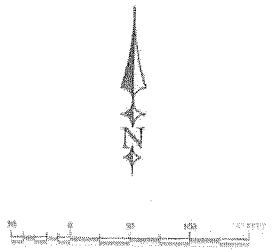
EASTON VILLAGE
PRELIMINARY PLAT
LAKE ELMO, MINNESOTA

GRADING PLAN

SHEET NO.
C17

EASTON VILLAGE
PRELIMINARY PLAT
LAKE ELMO, MINNESOTA
EASTON VILLAGE, LLC
2140 COUNTY ROAD 42 WEST
BURNSVILLE, MN 55337
GRADING PLAN
C18
LEGEND
DEVELOPMENT STANDARDS
GRADING NOTES
LOT GRADING PLAN
Manning Avenue North
MANNING AVENUE NORTH (CSAH 15)
AV PLAT 32
N00°03'07"E 2188.51
POND
OUTLOT B
OUTLOT F
OUTLOT A
W/O
F.F. 965.5
LOWEST FLOOR ELEVATION
TOP OF FOUNDATION
GARAGE FLOOR SLOPE
DRIVEWAY GRADE
SILT FENCE
TREE PROTECTION FENCE
CONSTRUCTION ENTRANCE
INLET PROTECTION
914
916
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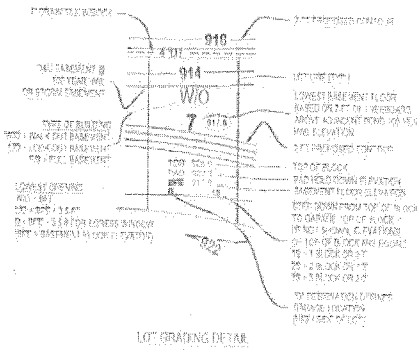




LEGEND

DEVELOPMENT STANDARDS

GRADING NOTES:



LOT GRADING DETAIL

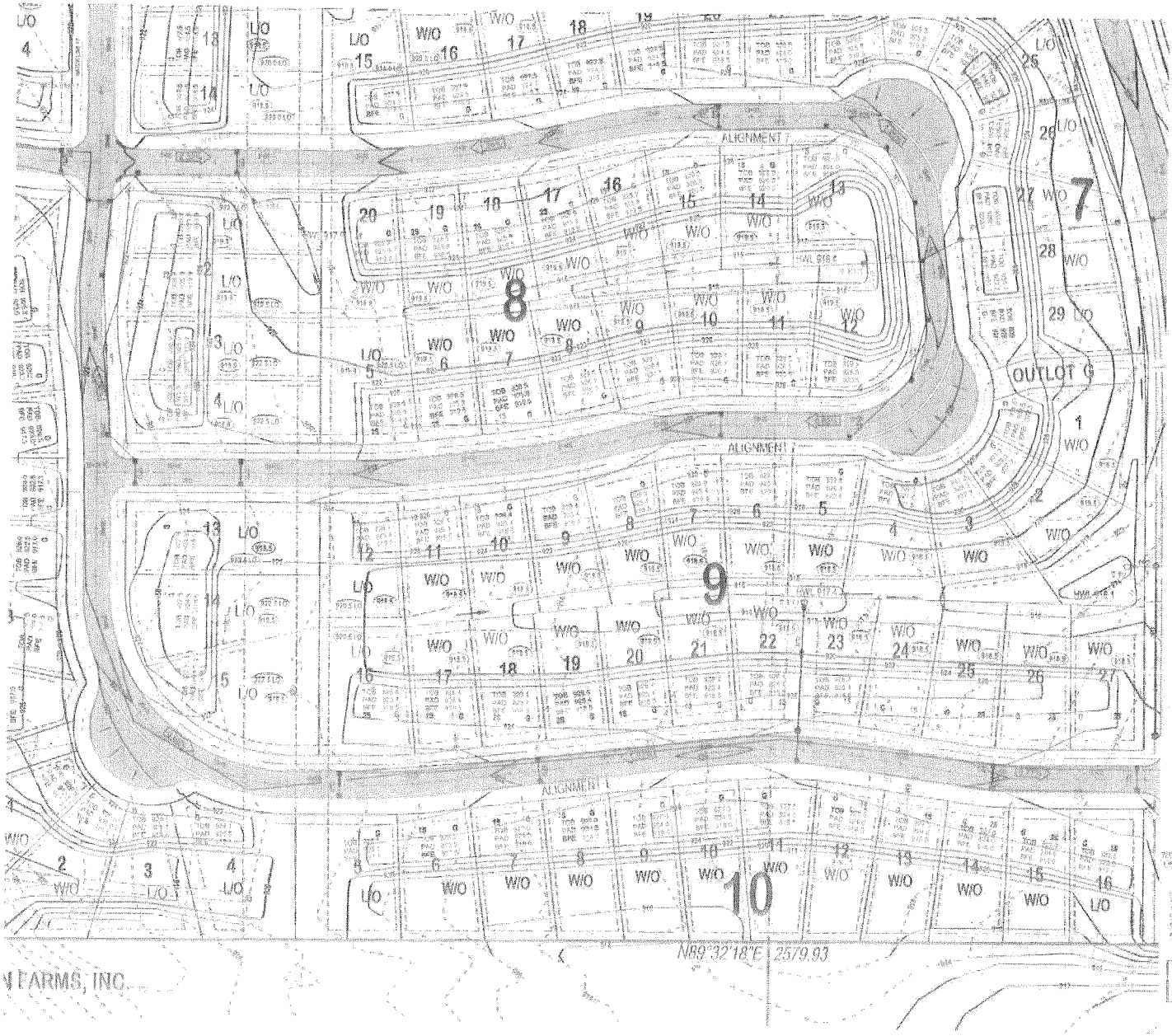
ERICKSON CIVIL

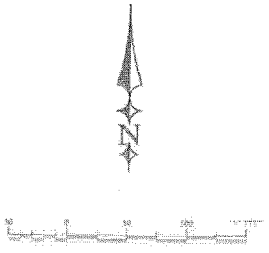
EASTON VILLAGE, LLC
2140 COUNTY ROAD 42 WEST
BURNSVILLE, MN 55337

EASTON VILLAGE
PRELIMINARY PLAT
LAKE ELMO, MINNESOTA

GRADING PLAN

C19

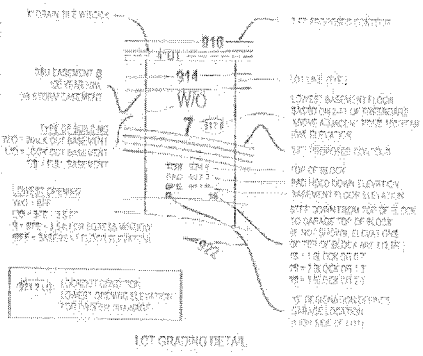




LEGEND

DEVELOPMENT STANDARDS

GRADING NOTES:



ERICKSON CIVIL

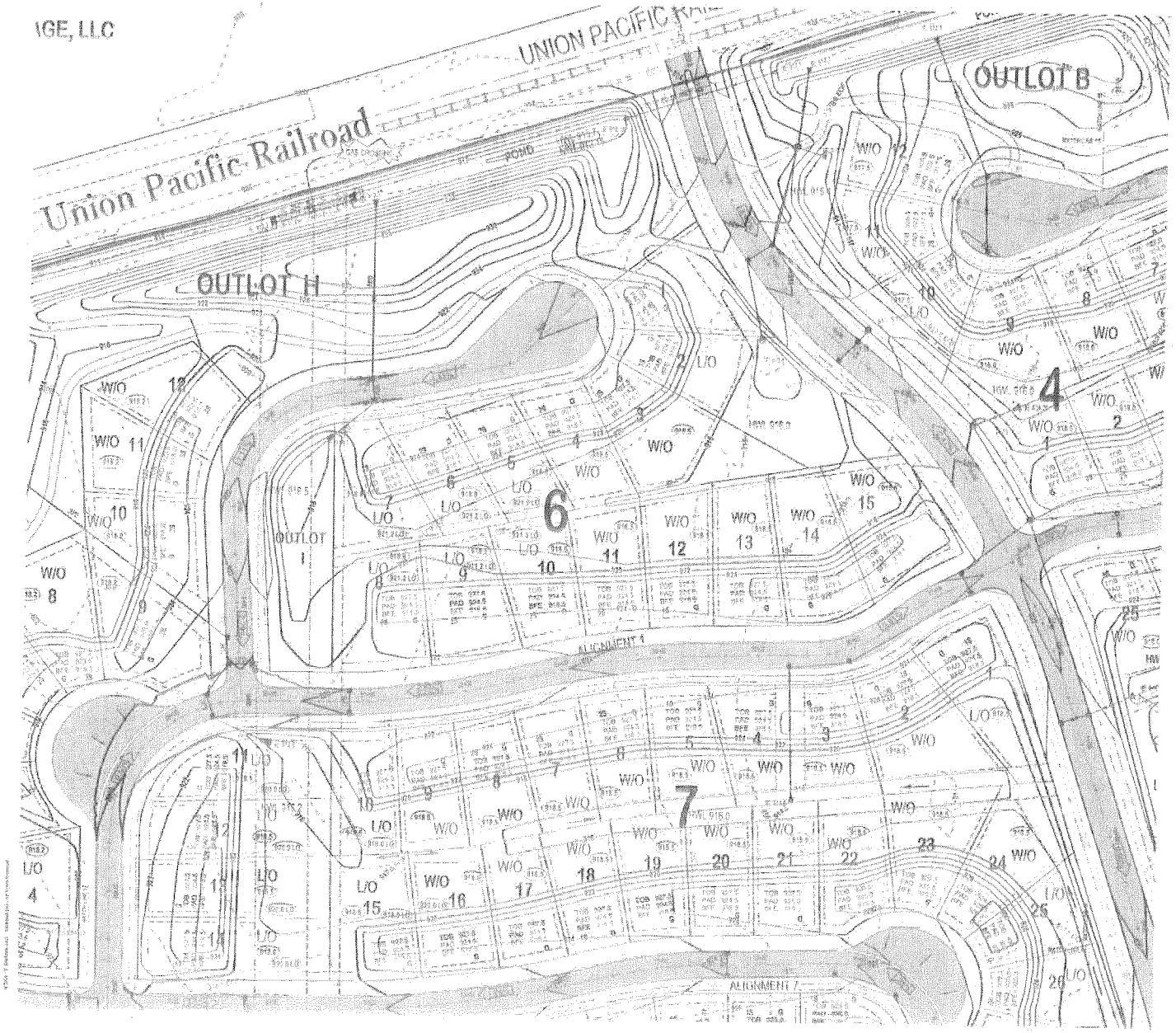
EASTON VILLAGE, LLC
21140 COUNTY ROAD 42 WEST
BURNSVILLE, MN 55337

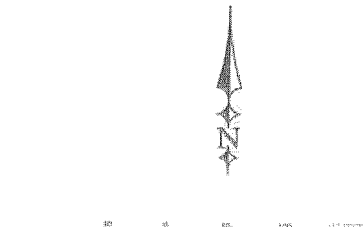
EASTON VILLAGE
PRELIMINARY PLAT
LAKE ELMO, MINNESOTA

GRADING PLAN

C20

\GE, LLC

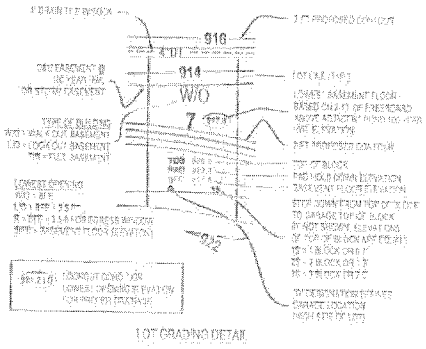




LEGEND

DEVELOPMENT STANDARDS

GRADING NOTES



LOT GRADING DETAIL

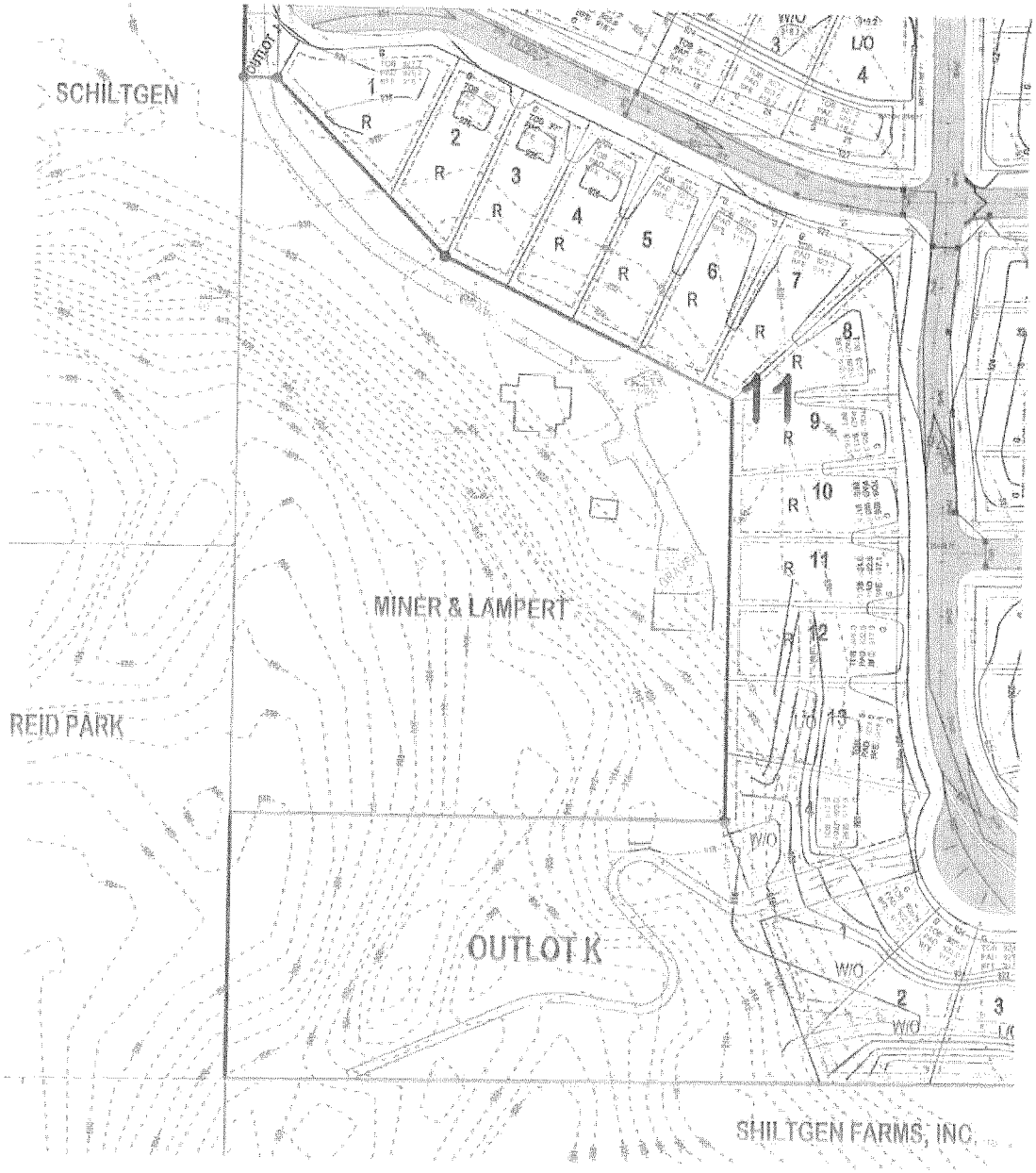
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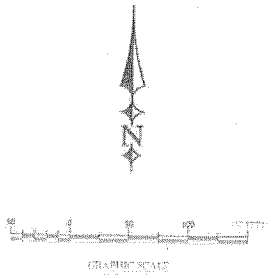
EASTON VILLAGE, LLC
2146 COUNTY ROAD 42 WEST
BURNSVILLE, MN 55337

EASTON VILLAGE
PRELIMINARY PLAT
LAKE ELMO, MINNESOTA

GRADING PLAN

C21

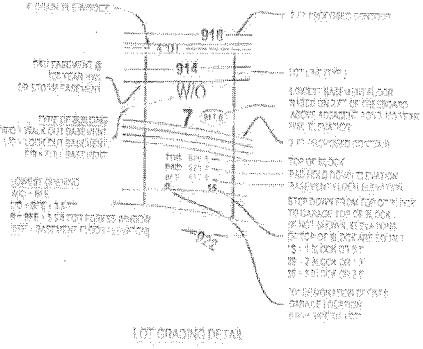




LEGEND

DEVELOPMENT STANDARDS

GRADING NOTES



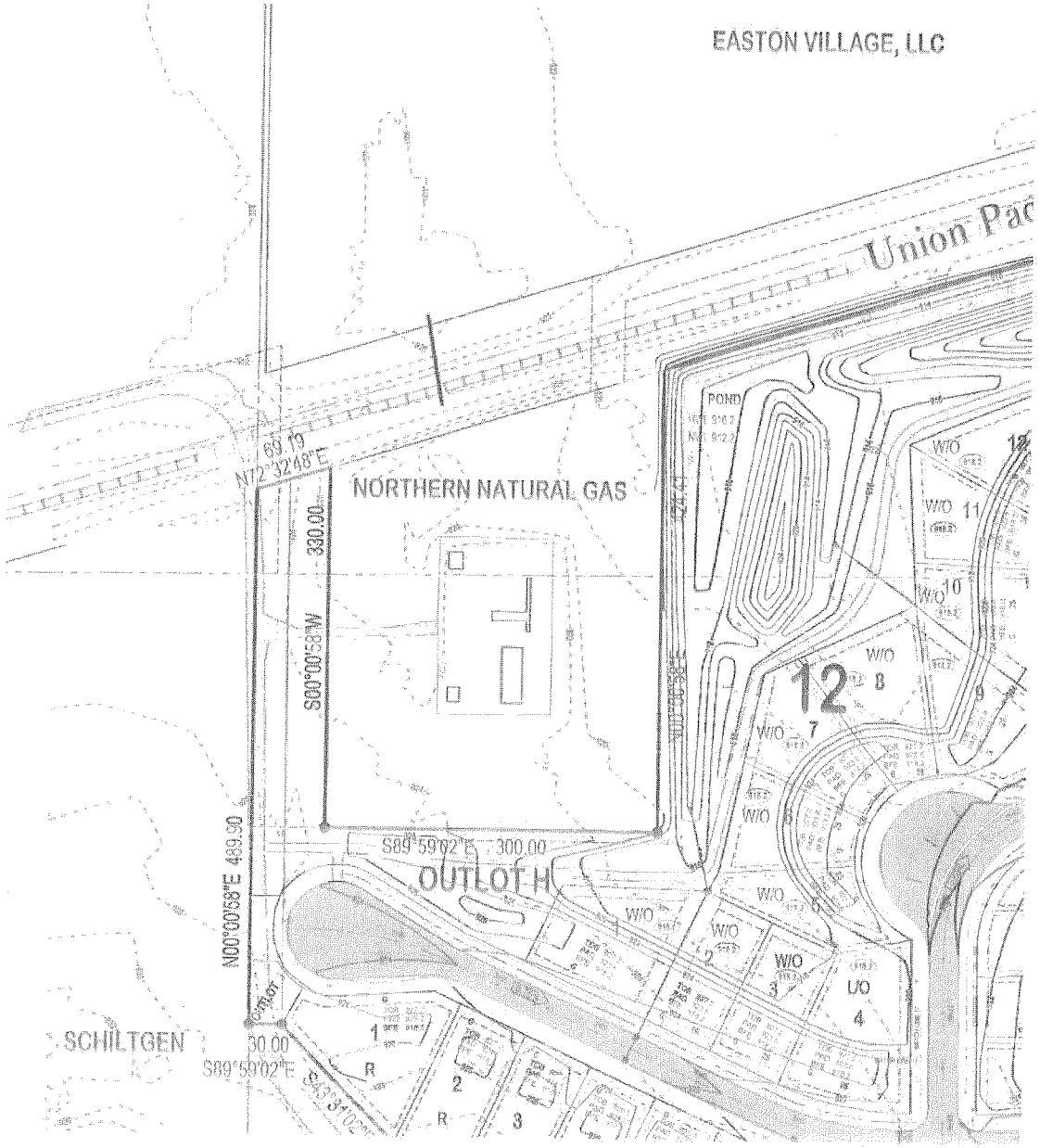
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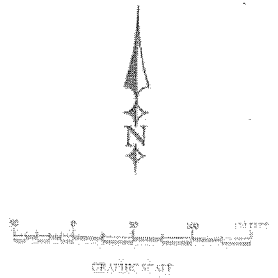
EASTON VILLAGE, LLC
2445 COUNTY ROAD C2 WEST
ROSEVILLE, MN 55113

EASTON VILLAGE
PRELIMINARY PLAT
LAKE ELMO, MINNESOTA

GRADING PLAN

C22

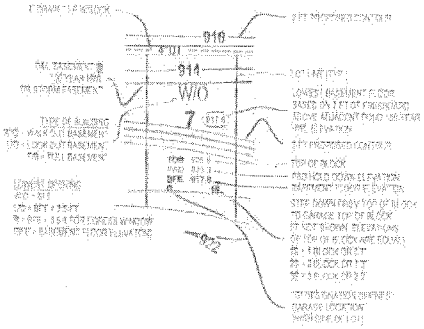




LEGEND

DEVELOPMENT STANDARDS

GRADING NOTES



ERICKSON CIVIL

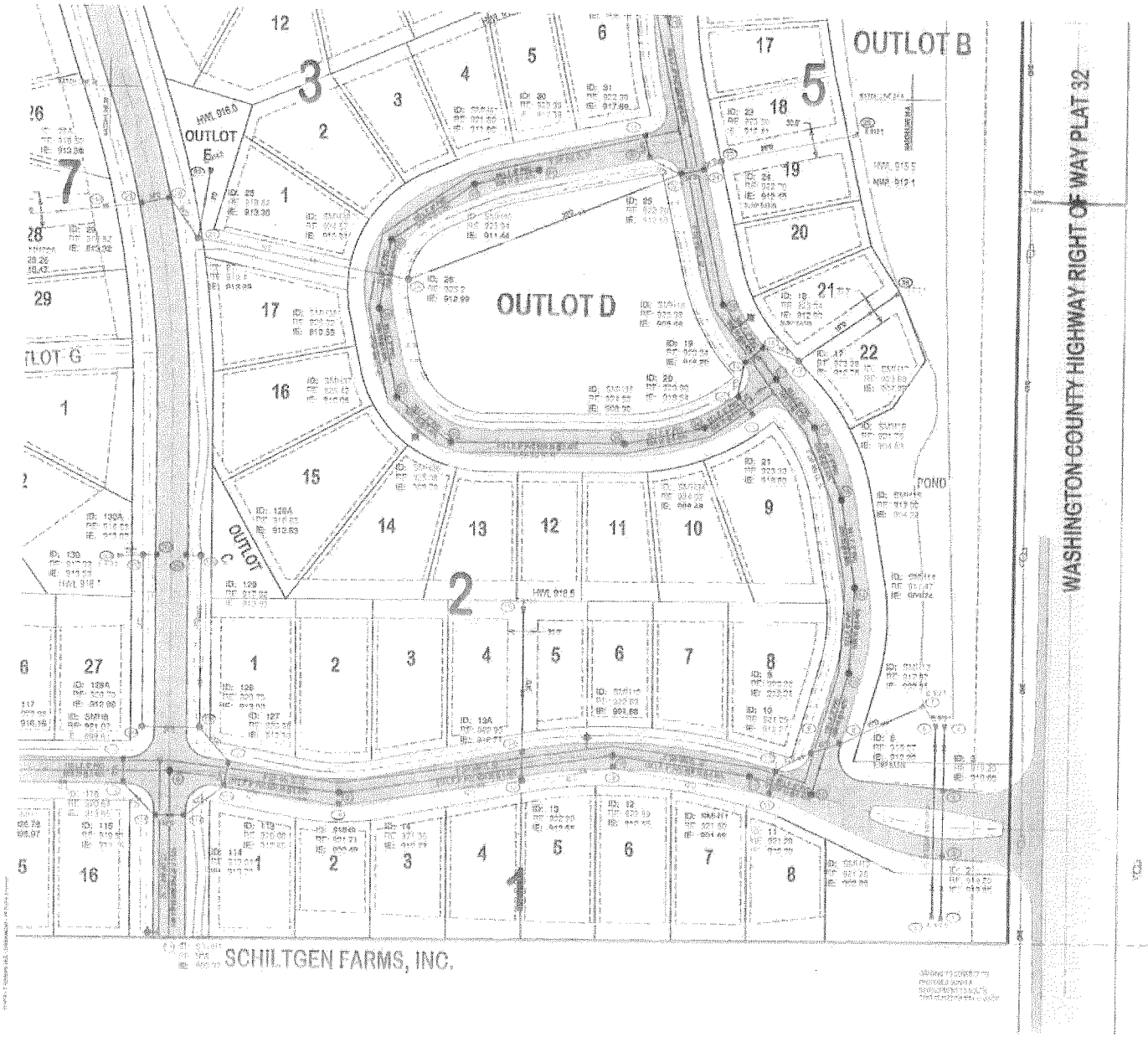
EASTON VILLAGE, LLC
21140 COUNTY ROAD 42 WEST
BURNSVILLE, MN 55337

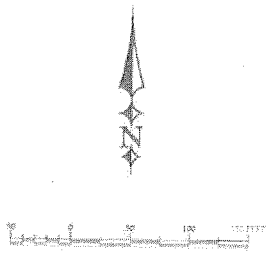
EASTON VILLAGE
PRELIMINARY PLAT
LAKE ELMO, MINNESOTA

JOB NO. ED-1112
DES. TAB, EDB
DRN. TAB
CHK. EDB

GRADING PLAN

SHEET NO.
C23





LEGEND

NOTES

ERICKSON CIVIL

EASTON VILLAGE, LLC
21440 COUNTY ROAD 42 WEST
BURNSVILLE, MN 55337

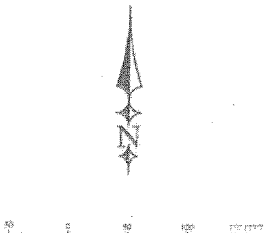
EASTON VILLAGE
PRELIMINARY PLAT
LAKE ELMO, MINNESOTA

UTILITY PLAN

SHEET
C24

AIRPORTS COMMISSION
MANNING AVENUE NORTH (CSAH
Manning Avenue North
N00°03'07"E 2188.51
OUTLOT B
POND
OUTLOT F
OUTLOT B
EASTON VILLAGE
PRELIMINARY PLAT
LAKE ELMO, MINNESOTA
EASTON VILLAGE, LLC
2140 COUNTY ROAD 42 WEST
BURNSVILLE, MN 55337
C25





LEGEND

NOTES

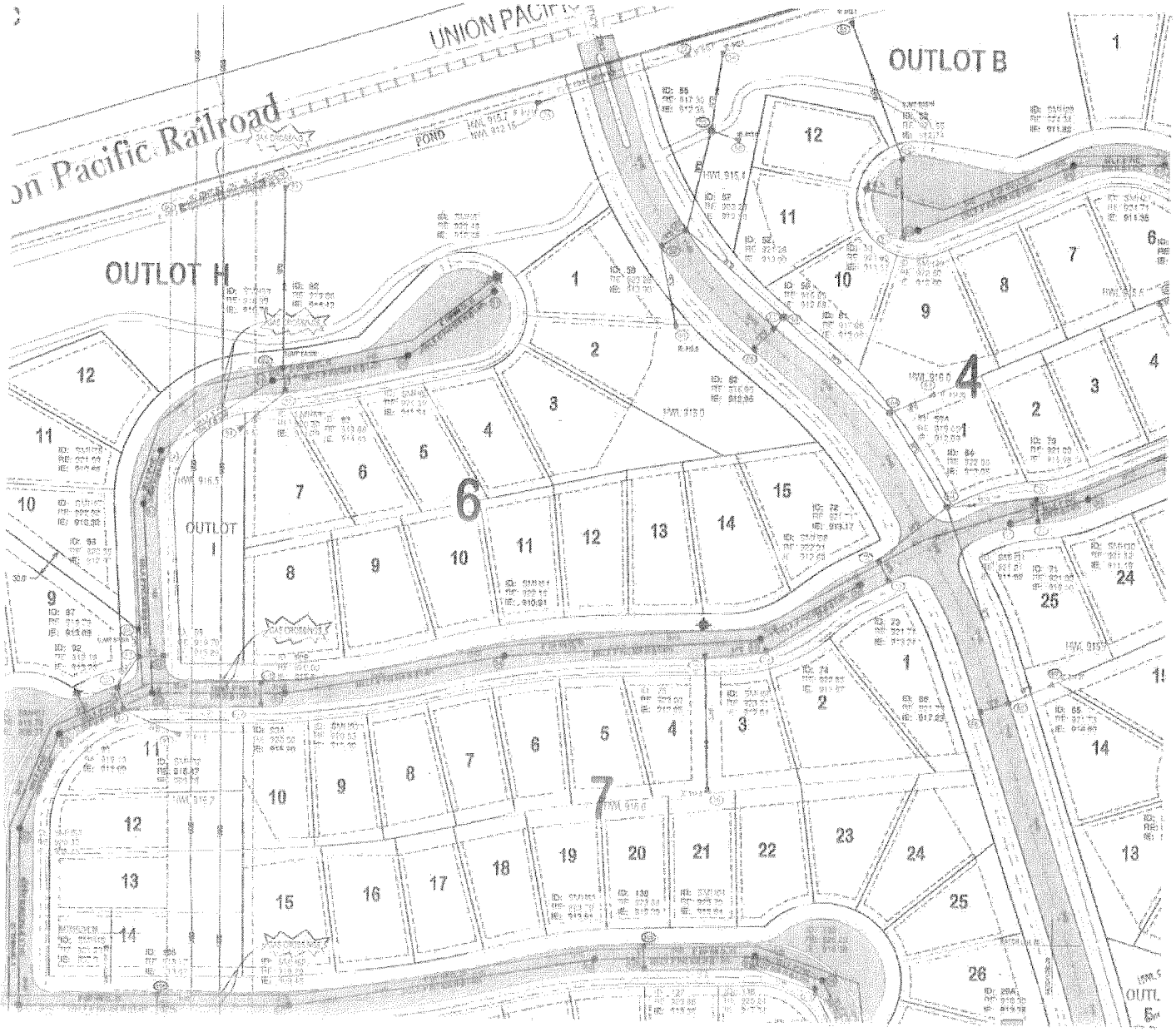
ERICKSON CIVIL

EASTON VILLAGE, LLC
2140 COUNTY ROAD 42 WEST
BURNSVILLE, MN 55337

EASTON VILLAGE
PRELIMINARY PLAT
LAKE ELMO, MINNESOTA

UTILITY PLAN

C26





LEGEND

NOTES

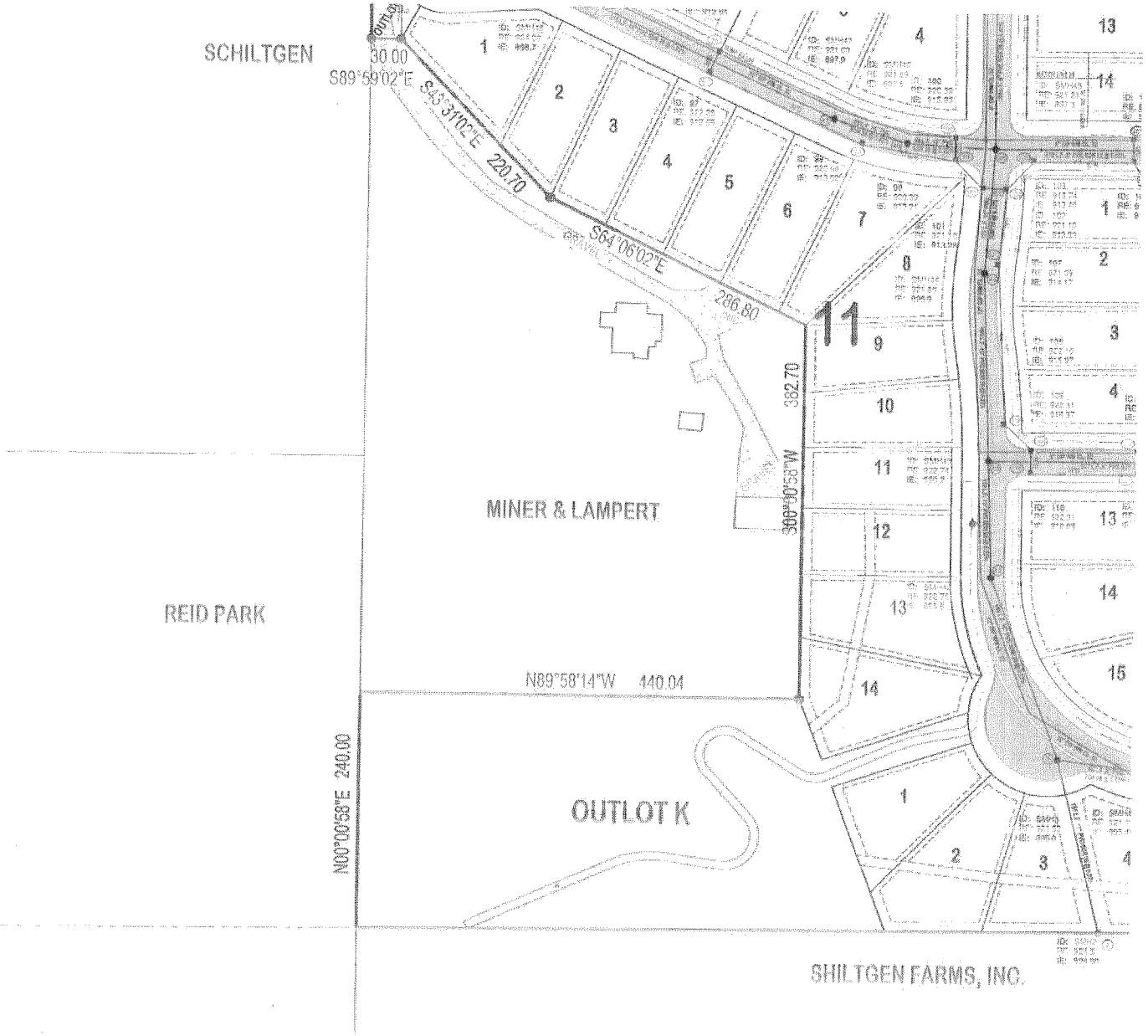
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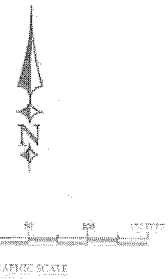
EASTON VILLAGE, LLC
21140 COUNTY ROAD 42 WEST
BURNSVILLE, MN 55337

EASTON VILLAGE
PRELIMINARY PLAT
LAKE ELMO, MINNESOTA

UTILITY PLAN

C27





LEGEND

NOTES

1. [illegible]
2. [illegible]

ERICKSON CIVIL

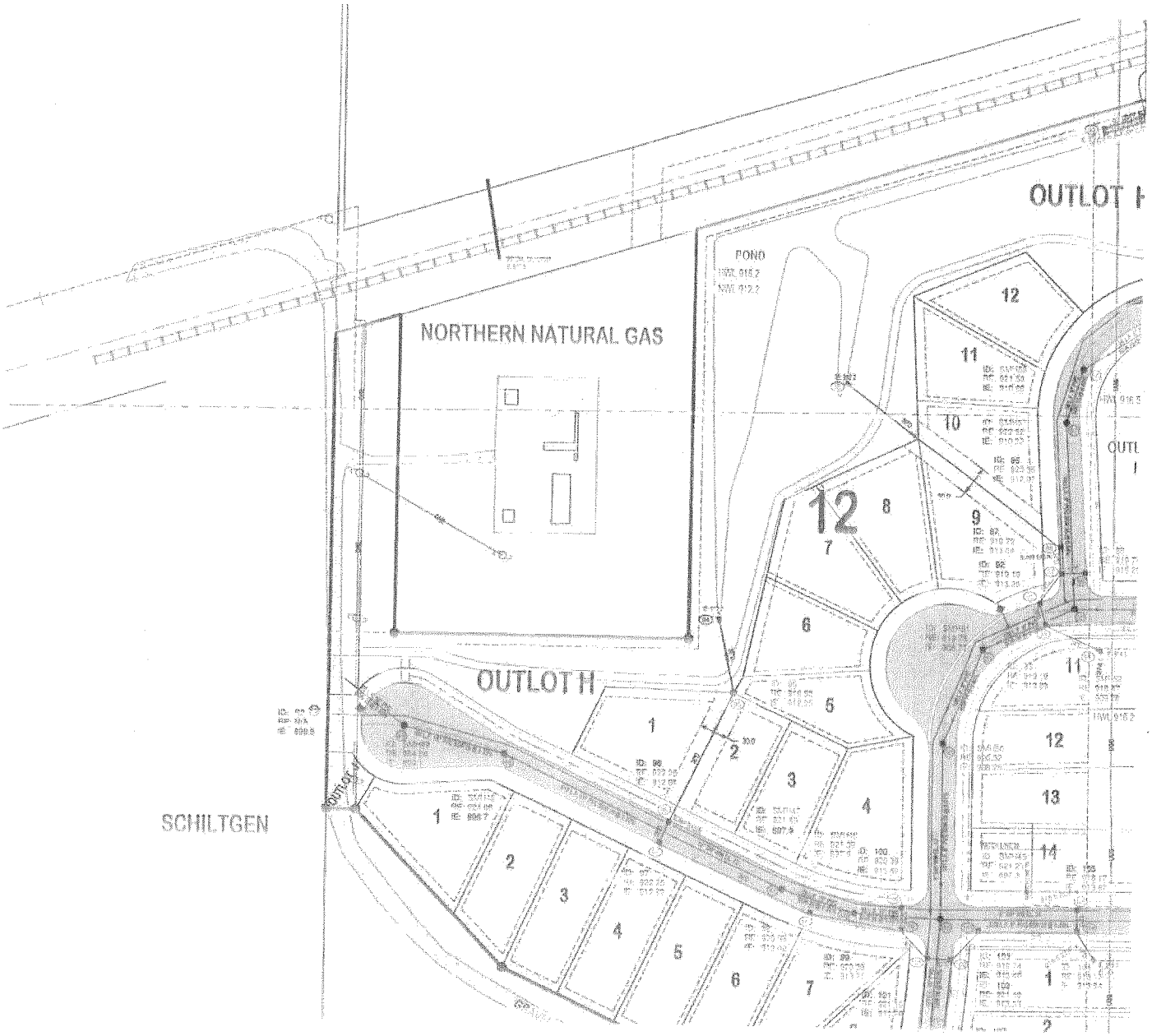
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EASTON VILLAGE, LLC
2140 COUNTY ROAD 42 WEST
BURNSVILLE, MN 55337

EASTON VILLAGE
PRELIMINARY PLAT
LAKE ELMO, MINNESOTA

UTILITY PLAN

C28



N

GRAPHIC SCALE

LEGEND

NOTES

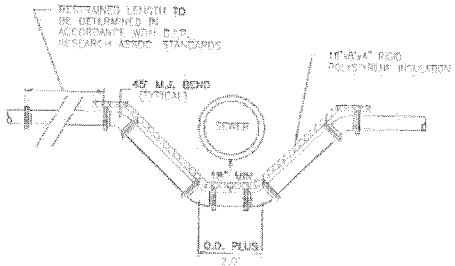
ERICKSON CIVIL

EASTON VILLAGE, LLC
2140 COUNTY ROAD 42 WEST
BURNSVILLE, MN 55337

EASTON VILLAGE
PRELIMINARY PLAT
LAKE ELMO, MINNESOTA

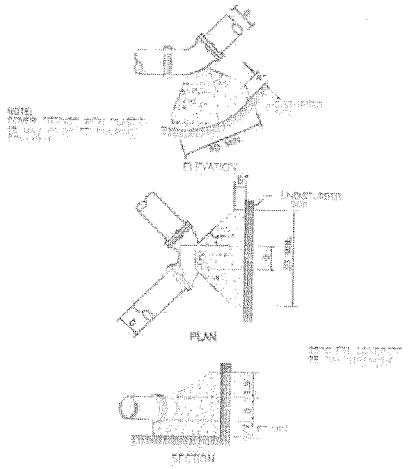
UTILITY PLAN

C29

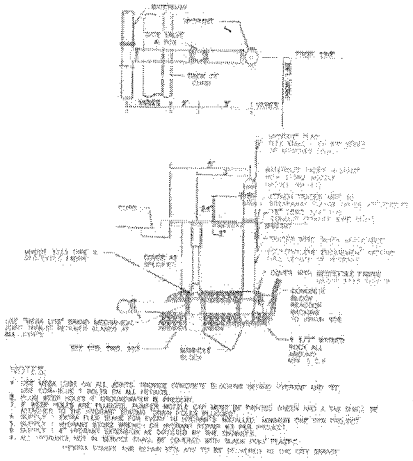


NOTE: FITTINGS SHALL BE RESTRAINED WITH THE USE OF APPROVED MECHANICAL JOINT RESTRAINING GLANDS

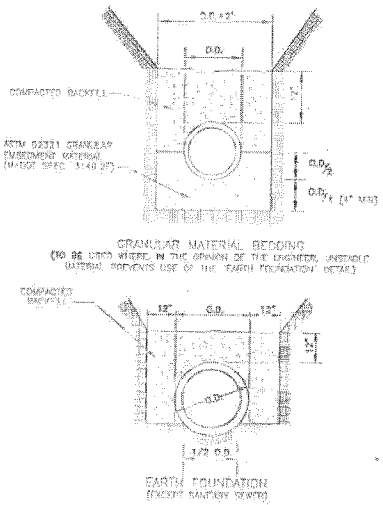
WATERMAIN OFFSET
NO SCALE



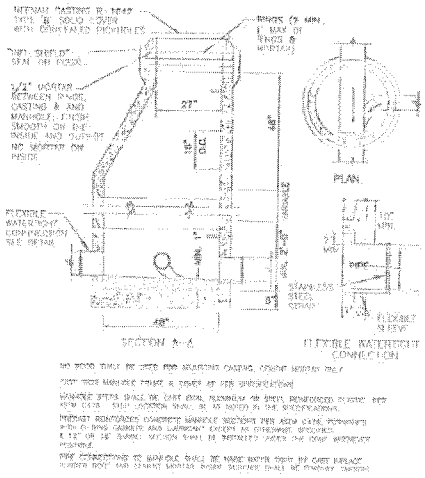
CONCRETE REACTION BACKING
NO SCALE



TYPICAL HYDRANT LAYOUT
NO SCALE



PIPE FOUNDATION DETAILS
NO SCALE



NO WOOD SHALL BE USED FOR MEASURING CASING, CRADLE WIDTH, ETC.

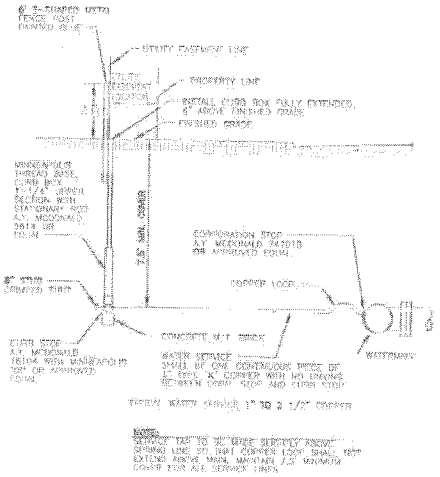
FIRST TWO MANHOLE FRAME & COVER AT PER SPECIFICATIONS

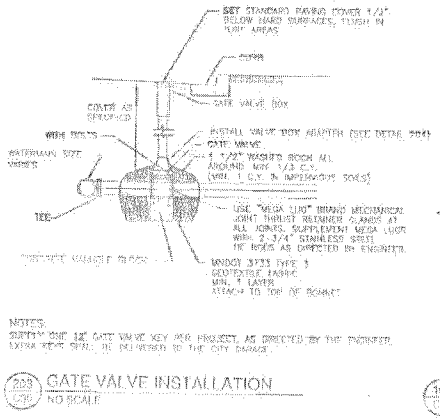
MANHOLE STEPS SHALL BE CAST IRON, ALUMINUM OR STEEL REINFORCED PLASTIC PER ASTM D4101. STEP LOCATION SHALL BE AS NOTED IN THE SPECIFICATIONS.

INTERIOR REINFORCED CONCRETE MANHOLE SECTIONS PER ASTM C478, PERFORMED WITH O-RING GASKETS AND LUBRICANT EXCEPT AS OTHERWISE SPECIFIED. 6", 12" OR 18" RISERS SECTION SHALL BE INSTALLED UNDER THE LOWER WATERTIGHT POSITIVE.

PIPE PENETRATIONS TO MANHOLE SHALL BE MADE WITH CORE BIT FOR CAST REPLACE. RUBBER BOOT FOR CLEANOUT WATER RIGHT SURFACE SHALL BE STAINLESS STEEL.

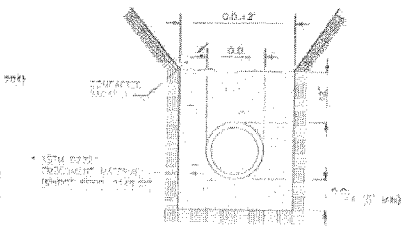
SANITARY SEWER MANHOLE, TYPE 301
NO SCALE





NOTES:
SUBSTITUTE ONE 16" GATE VALVE KEY PER PROJECT, AS DIRECTED BY THE ENGINEER. EXTRA KEYS SHALL BE DELIVERED TO THE CITY GARAGE.

GATE VALVE INSTALLATION
NO SCALE



GRANULAR MATERIAL BEDDING METHOD
NO SCALE

CITY OF LAKE ELMO STANDARD PLATE SHOWN ABOVE. LAKE ELMO STANDARDS PLATES SHALL BE UTILIZED FOR ALL INSTALLATION

ERICKSON CIVIL

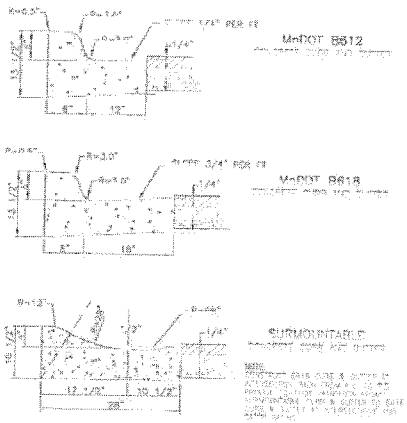
EASTON VILLAGE, LLC
2140 COUNTY ROAD 42 WEST
BURNSVILLE, MN 55337

EASTON VILLAGE
PRELIMINARY PLAT
LAKE ELMO, MINNESOTA

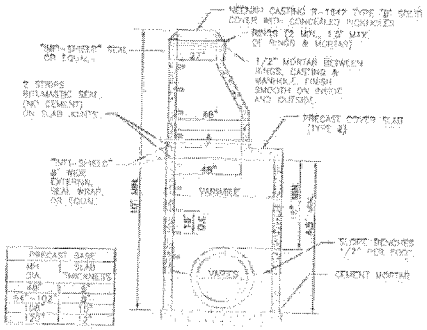
12-11-13
TAE, JSR
TAE

DETAILS

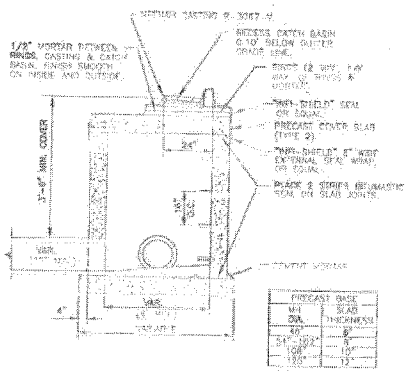
C30



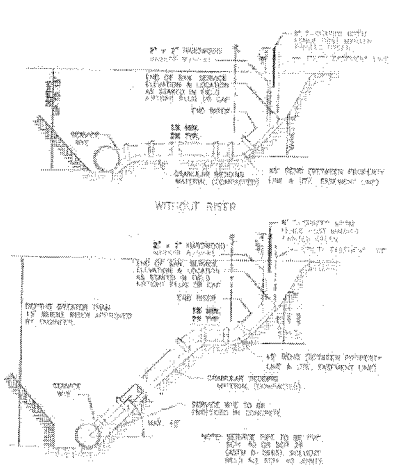
501 C31 CONCRETE CURB & GUTTER
NO SCALE



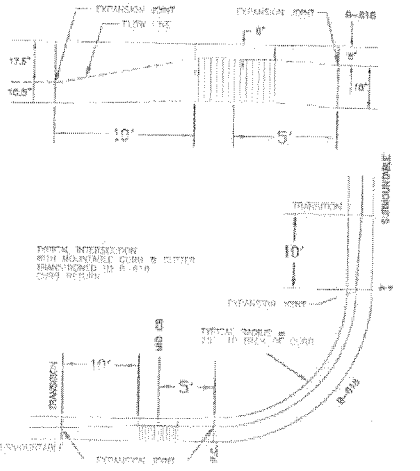
408 C31 STORM SEWER MANHOLE, TYPE 408
NO SCALE



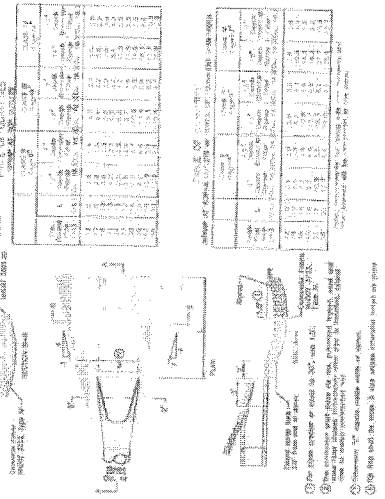
406 C31 CATCH BASIN/MANHOLE, TYPE 406
NO SCALE



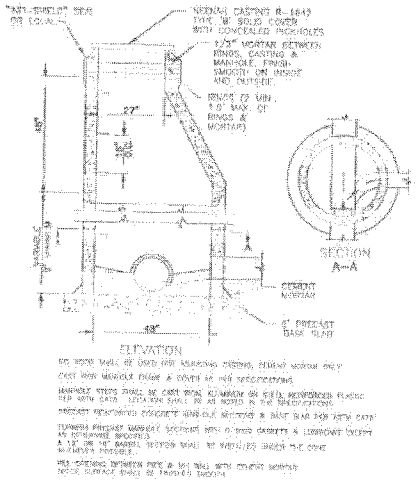
313 C31 SANITARY SEWER SERVICE
NO SCALE



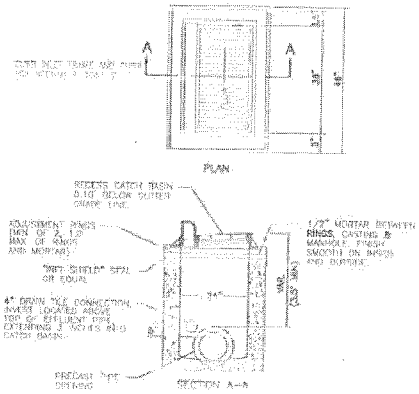
506 C31 CATCH BASIN PLACEMENT AND CURB & GUTTER
NO SCALE



411 C31 RIPRAP AT RCP OUTLETS
NO SCALE



407 C31 STORM SEWER MANHOLE, TYPE 407
NO SCALE

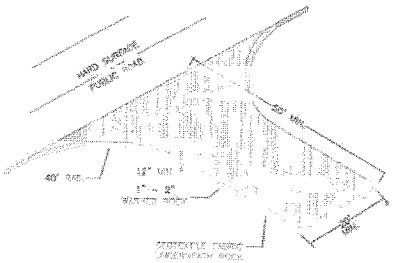


PRECAST REINFORCED CONCRETE CATCH BASIN & BASE SLAB PER ASTM C478

404 C31 CATCH BASIN, TYPE 404
NO SCALE

CITY OF LAKE ELMO STANDARD PLATE SHOWN ABOVE, LAKE ELMO STANDARDS PLATES SHALL BE UTILIZED FOR ALL INSTALLATION

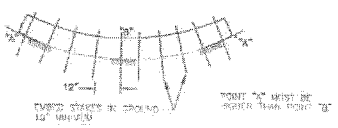
ERICKSON ENGINEERING
EASTON VILLAGE, LLC
2140 COUNTY ROAD 42 WEST
BURNSVILLE, MN 55337
EASTON VILLAGE
PRELIMINARY PLAT
LAKE ELMO, MINNESOTA
DRAWN: TAE
CHECKED: BSB
DETAILS
SHEET C31



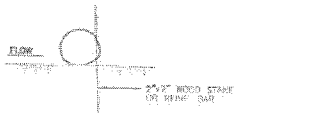
NOTES:

1. MINIMUM WIDTH OF CONSTRUCTION ENTRANCE IS 12 FEET.
2. A MNDOT 3733, TYPE V GEOTEXTILE FABRIC SHALL BE USED UNDER THE ROCK TO PREVENT MIGRATION OF THE UNDERLYING SOIL INTO THE ROCK.
3. CONSTRUCTION ENTRANCE IS REQUIRED FOR ALL NEW HOME CONSTRUCTION AND NEW STREET CONSTRUCTION.
4. CONSTRUCTION ENTRANCE SHALL BE MAINTAINED TO PREVENT TRACKING OF MUD ONTO ROADWAYS THAT ADJOIN THE PROJECT. THIS WILL REQUIRE PERIODIC TOP DRESSING WITH ADDITIONAL ROCK OR REMOVAL AND REINSTALLATION OF THE ROCK ENTRANCE.
5. REMOVE MUD AND DEBRIS FROM TIRES AND VEHICLE UNDERCARRIAGE PRIOR TO LEAVING THE SITE.

805 C32 ROCK CONSTRUCTION ENTRANCE
NO SCALE



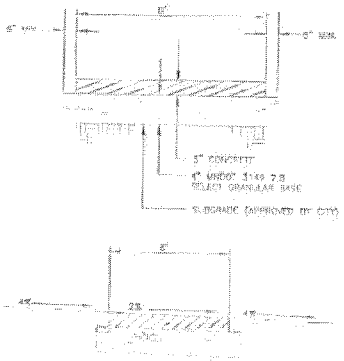
DITCH SECTION



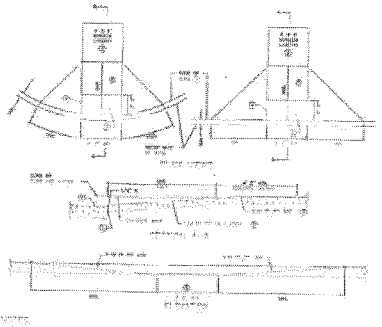
FIBER ROLL SECTION

NOTE:
FIBER ROLLS SHALL BE PLACED AT AN ANGLE OF APPROXIMATELY 20° FROM THE CONTOUR (ACROSS SLOPE) TO PREVENT WATER FROM RUNNING ALONG THE FIBER ROLL. THE ENDS OF THE FIBER ROLL SHALL BE TURNED UPHILL TO PREVENT WATER FROM FLOWING AROUND THE ENDS OF THE FIBER ROLL.

803 C32 DITCH CHECK (FIBER ROLL)
NO SCALE

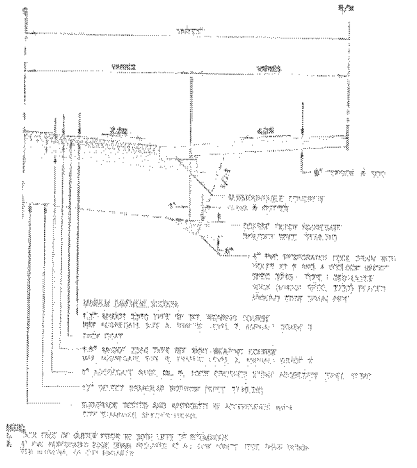


NOTE
1. SIDEWALKS SHALL HAVE CONCRETE PED RAMPS AT ALL STREET INTERSECTIONS.
2. PROVIDE 2% CROSS SLOPE TO MAINTAIN POSITIVE DRAINAGE AWAY FROM SIDEWALK THROUGHOUT LENGTH OF WALK.



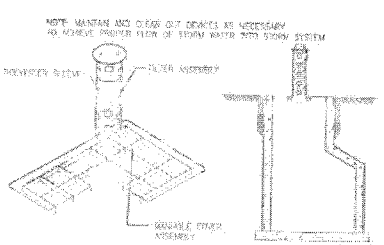
NOTES

507 C32 PEDESTRIAN CURB RAMP
NO SCALE

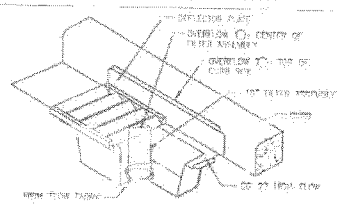


NOTE:
1. 1/2" EXP. OF JOINTS FOR 30' LEFT OF INTERSECTION.
2. 1" EXP. MATERIALS FOR SPAN REQUIRED AT ALL LOW POINTS. FOR THIS WORK THE MATERIAL SHALL BE CONSIDERED INCIDENTAL TO CONCRETE.

801 C32 TYPICAL LOCAL RESIDENTIAL STREET SECTION
NO SCALE

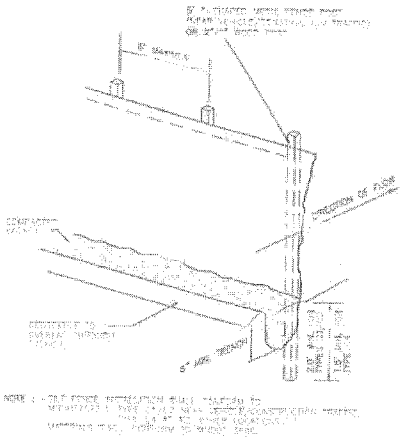


WIMCO 90-23 OR APPROVED EQUAL



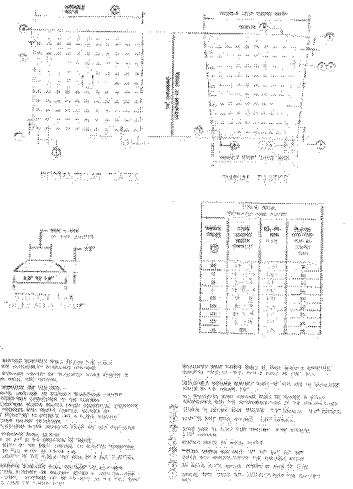
WIMCO 90-23 HIGH FLOW OR APPROVED EQUAL

504 C32 SEDIMENT CONTROL AROUND STORM SEWER INLET
NO SCALE



NOTE 1: SILT FENCE INSTALLATION SHALL FOLLOW TO MNDOT 2573 SPEC 3149 SELECT GRANULAR MATERIAL TYPE 2B OR 3 AT 50 LBS/SY (MINIMUM) OVER THE SILT FENCE FABRIC. INSTALLATION SHALL FOLLOW TO MNDOT SPEC.

601 C32 SILT FENCE
NO SCALE



DETECTABLE WARNING SURFACE
TRUNCATED DOMES
508 C32 NO SCALE

CITY OF LAKE ELMO STANDARD PLATE SHOWN ABOVE. LAKE ELMO STANDARDS PLATES SHALL BE UTILIZED FOR ALL INSTALLATION

ERICKSON CIVIL

DRAWING PHASE

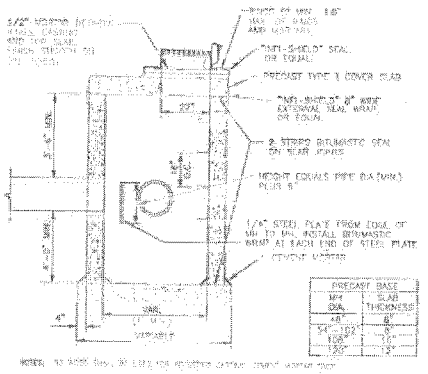
EASTON VILLAGE, LLC
21148 COUNTY ROAD 72 WEST
SCANDIA, MN 55373

EASTON VILLAGE
PRELIMINARY PLAT
LAKE ELMO, MINNESOTA

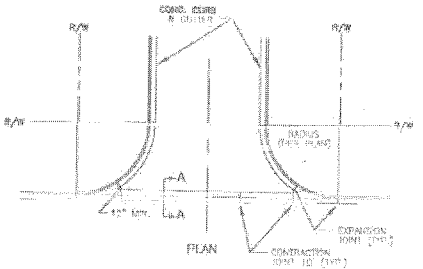
JOB NO. 13-014
DRAWN BY TAF
CHECKED BY

DETAILS

SHEET NO. C32



405 / 033 CATCH BASIN/MANHOLE WITH SUMP, TYPE 405
NO SCALE



405 / 034 CONCRETE VALLEY GUTTER
NO SCALE

CITY OF LAKE ELMO STANDARD PLATE SHOWN ABOVE. LAKE ELMO STANDARDS PLATES SHALL BE UTILIZED FOR ALL INSTALLATION

EIZICKSON CIVIL

DRAWING PHASES
- PRELIMINARY PLAT
- FINAL PLAT
- CONSTRUCTION PLANS

04/15
01/07/2014

EASTON VILLAGE, LLC
2140 COUNTY ROAD 42 WEST
BURNSVILLE, MN 55337

EASTON VILLAGE
PRELIMINARY PLAT
LAKE ELMO, MINNESOTA

NO.	REVISION DESCRIPTION	DATE

JOB NO. 13-112
SCALE: AS SHOWN
DESIGN: TAE

DETAILS

SHEET NO.
C33

EASTON VILLAGE
PRELIMINARY PLAT
LAKE ELMO, MINNESOTA
EASTON VILLAGE, LLC
2140 COUNTY ROAD 42 WEST
BURNSVILLE, MN 55337
L1
LEGEND
REQUIREMENTS
AIRPORTS COMMISSION
Lake St
Manning Avenue North
WASHINGTON COUNTY HIGHWAY RIGHT OF WAY PLAT 82
MANNING AVENUE NORTH (CSAH 15)
OUTLOT B
OUTLOT C
OUTLOT D
POND
SCHUTTGEN FARMS, INC.

EASTON VILLAGE
PRELIMINARY PLAT
LAKE ELMO, MINNESOTA

EASTON VILLAGE, LLC
8140 COUNTY ROAD 42 WEST
BURNSVILLE, MN 55337

Pearson Civil

LANDSCAPE PLAN

L2

LEGEND

0 150 300

GRAPHIC SCALE

N

Future Phase

Lake Elmo Airport 21D

AIRPORTS COMMISSION

Manning Avenue North

MANNING AVENUE NORTH (CSAH 15)

COUNTY HIGHWAY RIGHT OF WAY PLAT 32

OUTLOT A

OUTLOT B

OUTLOT D

POND

1

2

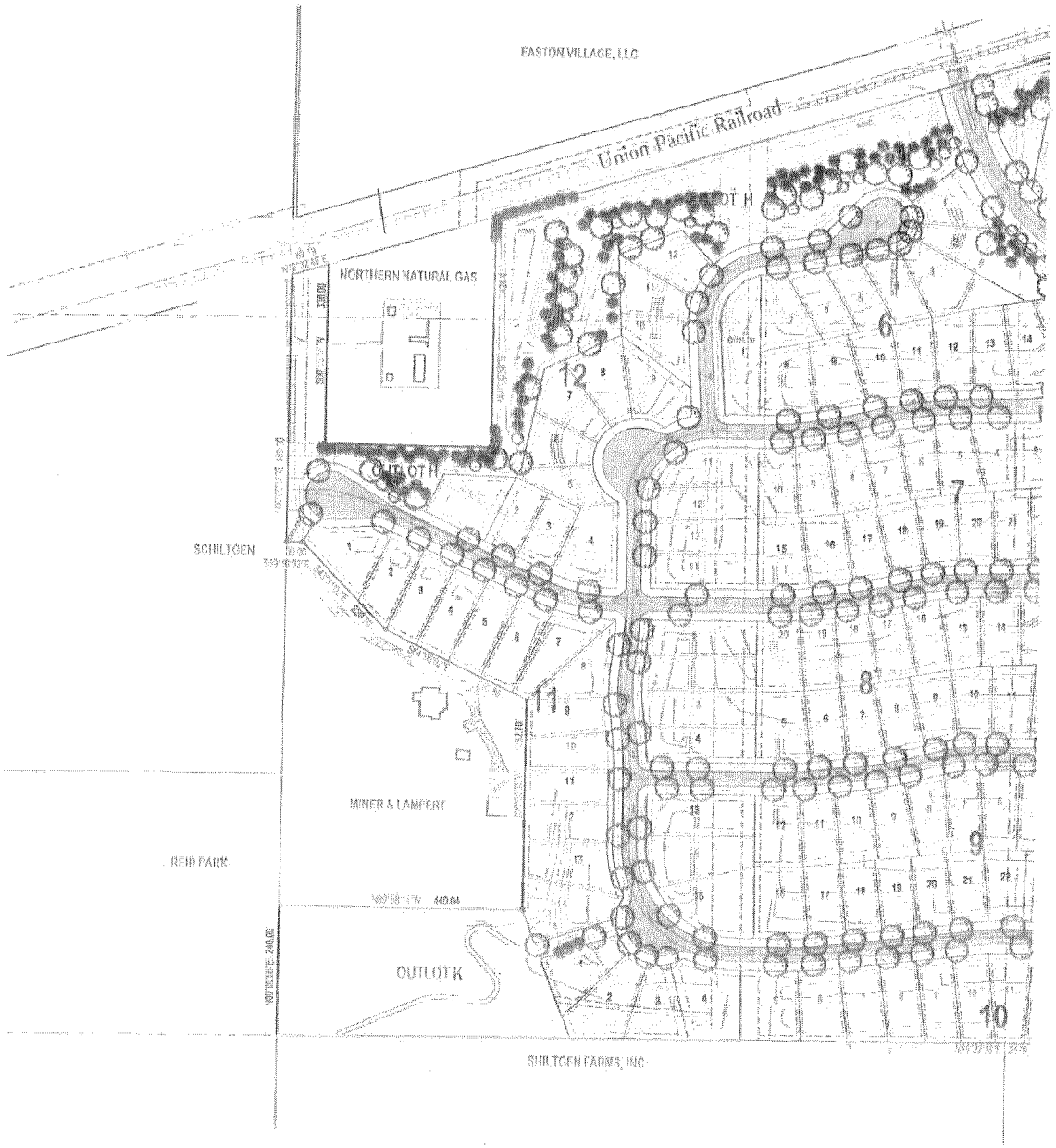
3

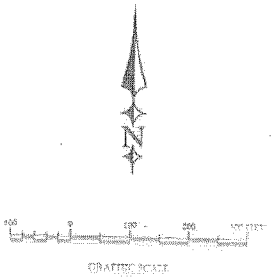
4

5

6

7





LEGEND

PROPERTY BOUNDARY

DENOTES PROPOSED DECIDUOUS TREE (OVERSTORY)
291 TOTAL

DENOTES PROPOSED ORNAMENTAL TREE
91 TOTAL

DENOTES PROPOSED CONIFEROUS TREE
281 TOTAL

DENOTES TREE (width as shown)
(S) TO (L) MATURITY SIZE AT INSTALLATION

ERICKSON CIVIL

EASTON VILLAGE, LLC
21140 COUNTY ROAD 42 WEST
BURNSVILLE, MN 55337

EASTON VILLAGE
PRELIMINARY PLAT
LAKE ELMO, MINNESOTA

DATE: 10-11-18

LANDSCAPE PLAN

L3

THE CITY OF LAKE ELMO

MAYOR & COUNCIL COMMUNICATION

DATE: 07/15/2014
REGULAR
ITEM # 15

AGENDA ITEM: Village Preserve Residential Subdivision - Preliminary Plat

SUBMITTED BY: Nick M. Johnson, City Planner

THROUGH: Dean Zuleger, City Administrator

REVIEWED BY: Kyle Klatt, Community Development Director
Jack Griffin, City Engineer
Greg Malmquist, Fire Chief
Stephen Mastey, City's Landscape Consultant
Ann Pung-Terwedo, Washington County Public Works

SUGGESTED ORDER OF BUSINESS:

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

POLICY RECCOMENDER: The Planning Commission and City Council have previously reviewed a Sketch Plan for the proposed Village Preserve single family residential subdivision. The City's Subdivision Ordinance requires that the City Council review and approve a Preliminary Plat before an applicant may proceed with the preparation and recording of a Final Plat.

FISCAL IMPACT: TBD – The City will require that the applicant enter into a developer's agreement with the City to specify the financial responsibilities for various aspects of the subdivision and related public improvements.

SUMMARY AND ACTION REQUESTED: The City Council is being asked to consider a preliminary plat request from GWSA Land Development, LLC for a 97-unit single family residential subdivision to be located on approximately 40 acres within the northern portion of the Village Planning Area. The proposed plat would be located on property owned by Schiltgen Farms, Inc. and located immediately east of Lake Elmo Avenue North (CSAH 17) and

approximately 500 feet north of 39th Street North. The preliminary plat has been prepared in response to the City's adopted Comprehensive Plan, which guides the subject property as Village Urban Medium Density Residential (V-MDR).

The Planning Commission and staff are recommending that the City Council approve the preliminary plat with 13 conditions of approval with the following motion:

"Move to adopt Resolution No. 2014-59, approving the Village Preserve Preliminary Plat subject to 13 conditions of approval."

BACKGROUND INFORMATION:

Attached is the original detailed Staff Report that was provided to the Planning Commission regarding the applicant's request for a Preliminary Plat, which includes general information about the application, a summary of the relevant planning and zoning issues, a thorough review and analysis of the Preliminary Plat, a draft list of recommended conditions of approval, draft findings and the Staff recommendation to the Planning Commission.

PLANNING COMMISSION REPORT:

The Planning Commission reviewed the Preliminary Plat application at its June 30, 2014 meeting and conducted a public hearing on the request at this time. During the public hearing, the Planning Commission received no public testimony, and no written testimony was submitted to the City. At that time, the Planning Commission closed the public hearing. Additional details of the Planning Commission discussion can be found in the minutes dated 6/30/14 (DRAFT).

The Planning Commission recommended approval of the preliminary plat as submitted with 13 conditions of approval. To clarify the ownership of the various outlots in the subdivision, the Planning Commission recommended to add Condition #13 to note that all outlots that serve as parkland or storm water management shall be deeded to the City. The vote to recommend approval of the Village Preserve Preliminary Plat was unanimous (Vote: 5-0).

STRENGTHS, WEAKNESSES, OPPORTUNITIES, THREATS:

Strengths: Approval of the Preliminary Plat with the 13 conditions as recommended by the Planning Commission and Staff allows the applicant to move forward with the preparation of a Final Plat application and final construction documents for a new single family residential subdivision in the northern portion of the Village Planning Area.

Weaknesses: None

Opportunities: Approval of the plat application further strengthens the effort to extend the eastern Village gravity sewer line to the northern portion of the Village. The eastern sewer line is critical in serving the growing areas (east and north) of the Village Planning

Area. It is also the gravity sewer line planned to serve the Hamlet on Sunfish Lake OP subdivision.

Threats: The current storm water management plan directs stowmwater to the property owner to the north (Robert Engstrom Companies). The applicant and property owner to the north have been working together to come to an agreement with a stormwater design that meets the needs of both parties. They have been completing this work in collaboration with the Valley Branch Watershed District. As a condition of approval (Condition #6), the Planning Commission and staff are recommending that the applicant get written consent from Robert Engstrom Companies on the location, rate and volume of water being directed north. If the applicant and property owner are unable to reach an agreement, the stormwater management system will need to be redesigned. This change would likely require an amendment to the preliminary plat.

RECOMMENDATION:

Based on the aforementioned, the Planning Commission and Staff are recommending that the City Council approve the Village Preserve Preliminary Plat subject to 13 conditions of approval through the following motion:

"Move to adopt Resolution No. 2014-59, approving the Village Preserve Preliminary Plat subject to 13 conditions of approval."

ATTACHMENTS:

1. Resolution No. 2014-59
2. Staff Report to the Planning Commission, 6/30/14
3. Location Map
4. Application Forms
5. Project Narrative
6. Village Preserve Preliminary Plat and Plans (22 sheets)
7. Village Preserve Preliminary Landscape Plan (3 sheets)
8. City Engineer Review Memorandum, dated 6/23/14
9. Washington County Review Memorandum, dated 6/24/14
10. City Landscape Consultant Review Memorandum, dated 6/25/14

CITY OF LAKE ELMO
WASHINGTON COUNTY
STATE OF MINNESOTA

RESOLUTION NO. 2014-59

A RESOLUTION APPROVING A PRELIMINARY PLAT FOR VILLAGE PRESERVE

WHEREAS, the City of Lake Elmo is a municipal corporation organized and existing under the laws of the State of Minnesota; and

WHEREAS, GWSA Land Development, LLC, 10850 Old County Road 15, Suite 200, Plymouth, MN, has submitted an application to the City of Lake Elmo (City) for a Preliminary Plat for a 97-unit single family subdivision on an approximately 40 acre parcel in the Village Planning Area (PID: 12.029.21.33.0001) to be called Village Preserve, a copy of which is on file in the City of Lake Elmo Planning and Zoning Department; and

WHEREAS, the Lake Elmo Planning Commission held public hearing on June 30, 2014 to consider the Preliminary Plat request; and

WHEREAS, the Lake Elmo Planning Commission adopted a motion recommending approval of the Preliminary Plat subject to 13 conditions of approval; and

WHEREAS, the Lake Elmo Planning Commission has submitted its report and recommendation concerning the Preliminary Plat as part of a memorandum to the City Council from City Planner Nick Johnson for the July 15, 2014 Council Meeting; and

WHEREAS, the City Council reviewed the Preliminary Plat at its meeting held on July 15, 2014 and made the following findings of fact:

1) That the Village Preserve Preliminary Plat is consistent with the Lake Elmo Comprehensive Plan and the Future Land Use Map for this area.
2) That the Village Preserve Preliminary Plat complies with the City's MDR- Urban Medium Density Residential zoning district.
3) That the Village Preserve Preliminary Plat complies with the City's subdivision ordinance.
4) That the Village Preserve preliminary plat meets other City zoning ordinances, such as landscaping, tree preservation, erosion and sediment control, and other ordinances, with the exceptions noted in the conditions of approval.
5) That the Village Preserve preliminary plat is consistent with the City's engineering standards provided the plans are updated to address the City Engineer's comments documented in a letter dated June 23, 2014.
6) That the Village Preserve preliminary plat provides effective and safe pedestrian facilities, contributing to a walkable community as guided by the Village Land Use Plan.

NOW, THEREFORE, BE IT RESOLVED THAT the City Council does hereby approve the Village Preserve Preliminary Plat subject to the following conditions:

1) Within six months of preliminary plat approval, the applicant shall complete the following:

    a. The applicant shall provide adequate title evidence satisfactory to the City Attorney.

    b. The applicant shall submit a revised Preliminary Plat and plans meeting all conditions of approval. All of the above conditions shall be met prior to the City accepting an application for Final Plat and prior to the commencement of any grading activity on the site.

2) The City Engineer shall review and approve all revised Preliminary Plans that are submitted to the City in advance of Final Plat to satisfy Condition #1.

3) The Preliminary Plat approval is conditioned upon the applicant meeting all minimum City standards and design requirements.

4) All required modifications to the plans as requested by the City Engineer in a review letter dated June 23, 2014 shall be incorporated into the plans prior to consideration of a Final Plat.

5) The developer shall follow all of the rules and regulations spelled out in the Wetland Conservation Act, and shall acquire the needed permits from Valley Branch Watershed District prior to the commencement of any grading or development activity on the site.

6) Related to proposed storm water discharge to the north, the applicant must provide written permission from the property owner of the parcel located immediately north of the proposed Village Preserve subdivision consenting to the discharge location, volume and rate(s) in advance of submitting Final Plat.

7) The applicant shall be responsible for the submission of final plans and the construction of all improvements within the Lake Elmo Avenue (CSAH 17) right-of-way as required by Washington County and further described in the review letter received from the County dated June 24, 2014.

8) The Landscape Plan shall be updated per the recommendations of the City's Landscape Consultant, describe in a memo dated 6/25/14.

9) The developer shall be required to submit an updated parkland dedication calculation in advance of Final Plat to clarify the proposed amount of dedication being provided in the Village Preserve Subdivision. For whatever amount of land the applicant is short of the required parkland dedication amount, the applicant will either:

    a. Subdivide the parcel under contract with Schiltgen Farms, Inc. and dedicate the land being proposed for parkland dedication east of Reid Park; or

    b. Post an escrow in the amount equal to the fees in lieu of land dedication for the equal market value of the remaining land dedication requirement for Village Preserve until such time the land is dedicated east of Reid Park.

10) Secondary access to the site must be provided as part of the 2nd phase of the Village Preserve Subdivision. Said access must be included in the Final Plat and final construction documents for the 2nd phase of the development.

11) The applicant must enter into a separate grading agreement with the City prior to the commencement of any grading activity in advance of final plat and plan approval. The City Engineer shall review any grading plan that is submitted in advance of a final plat, and said plan shall document extent of any proposed grading on the site.

12) Application for Final Plat for the Village Preserve subdivision will not be accepted until approved plans for the extension of sanitary sewer to the site have been accepted or ordered by the City.

13) All of the outlots within the Village Preserve Preliminary Plat that serve as parkland or storm water management shall be dedicated to the City.

Passed and duly adopted this 15th day of July 2014 by the City Council of the City of Lake Elmo, Minnesota.

_____
Mike Pearson, Mayor

ATTEST:

_____
Adam Bell, City Clerk

THE CITY OF LAKE ELMO

PLANNING COMMISSION
DATE: 6/30/2014
AGENDA ITEM: 4B – PUBLIC HEARING
CASE # 2014-22

ITEM: Village Preserve Residential Subdivision – Preliminary Plat

SUBMITTED BY: Nick Johnson, City Planner

REVIEWED BY: Kyle Klatt, Community Development Director
Jack Griffin, City Engineer
Ann Pung-Terwedo, Washington County
Greg Malmquist, Fire Chief
Stephen Mastey, Landscape Architecture, Inc.

SUMMARY AND ACTION REQUESTED:

The Planning Commission is being asked to consider a Preliminary Plat request from GWSA Land Development, LLC for a 97-unit single family residential subdivision to be located on 39.8 acres immediately east of Lake Elmo Avenue (CSAH 17) within the northern portion of the Village Planning Area. Staff is recommending approval of the request subject to compliance with 12 conditions as noted in this report.

GENERAL INFORMATION

Applicant: GWSA Land Development, LLC (Craig Allen); 10850 Old County Road 15, Suite 200, Plymouth, MN 55441

Property Owners: Schiltgen Farms, Inc.; 10880 Stillwater Blvd. N., Lake Elmo, MN 55042

Location: Part of Sections 12, Township 29 North, Range 21 West in Lake Elmo, north of 39th Street and east of Lake Elmo Avenue (CSAH 17). PID Number: 12.029.21.33.0001.

Request: Application for preliminary plat approval of a 97-unit single family residential subdivision to be named Village Preserve.

Existing Land Use and Zoning: Vacant agricultural land. Current Zoning: RT – Rural Development Transitional Zoning District; Proposed Zoning: MDR - Urban Medium Density Residential

Surrounding Land Use and Zoning: North – vacant/agricultural land (likely flood plain); west – agricultural land, guided for Village Urban Low Density Residential (V-LDR); south – vacant land guided for Village Mixed-Use (VMX); east – vacant/agricultural land guided for Village Medium Density Residential (V-MDR)

Comprehensive Plan: Village Urban Medium Density Residential (2.5 – 4.99 units per acre).

History: Sketch Plan review by Planning Commission on 3/10/14. Sketch Plan review by the Park Commission on 3/17/14.

Deadline for Action: Application Complete – 6/9/2014
60 Day Deadline – 8/7/14
Extension Letter Mailed – No
120 Day Deadline – 10/6/14

Applicable Regulations: Chapter 153 – Subdivision Regulations
Article 10 – Urban Residential Districts (LDR)
§150.270 Storm Water, Erosion, and Sediment

REQUEST DETAILS

The City of Lake Elmo has received a request from GWSA Land Development, LLC for a preliminary plat to subdivide approximately 40 acres of land located within the Village Planning Area into 97 single family lots. The proposed plat would be located on property currently owned by Schiltgen Farms, Inc., and would be located immediately east of Lake Elmo Avenue (CSAH 17) and approximately 500 feet north of 39th Street. The 39.8 acre parcel has historically been used for agricultural purposes.

The preliminary plat has been developed in response to the City's Comprehensive Plan, which identifies the applicant's property for Village Urban Low Density Residential development. The plat incorporates 97 single family lots, most of which are designed with minimum widths of 65 feet.

In terms of access, the preliminary plat shows a connection to Lake Elmo Avenue (CSAH 17) in the western portion of the plat. In addition to the Lake Elmo Ave. connection, the proposed plat has access to 39th Street via an extension of Layton Avenue North that is intended to be shared with the proposed residential development to the east of the subject property, Wildflower at Lake Elmo. The proposed extension of Layton Ave. from 39th Street is located in an existing right-of-way that was dedicated at the time of the Brookman Addition plat (the commercial parcels to the south of Village Preserve and Wildflower at Lake Elmo).

The proposed Village Preserve subdivision is the second subdivision in the Village Planning Area to submit Preliminary Plans. In terms of utilities, the applicants are currently working on a collaborative effort with other Village landowners to extend trunk sanitary sewer main up through the eastern side of the Village to the subject property through 39th Street. The City has completed a feasibility report on the sewer and street improvements to 39th Street as part of this effort, and the bid will likely be awarded at the July 15th City Council meeting. In terms of water service for the development, existing water main is currently located in both the rights-of-way of Lake Elmo Ave. and 39th Street. The applicants note in their narrative that they intend to connect to the Lake Elmo Ave. water main and extend water throughout the site to the southeast corner. Ultimately a loop will be created by connecting this water main to the existing water service in 39th Street.

The proposed subdivision also includes a series of outlots that will provide for storm water management, open space, trails and a small area for a neighborhood park. Based on a review of the proposed parkland with the Lake Elmo Park Commission on 3/17/14, the applicant is proposing an east-west trail within the development intended to provide pedestrian outlet/connectivity to the central cul-de-sac in the neighborhood, as well as provide access with the neighborhood park that will be shared with the development to the east. The applicants are also planning to construct a trail segment along Lake Elmo Ave. to eventually provide connectivity to Lake Elmo Elementary School

and the broader downtown area. It should be noted that all of the outlots that are planned for park land or storm water use will be deeded to the City.

In terms of phasing, the applicant is proposing to bring forward two final plat applications for the Village Preserve development, constructing the homes within the subdivision in two stages. However, the narrative notes that the site will be mass graded in the first phase of construction.

PLANNING AND ZONING ISSUES

The Village Preserve site is guided for Village Urban Medium Density development in the City's Comprehensive Plan, and the applicant will be required to zone the site MDR – Medium Density Residential at some point in the future (prior to Final Plat approval). The overall subdivision plan has therefore been prepared in order to comply with the district standards for the MDR zoning district in terms of lot size, lot widths, building setbacks, and other design criteria.

The arrangement of lots and blocks loosely follows a circular pattern with one central cul-de-sac in the middle. In addition to the central cul-de-sac, the proposed plat also includes two smaller cul-de-sacs (Lady Slipper Ct. and Laverne Cir.) in the northern portion of the plat. All of the proposed cul-de-sacs meet the City's maximum length of 600 feet for cul-de-sacs with lots less than 2.5 acres in size. It should be noted that the central longer cul-de-sac has improved connectivity through an east-west trail connection that provides access to the planned neighborhood park and Layton Avenue (connection to 39th St.). All other streets have been designed to comply with the City's current street standards.

Sidewalks and trails are planned throughout the subdivision. The proposed plans provide for sidewalks on one side of all streets, which is consistent with the Staff recommendation for sewered single family residential subdivisions. In terms of proposed trails, all are designed to be 8.5 feet in width and constructed of bituminous asphalt, which is consistent with City standard.

A typical lot building plan (detail) is included as part of the attached subdivision packet, and each lot as depicted in the plans includes a description of the lot size, dimensions, and all required setbacks. All of the lots proposed meet the City's minimum area requirement of 7,000 for single family lots in a MDR district, with the smallest lot (Lot 18, Block 5) proposed at 8,459 square feet. The narrative highlights that the lots will average 11,089 square feet in size, which exceeds the minimum requirements by a fairly wide margin. The largest lot in the development (Lot 4, Block 2) is proposed at 22,232 sq. ft. in size.

The following is a general summary of the subdivision design elements that have proposed as part of the Village Preserve preliminary plat and plans:

Zoning and Site Information:

- Existing Zoning: RT – Rural Development Transitional District
- Proposed Zoning: MDR - Urban Low Density Residential
- Total Site Area: 39.8 acres
- Total Residential Units: 97
- Proposed Density (Net): 2.64 units/acre

Proposed Lot Dimensional Standards:

- Min. Lot Width: 65 ft.
- Lot Depth: 130 ft. typical
- Lot Area: 7,000 sq. ft. (8,459 min. proposed)
- Front Yard Setback: 25 ft.
- Side Yard Setback: 5 ft.to garage, 10 ft. to living space
- Rear Yard Setback: 20 ft.

Proposed Street Standards:

- ROW Width – Local 60 ft. (per Subdivision Ordinance)
- Street Widths – Local: 28 ft.(per City standard)

The standards listed above are all in compliance with the applicable requirements from the City's zoning and subdivision regulations. Based on Staff's review of the preliminary plat, the applicant has demonstrated compliance with all applicable code requirements at the level of detail that is required for a preliminary plat.

As with any new subdivision, the City Code requires that a portion of the plat be set aside for public park use. In this case, the applicant has indicated that certain outlot areas will be dedicated to the City for this purpose, including the entirety of Outlot D and portions of Outlot C. It is Staff's recommendation that the City only accept the trail corridors as part of the park land dedication requirements if the developer constructs the planned trail over these areas in conjunction with other required infrastructure improvements. In addition to the proposed parkland and facilities provided, the applicant is proposing to dedicate a substantial amount of land currently under contract with Schiltgen Farms, Inc. to the east of Reid Park, where the applicant is proposing an additional single family subdivision (PIDs: 13.029.21.43.0004 and 13.029.21.44.0002). This land would be used as a significant expansion of Reid Park, offering increased opportunities for facilities and programming. The dedication of this land is consistent with the guidance of the Village Land Use Plan, which encourages the dedication of ecologically sensitive land adjacent to Reid Park. As part of this dedication, the applicant will be seeking a dedication credit that may be applied to other development activity in the Village Area.

The Subdivision Ordinance requires 10% of the land in urban residential districts to be set aside as open space, which in this case amount to 3.98 acres. On the plans (PP-2), the applicant notes that Outlot D, the small neighborhood park, is 0.48 acres in size. In addition to Outlot D, the portion of Outlot C that contains the planned trail improvement would also be eligible for parkland dedication credit if the applicant constructs the trail. As this time, the applicant has not provided a calculation of the area within Outlot C that would be eligible. Staff estimates that this dedication amount is approximately 14,000 square feet (470' (length) x 30' (width of trail eligible area) = 14,100 sq. ft.). Staff would recommend that the applicant submit a detailed and updated parkland dedication calculation in advance of Final Plat. Even with the portion of Outlot C included in the calculation, it is unlikely that the total land eligible for parkland dedication as part of the Village Preserve Plat will total 3.98 acres (10%). However, as previously mentioned, the applicant hopes to dedicate +/- 15 acres of land adjacent to Reid Park. The Park Commission has expressed support for this arrangement. If accepted by the City, the applicant would be eligible to receive a land dedication credit that could be applied to other applications in the area, such as Village Preserve. Staff would recommend that the final details of the parkland dedication requirement be determined at the Final Developers Agreement. As the timing of the various subdivision applications do impact how compliance of the City's parkland dedication requirements will be achieved, staff would recommend as an option that the applicant post an escrow in the amount of the required fee in lieu of land

dedication until such time as the land east of Reid Park is dedicated. This path would allow Village Preserve to move forward with the understanding that the City will be receiving additional parkland dedication as future subdivision applications move forward. The details of this recommendation are outlined in Condition #9

REVIEW AND ANALYSIS

City Staff has reviewed the proposed preliminary plat, which has gone through multiple versions in advance of the formal application being accepted as complete by the City. During the course of these reviews, several of the issues and concerns that were pointed out by Staff have been addressed by the applicant with updated submission documents. However, there are other elements of the plat that remain in conflict with City or Valley Branch Watershed District standards, which must still be addressed or corrected by the applicant. In general, the proposed plat will meet all applicable City requirements for conditional approval, and any deficiencies or additional work that is needed is noted as part of the review record. Staff recognizes that this plat requires revisions that will need to be resolved in advance of Final Plat.

The City has received a detailed list of comments from the City Engineer and Washington County concerning the proposed subdivision, in addition to review by the Fire Chief and the City's landscape consultant, Stephen Mastey, all of which are attached for consideration by the Commission.

In addition to the general comments that have been provided in the preceding sections of this report, Staff would like the Planning Commission to consider the issues and comments related to the following discussion areas as well:

- ***Comprehensive Plan***. The proposed subdivision is consistent with the Lake Elmo Comprehensive Plan for this area and with the densities that were approved as part of this plan. The net densities for the development fall within the range allowed for the Village Urban Low Density land use category. Other aspects of the Comprehensive Plan relate to the Village Preserve subdivision as follows:

    - ***Density Calculation.*** The subject property is guided Village Urban Low Density Residential (V-MDR) in the Comprehensive Plan, which allows for a density range of 2.5-4.99 units/acre (net). The applicants have completed the density calculation using the methodology consistent with the Metropolitan Council's practice. The resulting net density calculation resulted in a net density of 2.64 units/acre (97 units/36.78 net developable acres). Therefore, the proposed subdivision is consistent with the guidance of the Comprehensive Plan.

    - ***Parks***. The City's park plan identifies proposed location for neighborhood parks based on the anticipated population that should be served by each park. The plan calls for neighborhood parks in the northern and western portions of the Village adjacent to areas of anticipated growth. As noted earlier by Staff, the Park Commission reviewed the Village Preserve proposed subdivision in March of 2014. At that time, the proposed development did not include a small neighborhood park. Per the Park Commission's request, the applicants have located a small neighborhood park in between the Village Preserve proposed development and the Wildflower at Lake Elmo (Robert Engstrom Companies) proposed development. In addition to the areas provided within the submitted plat, it should be noted that the adjacent Wildflower development is currently in the planning stages of creating some type of

conservancy to the north of the subject property. While the details still need to be further developed, it is possible that the proposed conservancy may have some form of public access or dedication. If that is the case, it is likely that the Village Preserve would access to these areas, providing additional opportunities for recreation. Finally, it should be noted that City staff have had preliminary discussions with the school district about the possibility of entering a joint powers agreement to share recreational facilities at Lake Elmo Elementary School. Again, while all of the details and specifics have not yet been worked through, this possible agreement offers another potential opportunity for recreational facilities in the immediate area.

- ***Water***. Water will be provided to this area via existing watermain along Lake Elmo Avenue. An extension of the Lake Elmo Avenue watermain was recently completed, allowing connection to the City's newest municipal well, Well #4. The City has more than adequate capacity to serve the future subdivision on the subject property.

- ***Sanitary Sewer***. The Village Preserve subdivision will be served by the sanitary sewer extension that is planned through 39th Street. This trunk sewer ultimately will connect to the lift station located to the east of Reid Park, where the wastewater will be directed via forcemain to the Cottage Grove Ravine Interceptor located to the east of Lake Elmo Ave near Interstate-94, which is part of the regional wastewater treatment system administered by the Metropolitan Council. As sanitary sewer is necessary to serve the development and is not yet present, staff would recommend that any application for Final Plat not be accepted until the approved plans for sanitary sewer improvements have been accepted or ordered by the City (Condition #12)

- ***Phasing***. The applicant noted in the submitted narrative that the subdivision will be split into two phases of home construction. However, the applicant intends to mass grade the site as part of the first phase of construction. As part of Final plat and final construction documents, more detailed plans with regards to phasing of all improvements will be required.

- ***Zoning***. The proposed zoning for the Village Preserve site will be MDR – Medium Density Residential. The submitted development plans demonstrate compliance with the City's urban residential zoning requirements. Single family detached housing is a permitted use within the MDR zoning district.

- ***Subdivision Requirements***. The City's Subdivision Ordinance includes a fairly lengthy list of standards that must be met by all new subdivisions, and include requirements for blocks, lots, easements, erosion and sediment control, drainage systems, monuments, sanitary sewer and water facilities, streets, and other aspects of the plans. Staff, as well as the City Engineer, have not identified any existing conflicts with the City's Subdivision Ordinance.

- ***Infrastructure***. The developer will be required to construct all streets, sewer, water, storm water ponds, and other infrastructure necessary to serve the development.

- ***Wetlands.*** The submitted narrative indicates that there are no wetland on the site. While the applicant has not submitted a wetland delineation report, staff has researched the existence of known wetlands on the subject property using National Wetland Inventory data. No known

wetland were found through this search. Typical for any preliminary plat approval, the applicant will be required to meet all the rules and regulations of the Wetland Conservation Act and Valley Branch Watershed District (Condition #5).

- ***Trails.*** The applicants are proposing an effective system of trails throughout the development. As proposed, north-south trails are provided on both the west (Lake Elmo Ave.) and east (Layton Ave. N.) sides of the development, facilitating pedestrian and bicycle travel to the south. In addition, an east-west trail is planned to connect the central cul-de-sac to the proposed shared neighborhood park on the eastern side of the plat. In addition to the trails proposed, the provisions of sidewalks on one side of all streets should allow for effective and safe pedestrian travel throughout the development.

- ***Landscaping and Tree Preservation***. The landscape and tree preservation plans have been reviewed by the City's consulting landscape architect, Stephen Mastey. Mr. Mastey's review memorandum related to the landscape and tree preservation plans is found in Attachment #8. Mastey noted that in some cases the boulevard tree spacing is too large. In addition, he is requesting that permanent ground cover and irrigation details be provided in the Final Landscape Plan. Staff is recommending that the Final Landscape be updated per the recommendations of the landscape consultant (Condition #9). In addition, it should be noted that the Tree Preservation information is located on the Erosion Control Plan. Finally, the notes on the Landscape Plan indicate that the tree replacement requirements are being met by the applicant.

- ***Lake Elmo Avenue Buffering.*** As part of the Sketch Plan review, one item that was identified by Washington County and City staff was the provision of buffering along Lake Elmo Ave. (CSAH 17) to mitigate the impacts of automobile traffic. As part of the submitted plat, the applicant has provided additional plantings along this corridor to address this buffering consideration. More specifically, the applicant is planning to install a sizeable amount of evergreen/coniferous trees (Black Hills Spruce and Norway Spruce) along the boundary of the rear property lines and the County right-of-way. This should provide a year-round screen for the affected lots. In addition, as part of the Grading Plan, the applicants are proposing to include berms in several locations along the corridor. More specifically, Lots 17-20, Block 4 and Lots 3-6, Block 1 are provided effective berming. In preparing for final construction plans, staff will work with the City's Landscape Consultant, Stephen Mastey, to determine whether irrigation would be beneficial in these areas, as some plant materials need additional watering when located on or adjacent to berms.

- ***Streets***. The proposed street system has been designed to comply with all applicable subdivision requirements and City engineering standards. All of the proposed cul-de-sacs meeting the minimum turning radii and the maximum length specified under the Subdivision Ordinance.

- ***Secondary Access.*** In order to ensure effective traffic circulation and appropriate access for emergency services, staff recommends that secondary access be an important consideration for any residential development in Lake Elmo. In light of this recommendation, staff would recommend that secondary access, whether it be to Lake Elmo Ave. or 39th Street, be provided no later than the 2nd phase of the proposed subdivision. As the 39th Street access is also critical to serving the proposed future subdivision to the east, Wildflower at Lake Elmo, staff does not anticipate secondary access being a concern. However, staff would

recommend including a condition that secondary access must be available with the 2nd phase of the development to ensure that alternative access is provided should it not yet be available at that time.

- ***Street Names***. Staff is recommending that the street names for the proposed subdivision follow the Washington County street naming system. Staff has provided the applicant with proposed street names that are consistent with the Washington County system, which the applicant has included with their plans. However, based on input from the Fire Chief, some of the street names may need to be changed in a minor way. Staff will work with the applicant to incorporate the correct street names in advance of Final Plat.

- ***City Engineer Review***. The City Engineer has provided the Planning Department with a detailed comment letter (Attachment #6) as a summary of his preliminary plat review. The Engineer notes that several of the City's standards are not currently met, and staff is recommending that the necessary revisions and corrections must be made in advance of Final Plat (Condition #4). Most of the review items from the City Engineer are technical in nature, related to the sizing of utilities and easements, the amount of cover for the storm sewer system and elements of the proposed storm water system. One of the more critical things to note from the Engineer's review is that the applicant is proposing to direct stormwater to the property to the north. This design is part of a broader effort by the applicant and the neighboring property owner, Robert Engstrom Companies, to work with the Valley Branch Watershed District on a broader stormwater system design that will meet the approval of the watershed. While the applicant has been working with the neighboring property owner for some time, the applicant has not provided formal permission from the neighboring property owner that the proposed stormwater system as proposed is acceptable. For that reason, staff is recommending that in advance of Final Plat, the applicant be required to submit formal consent from the neighboring property owner, Robert Engstrom Companies, that the discharge location, volume and rate(s) is acceptable. The recommended condition is Condition #6.

- ***Fire Department Review***. The Fire Chief has reviewed the plat and found the hydrant locations to be sufficient in terms of spacing and operation effectiveness. However, the Fire Chief has requested that the hydrant located approximately 100 feet west of the intersection of Layton Ave. on 40th Street be moved to east to the intersection. In addition, the Fire Chief has provided staff with additional direction regarding street names. Staff will work with the applicant to update the street names per the input of the Fire Chief in advance of Final Plat.

- ***Washington County Review***. County Staff has reviewed the Village Preserve plat and provided specific comments to the City in a letter dated June 25, 2014. The most significant of the County's concerns is that the applicant will need to make improvements to the County road system in order to provide the necessary access to the Village Preserve subdivision, as well as any future subdivision proposed to the west of Lake Elmo Avenue. As a condition of approval (Condition #8), Staff has noted that the applicant will be responsible for including all improvements to Lake Elmo Ave. (CSAH 17) required by the County in the construction plans for the development. The developer will also be responsible for constructing these improvements.

- ***Watershed Districts***. The project area lies within the Valley Branch Watershed District (VBWD). The Valley Branch Watershed District has not provided any formal comments for

the proposed plat at this time. It should be noted that the developer must meet all the rules of the Wetland Conservation Act and VBWD and will need to secure permits from the VBWD in order to proceed with the development as planned.

Based on the above Staff report and analysis, Staff is recommending approval of the preliminary plat with 12 conditions intended to address the outstanding issues noted above and to further clarify the City's expectations in order for the developer to move forward with a final plat. The recommended conditions are as follows:

Recommended Conditions of Approval:

1) Within six months of preliminary plat approval, the applicant shall complete the following:

    a. The applicant shall provide adequate title evidence satisfactory to the City Attorney.

    b. The applicant shall submit a revised preliminary plat and plans meeting all applicable conditions of approval. All of the above conditions shall be met prior to the City accepting an application for final plat and prior to the commencement of any grading activity on the site.

2) The City Engineer shall review and approve all revised Preliminary Plans that are submitted to the City in advance of Final Plat to satisfy Condition #1.

3) The Preliminary Plat approval is conditioned upon the applicant meeting all minimum City standards and design requirements.

4) All required modifications to the plans as requested by the City Engineer in a review letter dated June 23, 2014 shall be incorporated into the plans prior to consideration of a Final Plat.

5) The developer shall follow all of the rules and regulations spelled out in the Wetland Conservation Act, and shall acquire the needed permits from Valley Branch Watershed District prior to the commencement of any grading or development activity on the site.

6) Related to proposed storm water discharge to the north, the applicant must provide written permission from the property owner of the parcel located immediately north of the proposed Village Preserve subdivision consenting to the discharge location, volume and rate(s) in advance of submitting Final Plat.

7) The applicant shall be responsible for the submission of final plans and the construction of all improvements within the Lake Elmo Avenue (CSAH 17) right-of-way as required by Washington County and further described in the review letter received from the County dated June 24, 2014.

8) The Landscape Plan shall be updated per the recommendations of the City's Landscape Consultant, describe in a memo dated 6/25/14.

9) The developer shall be required to submit an updated parkland dedication calculation in advance of Final Plat to clarify the proposed amount of dedication being provided in the Village Preserve Subdivision. For whatever amount of land the applicant is short of the required parkland dedication amount, the applicant will either:

a. Subdivide the parcel under contract with Schiltgen Farms, Inc. and dedicate the land being proposed for parkland dedication east of Reid Park; or

b. Post an escrow in the amount equal to the fees in lieu of land dedication for the equal market value of the remaining land dedication requirement for Village Preserve until such time the land is dedicated east of Reid Park

10) Secondary access to the site must be provided as part of the 2nd phase of the Village Preserve Subdivision. Said access must be included in the Final Plat and final construction documents for the 2nd phase of the development.

11) The applicant must enter into a separate grading agreement with the City prior to the commencement of any grading activity in advance of final plat and plan approval. The City Engineer shall review any grading plan that is submitted in advance of a final plat, and said plan shall document extent of any proposed grading on the site.

12) Application for Final Plat for the Village Preserve subdivision will not be accepted until approved plans for the extension of sanitary sewer to the site have been accepted or ordered by the City.

DRAFT FINDINGS

Staff is recommending that the Planning Commission consider the following findings with regards to the proposed Village Preserve preliminary plat:

- That the Village Preserve preliminary plat is consistent with the Lake Elmo Comprehensive Plan and the Future Land Use Map for this area.
- That the Village Preserve preliminary plat complies with the City's MDR- Urban Medium Density Residential zoning district.
- That the Village Preserve preliminary plat complies with the City's subdivision ordinance.
- That the Village Preserve preliminary plat meets other City zoning ordinances, such as landscaping, tree preservation, erosion and sediment control, and other ordinances.
- That the Village Preserve preliminary plat is consistent with the City's engineering standards provided the plans are updated to address the City Engineer's comments documented in a letter dated June 23, 2014.
- That the Village Preserve preliminary plat provides effective and safe pedestrian facilities, contributing to a walkable community as guided by the Village Land Use Plan.

RECCOMENDATION:

Staff recommends that the Planning Commission recommend approval of the Village Preserve Preliminary Plat with the 14 conditions of approval as listed in the Staff report. Suggested motion:

"Move to recommend approval of the Village Preserve preliminary plat with the 14 conditions of approval as drafted by Staff based on the findings of fact listed in the Staff Report."

ATTACHMENTS:

1. Location Map
2. Application Forms
3. Project Narrative
4. Preliminary Plat and Plans (22 sheets)
5. Preliminary Landscape Plan (3 sheets)
6. City Engineer Review Memorandum, dated 6/23/14
7. Washington County Review Memorandum, dated 6/24/14
8. Landscape Consultant Review Memorandum, dated 6/25/14

ORDER OF BUSINESS:

- Introduction ..... Planning Staff
- Report by Staff ..... Planning Staff
- Questions from the Commission ..... Chair & Commission Members
- Open the Public Hearing ..... Chair
- Close the Public Hearing ..... Chair
- Discussion by the Commission ..... Chair & Commission Members
- Action by the Commission ..... Chair & Commission Members



Location Map: 12.029.21.33.0001

THE CITY OF LAKE ELMO

Data Scource: Washington County, MN
3-7-2014

12.029.21.33.0001
(Sketch Plan Location)

0 250 500 1,000 Feet

1"=500'

N

Date Received: _____
Received By: _____
LU File #: _____

THE CITY OF
LAKE ELMO

651-747-3900
3800 Laverne Avenue North
Lake Elmo, MN 55042

PRELIMINARY PLAT APPLICATION

Applicant: GWSA Land Development, LLC
Address: 10850 Old County Road 15, Suite 200, Plymouth, MN 55441
Phone #: 952-270-4473
Email Address: Craig@GonyeaCompany.com

Fee Owner: Schiltgen Farms, Inc
Address: 10880 Stillwater Blvd N, Lake Elmo, MN 55042
Phone #: 651-303-8188
Email Address: PeteSchiltgen@gmail.com

Property Location (Address and Complete (long) Legal Description: The Southwest Quarter of the Southwest Quarter of Section 12, Township 29 North, Range 21 West, Washington County, Minnesota

General information of proposed subdivision: 97 Single family homes on +/- 39.84 acres of land located on the east side of Lake Elmo Avenue, approximately 525 feet north of 39th Street North

Conducted pre-application meeting with Staff? ☐ Yes ☐ No

In signing this application, I hereby acknowledge that I have read and fully understand the applicable provisions of the Zoning Ordinance and current administrative procedures. I further acknowledge the fee explanation as outlined in the application

RECEIVED
APR APR 29 2014
CITY OF LAKE ELMO

THE CITY OF
LAKE ELMO

Lake Elmo City Hall
651-747-3900
3800 Laverne Avenue North
Lake Elmo, MN 55042

AFFIRMATION OF SUFFICIENT INTEREST

I hereby affirm that **I am the fee title owner** of the below described property or that I have written authorization from the owner to pursue the described action.

Name of applicant CRAIG ALLEN
(Please Print)

Street address/legal description of subject property The Southwest Quarter of the Southwest Quarter of Section 12, Township 29 North, Range 21 West, Washington County, Minnesota

Fee Owner:
Pete Schiltgen

Signature

4/23/2014
Date

If you are not the fee owner, attach another copy of this form which has been completed by the fee owner or a copy of your authorization to pursue this action.

If a corporation is fee title holder, attach a copy of the resolution of the Board of Directors authorizing this action.

If a joint venture or partnership is the fee owner, attach a copy of agreement authorizing this action on

THE CITY OF
LAKE ELMO

Lake Elmo City Hall
651-747-3900
3800 Laverne Avenue North
Lake Elmo, MN 55042

ACKNOWLEDGEMENT OF RESPONSIBILITY

This is to certify that I am making application for the described action by the City and that I am responsible for complying with all City requirements with regard to this request. This application should be processed in my name and I am the party whom the City should contact regarding any matter pertaining to this application.

I have read and understand the instructions supplied for processing this application. The documents and/or information I have submitted are true and correct to the best of my knowledge. I will keep myself informed of the deadlines for submission of material and of the progress of this application.

I understand that this application may be reviewed by City staff and consultants. I further understand that additional information, including, but not limited to, traffic analysis and expert testimony may be required for review of this application. I agree to pay to the City upon demand, expenses, determined by the City, that the City incurs in reviewing this application and shall provide an escrow deposit to the City in an amount to be determined by the City. Said expenses shall include, but are not limited to, staff time, engineering, legal expenses and other consultant expenses.

I agree to allow access by City personnel to the property for purposes of review of my application.

Signature of applicant Craig Allen Date 4/23/2014

Name of applicant CRAIG ALLEN Phone 952-270-4473
(Please Print)

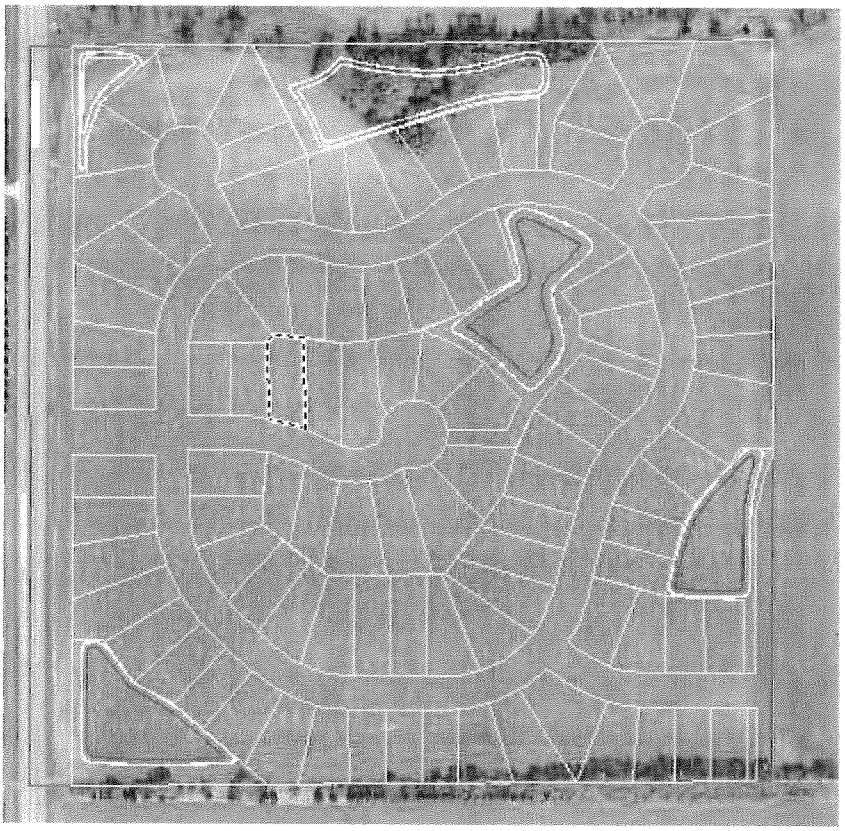
Name and address of Contact (if other than applicant)_____

Village Preserve
Development Narrative
Revised June 17, 2014

Developer Introduction:

GWSA LAND DEVELOPMENT, LLC.
Craig Allen
10850 Old County Road 15
Suite 200
Lake Elmo, Minnesota 55441
Telephone: 952-270-4473
Email: craig@gonyeacompany.com

The developer is proposing a community of 97 single family homes on +/- 39.84 acres of land located on the east side of Lake Elmo Avenue (CASH17), approximately 525 feet north of 39th Street North. This proposed residential development will consist of higher end single family homes. It is anticipated that these homes will range in price from $400,000 to $650,000. The development is located in an area of Lake Elmo with easy access to the transportation system. This will provide the future home owners a secluded place to live that is located within minutes of all the amenities Lake Elmo has to offer with the regional facilities of the larger metropolitan area.



The project is anticipated to be constructed in two phases. The primary access is Lake Elmo Avenue. A community amenity area/park will be developed (proposed Outlot D) between the "Parcel B" development and the proposed Wildflower at Lake Elmo development. Over sixty percent of the homes in the community will have a walkout basement. "PARCEL B" is located within the Stillwater School District #834.

Development Team:

Civil Engineering, Surveying & Land Planning
Sathre-Bergquist, Inc.
Robert S. Molstad, P.E.
David B. Pemberton, P.L.S.
150 South Broadway
Wayzata, Minnesota 55391
Telephone: 952-476-6000
Facsimile: 952-476-0104
Email: molstad@sathre.com
Email: pemberton@sathre.com

Wetland & Biological Sciences
Kjolhaug Environmental Services
Melissa Barrett
26105 Wild Rose Lane
Shorewood, MN 55331
Telephone: 952-401-8757
Email: Melissa@kjolhaugenv.com

Soil Sciences
Haugo GeoTechnical Services
Paul Haugo
13570 Grove Drive #278
Maple Grove, MN 55311
Telephone: (612) 554-4829
Email: p.haugo@gmail.com

Property Ownership:

Parcel B (Alta Survey Parcel 3): Schiltgen Farms, Inc.

The Southwest Quarter of the Southwest Quarter of Section 12, Township 29 North, Range 21 West, Washington County, Minnesota.

Comprehensive Plan, Zoning, Density, & Variances:

The Existing Land Use is classified as Rural Area Development. The planned Land Use is Village Urban Medium Density. On the Village Land Use Plan, the project site is classified as Village Urban Medium Density (V-MDR). The attached preliminary plat shows 97 single family

lots that are a minimum width of 65 feet. The smallest lot area is L18B5 – 8,459 sf and the largest lot area is L4B2 at 22,232 sf, with an average lot area of 11,089 for the entire project.

Lake Elmo Zoning:

MDR District
3.0 – 4.0 units per acre
Minimum Lot Area – 7,000 square feet
Minimum Width – 50 feet
Front Yard Setback – 25 feet
Side Yard Setback – 5 feet to garage and 10 feet to living space
Corner Yard Setback – 15 feet
Rear Yard Setback – 20 feet

Density:

Gross Site Area: 39.84 acres
Gross Density = 97/39.84= 2.43 units per acre

CSAH 17 ROW: 2.27 acres
Open Space: 0.79 acres
Net Area: 39.84-2.27-0.79 = 36.78 acres
Net Density = 97/36.78 = 2.64 units per acre

Variances – No variances are proposed.

A preliminary plat lot area tabulation sheet is in Appendix A of this narrative.

Site Analysis:

The site is bordered on the north and east by the proposed Wildflower at Lake Elmo development, a Robert Engstrom Development. The site is bordered on the west by Lake Elmo Avenue and on the south by future commercial properties. The primary access to the site will be via Lake Elmo Avenue.

The site is currently being used for agricultural purposes. Please refer to the ALTA Survey and the aerial photos. Utility service, sanitary sewer will be provided to the site as part of the proposed Trunk Sanitary Sewer project that will extend sewer service from the new lift station at Reid Park, north to the Site. Watermain exists on the east side of Lake Elmo Avenue and will be extended to the south east corner of the project from 39th Street North. Storm water will be managed and outlet from the site in accordance with the City and Watershed requirements. The site is within the Valley Branch Watershed District. Minor utilities (gas, electric, phone, and TV) will need to be extended to service the site.

The topography of the site is relatively flat on most of the site, 940 to 945 along Lake Elmo Avenue and sloping southeast to 938 at the south east corner. The highest elevations are in the northwest corner at +/- 955. There is an existing slope in the north central portion of the site that slopes from 940 down to 920.

There are no wetlands on the site.

The USDA Soil Survey of the project site indicates Antigo Silt Loams, Campia Silt Loams, and Mahtomedi Loamy Sand. The soils that are present consist of mostly moderately well drained loams and sandy loams with a moderate permeability.

Street Design:

"PARCEL B" proposes to have public streets; the public streets within the project would be 28' B-B, with a sidewalk along one side of the street, within a 60' ROW. The cul-de-sacs will have a 45' Radius to the back of curb. All streets will be constructed to the City of Lake Elmo standard street section.

Utility Services:

City sanitary sewer will need to be extended to the site. Water is currently available to serve the site, see notes above.

Site Grading:

The site grading is planned to begin in the fall of 2014. The project will be graded in one phase. The overall graded area is +/- 38 acres. We are proposing to grade all streets to the proposed hold downs and prepare corrected building pads for all home sites. We are creating three stormwater ponding areas and two infiltration areas to meet the stormwater treatment requirements of the City and the Watershed. The excavation of on-site material is estimated at +/- 150,000 cy. It is our design objective to balance the site with on-site material, some import of suitable structural fill material may be necessary for building pad, street, and retaining wall construction. As the final design analysis is completed we will provide detailed construction plans for the project to the City of Lake Elmo.

Stormwater:

The stormwater facilities proposed in "PARCEL B" are illustrated on the enclosed preliminary plans. Runoff from the site will be directed to storm sewer inlet locations, collected and conveyed to the proposed treatment pond(s) and filtration area(s). The ponds and filtration areas will provide temporary storage of stormwater runoff, treatment of stormwater and sediment removal. The stormwater plan will provide adequate treatment and storage to meet the City of Lake Elmo and the Valley Branch Watershed District requirements.

Wetlands:

There are no wetlands on the site.

Traffic:

"PARCEL B" proposes one primary access point off of Lake Elmo Avenue and a secondary street connection to 39th Street North.

Traffic Generation – (anticipate 10 trips per day per home site)

97 Lots = 970 trips per day

The additional traffic generated from this site is not anticipated to have a noticeable impact on the existing traffic in the area and is on the lower end of the proposed Comprehensive Plan guiding.

Trail System:

Six-foot concrete sidewalks are proposed along residential streets within the site. In addition, there are 8.5 foot trails proposed to promote neighborhood connectivity as well as encourage and expand pedestrian use of Downtown.

Woodland Areas & Protection:

I. Introduction

A current tree survey in accordance with City of Lake Elmo requirements has been completed for this site and is included in the submittal. The tree inventory plan is shown on the Erosion Control Plan. Only 14 trees were identified, per the City requirements.

II. Tree Species, Distribution and Size:

The site has 318 caliper inches of significant trees, with 15 caliper inches of exempt trees for a net total of 303 caliper inches. The trees located throughout the site. The species include Cherry, Maple, Box Elder, Red Cedar and a few others. A table containing data on the trees, as well as a map which shows tree location, species, size and condition, are shown in the preliminary plans, please see the Erosion Control Plan.

Tree Removal & Restitution:

The "PARCEL B" development will impact approximately 61.4% of the significant trees on the site. The development is over the allowable 30% threshold and a proposed replacement plan has been prepared for the project.

Landscape Plan, Monuments, & Entrance:

This development will have a divided entry off of Lake Elmo Avenue and some small berming along Lake Elmo Avenue. Many of the lots will have pond views or overlook views, due to the site topography. The stormwater pond and treatment areas will have landscaping to create unique water treatment facilities for the proposed project. A custom entry monument may be designed and constructed at the proposed entrance. This will create a sense of luxury and livability for the new single family residents, while providing safer access to the site. Landscaping, monuments and other furnishings will be designed to conform to the Lake Elmo Branding and Theming Study.

Homeowner's Association and Restrictive Covenants:

The developer will prepare restrictive covenants and standards that will apply to this 97 lot project. The restrictive covenants will be tailored to the developer's vision of the project. Each

home will be required to meet the specifics of building types, landscaping, and overall goals of the development.

A master HOA will be created for the "PARCEL B" project. This association will be in charge of the monumentation, entrance, landscaping, and infiltration basins. The HOA will also be responsible for maintenance issues within the subdivision. These may include special landscaping, mailboxes, signage, and other common elements.

APPENDIX A:

PARCEL B – Preliminary Plat Lot Area Summary

BLOCK 1

LOT	AREA				WETLAND AREA
1	10,953	sq. ft.	0.25	acres	
2	10,603	sq. ft.	0.24	acres	
3	13,039	sq. ft.	0.30	acres	
4	13,856	sq. ft.	0.32	acres	
5	11,683	sq. ft.	0.27	acres	
6	14,786	sq. ft.	0.34	acres	
7	10,228	sq. ft.	0.23	acres	
8	10,894	sq. ft.	0.25	acres	
9	15,182	sq. ft.	0.35	acres	
10	15,142	sq. ft.	0.35	acres	
11	10,430	sq. ft.	0.24	acres	
12	14,104	sq. ft.	0.32	acres	
13	9,581	sq. ft.	0.22	acres	
14	11,025	sq. ft.	0.25	acres	
15	10,690	sq. ft.	0.25	acres	
16	10,145	sq. ft.	0.23	acres	
17	9,388	sq. ft.	0.22	acres	
18	9,388	sq. ft.	0.22	acres	
Total	211,118	sq. ft.	4.85	acres	

BLOCK 2

LOT	AREA				WETLAND AREA
1	10,795	sq. ft.	0.25	acres	
2	13,711	sq. ft.	0.31	acres	
3	15,283	sq. ft.	0.35	acres	
4	22,232	sq. ft.	0.51	acres	
5	15,756	sq. ft.	0.36	acres	
6	16,581	sq. ft.	0.38	acres	
7	13,012	sq. ft.	0.30	acres	
8	11,233	sq. ft.	0.26	acres	
9	10,626	sq. ft.	0.24	acres	
10	10,539	sq. ft.	0.24	acres	

Total	139,768	sq. ft.	3.21	acres

BLOCK 3

LOT	AREA			WETLAND AREA
1	10,306	sq. ft.	0.24	acres
2	9,738	sq. ft.	0.22	acres
3	8,514	sq. ft.	0.20	acres
4	8,659	sq. ft.	0.20	acres
5	10,761	sq. ft.	0.25	acres
6	10,805	sq. ft.	0.25	acres
7	9,473	sq. ft.	0.22	acres
8	9,224	sq. ft.	0.21	acres
Total	77,480	sq. ft.	1.78	acres

BLOCK 4

LOT	AREA			WETLAND AREA
1	8,479	sq. ft.	0.19	acres
2	8,510	sq. ft.	0.20	acres
3	9,014	sq. ft.	0.21	acres
4	10,929	sq. ft.	0.25	acres
5	14,330	sq. ft.	0.33	acres
6	13,094	sq. ft.	0.30	acres
7	10,624	sq. ft.	0.24	acres
8	8,455	sq. ft.	0.19	acres
9	8,509	sq. ft.	0.20	acres
10	8,571	sq. ft.	0.20	acres
11	10,205	sq. ft.	0.23	acres
12	12,673	sq. ft.	0.29	acres
13	11,314	sq. ft.	0.26	acres
14	8,979	sq. ft.	0.21	acres
15	10,346	sq. ft.	0.24	acres
16	11,850	sq. ft.	0.27	acres
17	14,643	sq. ft.	0.34	acres
18	12,340	sq. ft.	0.28	acres
19	10,881	sq. ft.	0.25	acres
20	11,012	sq. ft.	0.25	acres
Total	214,759	sq. ft.	4.93	acres

BLOCK 5

LOT	AREA			WETLAND AREA
1	10,466	sq. ft.	0.24	acres
2	8,916	sq. ft.	0.20	acres
3	9,684	sq. ft.	0.22	acres
4	8,997	sq. ft.	0.21	acres
5	9,244	sq. ft.	0.21	acres
6	10,833	sq. ft.	0.25	acres
7	11,701	sq. ft.	0.27	acres
8	11,325	sq. ft.	0.26	acres

9	11,500	sq. ft.	0.26	acres
10	11,662	sq. ft.	0.27	acres
11	11,544	sq. ft.	0.27	acres
12	12,100	sq. ft.	0.28	acres
13	10,588	sq. ft.	0.24	acres
14	10,341	sq. ft.	0.24	acres
15	10,415	sq. ft.	0.24	acres
16	9,342	sq. ft.	0.21	acres
17	10,917	sq. ft.	0.25	acres
18	8,459	sq. ft.	0.19	acres
19	9,936	sq. ft.	0.23	acres
20	14,203	sq. ft.	0.33	acres
21	12,724	sq. ft.	0.29	acres
22	15,411	sq. ft.	0.35	acres
23	11,805	sq. ft.	0.27	acres
Total	252,115	sq. ft.	5.79	acres

BLOCK 6

LOT	AREA			WETLAND AREA
1	11,070	sq. ft.	0.25	acres
2	10,061	sq. ft.	0.23	acres
3	8,618	sq. ft.	0.20	acres
4	13,185	sq. ft.	0.30	acres
5	11,240	sq. ft.	0.26	acres
6	10,014	sq. ft.	0.23	acres
7	8,540	sq. ft.	0.20	acres
8	9,748	sq. ft.	0.22	acres
9	10,907	sq. ft.	0.25	acres
10	10,031	sq. ft.	0.23	acres
11	9,567	sq. ft.	0.22	acres
12	9,148	sq. ft.	0.21	acres
13	9,611	sq. ft.	0.22	acres
14	9,459	sq. ft.	0.22	acres
15	8,370	sq. ft.	0.19	acres
16	9,035	sq. ft.	0.21	acres
Total	158,604	sq. ft.	3.64	acres

BLOCK 7

LOT	AREA			WETLAND AREA
1	10,218	sq. ft.	0.23	acres
2	10,676	sq. ft.	0.25	acres
Total	20,894	sq. ft.	0.48	acres

OUTLOTS

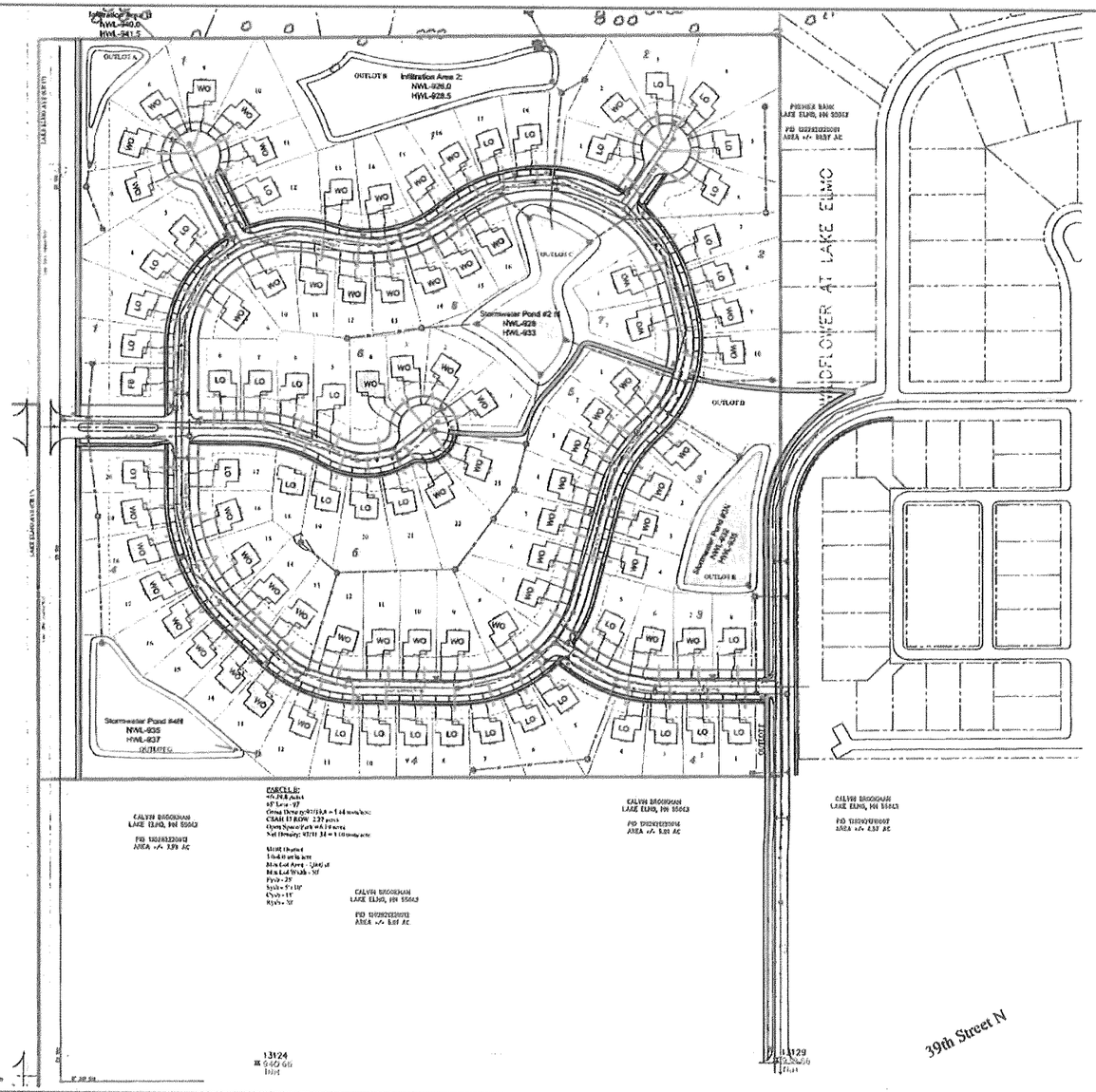
LOT	AREA			WETLAND AREA
A	15,088	sq. ft.	0.35	acres
B	79,611	sq. ft.	1.83	acres
C	68,653	sq. ft.	1.58	acres

D	21,101	sq. ft.	0.48	acres
E	34,750	sq. ft.	0.80	acres
F	2,046	sq. ft.	0.05	acres
G	49,273	sq. ft.	1.13	acres
Total	270,522	sq. ft.	6.21	acres

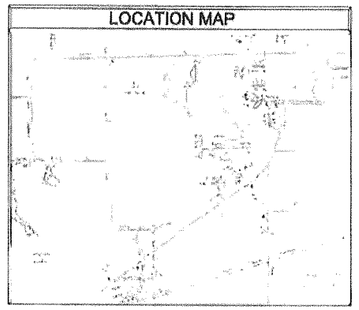
Total Lots	1,074,738	sq. ft.	24.67	acres
Total Outlots	270,522	sq. ft.	6.21	acres
Total Right of Way	390,089	sq. ft.	8.96	acres
TOTAL	1,735,349	sq. ft.	39.84	acres

SYMBOL LEGEND

DESCRIPTION	PROPOSED	EXISTING
MINOR CONTOUR		
MAJOR CONTOUR		
LOT LINE		
WATERMAIN		
BUILDING SETBACK BOUNDARY		
PARCEL BOUNDARY LINE		
DRAINAGE AND UTILITY EASEMENTS		
CURB AND GUTTER		
RIGHT-OF-WAY		
DRAINTILE IN CULVERT(S)		
BACKYARD CATCH BASIN		
CATCH BASIN		
STORM SEWER MANHOLE		
FLARED END SECTION W/RIP-RAP		
STORM STRUCTURE LABEL		
SANITARY STRUCTURE LABEL		
SANITARY SEWER MANHOLE		
HYDRANT		
GATE VALVE		
WELL		
DRAINAGE FLOW/ENERGY ARROW		
EMERGENCY OVERFLOW (HWL)		
SOIL BORING LOCATION		
SILT FENCE		
TREE PRESERVATION FENCE		
BARRICADE		
SPOT ELEVATION		
TBC SPOT ELEVATION		
UTILITY POLE		
LIGHT POLE		
HANDICAP PARKING SPACE		



LOCATION MAP



SHEET INDEX TABLE

SHEET	Description
SP	Site Plan
ALTA	ALTA/Existing Conditions
PP	Preliminary Plat
GP	Grading Plan
EC	Erosion Control Plan/Tree Survey
ST	Street Plan
UP	Utility Plan

PREPARED BY	PREPARED FOR
ENGINEER SATHRE-BERGQUIST, INC. 150 SOUTH BROADWAY WAYZATA, MINNESOTA 55391 PHONE: (952) 476-6000 FAX: (952) 476-6038 CONTACT: ROBERT S. MOLSTAD, P.E. EMAIL: BOLSTAD@SATHRE.COM	DEVELOPER [illegible] [illegible] PHONE: (952) 546-3070 EMAIL: CRAIG@CONFIDENCECOMPANY.COM

NORTH

100 50 0 50 100 200
SCALE IN FEET

EXISTING UTILITIES SHOWN ARE APPROXIMATE X-RAY ONLY. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ANY AND ALL EXISTING UTILITIES BEFORE COMMENCING WORK. HE AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES ARISING OUT OF HIS FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL EXISTING UTILITIES.

DRAWING NAME	NO.	BY	DATE	REVISIONS
BASE_PARCELS A-B	01	ERJ	06/03/14	REVISIONS PER CITY COMMENT
DRAWN BY	02	ERJ	08/06/14	SITE REVISIONS
ERJ				
CHECKED BY				
RSM				
DATE				
04/23/14				

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I HEREBY CERTIFY THAT THIS PLAN OR SPECIFICATION WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

Robert S. Molstad

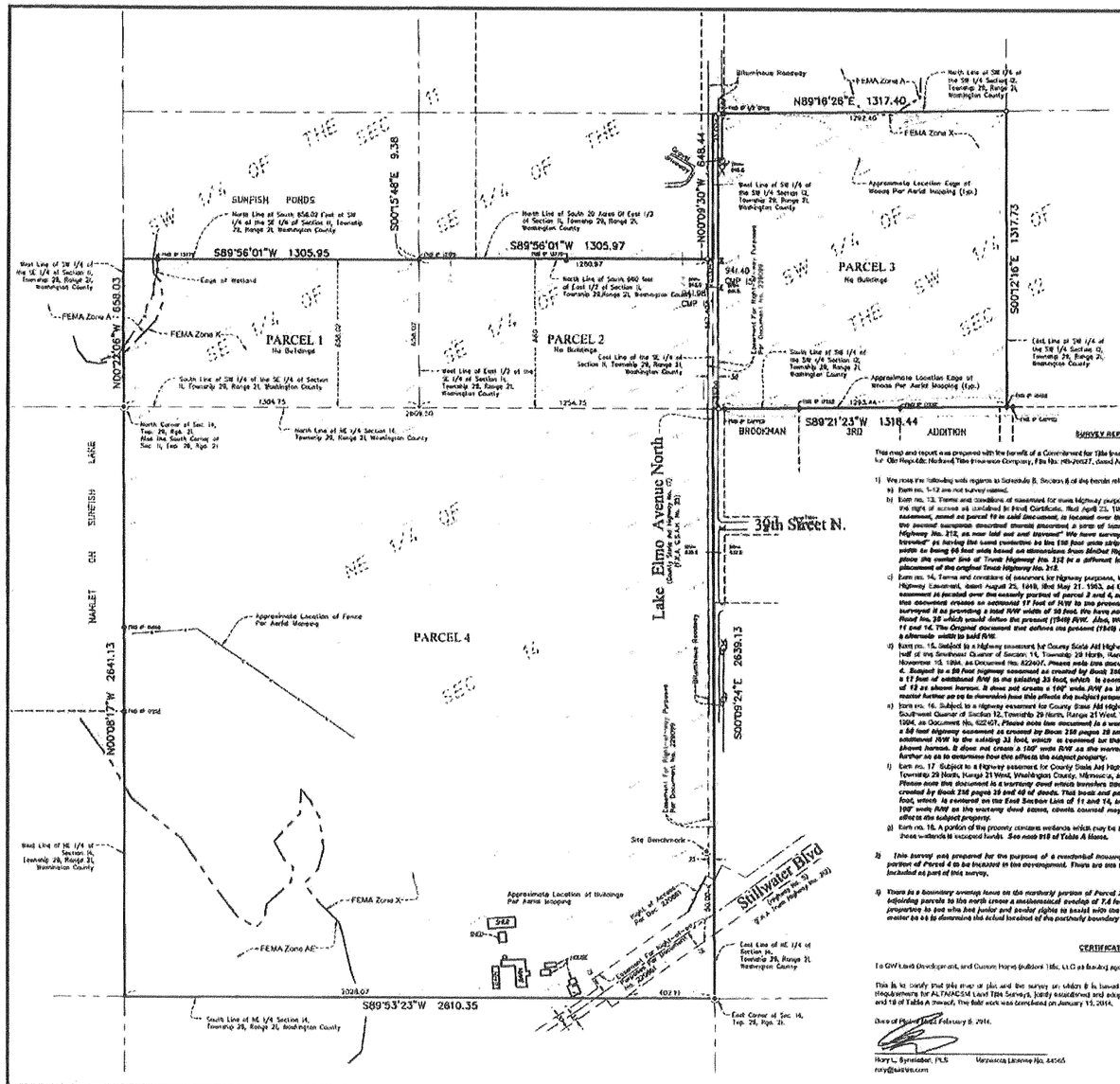
ROBERT S. MOLSTAD, P.E.
Date: 04/23/14 Lic. No. 24728

SATHRE-BERGQUIST, INC.
150 SOUTH BROADWAY WAYZATA, MN. 55391 (952) 476-6000

CITY PROJECT NO.
—
LAKE ELMO, MINNESOTA

PRELIMINARY SITE PLAN
VILLAGE PRESERVE
GW LAND DEVELOPMENT

FILE NO.
3120-047
SP / SP



DESCRIPTION OF PROPERTY SURVEYED
(Per Schedule A of the herein referenced Title Commitment)

Parcel 1:
The South 656.02 feet of the Southwest Quarter of the Southeast Quarter of Section 11, Township 29 North, Range 21 West, Washington County, Minnesota.

Parcel 2:
The South 20 acres of the East Half of the Southwest Quarter of Section 11, Township 29 North, Range 21 West, Washington County, Minnesota.

Parcel 3:
The Southwest Quarter of the Southwest Quarter of Section 12, Township 29 North, Range 21 West, Washington County, Minnesota.

Parcel 4:
The Northwest Quarter of Section 14, Township 29 North, Range 21 West, Washington County, Minnesota.

ALTA/ACSM OPTIONAL TABLE A NOTES
(The following items reference Table A optional survey responsibilities and specifications)

2) Address: Parcel 1- Unassigned
Parcel 2- Unassigned
Parcel 3- Unassigned
Parcel 4- 10980 Stillwater Blvd N., Lake Elmo, MN 55042

3) **Flood Zone Information:** Parcels 1 and 3 are contained in Zone X (area of minimal flooding) and Zone A (Areas subject to inundation by the 1-percent-annual-chance flood event, because detailed hydraulic analyses have not been performed, no Base Flood Elevations (BFEs) or flood depths are shown) per Flood Insurance Rate Map, Community Panel No. 27163C0261E, effective date of February 3, 2010. Parcel 2 is contained in Zone X (area of minimal flooding) per Flood Insurance Rate Map, Community Panel No. 27163C0345E (effective date of February 3, 2010). Parcel 4 is contained in Zone X (area of minimal flooding) and Zone AE (Areas subject to inundation by the 1-percent-annual-chance flood event determined by detailed methods. BFEs are shown within these zones.) per Flood Insurance Rate Map, Community Panel No. 27163C0245E, effective date of February 3, 2010. Please note that we have shown the division line between these zones as indicated by digitizing said Flood Insurance Rate Maps.

4) **Parcel Area Information:**

Parcel 1:	Net-	656,947 Sq. Ft. - 15.72 Acres
Parcel 2:	Gross-	871,200 Sq. Ft. - 20.00 Acres
	LESS-	33,370 Sq. Ft. - 0.77 Acres
	Net-	837,830 Sq. Ft. - 19.23 Acres
Parcel 3:	Gross-	1,735,348 Sq. Ft. - 39.84 Acres
	LESS-	65,784 Sq. Ft. - 1.51 Acres
	Net-	1,669,564 Sq. Ft. - 38.33 Acres
Parcel 4:	Gross-	6,893,606 Sq. Ft. - 158.16 Acres
	LESS-	204,979 Sq. Ft. - 4.70 Acres
	Net-	6,688,627 Sq. Ft. - 153.46 Acres
Total Net:	Net-	10,052,139 Sq. Ft. - 230.76 Acres

5) Elevations are based on MNDOT Geodetic Database Station Marker 8214K which has an elevation of: 935.532 feet (NAVD88). Contours shown hereon are per field observations along with LiDar data obtained from the Minnesota Department of Natural Resources on January 11, 2013.

6) The current Zoning for the subject property is MF (Mixed Transitional) per the City of Lake Elmo's zoning map dated May 21, 2013. The planning department informed us per a phone call that the property is in the process of changing to Village Low Density. Per this phone call, the setback, height, and density restrictions for this zoning designation are going to be as follows: SETBACKS - Front 25 feet, Side 10 feet living and 5 feet garage, Rear 25 feet HEIGHT - 35 feet; DENSITY - 1.0 - 2 units per acre.

Please note that the general restrictions for the subject property may have been amended through a city process. We could be unaware of such amendments if they are not in a recorded document provided to us. We recommend that a zoning letter be obtained from the Zoning Administrator for the current restrictions for this site.

11)(a) We have shown the location of utilities on the surveyed property by observed evidence only. There may be underground utilities encumbering the subject property of which we are unaware.

13) The wetland delineation was performed on Parcels 1, 2, 3, and the North 900 feet of Parcel 4 by Applewood Environmental Services and the Wilkinson Ridge were located on January 15, 2014. The remaining South portion of Parcel 4 by contact evidence on FEMA mapping, that items not delineated as part of this survey.

SURVEY REPORT

This map and report was prepared with the benefit of a Commitment for Title Insurance issued by Custom Home Builders Title, LLC as Issuing Agent for Old Republic National Title Insurance Company, File No. HB-20227, dated August 6, 2013.

1) We make the following with regards to Schedule B, Section II of the herein referenced Title Commitment:
   a) Item no. 1-12 are not survey related.
   b) Item no. 13. Terms and conditions of easement for more highway purposes, to erect snow fences, to construct and maintain slopes, and take the right of access as contained in Final Certificate, filed April 23, 1962 as Document No. 226081 (Book 246 of Deeds, page 562). This easement, zoned as parcel 10 in said document, is located over the southwesterly portion of parcel 4, as shown hereon. Please note the zoned easement described therein described a point of land "lying southwesterly of the southwesterly right-of-way of Trunk Highway No. 212, as now laid out and improved" We have surveyed the location of "Trunk Highway no. 212, as now laid out and improved" as having the same centerline as the 150 foot wide strip taken for the road easement. Furthermore, We have surveyed its width as being 66 feet wide based on dimensions from MnDot Right-of-Way Map no. 4-65_003. A requirement could exist that would place the center line of Trunk Highway No. 212 in a different location and it could change the width that we have used for the placement of the original Trunk Highway No. 212.
   c) Item no. 14. Terms and conditions of easement for highway purposes, together with the unrestricted right to improve the same as contained in Highway Easement, dated August 25, 1948, filed May 21, 1963, as Document No. 229099 (Book 256 of Deeds, pages 28 and 40). This easement is located over the easterly portion of parcel 3 and 4, and westerly portion of parcel 3, as shown hereon. Please note that the described easement as contained 17 feet of R/W to the present (1948) 33 foot right-of-way of County Aid Road No. 39. We have surveyed it as providing a total R/W width of 50 feet. We have not been provided the original document for the R/W for County Aid Road No. 39 which would define the present (1948) R/W. Also, We have surveyed it as being centered on the east Line of Sections 11 and 14. The Original document that defines the present (1948) R/W could place this R/W in a different location and could provide a different width to said R/W.
   d) Item no. 15. Subject to a highway easement for County State Aid Highway 17 over the East 50 feet thereof of the South 20 acres of the East half of the Southwest Quarter of Section 11, Township 29 North, Range 21 West, Washington County, Minnesota, as recited in Deed filed November 10, 1904, as Document No. 822407. Please note this document is a warranty deed which transfers title to parcels 2, 3, and 4. Subject to a 50 foot highway easement as created by Book 256 pages 28 and 40 of deeds. The book and page document creates a 17 foot of additional R/W to the existing 33 foot, which is centered on the East Section Line of 11 and 14, and West Section Line of 12 as shown hereon. It does not create a 100' wide R/W as the warranty deed states, clients counsel may wish to pursue this matter further so as to determine how this affects the subject property.
   e) Item no. 16. Subject to a highway easement for County State Aid Highway 17 over the West 50 feet thereof of the Southwest Quarter of the Southwest Quarter of Section 12, Township 29 North, Range 21 West, Washington County, Minnesota, as recited in Deed filed November 10, 1904, as Document No. 822407. Please note this document is a warranty deed which transfers title to parcels 2, 3, and 4. Subject to a 50 foot highway easement as created by Book 256 pages 28 and 40 of deeds. The book and page document creates a 17 foot of additional R/W to the existing 33 foot, which is centered on the East Section Line of 11 and 14, and West Section Line of 12 as shown hereon. It does not create a 100' wide R/W as the warranty deed states, clients counsel may wish to pursue this matter further so as to determine how this affects the subject property.
   f) Item no. 17. Subject to a highway easement for County State Aid Highway 17 over the East 50 feet of the Northeast Quarter of Section 14, Township 29 North, Range 21 West, Washington County, Minnesota, as recited in Deed filed November 10, 1904, as Document No. 822407. Please note this document is a warranty deed which transfers title to parcels 2, 3, and 4. Subject to a 50 foot highway easement as created by Book 256 pages 28 and 40 of deeds. The book and page document creates a 17 foot of additional R/W to the existing 33 foot, which is centered on the East Section Line of 11 and 14, and West Section Line of 12 as shown hereon. It does not create a 100' wide R/W as the warranty deed states, clients counsel may wish to pursue this matter further so as to determine how this affects the subject property.
   g) Item no. 18. A portion of the property contains wetlands which may be subject to federal, state, or local regulations. The right to use or improve these wetlands is excepted herein. See note #18 of Table A items.

2) This survey was prepared for the purpose of a residential housing development on parcels 1, 2, 3, and to subdivide the northerly portion of Parcel 4 to be located in the development. There are no features located on the southerly portion of Parcel 4 that were not included as part of this survey.

3) There is a boundary overlap issue on the northerly portion of Parcel 2. The legal description of Parcel 2 and the legal description of the adjoining parcels to the north create a mathematical overlap of 7.4 feet, as shown hereon. We have requested the original deeds of the properties to see who has junior and senior rights to assist with the resolution of this issue. Clients counsel may wish to pursue this matter so as to determine the actual location of the northerly boundary line of Parcel 2.

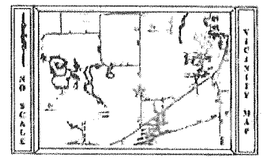
CERTIFICATION

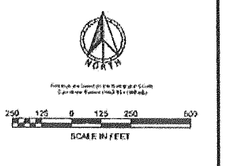
To GW Land Development, and Custom Home Builders Title, LLC as funding agent for Old Republic National Title Insurance Company:

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2011 Minimum Standard Detail Requirements for ALTA/ACSM Land Title Surveys, jointly established and adopted by ALTA and NSPS in 2011, and includes Items 1 - 5, 8, 9, 11(a), and 13 of Table A thereof. The field work was completed on January 15, 2014.

Date of Plat or Map: February 5, 2014.

Rory L. Syverson, PLS — Minnesota License No. 44565
rory@sathre.com





SURVEY LEGEND

CASE IRON MONUMENT	CABLE TV PEDESTAL
CATCH BASIN	ELECTRIC TRANSFORMER
FLARED END SECTION	ELECTRIC MANHOLE
GATE VALVE	ELECTRIC METER
GUY WIRE	GAS METER
HYDRANT	GAS VALVE
IRON PIPE SET	HAND HOLE
IRON PIPE FOUND	HANDICAPPED
LIGHT POLE	TELEPHONE MANHOLE
POWER POLE	TELEPHONE PEDESTAL
SANITARY MANHOLE	UTILITY MANHOLE
SPOT GROUND ELEVATION	UTILITY PEDESTAL

BITUMINOUS	
CONCRETE CURB	
CONTOUR EXISTING	
ELECTRIC UNDERGROUND	
FENCE	
GAS UNDERGROUND	
OVERHEAD UTILITY	
SANITARY SEWER	
STORM SEWER	
TELEPHONE UNDERGROUND	
UTILITY UNDERGROUND	

FIELD CREW	NO.	BY	DATE	REVISIONS
LAKE, AVERBECK	01	JML	04-22-14	REVISED TOPOGRAPHY
DRAWN BY				
JML				
CHECKED BY				
RLB				
DATE				
01-21-14				

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

Dated this 5th day of February, 2014.

Rory L. Syverson, PLS — Minnesota License No. 44565
rory@sathre.com

SATHRE-BERGQUIST, INC.
150 SOUTH BROADWAY WAYZATA, MN 55391 (952) 476-6000

TWP.29 - RGE.21 - SEC.11, 12, 14	
WASHINGTON COUNTY	
ALTA SURVEY.DWG	
LAKE ELMO, MINNESOTA	

ALTA/ACSM LAND TITLE SURVEY
PREPARED FOR:
GW LAND DEVELOPMENT
CUSTOM HOME BUILDERS TITLE, LLC
OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY

FILE NO. 3120-047
PARCEL ABS
1 / 1

VILLAGE PRESERVE
LAKE ELMO, MINNESOTA

DESCRIPTION OF PROPERTY SURVEYED
(Per Schedule A of the hereat referenced Title Commitment)

PARCEL 3 (HB-26627)

The Southwest Quarter of the Southwest Quarter of Section 12, Township 29 North, Range 21 West, Washington County, Minnesota.

GENERAL NOTES

1) **Site Address:** Unassigned, Lake Elmo, MN 55042 (PIDs 1202921330001)

2) **Flood Zone:** Parcel 3 is contained in Zone X (area of minimal flooding) and Zone A (Areas subject to inundation by the 1-percent-annual-chance flood event, Because detailed hydraulic analyses have not been performed, no Base Flood Elevations (BFEs) or flood depths are shown) per Flood Insurance Rate Map, Community Panel No. 27163C0245E, effective date of February 3, 2010.

3) **Parcel Area:**
Parcel 3: Gross- 1,735,349 Sq. Ft.- 39.84 Acres
ROW- 65,794 Sq. Ft.- 1.51 Acres
Net- 1,669,555 Sq. Ft.- 38.33 Acres

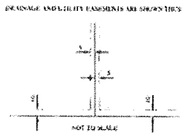
4) **Benchmark:** Elevations are based on MnDOT Geodetic Database Station Name: 6214K which has an elevation of: 935.539 feet (NAVD88).

5) **Zoning:** The current Zoning for the subject property is RT (Rural Transitional) per the City of Lake Elmo's zoning map dated May 21, 2013. The planning department informed us per a phone call that the property is in the process of changing to Village Low Density. Per this phone call, the setback, height, and density restrictions for this zoning designation are going to be as follows: SETBACKS = Front 25 feet, Side 10 feet living and 5 feet garage, Rear 20 feet; HEIGHT - 35 feet; DENSITY - 1.5 - 2 unit per acre.

6) **Location of Utilities:** We have shown the location of utilities on the surveyed property by observed evidence only.

7) **Wetland:** Kjolhaug Environmental Services were at the property on January 15, 2014 and reported there were no wetlands on the property.

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS



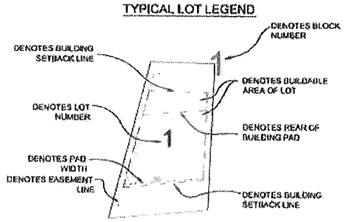
Being 5 feet on each and adjoining lot lines, lot and other property lines, and 10 feet on each and adjoining side of any land, unless otherwise shown on the plat.

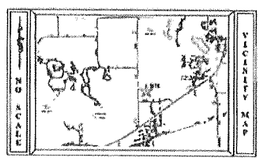
PREPARED BY	PREPARED FOR
[illegible]	[illegible]

97 SINGLE FAMILY LOTS

[illegible]	[illegible]	[illegible]	[illegible]	[illegible]

TYPICAL LOT LEGEND

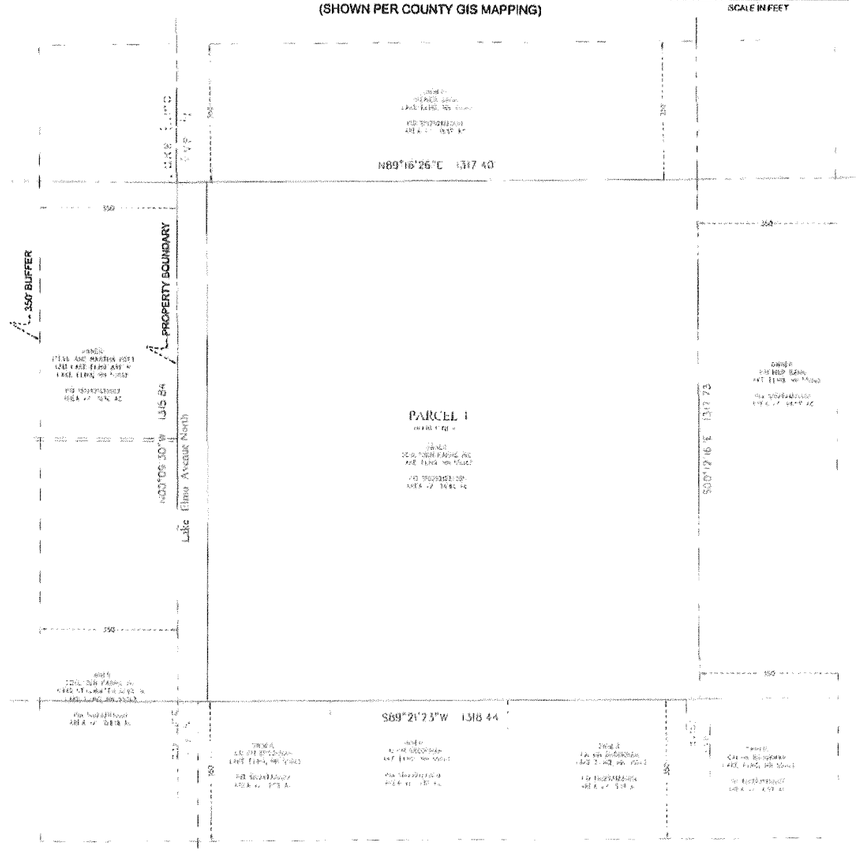




SURVEY LEGEND

- IRON PIPE SET
- IRON PIPE FOUND
- GUY WIRE-EXISTING
- POWER POLE-EXISTING
- TELEPHONE PEDESTAL-EXISTING
- OVERHEAD UTILITY-EXISTING
- WOODS-EXISTING
- EASEMENT LINE-PROPOSED
- SETBACK LINE-PROPOSED
- LOT WIDTH LINE-PROPOSED
- REAR BUILDING PAD LINE-PROPOSED
- GRAVEL-EXISTING
- BITUMINOUS-EXISTING
- EASEMENT-EXISTING
- BOUNDARY LINE-EXISTING
- ADJACENT PROPERTY LINE-EXISTING
- SECTION LINE-EXISTING
- CENTERLINE-PROPOSED
- RIGHT OF WAY-PROPOSED
- LOT LINE-PROPOSED
- CURVE RADIAL LINE-PROPOSED
- CONCRETE CURB AND GUTTER-PROPOSED
- BITUMINOUS SURFACE-EXISTING
- BITUMINOUS SURFACE-PROPOSED
- WETLAND-EXISTING
- GRAVEL-EXISTING
- CONCRETE SIDEWALK-PROPOSED
- POND-PROPOSED
- INFILTRATION-PROPOSED
- BLOCK LINE-PROPOSED

350' BUFFER IDENTIFYING LAND OWNERS AND BOUNDARY LINES FOR ADJOINING PARCELS
(SHOWN PER COUNTY GIS MAPPING)



FIELD CREW	NO.	BY	DATE	REVISIONS
LAKE, AVERBECK	01	JML	06-03-14	REVISED LOT LAYOUT
DRAWN BY	02	JML	06-10-14	REVISED LOT LAYOUT
JML				
CHECKED BY				
RLS				
DATE				
04-09-14				

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

Dated this 22nd day of April, 2014.

Rory L. Sylvestlen, PLS — Minnesota License No. 44565
rory@sathre.com

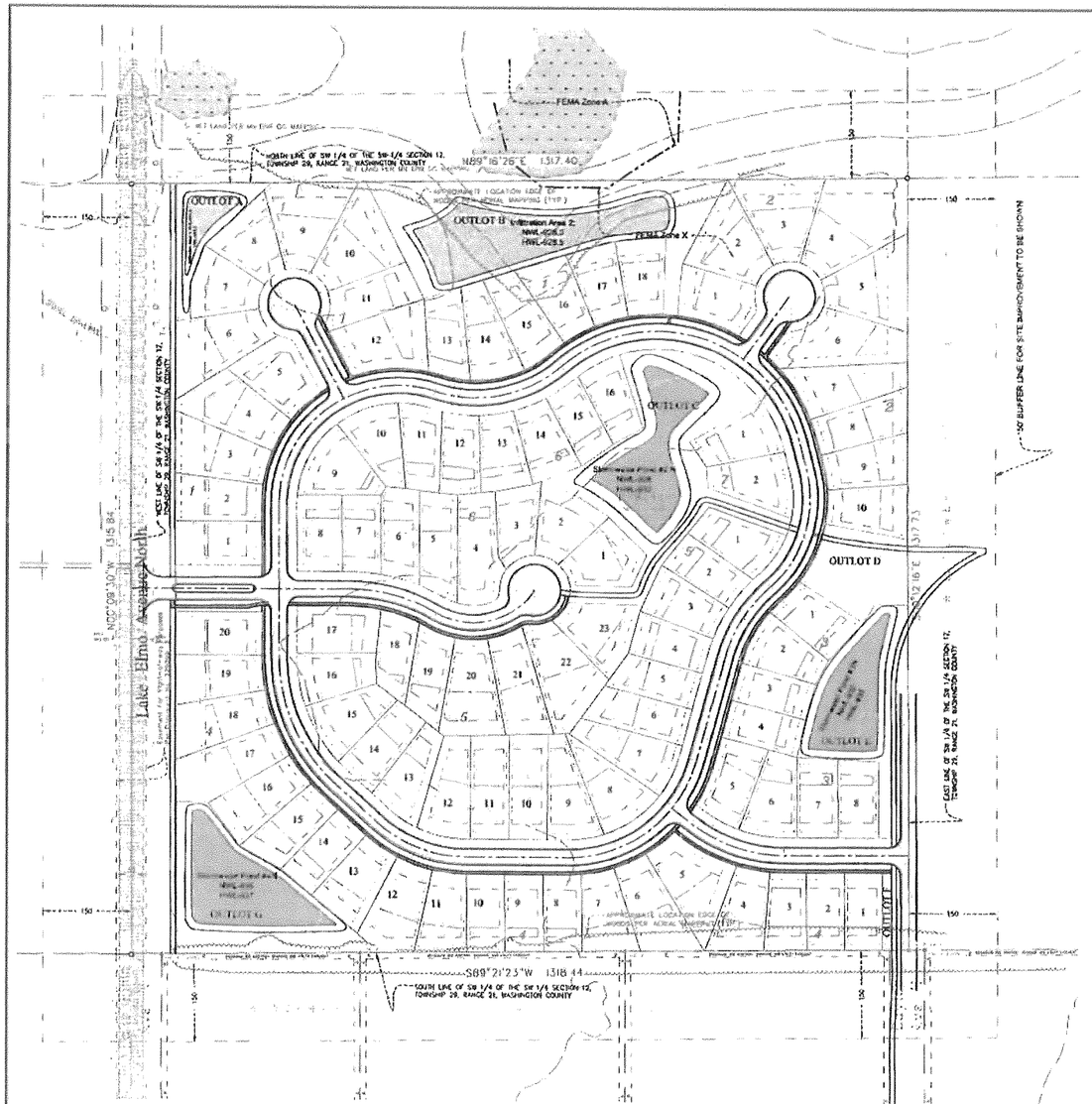
SATHRE-BERGQUIST, INC.
150 SOUTH BROADWAY WAYZATA MN 55391 (952) 476-6000

TWP.29 - RGE.21 - SEC.12
WASHINGTON COUNTY

LAKE ELMO, MINNESOTA

PRELIMINARY PLAT
OF
VILLAGE PRESERVE

FILE NO. 3120-017
PP-1
PP-4



Village Preserve
Lake Elmo, Minnesota

DATE	04.11.2014	BY	DESCRIPTION
Prepared For:	G.A. Land Development		
Prepared By:	Sathre-Bergquist, Inc.		

BLOCK 1

LOT	AREA		WETLAND AREA
1	10,954	sq. ft.	0.25 acres
2	10,000	sq. ft.	0.23 acres
3	10,000	sq. ft.	0.23 acres
4	10,000	sq. ft.	0.23 acres
5	10,000	sq. ft.	0.23 acres
6	10,000	sq. ft.	0.23 acres
7	10,000	sq. ft.	0.23 acres
8	10,000	sq. ft.	0.23 acres
9	10,000	sq. ft.	0.23 acres
10	10,000	sq. ft.	0.23 acres
11	10,000	sq. ft.	0.23 acres
12	10,000	sq. ft.	0.23 acres
13	10,000	sq. ft.	0.23 acres
14	10,000	sq. ft.	0.23 acres
15	10,000	sq. ft.	0.23 acres
16	10,000	sq. ft.	0.23 acres
17	10,000	sq. ft.	0.23 acres
18	10,000	sq. ft.	0.23 acres
19	10,000	sq. ft.	0.23 acres
20	10,000	sq. ft.	0.23 acres
21	10,000	sq. ft.	0.23 acres
22	10,000	sq. ft.	0.23 acres
23	10,000	sq. ft.	0.23 acres
Total	230,954	sq. ft.	5.30 acres

BLOCK 2

LOT	AREA		WETLAND AREA
1	10,000	sq. ft.	0.23 acres
2	10,000	sq. ft.	0.23 acres
3	10,000	sq. ft.	0.23 acres
4	10,000	sq. ft.	0.23 acres
5	10,000	sq. ft.	0.23 acres
6	10,000	sq. ft.	0.23 acres
7	10,000	sq. ft.	0.23 acres
8	10,000	sq. ft.	0.23 acres
9	10,000	sq. ft.	0.23 acres
10	10,000	sq. ft.	0.23 acres
11	10,000	sq. ft.	0.23 acres
12	10,000	sq. ft.	0.23 acres
13	10,000	sq. ft.	0.23 acres
14	10,000	sq. ft.	0.23 acres
15	10,000	sq. ft.	0.23 acres
16	10,000	sq. ft.	0.23 acres
17	10,000	sq. ft.	0.23 acres
18	10,000	sq. ft.	0.23 acres
19	10,000	sq. ft.	0.23 acres
20	10,000	sq. ft.	0.23 acres
21	10,000	sq. ft.	0.23 acres
22	10,000	sq. ft.	0.23 acres
23	10,000	sq. ft.	0.23 acres
Total	230,000	sq. ft.	5.28 acres

BLOCK 3

LOT	AREA		WETLAND AREA
1	10,000	sq. ft.	0.23 acres
2	10,000	sq. ft.	0.23 acres
3	10,000	sq. ft.	0.23 acres
4	10,000	sq. ft.	0.23 acres
5	10,000	sq. ft.	0.23 acres
6	10,000	sq. ft.	0.23 acres
7	10,000	sq. ft.	0.23 acres
8	10,000	sq. ft.	0.23 acres
9	10,000	sq. ft.	0.23 acres
10	10,000	sq. ft.	0.23 acres
11	10,000	sq. ft.	0.23 acres
12	10,000	sq. ft.	0.23 acres
13	10,000	sq. ft.	0.23 acres
14	10,000	sq. ft.	0.23 acres
15	10,000	sq. ft.	0.23 acres
16	10,000	sq. ft.	0.23 acres
17	10,000	sq. ft.	0.23 acres
18	10,000	sq. ft.	0.23 acres
19	10,000	sq. ft.	0.23 acres
20	10,000	sq. ft.	0.23 acres
21	10,000	sq. ft.	0.23 acres
22	10,000	sq. ft.	0.23 acres
23	10,000	sq. ft.	0.23 acres
Total	230,000	sq. ft.	5.28 acres

BLOCK 4

LOT	AREA		WETLAND AREA
1	10,000	sq. ft.	0.23 acres
2	10,000	sq. ft.	0.23 acres
3	10,000	sq. ft.	0.23 acres
4	10,000	sq. ft.	0.23 acres
5	10,000	sq. ft.	0.23 acres
6	10,000	sq. ft.	0.23 acres
7	10,000	sq. ft.	0.23 acres
8	10,000	sq. ft.	0.23 acres
9	10,000	sq. ft.	0.23 acres
10	10,000	sq. ft.	0.23 acres
11	10,000	sq. ft.	0.23 acres
12	10,000	sq. ft.	0.23 acres
13	10,000	sq. ft.	0.23 acres
14	10,000	sq. ft.	0.23 acres
15	10,000	sq. ft.	0.23 acres
16	10,000	sq. ft.	0.23 acres
17	10,000	sq. ft.	0.23 acres
18	10,000	sq. ft.	0.23 acres
19	10,000	sq. ft.	0.23 acres
20	10,000	sq. ft.	0.23 acres
21	10,000	sq. ft.	0.23 acres
22	10,000	sq. ft.	0.23 acres
23	10,000	sq. ft.	0.23 acres
Total	230,000	sq. ft.	5.28 acres

BLOCK 5

LOT	AREA		WETLAND AREA
1	10,000	sq. ft.	0.23 acres
2	10,000	sq. ft.	0.23 acres
3	10,000	sq. ft.	0.23 acres
4	10,000	sq. ft.	0.23 acres
5	10,000	sq. ft.	0.23 acres
6	10,000	sq. ft.	0.23 acres
7	10,000	sq. ft.	0.23 acres
8	10,000	sq. ft.	0.23 acres
9	10,000	sq. ft.	0.23 acres
10	10,000	sq. ft.	0.23 acres
11	10,000	sq. ft.	0.23 acres
12	10,000	sq. ft.	0.23 acres
13	10,000	sq. ft.	0.23 acres
14	10,000	sq. ft.	0.23 acres
15	10,000	sq. ft.	0.23 acres
16	10,000	sq. ft.	0.23 acres
Total	160,000	sq. ft.	3.68 acres

BLOCK 6

LOT	AREA		WETLAND AREA
1	10,000	sq. ft.	0.23 acres
2	10,000	sq. ft.	0.23 acres
Total	20,000	sq. ft.	0.46 acres

BLOCK 7

LOT	AREA		WETLAND AREA
1	10,000	sq. ft.	0.23 acres
2	10,000	sq. ft.	0.23 acres
Total	20,000	sq. ft.	0.46 acres

OUTLOTS

LOT	AREA		WETLAND AREA
A	15,000	sq. ft.	0.34 acres
B	79,000	sq. ft.	1.81 acres
C	18,000	sq. ft.	0.41 acres
D	97,000	sq. ft.	2.23 acres
E	22,000	sq. ft.	0.51 acres
F	2,000	sq. ft.	0.05 acres
G	76,000	sq. ft.	1.75 acres
Total	319,000	sq. ft.	7.32 acres

Total Lots	1,191,000	sq. ft.	27.35 acres
Total Outlots	319,000	sq. ft.	7.32 acres
Total Right-of-Way	240,000	sq. ft.	5.50 acres
TOTAL	1,750,000	sq. ft.	40.17 acres

FIELD CREW	NO.	BY	DATE	REVISIONS
LAKE, AVERBECK	01	JML	06-03-14	REVISED LOT LAYOUT
DRAWN BY	02	JML	06-10-14	REVISED LOT LAYOUT
JML				
CHECKED BY				
RLS				
DATE				
04-09-14				

USE (INCLUDING COPYING, DISTRIBUTION, AND/OR CONVEYANCE OF INFORMATION) OF THIS PRODUCT IS STRICTLY PROHIBITED WITHOUT SATHRE-BERGQUIST, INC.'s EXPRESS WRITTEN AUTHORIZATION. USE WITHOUT SAID AUTHORIZATION CONSTITUTES AN ILLEGITIMATE USE AND SHALL THEREBY INDEMNIFY SATHRE-BERGQUIST, INC. OF ALL RESPONSIBILITY. SATHRE-BERGQUIST, INC. RESERVES THE RIGHT TO HOLD ANY ILLEGITIMATE USER OR PARTY LEGALLY RESPONSIBLE FOR DAMAGES OR LOSSES RESULTING FROM ILLEGITIMATE USE.

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

Dated this 23rd day of April, 2014.

Rory L. Symmillas, PLS
rory@sathre.com
Minnesota License No. 44565

SATHRE-BERGQUIST, INC.
150 SOUTH BROADWAY WAYZATA, MN 55391 (952) 476-6000

TWP.29 - RGE.21 - SEC.12
WASHINGTON COUNTY
LAKE ELMO, MINNESOTA

PRELIMINARY PLAT
OF
VILLAGE PRESERVE

FILE NO.
3120-047
PP-2
PP-4



FIELD CREW	NO.	BY	DATE	REVISIONS
LAKE, AVERBECK	01	JML	06-03-14	REVISED LOT LAYOUT
DRAWN BY	02	JML	06-10-14	REVISED LOT LAYOUT
JML				
CHECKED BY				
RLS				
DATE				
04-09-14				

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

Dated this 2nd day of April, 2014.

Rory L. Sylvestre, PLS — Minnesota License No. 44565
rory@sathre.com

SATHRE-BERGQUIST, INC.
150 SOUTH BROADWAY WAYZATA, MN 55391 (952) 476-6000

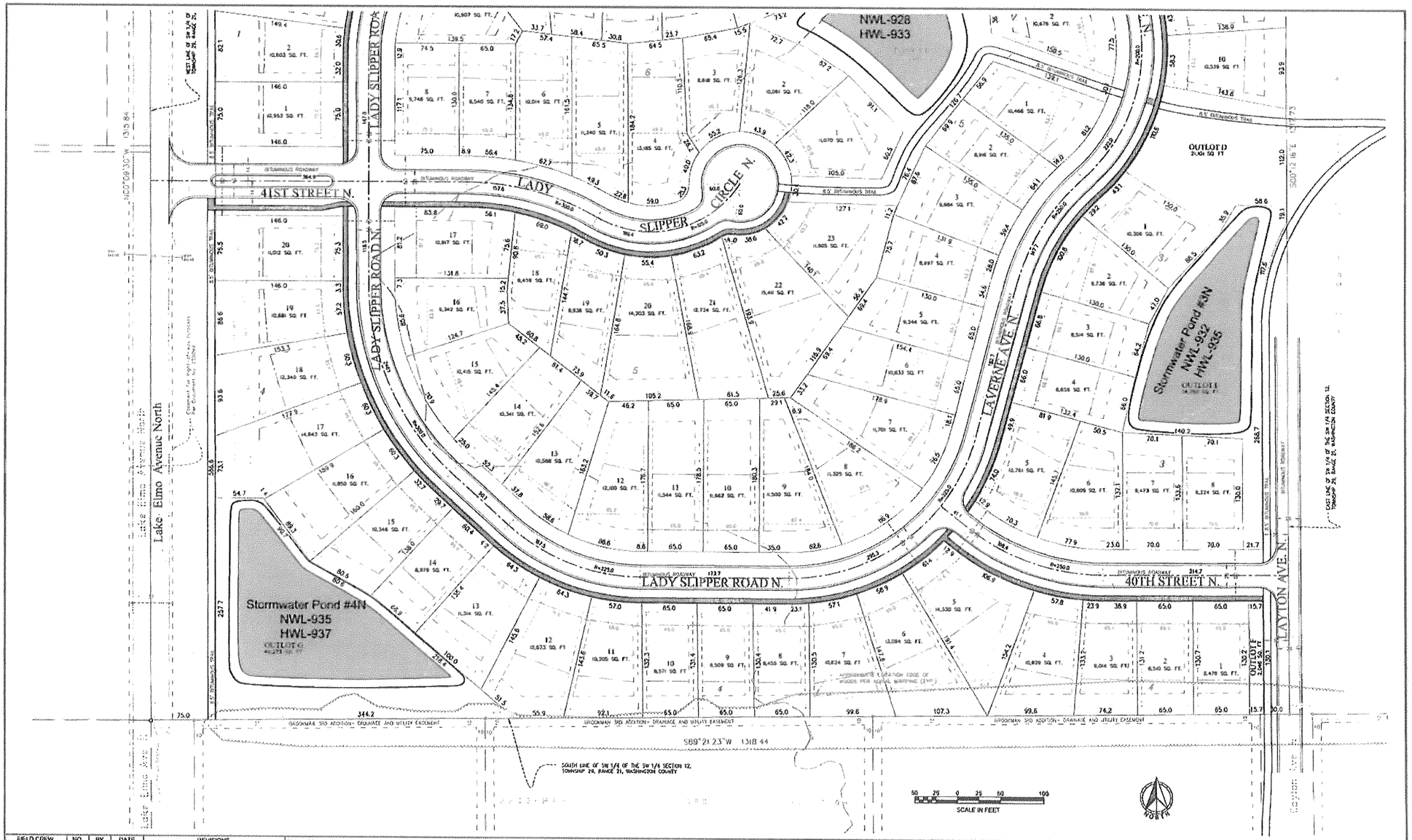
TWP.29 - RGE.21 - SEC.12
WASHINGTON COUNTY

LAKE ELMO, MINNESOTA

PRELIMINARY PLAT OF VILLAGE PRESERVE

FILE NO. 3120-047

PP-3 / PP-4



FIELD CREW	NO.	BY	DATE	REVISIONS
LAKE, AVERBECK	01	JML	06-03-14	REVISED LOT LAYOUT
DRAWN BY	02	JML	06-10-14	REVISED LOT LAYOUT
JML				
CHECKED BY				
RLS				
DATE				
04-09-14				

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

Dated this 23rd day of April, 2014.

Rory L. Sylvestein, PLS — Minnesota License No. 44565
rory@sathre.com

SATHRE-BERGQUIST, INC.
150 SOUTH BROADWAY WAYZATA, MN 55391 (952) 476-6000

TWP.29 - RGE.21 - SEC.12
WASHINGTON COUNTY

LAKE ELMO, MINNESOTA

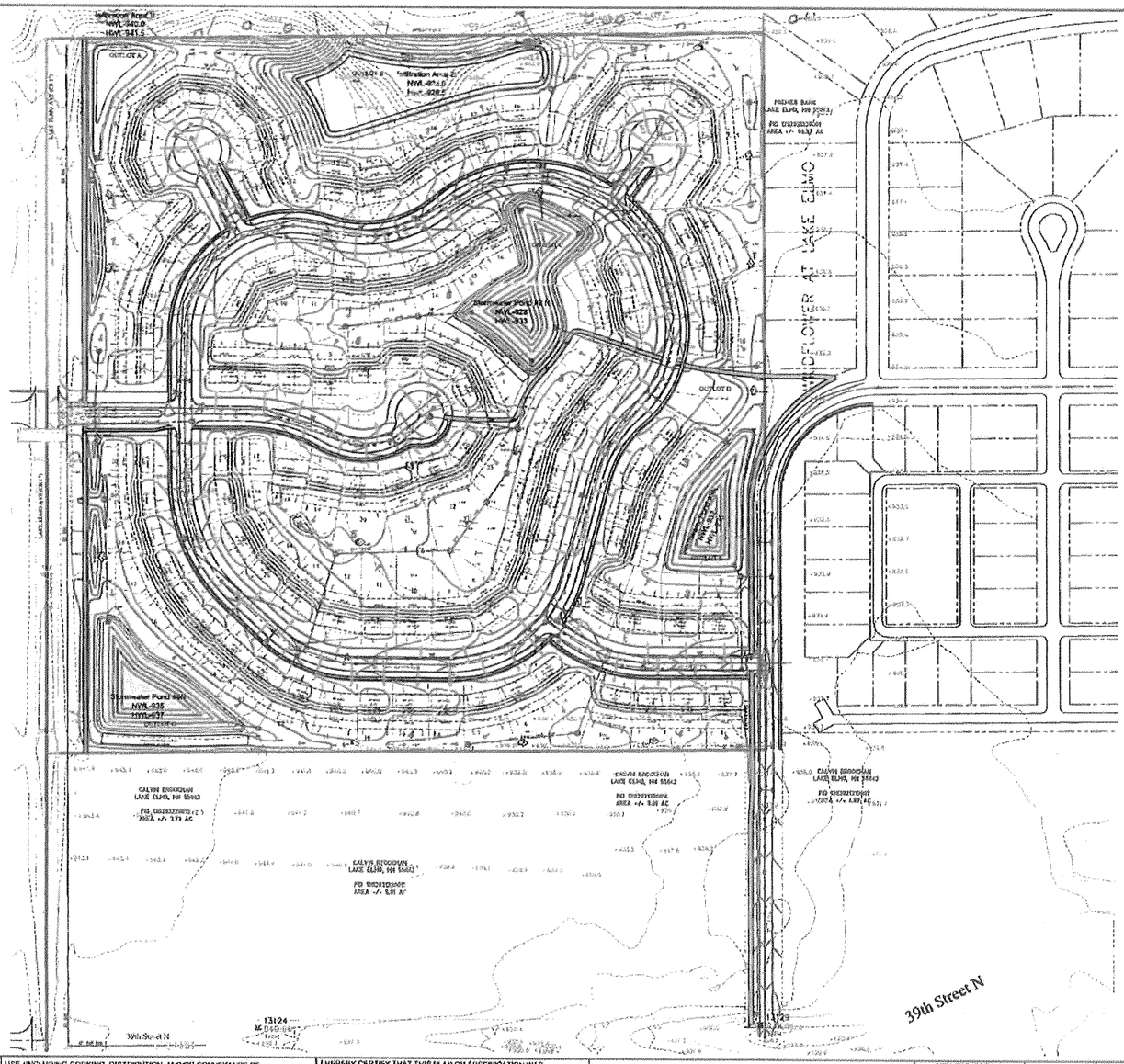
PRELIMINARY PLAT OF VILLAGE PRESERVE

FILE NO. 3120-047

PP-4 / PP-4

SYMBOL LEGEND

DESCRIPTION	PROPOSED	EXISTING
MINOR CONTOUR		
MAJOR CONTOUR		
LOT LINE		
WATERMAIN		
BUILDING SETBACK BOUNDARY		
PARCEL BOUNDARY LINE		
DRAINAGE AND UTILITY EASEMENTS		
CURB AND GUTTER		
RIGHT-OF-WAY		
DRAINTILE MISCELLANEOUS		
MACHINE CATCH BASIN		
CATCH BASIN		
STORM SEWER MANHOLE		
FLARED END SECTION W/ RIP-RAP		
STORM STRUCTURE LABEL		
SANITARY STRUCTURE LABEL		
SANITARY SEWER MANHOLE		
HYDRANT		
GATE VALVE		
WELL		
DRAIN FLOW/RUNOFF ARROW		
EMERGENCY OVERFLOW SWALE		
SOIL BORING LOCATION		
SILT FENCE		
TREE PRESERVATION FENCE		
BARRICADE		
SPOT ELEVATION		
TBC SPOT ELEVATION		
UTILITY POLE		
LIGHT POLE		
HANDICAP PARKING SPACE		



EXISTING UTILITIES SHOWN ARE SHOWN IN AN APPROXIMATE WAY ONLY. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ANY AND ALL EXISTING UTILITIES BEFORE COMMENCING WORK, HE AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES ARISING OUT OF HIS FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL EXISTING UTILITIES.

DRAWING NAME	NO.	BY	DATE	REVISIONS
BASE_PARCELS A-B	01	ERJ	06/03/14	REVISIONS PER CITY COMMENT
DRAWN BY	02	ERJ	06/09/14	SITE REVISIONS
ERJ				
CHECKED BY				
RSM				
DATE				
04/23/14				

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I HEREBY CERTIFY THAT THIS PLAN OR SPECIFICATION WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

ROBERT S. MOLSTAD, P.E.
Date: 04/23/14 Lic. No. 24428

SATHRE-BERGQUIST, INC.
150 SOUTH BROADWAY WAYZATA, MN 55391 (952) 476-6000

CITY PROJECT NO.
—

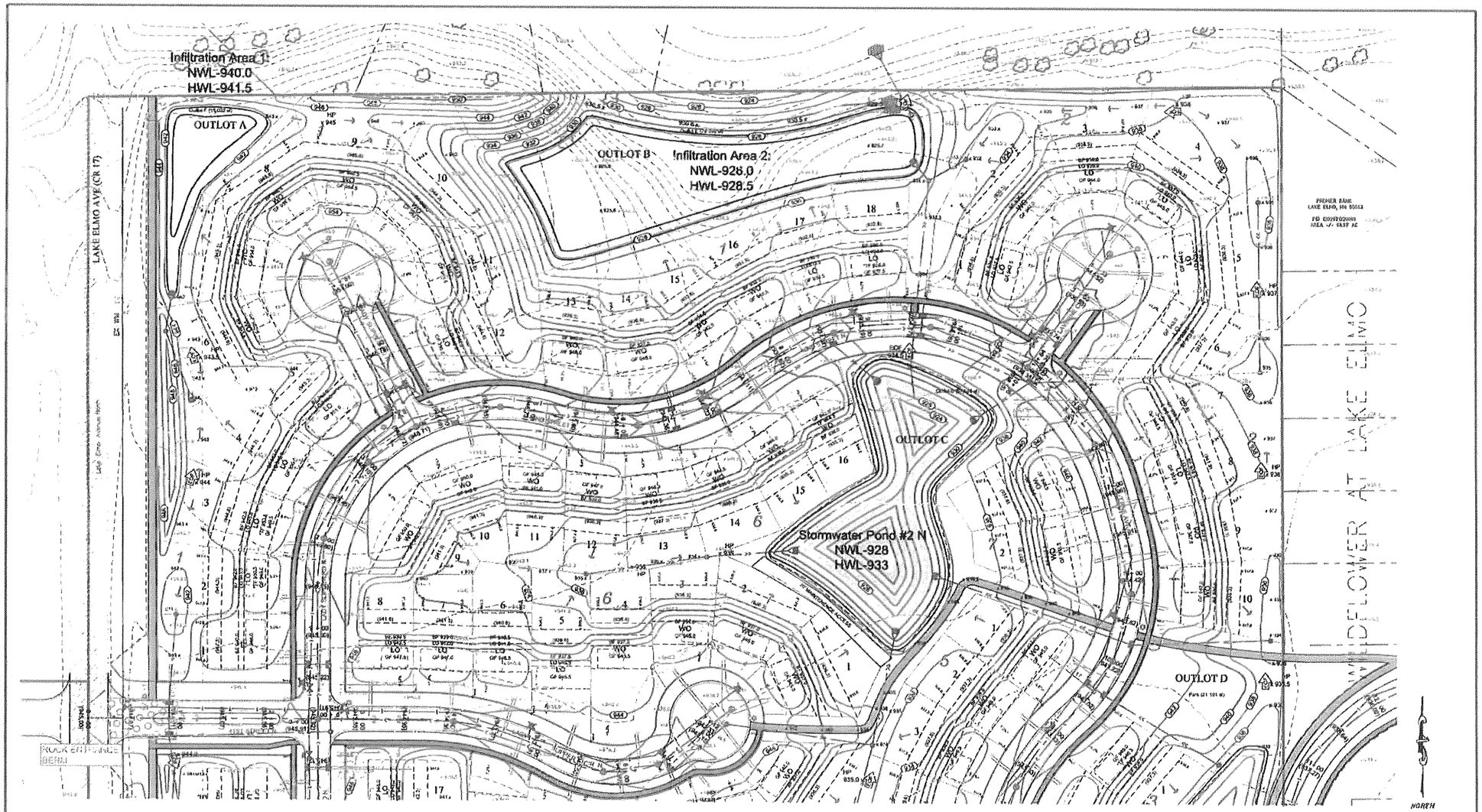
LAKE ELMO, MINNESOTA

PRELIMINARY GRADING PLAN

VILLAGE PRESERVE
GW LAND DEVELOPMENT

FILE NO. 3120-017

GP1 / GP3



DRAWING NAME	NO.	BY	DATE	REVISIONS
BASE_PARCELS A-B	01	ENJ	06/03/14	REVISIONS PER CITY COMMENT
DRAWN BY	02	ENJ	06/09/14	SITE REVISIONS
ENJ				
CHECKED BY				
RSM				
DATE				
04/23/14				

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Robert S. Molstad

ROBERT S. MOLSTAD, P.E.
Date: 04/23/14 Lic. No. 24978

SATHRE-BERGQUIST, INC.
150 SOUTH BROADWAY WAYZATA, MN 55391 (952) 476-6000

CITY PROJECT NO.
—

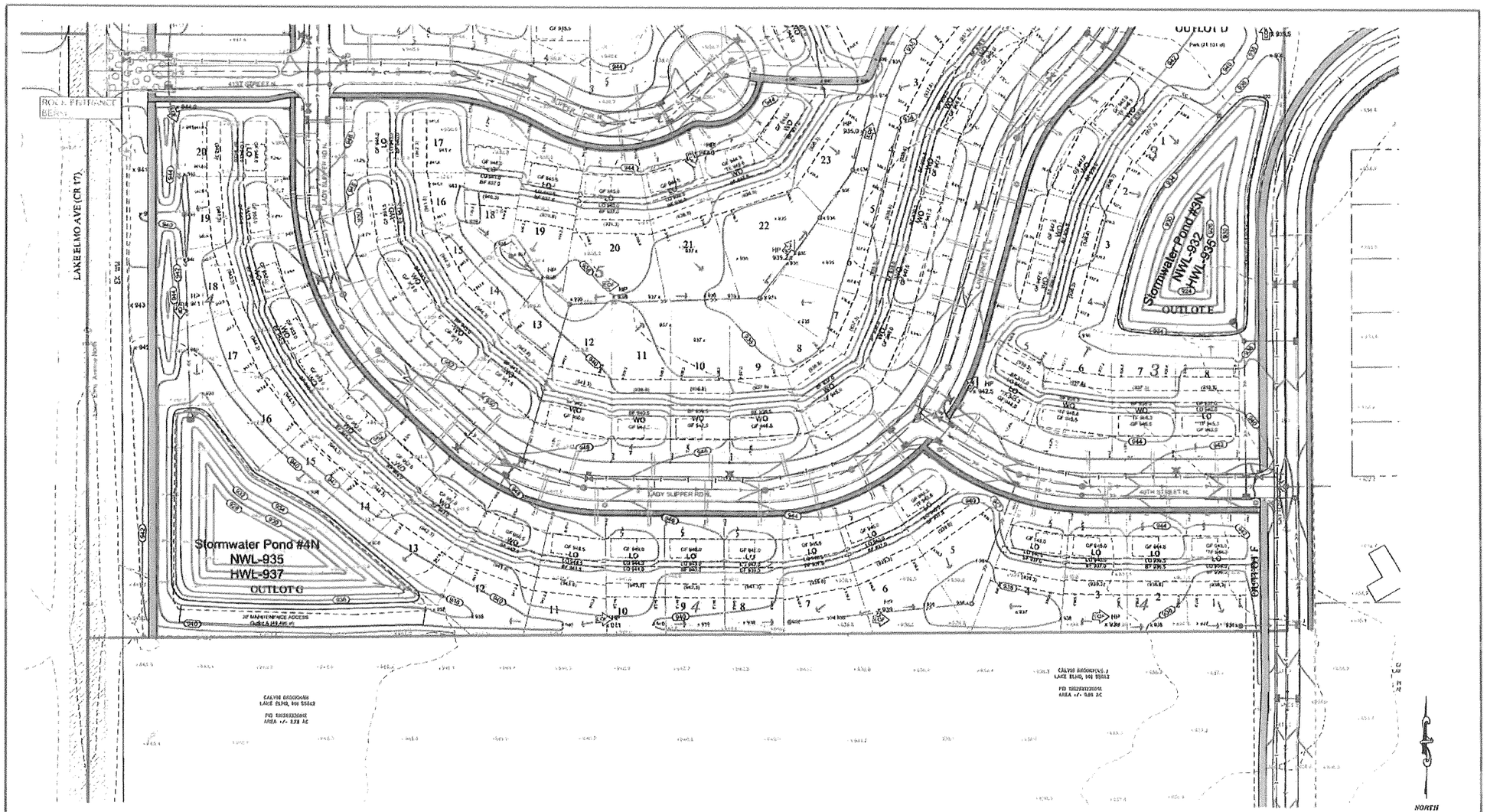
LAKE ELMO,
MINNESOTA

PRELIMINARY GRADING PLAN

VILLAGE PRESERVE
GW LAND DEVELOPMENT

FILE NO.
3123-047

GP2
GP3



EXISTING UTILITIES SHOWN IN APPROXIMATE WAY ONLY. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ANY AND ALL EXISTING UTILITIES BEFORE COMMENCING WORK. HE AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES ARISING OUT OF HIS FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL EXISTING UTILITIES.

DRAWING NAME	NO.	BY	DATE	REVISIONS
BASE_PARCELS A-B	01	ERJ	06/30/14	REVISIONS PER CITY COMMENT
DRAWN BY	02	ERJ	09/09/14	SITE REVISIONS
ERJ				
CHECKED BY				
RSM				
DATE				
04/23/14				

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ROBERT S. MOLSTAD, P.E.
Date: 04/23/14 Lic. No. 47108

SATHRE-BERGQUIST, INC.
150 SOUTH BROADWAY WAYZATA, MN, 55391 (952) 476-6000

CITY PROJECT NO.
—
LAKE ELMO, MINNESOTA

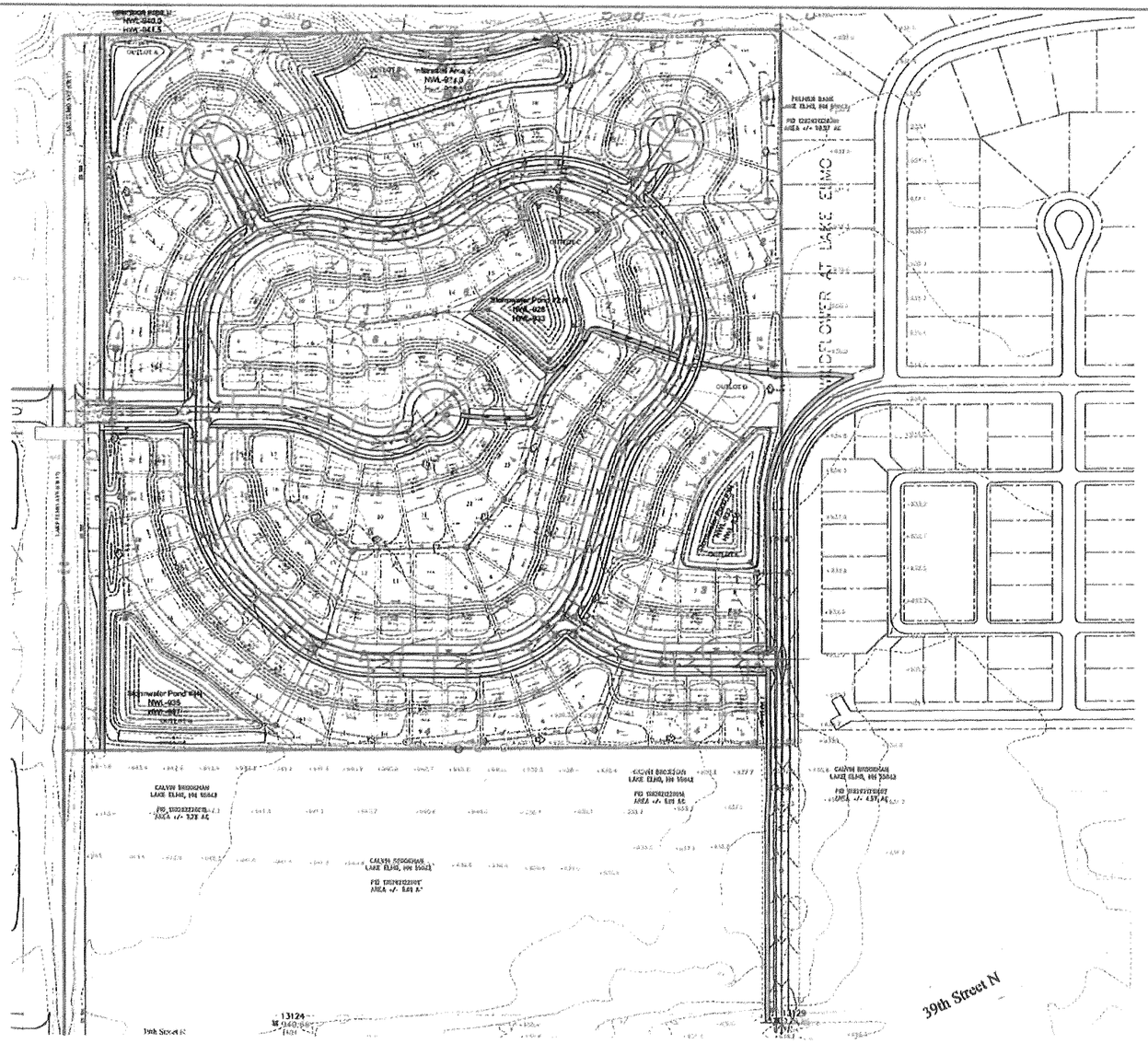
PRELIMINARY GRADING PLAN

VILLAGE PRESERVE
GW LAND DEVELOPMENT

FILE NO. 3120-047
GP3 / GP3

SYMBOL LEGEND

DESCRIPTION	PROPOSED	EXISTING
MINOR CONTOUR		
MAJOR CONTOUR		
LOT LINE		
WATERMARK		
BUILDING SETBACK BOUNDARY		
PARCEL BOUNDARY LINE		
DRAINAGE AND UTILITY EASEMENTS		
CURB AND GUTTER		
RIGHT-OF-WAY		
DRAINTILE W/CLEANOUTS		
BACKYARD CATCH BASIN		
CATCH BASIN		
STORM SEWER MANHOLE		
FLARED END SECTION W/RIPRAP		
STORM STRUCTURE LABEL		
SANITARY STRUCTURE LABEL		
SANITARY SEWER MANHOLE		
HYDRANT		
GATE VALVE		
WELL		
DRAIN FLOW RUNOFF ARROW		
EMERGENCY OVERFLOW SWALE		
SOIL BORING LOCATION		
SILT FENCE		
TREE PRESERVATION FENCE		
BARRICADE	OR	OR
SPOT ELEVATION		
TOP/BOT ELEVATION		
UTILITY POLE		
LIGHT POLE		
HANDICAP PARKING SPACE		



ROCK ENTRANCE BERM
SILT FENCE
POST GRADING SILT FENCE
BIO-ROLL
CONCRETE WASHOUT
INLET PROTECTION
WOODFIBER BLANKET

Tree #	Tree Species	Condition	Total Cal. in.	Removed Cal. in.
1	Boxelder	Fair	47.0	
2	Poplar	Fair	18.0	
3	Boxelder	Fair	27.0	
4	Maple, sp.	Fair	26.0	
5	Cherry, black	Fair	18.0	18
6	Boxelder	Fair	36.0	36
7	Boxelder	Poor	40.0	40
8	Cherry, black	Fair	12.0	12
9	Cherry, black	Good	9.0	9
10	Cherry, black	Dead	9.0	9
11	Cherry, black	Poor	6.0	6
12	Basswood	Good	10.0	
13	Boxelder	Poor	42.0	42
14	Boxelder	Fair	58.0	
			384.0	184
	Total Cal. removed		184.0	
	Exempt Cal. per Ordinance		10.0	
	Net Caliper Inches		374.0	
	Removed Cal. Inches		184.0	
	Percent Removed		49.2%	
	Trees to Save		13 EA	

DENOTES SAVED TREE
DENOTES REMOVED TREE
DENOTES EXEMPT TREE

NORTH

100 50 0 50 100 200
SCALE IN FEET

EXISTING UTILITIES SHOWN ARE APPROXIMATE WAY ONLY. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ANY AND ALL EXISTING UTILITIES BEFORE COMMENCING WORK. HE AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGE HARMING OUT OF HIS FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL EXISTING UTILITIES.

DRAWING NAME	NO.	BY	DATE	REVISIONS
BASE_PARCELS A-B	01	ERJ	06/03/14	REVISIONS PER CITY COMMENT
DRAWN BY	02	ERJ	06/09/14	SITE REVISIONS
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CHECKED BY				
RSM				
DATE				
04/23/14				

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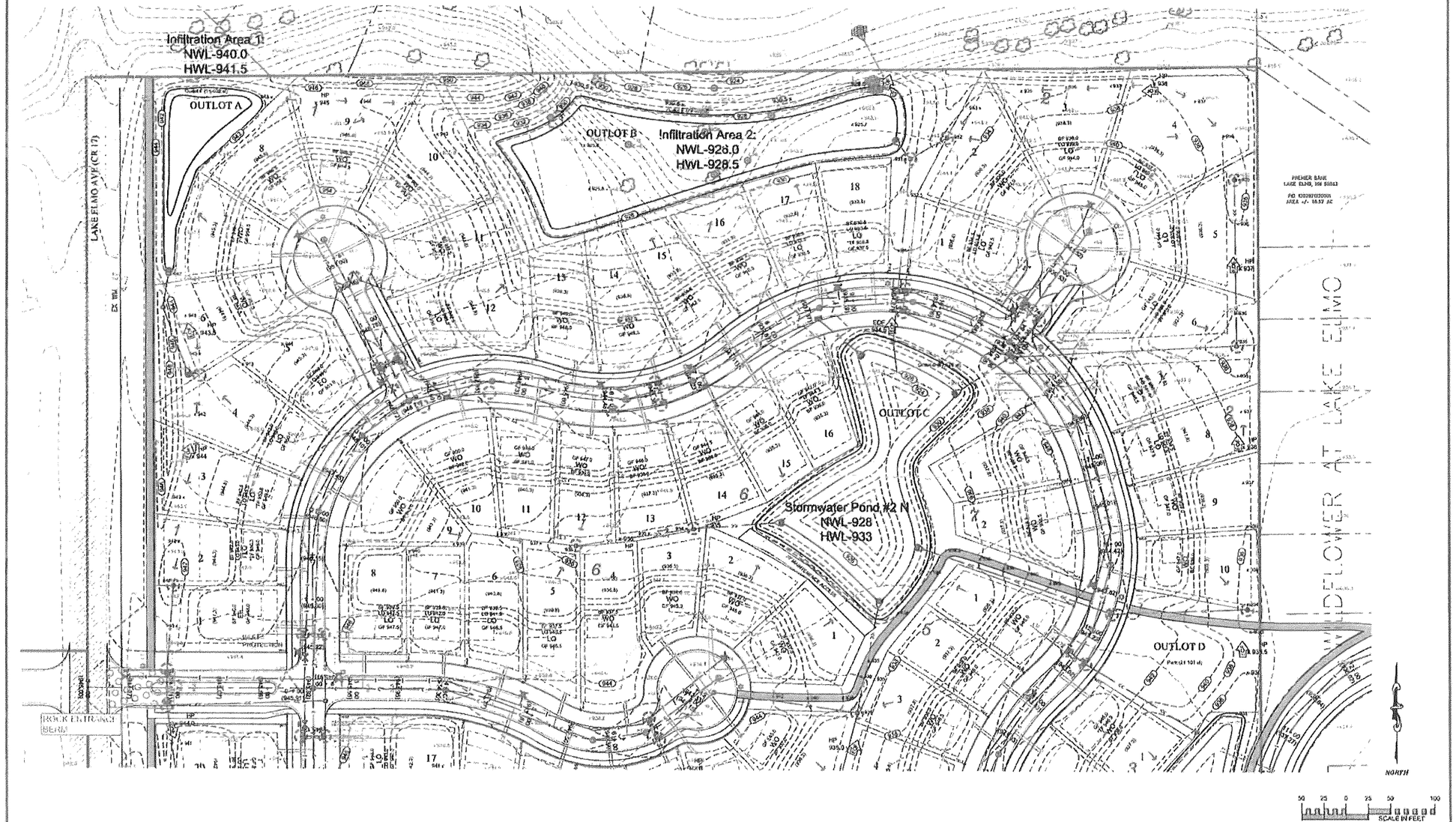
ROBERT S. MOLSTAD, P.E.
Date: 04/23/14 Lic. No. 24728

SATHRE-BERGQUIST, INC.
150 SOUTH BROADWAY WAYZATA, MN 55391 (952) 476-6000

CITY PROJECT NO.
—
LAKE ELMO, MINNESOTA

PRELIMINARY EROSION CONTROL PLAN & TREE SURVEY
VILLAGE PRESERVE
GW LAND DEVELOPMENT

FILE NO.
3120-047
EC1 / EC3



EXISTING UTILITIES SHOWN ARE SHOWN AS APPROXIMATE WAY ONLY. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ANY AND ALL EXISTING UTILITIES BEFORE COMMENCING WORK. HE ALONE IS TO BE HELD RESPONSIBLE FOR ANY AND ALL DAMAGES ARISING OUT OF HIS FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL EXISTING UTILITIES.

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BASE_PARCELS A-B	01	ERJ	06/03/14	REVISIONS PER CITY COMMENT
DRAWN BY	02	ERJ	06/09/14	SITE REVISIONS
ERJ				
CHECKED BY				
RSM				
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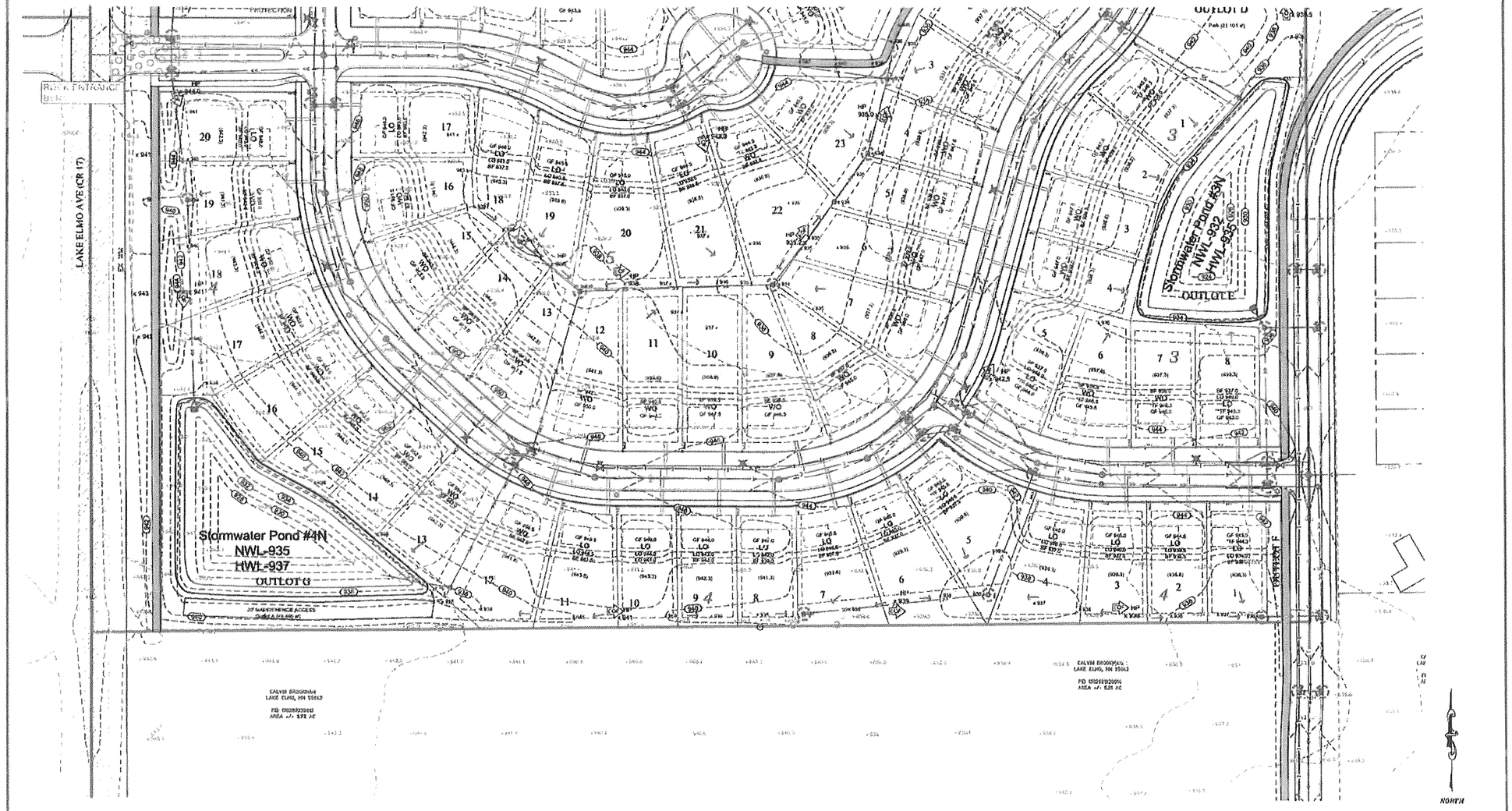
ROBERT S. MOLSTAD, P.E.
Date: 04/23/14 Lic. No. 24728

SATHRE-BERGQUIST, INC.
150 SOUTH BROADWAY WAYZATA, MN 55391 (952) 476-6000

CITY PROJECT NO.
—
LAKE ELMO, MINNESOTA

PRELIMINARY EROSION CONTROL PLAN & TREE SURVEY
VILLAGE PRESERVE
GW LAND DEVELOPMENT

FILE NO.
3123-047
EC2 / EC3



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Robert S. Molstad

ROBERT S. MOLSTAD, P.E.
Date: 04/23/14 Lic. No. 24716

SATHRE-BERGQUIST, INC.
150 SOUTH BROADWAY WAYZATA, MN. 55391 (952) 476-6000

CITY PROJECT NO.
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LAKE ELMO, MINNESOTA

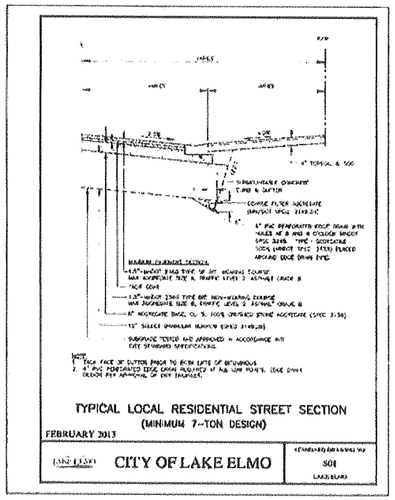
PRELIMINARY EROSION CONTROL PLAN & TREE SURVEY
VILLAGE PRESERVE
GW LAND DEVELOPMENT

FILE NO.
3120-047

EC3 / EC3

SYMBOL LEGEND

DESCRIPTION	PROPOSED	EXISTING
MINOR CONTOUR		
MAJOR CONTOUR		
LOT LINE		
WATERMAIN		
BUILDING SETBACK BOUNDARY		
PARCEL BOUNDARY LINE		
DRAINAGE AND UTILITY EASEMENTS		
CURB AND GUTTER		
RIGHT-OF-WAY		
DRAINTILE IN CURB INLETS		
BACK/ARC CATCH BASIN		
CATCH BASIN		
STORM SEWER MANHOLE		
FLARED END SECTION W/ RIPRAP		
STORM STRUCTURE LABEL		
SANITARY STRUCTURE LABEL		
SANITARY SEWER MANHOLE		
HYDRANT		
GATE VALVE		
WELL		
DRAIN FLOW RUNOFF ARROW		
EMERGENCY OVERFLOW SWALE		
SOIL BORING LOCATION		
SILT FENCE		
TREE PRESERVATION FENCE		
BARRICADE		
SPOT ELEVATION		
TOE SPOT ELEVATION		
UTILITY POLE		
LIGHT POLE		
HANDICAP PARKING SPACE		

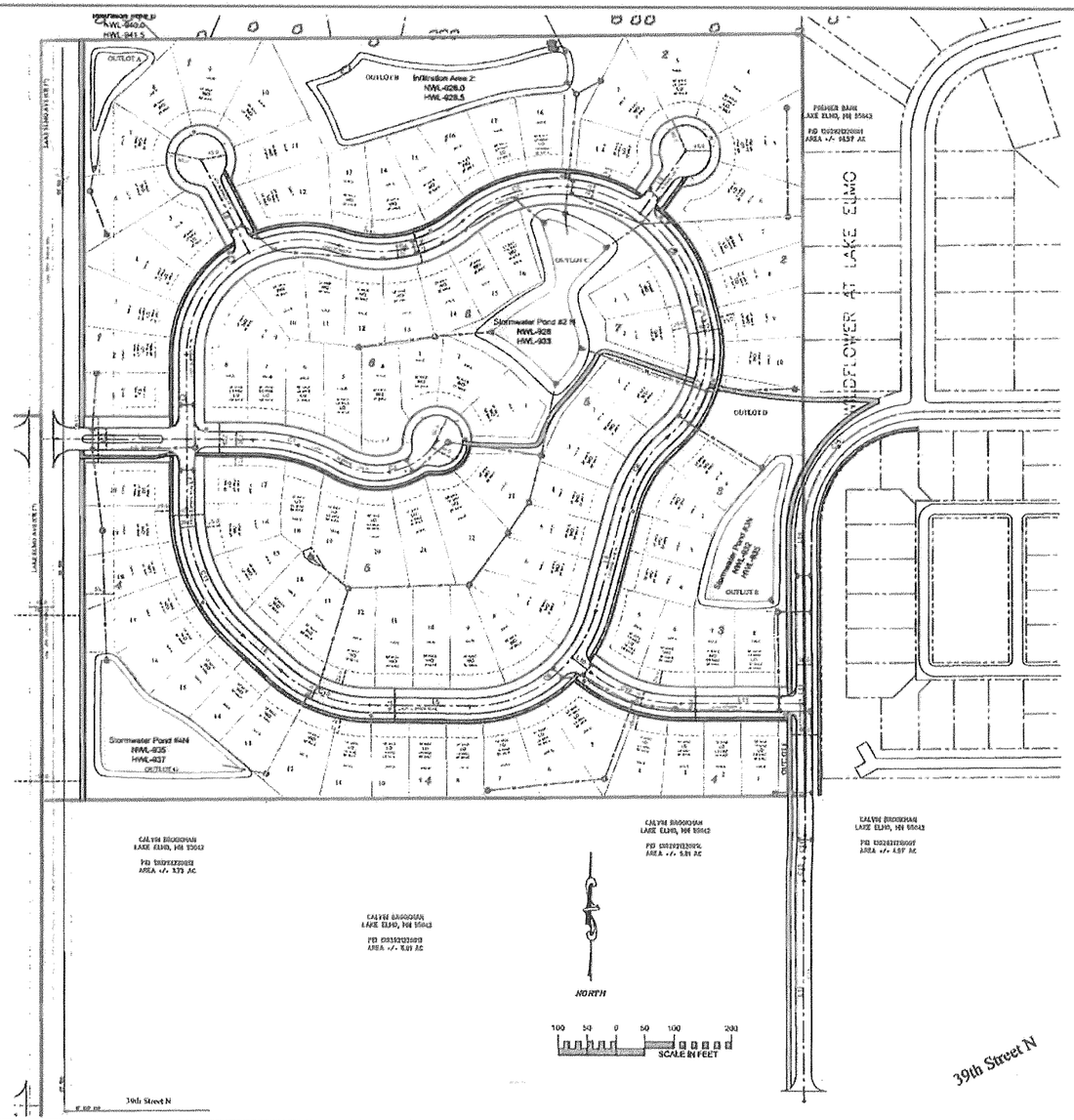


TYPICAL LOCAL RESIDENTIAL STREET SECTION
(MINIMUM 7-TON DESIGN)

FEBRUARY 2013

CITY OF LAKE ELMO

SHEET NO. SD1



Lady Slipper Circle N.

Number	Station	Radius	Length	Line/Chord Direction	Delta Angle
L1	0+00.00		364.92	N89° 56' 01.70"E	
C1	3+64.92	308.00	167.58	S75° 01' 07.81"E	30°05'41"
C2	5+22.49	125.00	189.41	N76° 37' 10.94"E	86°49'03"

Lady Slipper RD N.- 42nd Street North

Number	Station	Radius	Length	Line/Chord Direction	Delta Angle
L2	0+00.00		147.01	N0° 09' 30.38"W	
C3	1+47.01	200.00	377.14	N53° 51' 47.83"E	108°02'37"
C4	5+24.16	225.00	228.35	N78° 41' 01.04"E	58°24'10"
C5	7+53.59	250.00	332.20	N87° 32' 56.71"E	76°08'02"

Lady Slipper RD N. - Laverne Ave, N.

Number	Station	Radius	Length	Line/Chord Direction	Delta Angle
L7	0+00.00		118.53	S0° 09' 30.38"E	
C11	1+18.53	300.00	248.06	S23° 39' 19.21"E	48°59'38"
L8	3+64.59		90.14	S47° 09' 08.03"E	
C10	4+54.73	225.00	187.50	S66° 28' 44.13"E	42°39'12"
L9	6+22.23		173.66	S89° 48' 29.22"E	
C9	7+95.90	225.00	296.29	N52° 39' 48.44"E	75°11'41"
L4	10+91.19		152.75	N14° 59' 59.16"E	
C8	12+73.88	250.00	147.75	N31° 56' 50.07"E	33°51'42"
C7	14+21.62	200.00	222.05	N17° 03' 19.08"E	63°38'44"
L3	16+43.68		47.36	N14° 45' 02.88"W	
C6	16+91.05	250.00	172.93	N34° 34' 02.64"W	39°38'00"

Lady Slipper Ct. N.

Number	Station	Radius	Length	Line/Chord Direction	Delta Angle
L6	0+00.00		160.51	N27° 35' 36.34"W	

Laverne Cir. N.

Number	Station	Radius	Length	Line/Chord Direction	Delta Angle
L5	0+00.00		133.42	N35° 52' 44.24"E	

40th Street N.

Number	Station	Radius	Length	Line/Chord Direction	Delta Angle
L10	0+00.00		41.12	S31° 37' 18.41"E	
C12	0+41.12	250.00	168.18	S70° 54' 59.42"E	38°32'22"
L11	2+09.30		214.56	N69° 47' 19.67"E	

Layton Ave, N.

Number	Station	Radius	Length	Line/Chord Direction	Delta Angle
L12	0+00.00		378.61	N0° 09' 56.36"W	
C13	3+78.61	500.00	38.86	N2° 06' 39.62"E	4°27'12"
C14	4+17.47	500.00	39.00	N2° 04' 47.56"E	4°34'56"
L13	4+57.46		506.29	N0° 12' 40.43"W	
L14	9+63.74		19.76	N0° 21' 21.07"W	
C15	9+83.50	212.45	326.83	N48° 57' 32.51"E	88°07'46"

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ROBERT S. MOLSTAD, P.E.
Date: 04/23/14 Lic. No. 24928

SATHRE-BERGQUIST, INC.
150 SOUTH BROADWAY WAYZATA, MN 55391 (952)476-6000

CITY PROJECT NO.
--

LAKE ELMO, MINNESOTA

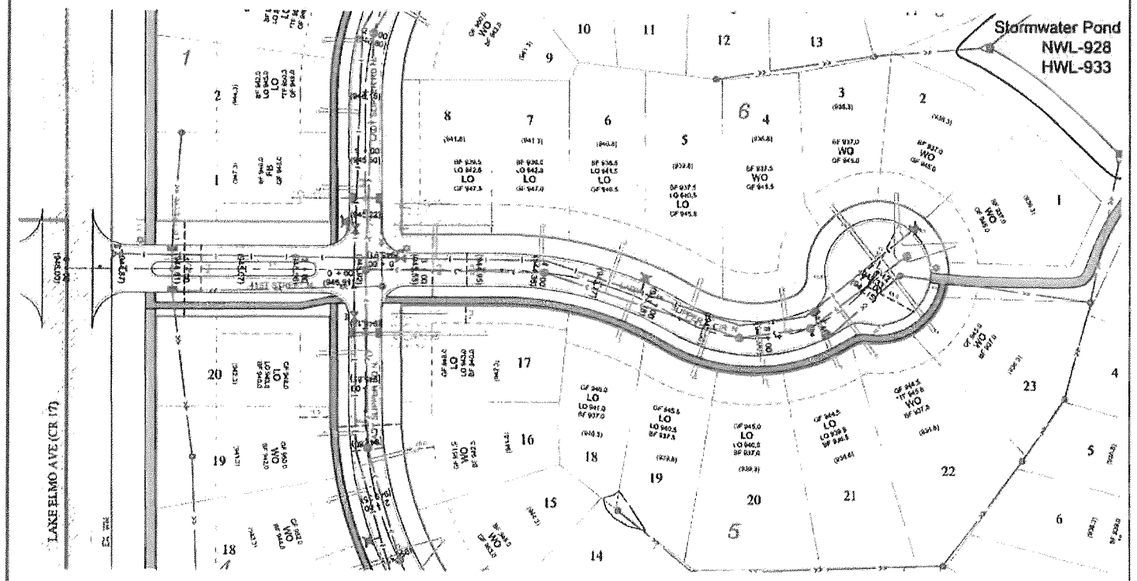
PRELIMINARY STREET PLAN

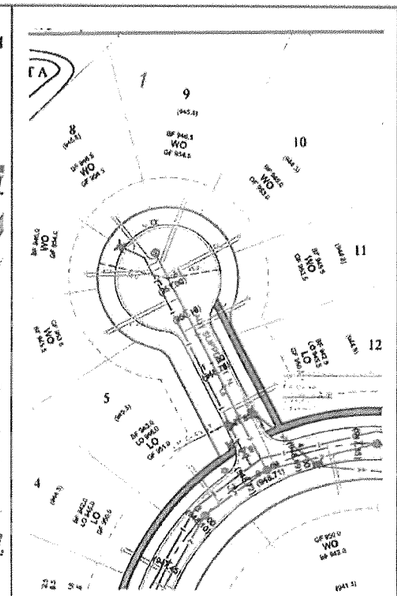
VILLAGE PRESERVE

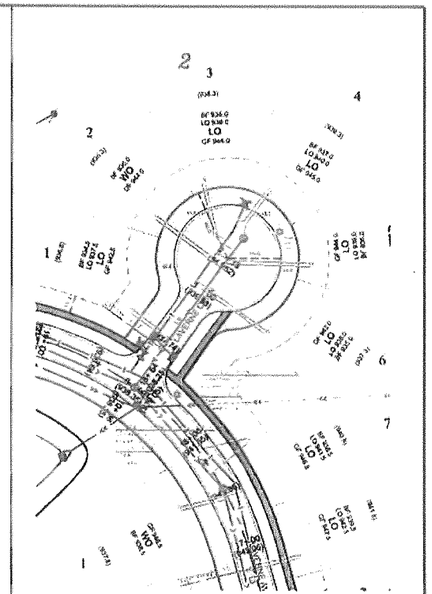
GW LAND DEVELOPMENT

FILE NO.
3120-047

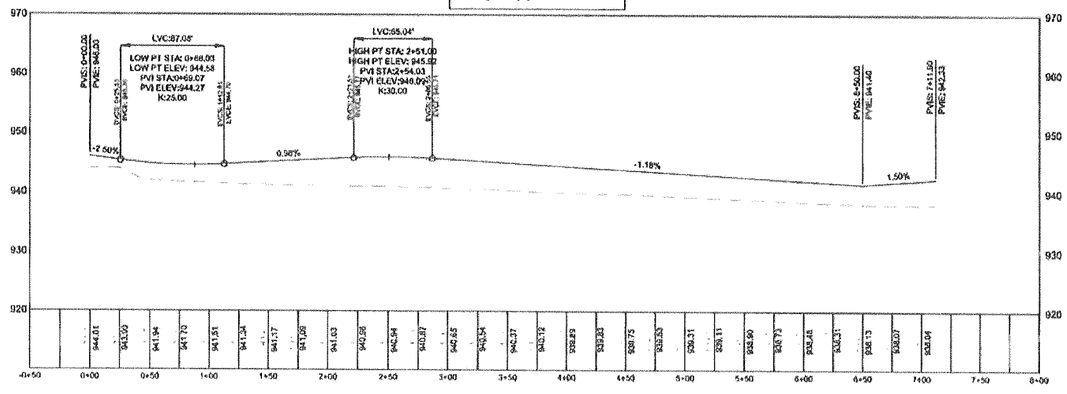
ST1 / ST6



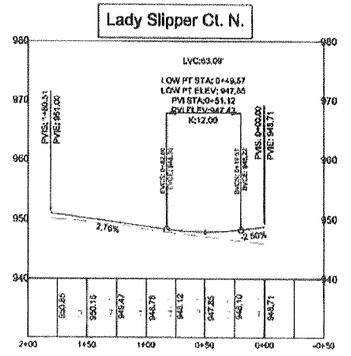


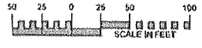


Lady Slipper Circle N.

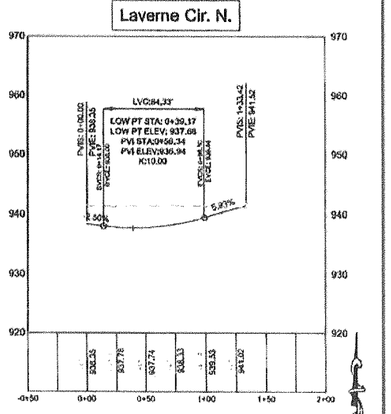


Lady Slipper Ct. N.





Laverne Cir. N.



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Robert S. Molstad

ROBERT S. MOLSTAD, P.E.
Date: 04/23/14 Lic. No. 44228

SATHRE-BERGQUIST, INC.
150 SOUTH BROADWAY WAYZATA, MN. 55391 (952)476-6000

CITY PROJECT NO.
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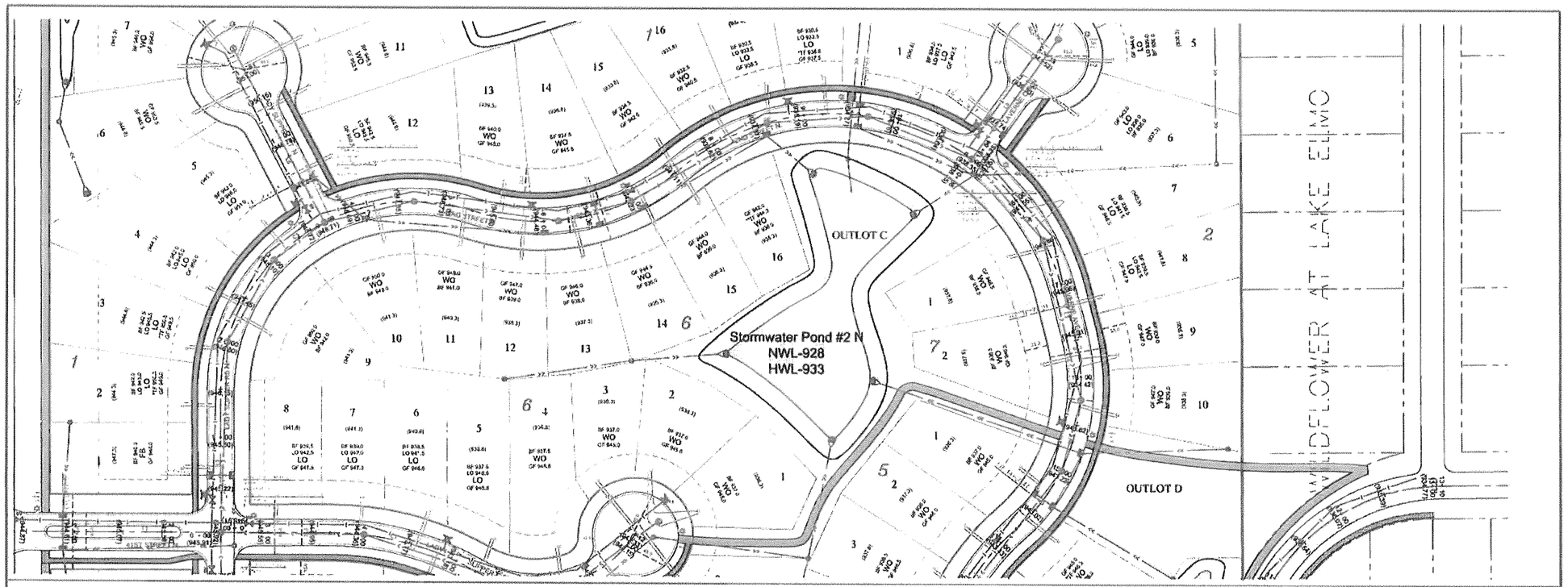
LAKE ELMO, MINNESOTA

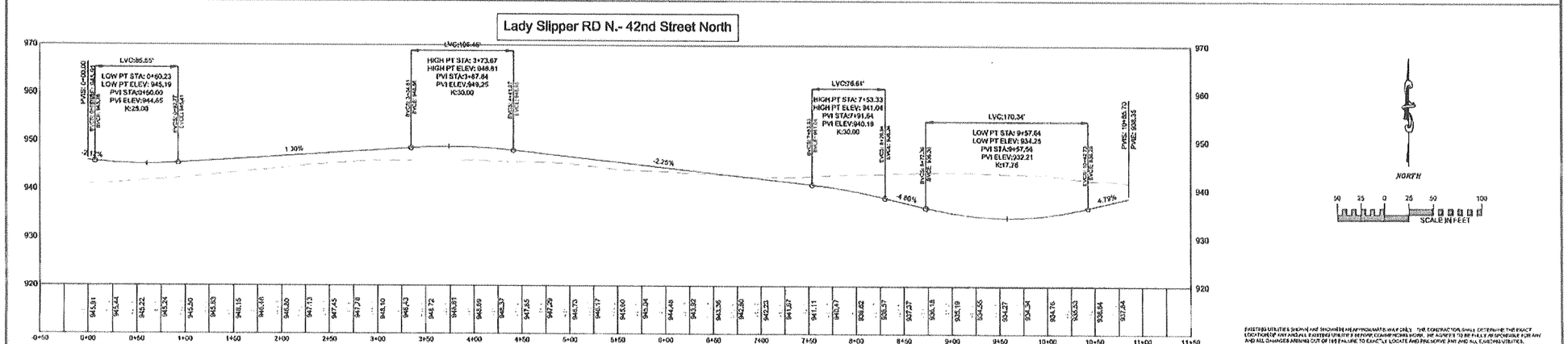
PRELIMINARY STREET PLAN

VILLAGE PRESERVE
GW LAND DEVELOPMENT

FILE NO.
3120-047

ST2 / ST6





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Robert S. Molstad

ROBERT S. MOLSTAD, P.E.
Date: 06/23/14 Lic. No. 24928

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150 SOUTH BROADWAY WAYZATA, MN. 55391 (952) 476-6000

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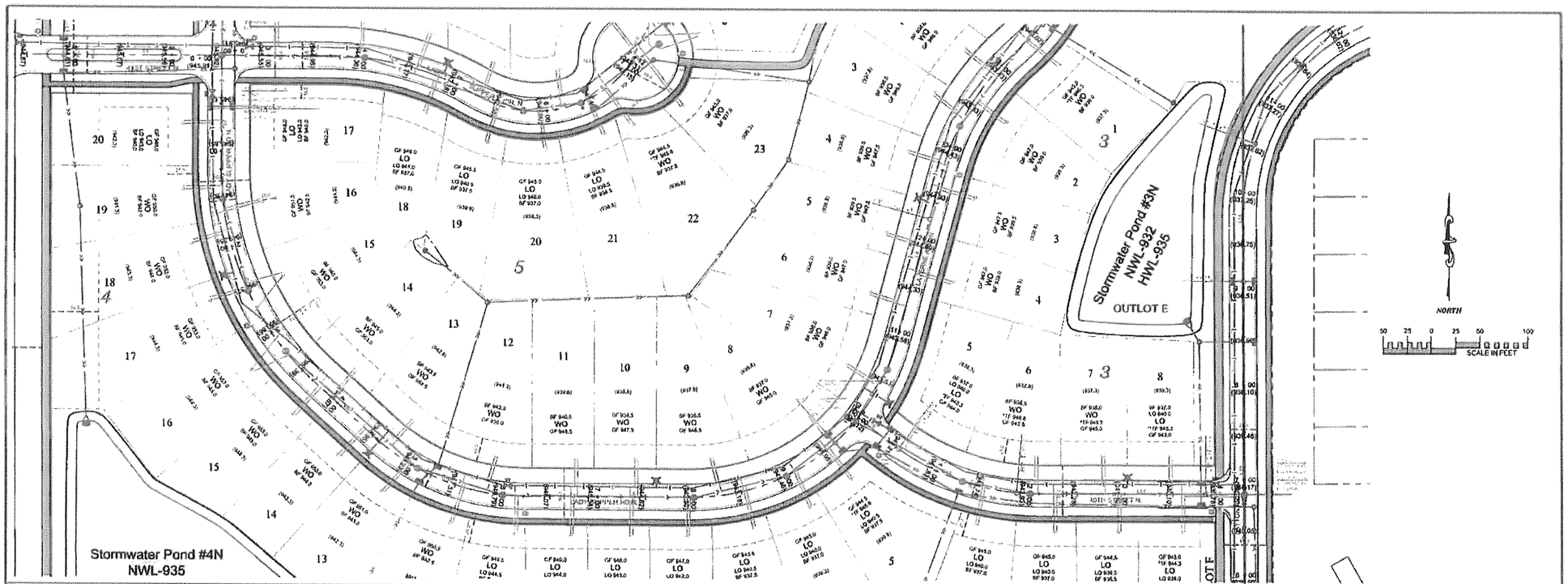
LAKE ELMO, MINNESOTA

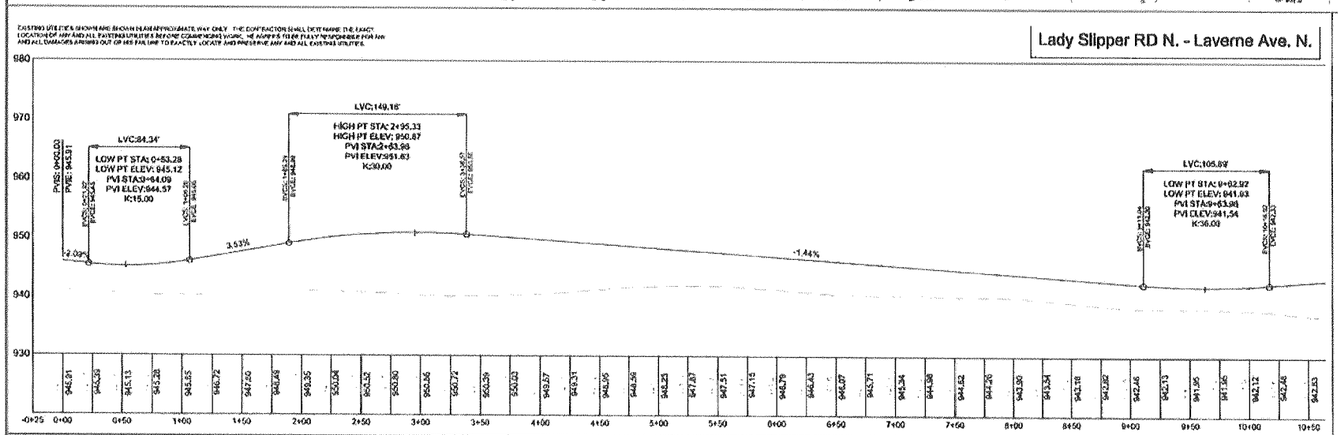
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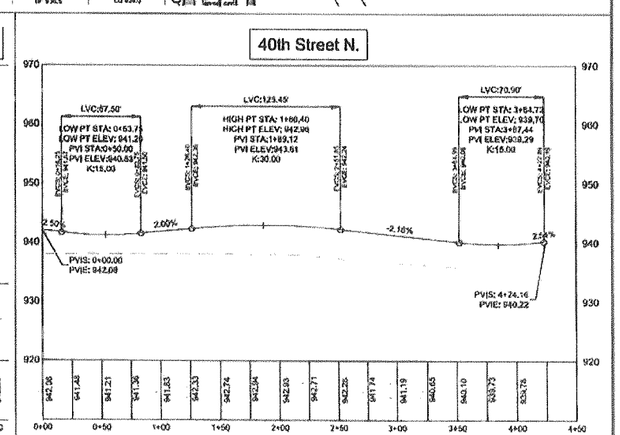
VILLAGE PRESERVE
GW LAND DEVELOPMENT

FILE NO.
3120-047

ST3 / ST6







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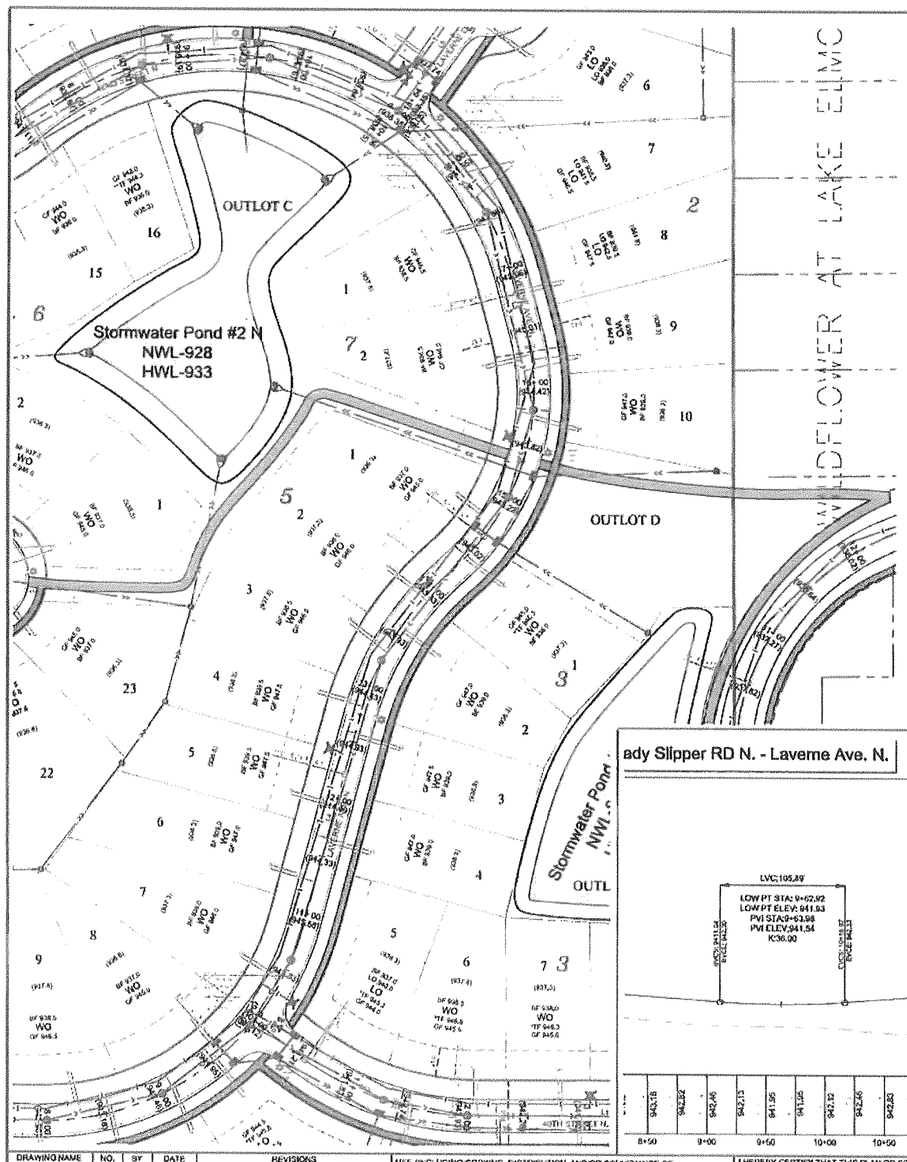
LAKE ELMO, MINNESOTA

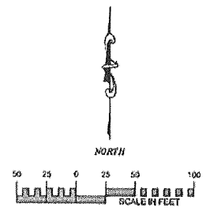
PRELIMINARY STREET PLAN

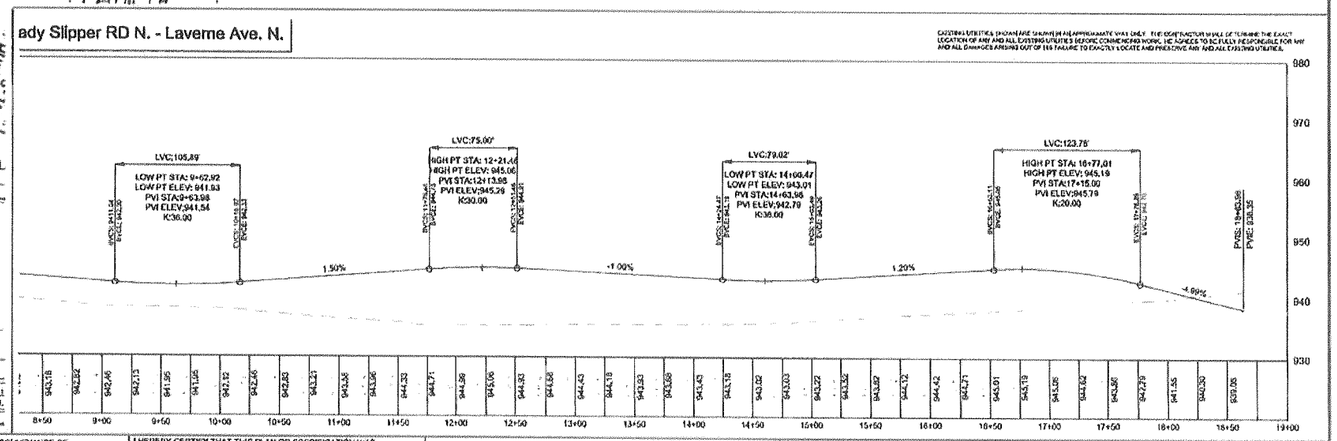
VILLAGE PRESERVE
GW LAND DEVELOPMENT

FILE NO. 3120-047

ST4 / ST6







DRAWING NAME	NO.	BY	DATE	REVISIONS
BASE_PARCELS A-9	01	ERJ	06.03.14	REVISIONS PER CITY COMMENT
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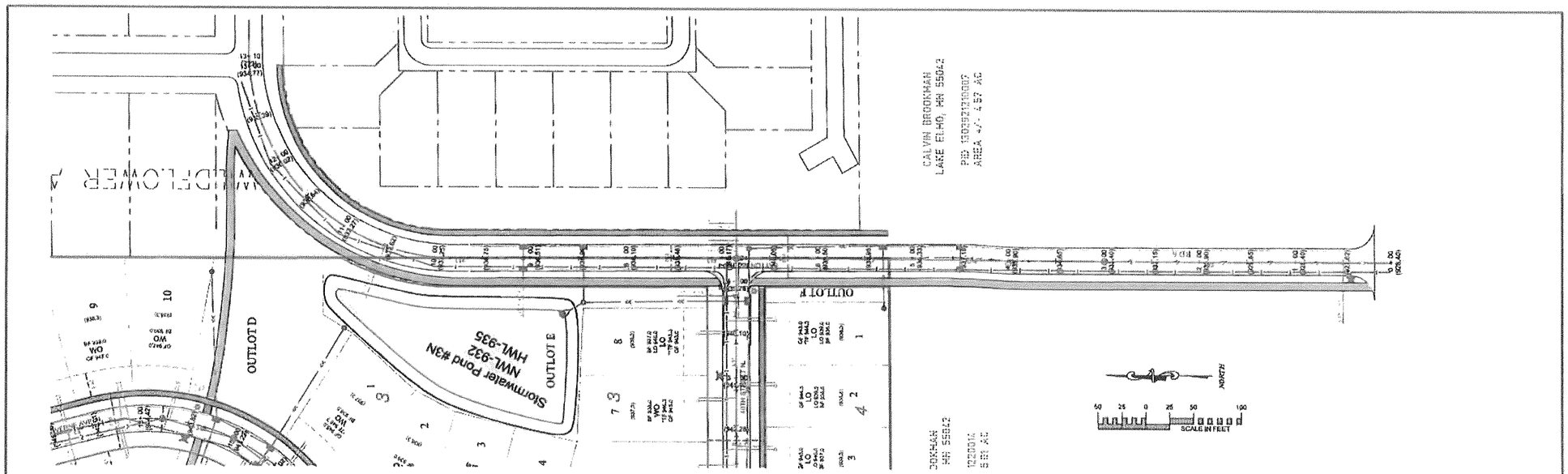
LAKE ELMO,
MINNESOTA

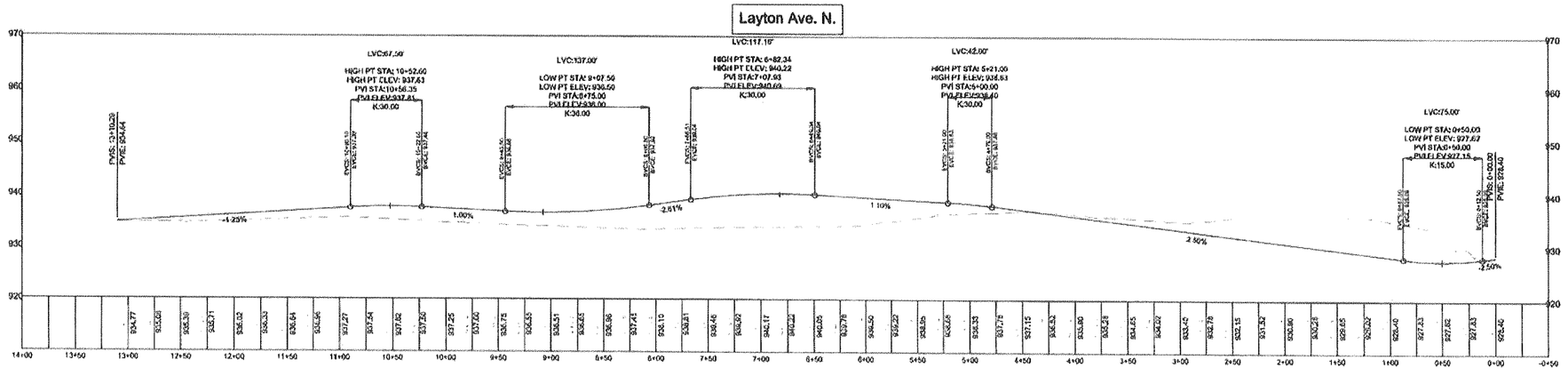
PRELIMINARY STREET PLAN

VILLAGE PRESERVE
GW LAND DEVELOPMENT

FILE NO.
3123-047

ST5
ST6





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DRAWING NAME	NO.	BY	DATE	REVISIONS
BASE_PARCELS A-B	01	ERJ	05/23/14	REVISIONS PER CITY COMMENT
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ERJ				
CHECKED BY				
RSM				
DATE				
04/23/14				

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Robert S. Molstad

ROBERT S. MOLSTAD, P.E.
Date: 04/23/14 Lic. No. 24728

SATHRE-BERGQUIST, INC.
150 SOUTH BROADWAY WAYZATA, MN, 55391 (952) 476-6000

CITY PROJECT NO.
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LAKE ELMO, MINNESOTA

PRELIMINARY STREET PLAN

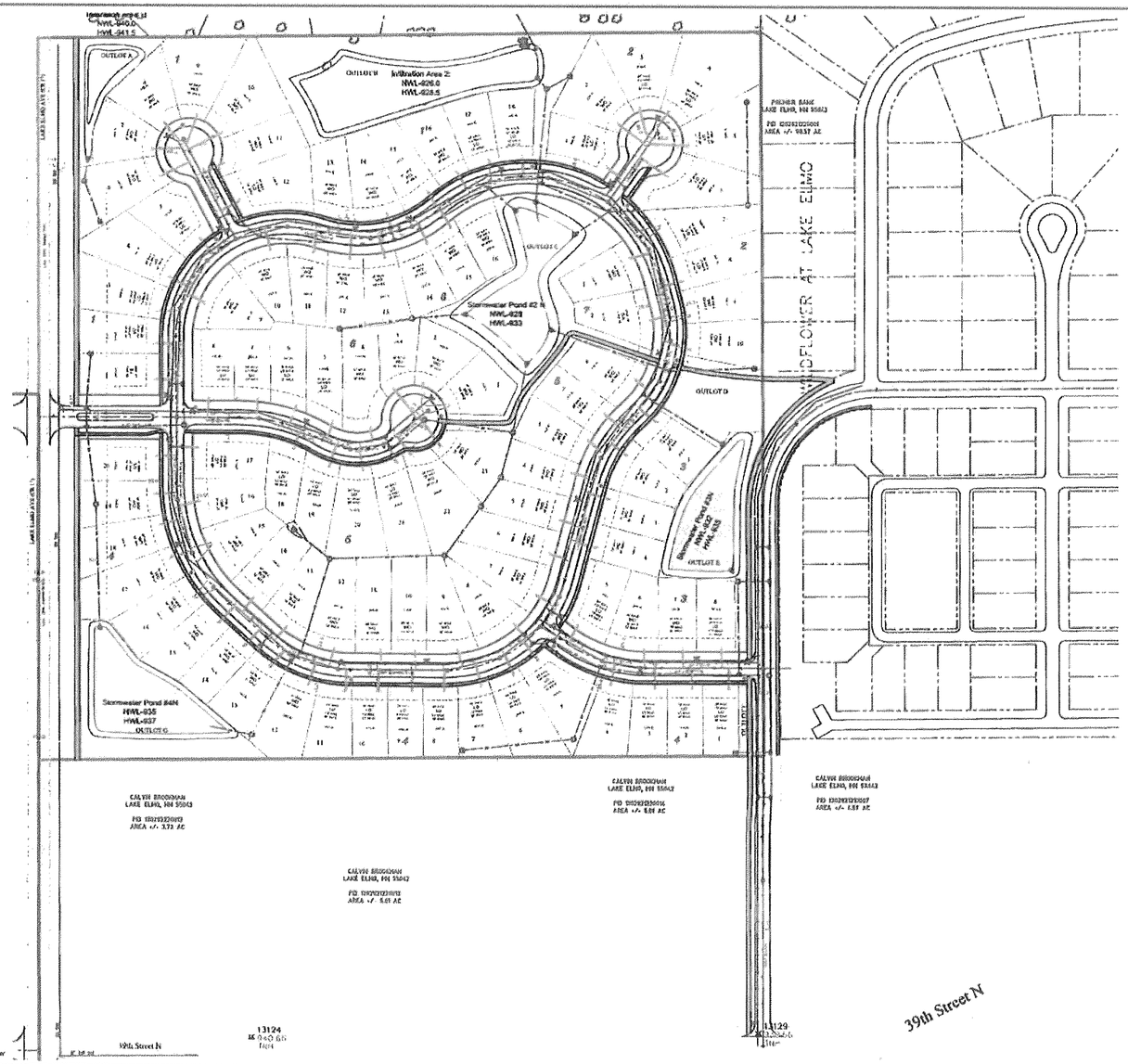
VILLAGE PRESERVE
GW LAND DEVELOPMENT

FILE NO. 3120-047

ST6 / ST6

SYMBOL LEGEND

DESCRIPTION	PROPOSED	EXISTING
MINOR CONTOUR		
MAJOR CONTOUR		
LOT LINE		
WATERMAIN		
BUILDING SETBACK BOUNDARY		
PARCEL BOUNDARY LINE		
DRAINAGE AND UTILITY EASEMENTS		
CURB AND GUTTER		
RIGHT-OF-WAY		
DRAINTILE W/CLEANOUTS		
BACKYARD CATCH BASIN		
CATCH BASIN		
STORM SEWER MANHOLE		
FLARED END SECTION W/ RIPRAP		
STORM STRUCTURE LABEL		
SANITARY STRUCTURE LABEL		
SANITARY SEWER MANHOLE		
HYDRANT		
GATE VALVE		
WELL		
DRAIN FLOW RUNOFF ARROW		
EMERGENCY OVERFLOW SWALE		
SOIL BORING LOCATION		
SILT FENCE		
TREE PRESERVATION FENCE		
BARRICADE		
SPOT ELEVATION		
TBC SPOT ELEVATION		
UTILITY POLE		
LIGHT POLE		
HANDICAP PARKING SPACE		



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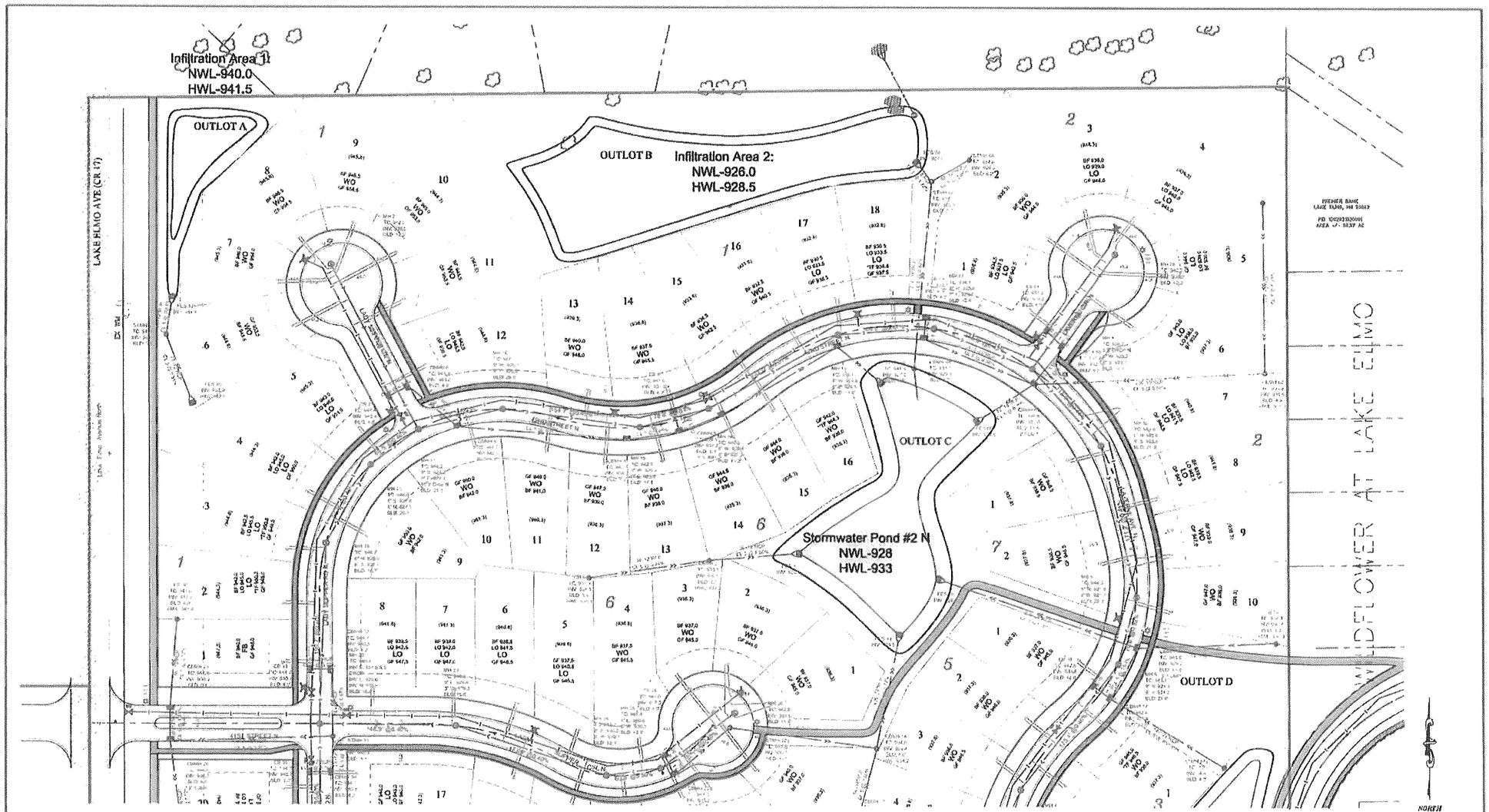
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CITY PROJECT NO.
LAKE ELMO, MINNESOTA

PRELIMINARY UTILITY PLAN
VILLAGE PRESERVE
GW LAND DEVELOPMENT

FILE NO. 3120-047

UP1 / UP4



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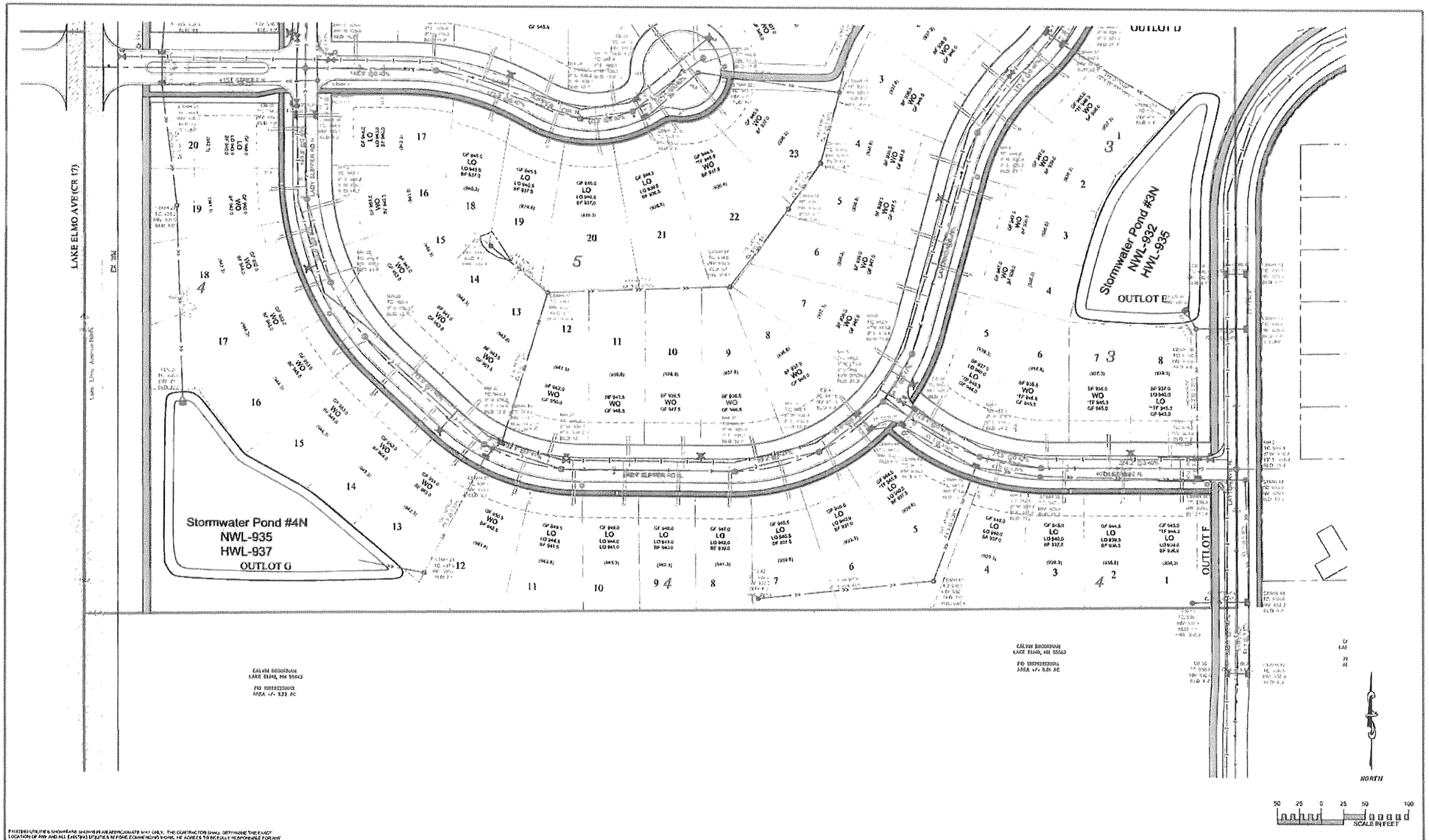
CITY PROJECT NO.
—
LAKE ELMO, MINNESOTA

PRELIMINARY UTILITY PLAN

VILLAGE PRESERVE
GW LAND DEVELOPMENT

FILE NO.
3120-047

UP2 / UP4



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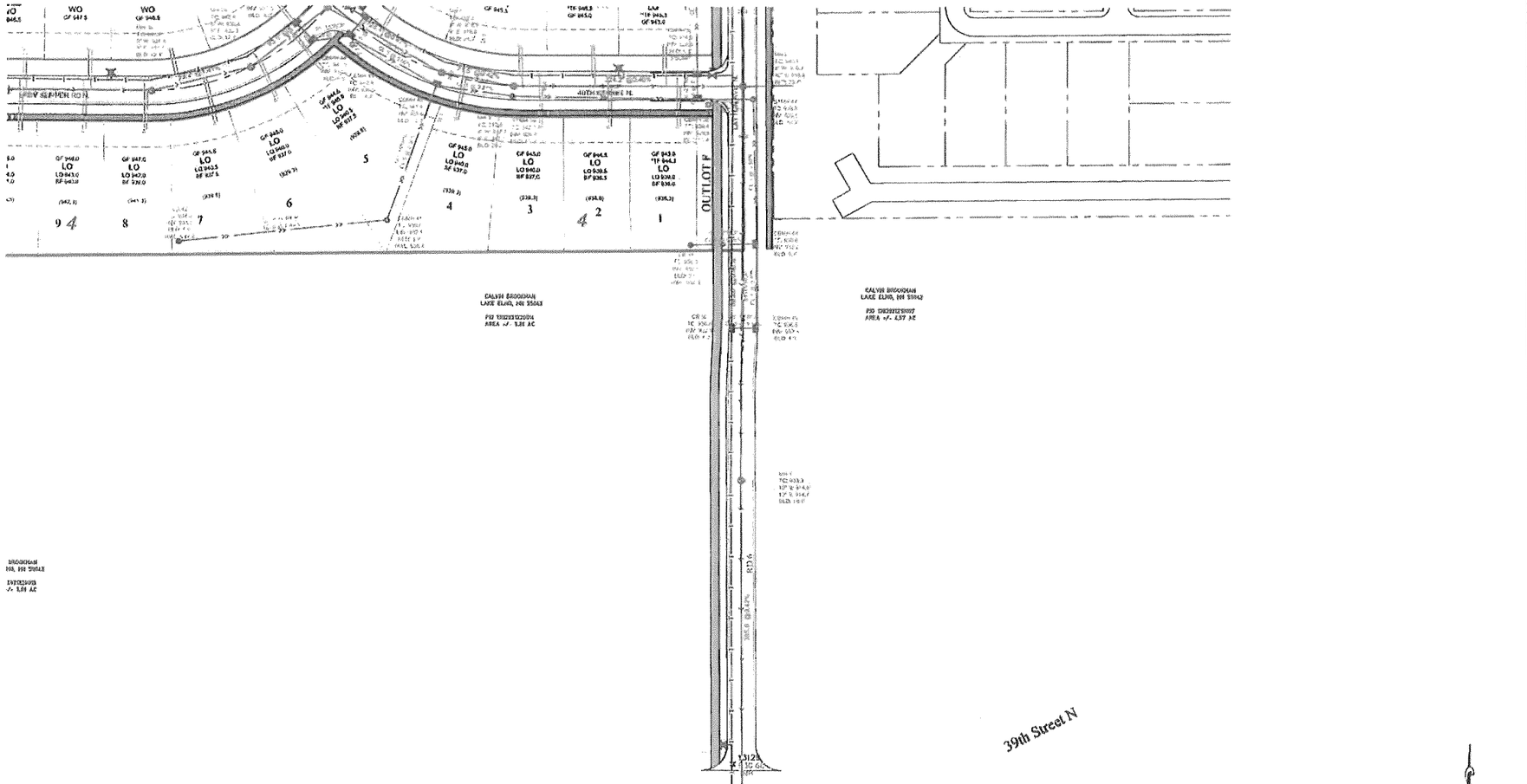
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LAKE ELMO,
MINNESOTA

PRELIMINARY UTILITY PLAN
VILLAGE PRESERVE
GW LAND DEVELOPMENT

FILE NO.
3120-047

UP3 / UP4



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150 SOUTH BROADWAY WAYZATA, MN. 55391 (952) 476-6000

CITY PROJECT NO.
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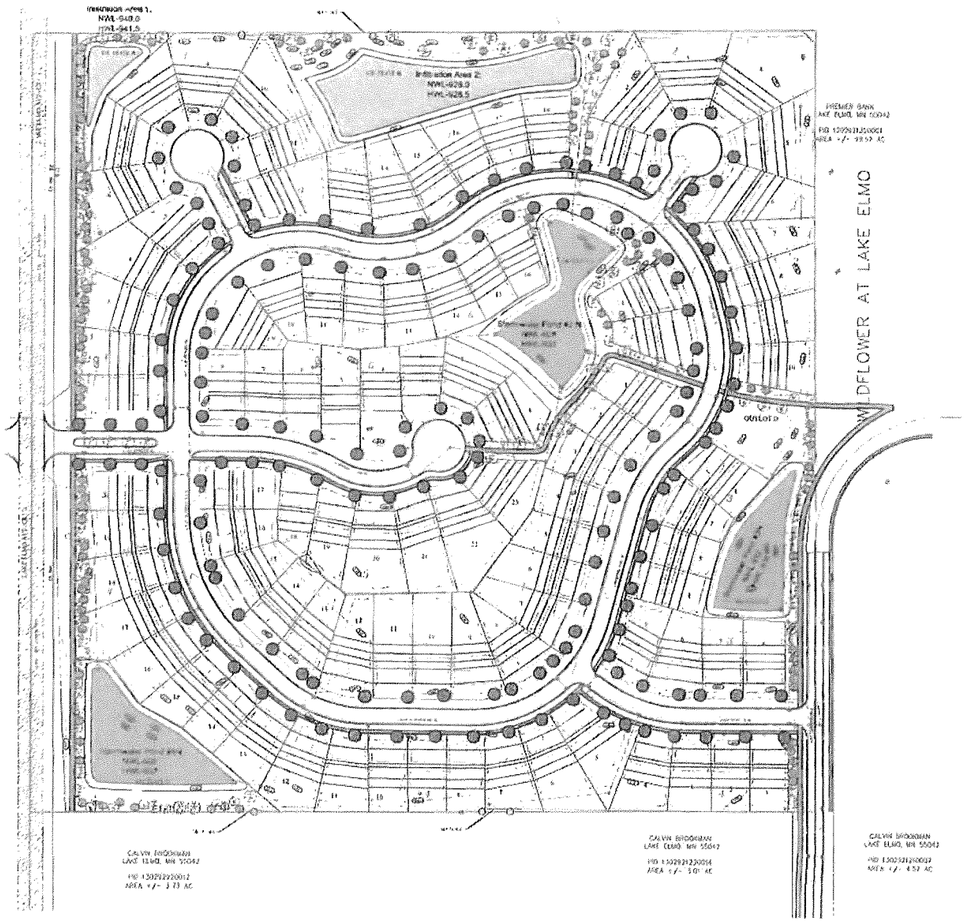
LAKE ELMO,
MINNESOTA

PRELIMINARY UTILITY PLAN

VILLAGE PRESERVE
GW LAND DEVELOPMENT

FILE NO.
3123-047

UP4 / UP4



NORTH

100 50 0 50 100 200
SCALE IN FEET

TREE REPLACEMENT PLANTING LEGEND

KEY	COMMON NAME	BOTANICAL NAME	QUANTITY	SIZE	NOTES
	TREES				
HAR	Hackberry	Celtis occidentalis	3	2.5" BB	straight single leader
HLR	Honey Locust 'Skyline'	Gleditsia tricanthos var inermis 'Skyline'	3	2.5" BB	straight single leader
ROR	Red Oak	Quercus rubra	4	2.5" BB	straight single leader
SMR	Sugar Maple	Acer saccharum 'Green Mountain'	5	2.5" BB	
		Total	15		

REQUIRED TREE PLANTING LEGEND

KEY	COMMON NAME	BOTANICAL NAME	QUANTITY	SIZE	NOTES
	TREES				
AL	Linden 'Redmonds'	Tilia americana 'Redmond'	8	2.5" BB	straight single leader
HA	Hackberry	Celtis occidentalis	13	2.5" BB	straight single leader
HL	Honey Locust 'Skyline'	Gleditsia tricanthos var inermis 'Skyline'	5	2.5" BB	straight single leader
RB	River Birch	Betula nigra	6	2.5" BB	multi stem
RM	Red Maple	Acer rubrum	8	2.5" BB	straight single leader
RO	Red Oak	Quercus rubra	6	2.5" BB	straight single leader
SM	Sugar Maple	Acer saccharum	7	2.5" BB	straight single leader
WO	White Oak	Quercus alba	6	2.5" BB	straight single leader
	EVERGREENS				
BH	Black Hills Spruce	Picea glauca densata	42	6' BB	
NP	Norway Pine	Pinus resinosa	21	6' BB	
SN	Norway Spruce	Picea abies	32	6' BB	
	ORNAMENTALS				
CA	Adams Crab	Malus 'Adams'	27	2' BB	straight single leader
CS	Snowdrift Crab	Malus 'Snowdrift'	24	2' BB	straight single leader
		Total	200		

STREET FRONTAGE TREE PLANTING LEGEND

KEY	COMMON NAME	BOTANICAL NAME	QTY	SIZE	NOTES
	TREES				
AL	Greenspire Linden	Tilia cordata 'Greenspire'	16	2.5" BB	Straight single leader
AM	Autumn Blaze Maple	Acer x freemanii 'Jeffersred'	16	2.5" BB	Straight single leader
HA	Hackberry	Celtis occidentalis	11	2.5" BB	Straight single leader
HL	Honey Locust	Gleditsia tricanthos var. inermis 'Imperial'	16	2.5" BB	Straight single leader
PE	Princeton Elm	Ulmus americana 'Princeton'	19	2.5" BB	Straight single leader
RM	Red Maple	Acer rubrum	19	2.5" BB	Straight single leader
RO	Red Oak	Quercus rubra	23	2.5" BB	Straight single leader
SM	Sugar Maple	Acer saccharum	16	2.5" BB	Straight single leader
WO	White Oak	Quercus alba	16	2.5" BB	Straight single leader
		TOTAL	156		

Tree Replacement Calculation

Total cal of Significant Trees	118
30% of Total Diameter	35.4
Cal Inches of Removed Common Trees	138
Cal of Common Trees Less Allowable tree removal limit	42.6
Cal Inches of Removed Hardwoods	42

Replacement Schedule	Inches Needed	# of 2.5" Trees
Common Tree @ .25" Per 1"	104.4	42
Hardwood @ 3" / 1"	24	10
		13.36

Street Frontage Tree Requirement

Total linear feet of street frontage	7745
1 Tree per 50 linear feet of street	155 #

NOTE:
ALL TREES SHALL HAVE A MINIMUM DEPTH OF 6" HARDWOOD BARK MULCH RING AROUND THE BASE OF THE TREE.

SILT FENCE IS TO BE PLACED AROUND ALL EXISTING TREES.

Replacement Tree Deciduous | Required Tree Deciduous | Required Tree Evergreen | Street Frontage Tree Deciduous | Existing Saved Tree

DRAWING NAME	NO.	BY	DATE	REVISIONS
NM	1	NM	6-5-14	Tree Protection Added, Shifted trees for new fence
DRAWN BY	2	NM	6-9-14	New Base
NM	3	NM	6-11-14	New Silt Fence
CHECKED BY				
TDW				
DATE				
04-29-14				

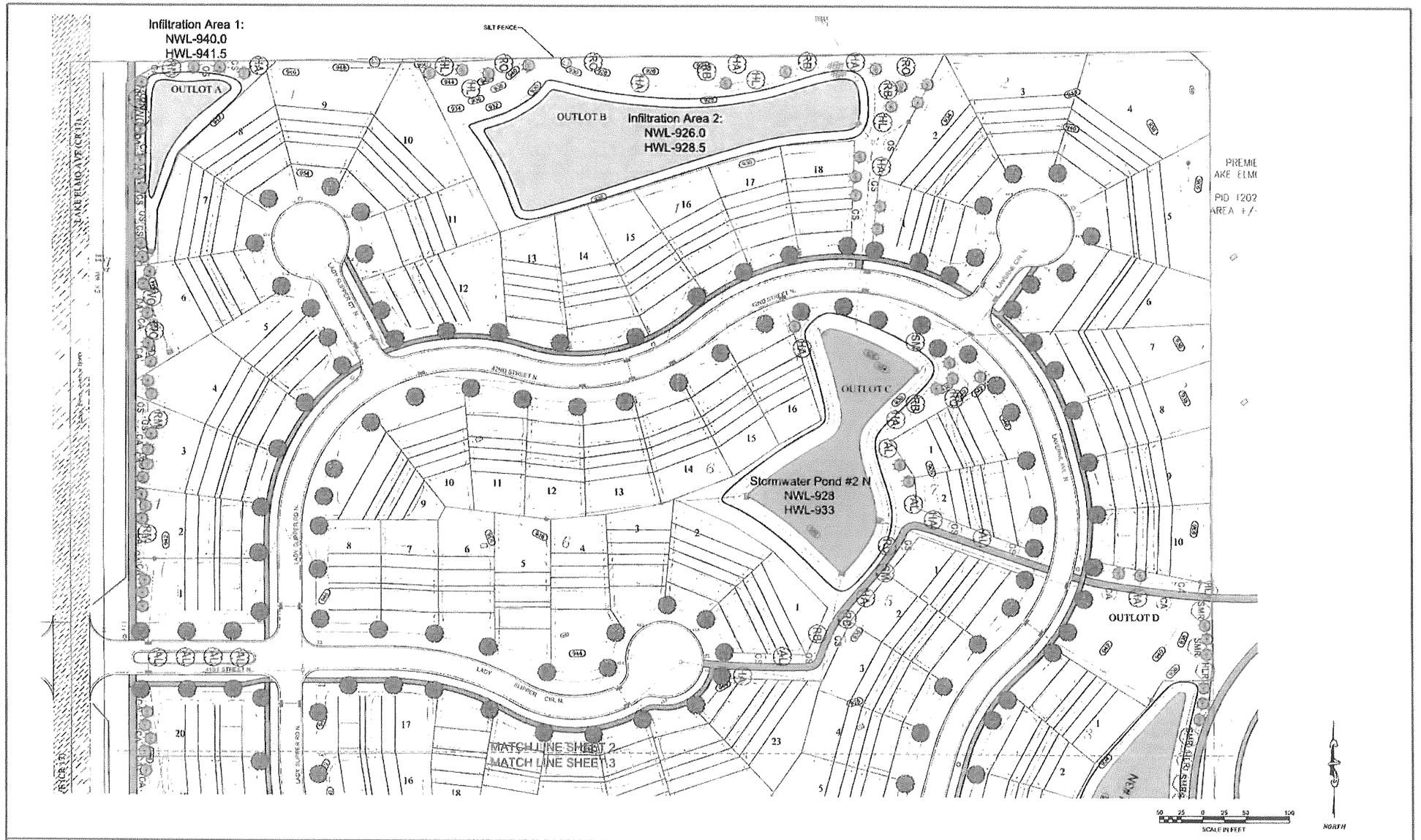
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Norby & Associates
Landscape Architects, Inc.
100 East Second Street Chaska, MN 55318 (952) 161-3644

CITY PROJECT NO.
—
LAKE ELMO, MINNESOTA

LANDSCAPE PLAN
PARCEL B
SCHILTGEN FARMS
GW LAND DEVELOPMENT

FILE NO.
3120-047
LP1 / LP3



DRAWING NAME	NO.	BY	DATE	REVISIONS
NM	1	NM	6-5-14	Tree Protection Added, Shifted trees for new base.
DRAWN BY	2	NM	6-9-14	New base
NM	3	NM	6-11-14	New Silt Fence
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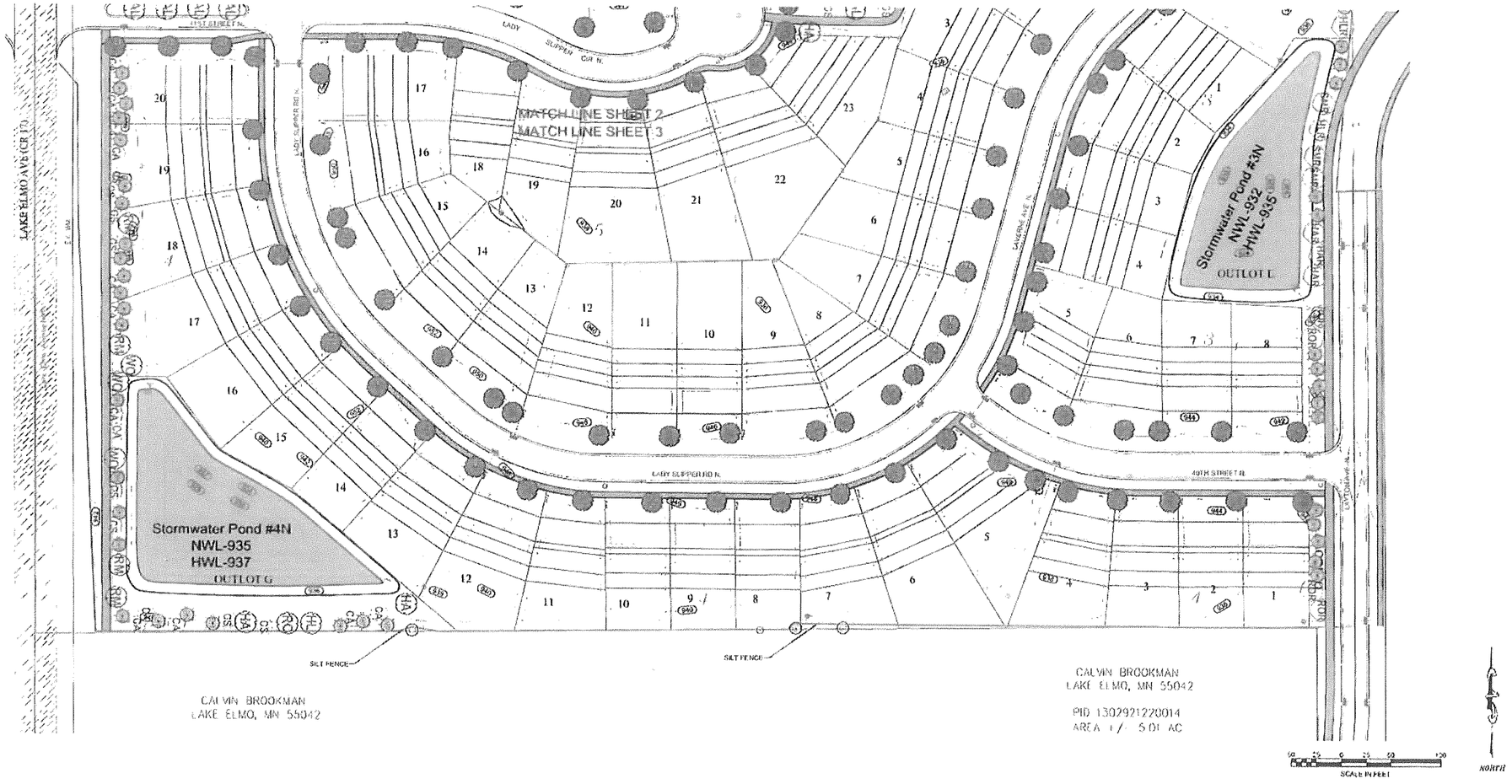
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Norby & Associates
Landscape Architects, Inc.
180 East Second Street Chaska, MN 55318 (952) 361-0644

CITY PROJECT NO.
—
LAKE ELMO,
MINNESOTA

LANDSCAPE PLAN
PARCEL B
SCHILTGEN FARMS
GW LAND DEVELOPMENT

FILE NO.
3120-047
LP2
LP3



DRAWING NAME	NO.	BY	DATE	REVISIONS
NM	1	NM	6-9-14	Tree Protection Added, Shifted trees for new berm
DRAWN BY	2	NM	6-9-14	New Base
NM	3	NM	6-11-14	New Silt Fence
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TDW				
DATE				
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—
LAKE ELMO, MINNESOTA

LANDSCAPE PLAN
PARCEL B
SCHILTGEN FARMS
GW LAND DEVELOPMENT

FILE NO.
3120-047
LP3 / LP3

MEMORANDUM

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.	**651.300.4285**

Date: June 23, 2014

To: Nick Johnson, City Planner
Cc: Kyle Klatt, Planning Director

From: Jack Griffin, P.E., City Engineer

Re: Village Preserve – Parcel B
Preliminary Plat Review

An engineering review has been completed for the Village Preserve development by GW Land Development. Preliminary Plans were received on June 12, 2014. The submittal consisted of the following documentation prepared by Sathre-Bergquist, Inc.:

- Development Narrative, dated June 11, 2014.
- Revised Preliminary Site Plans dated 06.09.2014.
- Revised Landscape Plans dated 06.11.2014.
- Plan revision response letter dated 06.03.2014.

STATUS/FINDINGS: Engineering review comments are as outlined below. Comments that are <u>underlined</u> indicate potential site plan changes that may impact the preliminary or final plat:

WATERMAIN AND SANITARY SEWER PLANS

- The watermain may need to be oversized through part of the development in accordance with the 2030 Comprehensive Water System Plan. Watermain pipe oversizing will continue to be reviewed by City staff as the development progresses forward and oversizing may need to be incorporated as part of the final construction plans. Watermain oversizing is paid by the City as a reimbursement addressed within the development agreement.
- The sanitary sewer along Layton Avenue, from 39th Street to 40th Street, will need to be oversized to 10-inch trunk sanitary sewer. Sanitary sewer pipe oversizing will need to be incorporated as part of the final construction plans. Sanitary sewer oversizing is paid by the City as a reimbursement addressed within the development agreement.

STORM SEWER SYSTEM

- The storm sewer system or grading plans must be revised to provide the City standard minimum pipe cover of 3.5 feet. Throughout the site plan the storm sewer minimum cover has not been provided. It appears that additional cover can be easily accomplished in most areas. <u>However a few areas may require grading plan design changes to provide an acceptable storm sewer system design.</u>
- Drain tile is required as part of the City standard street section at all localized low points in the street. Drain tile considerations may impact the storm sewer design and depth requirements at low points.
- The plat as proposed does not provide sufficient easements as required by the City design standards. All easements for City utilities must be a minimum of 30 feet with the pipe centered on the easement. Wider

easements may be required for deep pipes to meet OSHA excavation requirements. Most storm sewer easements are currently 20 feet, or 10 feet along one side.

- Additional catch basins are required as part of the final construction plans to meet the City standard maximum storm sewer run of 350 feet between catch basins along a residential street.
- The minimum storm sewer pipe size is 15-inch RCP except for storm sewer catch basin leads in the street. Plans should be revised accordingly.
- Catch basin sumps must be 4-feet in depth to meet VBWD requirements.

GRADING, STORM WATER MANGEMENT AND EROSION CONTROL

- Erosion Control Plans were not reviewed at this time. A detailed review will be completed with the review of the Final Construction Plans.
- The site plan is dependent upon and subject to a storm water management plan meeting State, VBWD and City rules and regulations. Storm water facilities proposed as part of the site plan to meet VBWD permitting requirements must be constructed in accordance with the City Engineering Design Standards Manual. Plan modifications will be necessary to meet these requirements and standards and must be completed prior to grading operations or start of construction.
- Storm water pond, infiltration basin, and wetland HWLs must be fully contained within Outlots. The response letter indicates that this requirement has been met. However, close review of the grading plan indicates the HWL's encroach on the adjacent platted lots along Pond #3N and #4N. Grading and/or lot line revisions will be necessary to contain the HWL contours.
- Lot, grading and/or emergency overflow revisions are necessary to provide minimum required flood protection:
  - The plans must be revised to include a building elevation key for the elevations provided for the various building type (WO, LO, or FB).
  - The building low floor elevation must be a minimum 2 ft. above a storm water facility HWL.
  - Also, the building low opening elevation must be a minimum 1 ft. above an adjacent overland EOF. There exist several lots not meeting this protection level, therefore some adjustments are needed.
  - EOF's must be set at the calculated 100-year HWL or back to back storm events must be evaluated.
  - Additional easements are needed to protect EOFs and their corresponding flow paths from future grading changes. For example, additional easement is required along the rear lot lines for Lots 8-11, Block 4 to protect the EOF and flow path for extreme storm events.
- An emergency overflow (EOF) must be provided for infiltration Basin 1.
- Catch basin low points have been located along rear and side yard swales throughout development. A HWL must be provided for all drainage low points and the 100-year HWL area fully encompassed within a drainage utility easement.
- The proposed drainage plan indicates the direct discharge of storm water runoff from the site to the property to the north. The applicant must submit written permission from the impacted property owner acknowledging and consenting to this discharge location, volume and rate(s). Preliminary plat approval must be contingent upon receipt of this written permission.
- A wetland delineation report must be submitted that supports the narrative that no wetlands are present.

STREET PLANS

- The plans must be revised to lengthen all vertical sag curves to the City standard minimum K-value of 37.
- Relocate catch basins 43 and 46 to the low point at STA 0+53.75.
- Improvements along CSAH 17 (Lake Elmo Avenue) as required by Washington County will be the responsibility of the developer. Improvements should be included as a condition of preliminary plat approval.

Washington County

Public Works Department

Donald J. Theisen, P.E.
Director

Wayne H. Sandberg, P.E.
Deputy Director/County Engineer

June 24, 2014

Nick Johnson
City Planner
City of Lake Elmo
3600 Laverne Avenue North
Lake Elmo, MN 55042

RE: Washington County comments on the Preliminary Plat for the Village Preserve Residential Development, City of Lake Elmo

Dear Mr. Johnson,

Thank you for providing Washington County with the preliminary plat for the Village Preserve subdivision, in Section 12, Township 29N, Range 20W along County State Aid Highway (CSAH) 17/Lake Elmo Avenue in the City of Lake Elmo. The project consists of 97 detached residential dwelling units on 39.84 acres of land. Based on the plan provided, we have the following comments:

- The Functional Classification of CSAH 17/ Lake Elmo Avenue is "A" Minor Arterial Roadway, expander category. The preliminary plat identifies 75 feet of right-of-way of dedicated right-of-way from the center line of CSAH 17 which is acceptable to the County.

- According to the *Trip Generation Manual, 7th Addition ITE, 2003,* this development will generate 928 Average Vehicle Trips (AVT) per day. CSAH 17 will provide direct access into the site from the west and there will be an east extension of the local street into the next future subdivision.

- The 2012 Traffic Volumes on this section of roadway is 3000 Average Daily Trips (ADT) according to the Washington County 2012 Traffic Volumes Map. The Washington County Traffic Study prepared for the Washington County Comprehensive Plan 2030, has estimated that traffic will increase to 8250 TPD by 2030.

- The access point on CSAH 17 is acceptable to the County and will align with a future concept subdivision west of CSAH 17. Improvements to CSAH 17 are required at the new street intersection and based on future plans that this will be a 4- Way Intersection, right turn lanes and center left turn lanes should be considered and constructed at this time to provide for both future subdivisions. A plan section will need to be prepared and approved by the county traffic engineer and a Washington County Right-of-Way permit will be required for the turn lane improvements.

- The plans identify trail connections within the site as well as along CSAH 17. The Washington County Comprehensive Plan 2030, Planned Trail System, does not identify a trail corridor along this section of CSAH 17; however, future plans and county road projects may incorporate trails. The County will work with the city on

those future efforts. This trail will connect to future subdivisions to the north as well as to the Old Village Center and Lake Elmo Elementary school, south of the site.

- The developer or the city must submit the drainage report and calculations to our office for review of any downstream impacts to the county drainage system. Along with the drainage calculations, we will request written conclusions that the volume and rate of stormwater run-off into the county right-of way will not increase as part of the project.

- Access control must be dedicated to Washington County along the CSAH 17/Lake Elmo Avenue frontage, except for the opening corresponding to the City's right-of-way for the local street.

- Washington County's policy is to assist local governments in promoting compatibility between land use and highways. Residential uses located adjacent to highways often result in complaints about traffic noise. Traffic noise from this highway could exceed noise standards established by the Minnesota Pollution Control Agency (MPCA), the U.S. Department of Housing and Urban Development, and the U.S. Department of Transportation. Minnesota Rule 7030.0030 states that municipalities are responsible for taking all reasonable measures to prevent land use activities listed in the MPCA's Noise Area Classification (NAC) where the establishment of the land use would result in violations of established noise standards. Minnesota Statute 116.07, Subpart 2a exempts County Roads and County State Aid Highways from noise thresholds. County policy regarding development adjacent to existing highways prohibits the expenditure of highway funds for noise mitigation measures in such areas. The developer should assess the noise situation and take any action outside of County right of way deemed necessary to minimize the impact of any highway noise.

- A right-of way permit will be required for any work in the CSAH 15 right-of way as it relates to the development. A plan set is required with the application and include any grading, installation of culverts, installation of water and sewer services, left and right turn lanes on CSAH 15, parallel trail grading, signage and any landscaping and other improvements within county right-of-way.

- All utility connections for the development require Washington County Right of Way permits. Typically, these are the responsibility of the utility companies.

Thank you for the opportunity to comment on this preliminary plat. If you have any questions, please contact me at 651-430-4362 or ann.pung-terwedo@co.washington.mn.us. For permit applications, please contact Carol Hanson at Carol.hanson@co.washington.mn.us.

Regards,

Ann Pung-Terwedo
Senior Planner

C: Carol Hanson, Office Specialist

LANDSCAPE ARCHITECTURE INCORPORATED

VILLAGE PRESERVE – DESIGN REVIEW REPORT
LAKE ELMO, MN

LANDSCAPE ARCHITECTURAL DESIGN REVIEW DATED JUNE 25TH, 2014

REVIEWED PLAN SET DATED JUNE 5TH, 2014

Required Action Items by Village Preserve Project Team

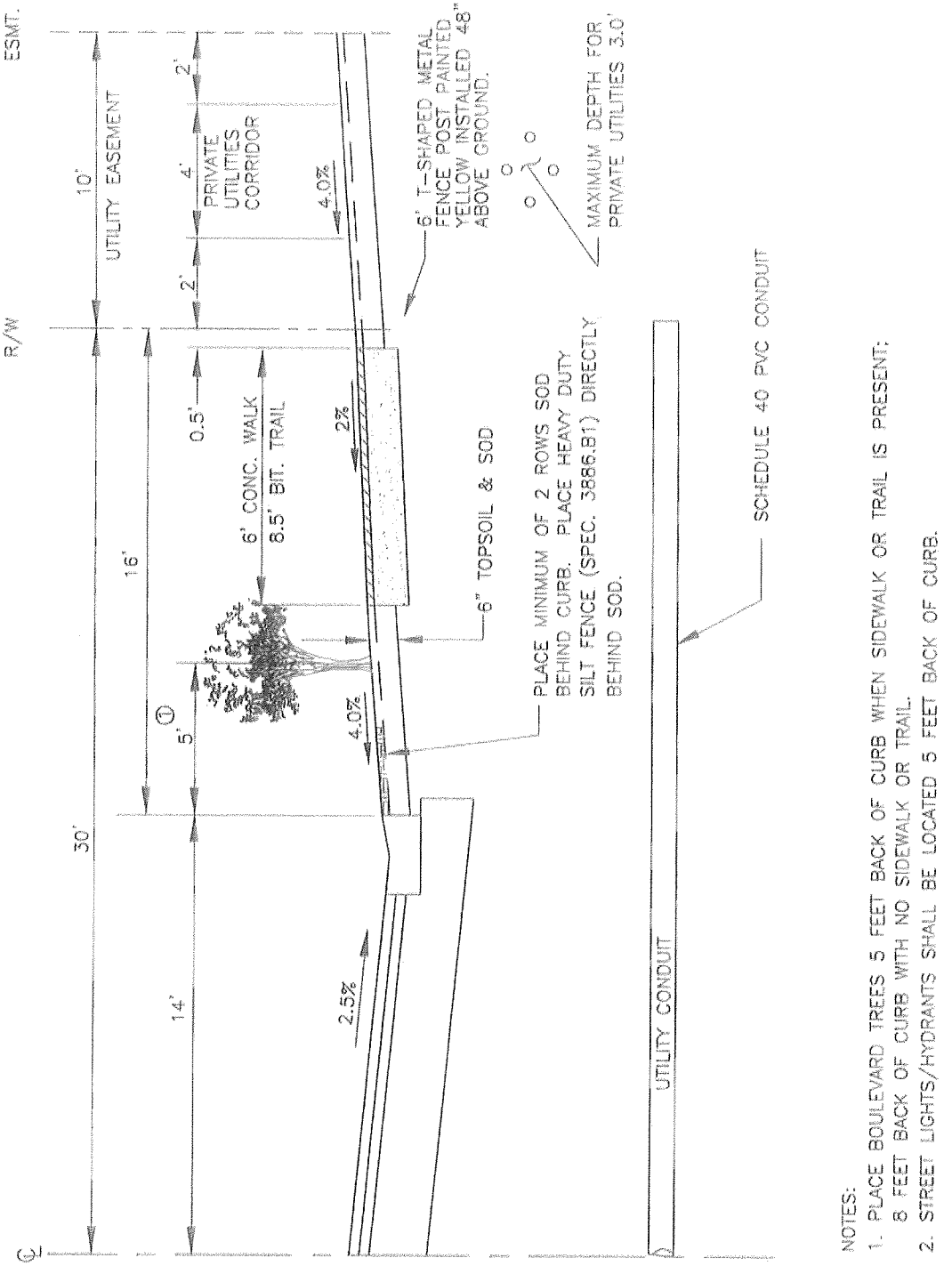
1. Boulevard Trees to be spaced no further than 50 feet on center.
2. See Typical Right of Way Layout – City of Lake Elmo Drawing No. 805 attached to this document for correct boulevard tree layout locations.
3. Please correct plant name spelling errors on sheet LP1.
4. Village Preserve Project Landscape Architect to provide temporary and permanent groundcover vegetation landscape plans for all lots, commonly held HOA & City R.O.W. areas.
5. Village Preserve Project Landscape Architect to provide landscape irrigation plans for all commonly held HOA & City R.O.W. areas.

SINCERELY,

LANDSCAPE ARCHITECTURE, INC.

STEPHEN MASTEY, ASLA, CLARB, LEED AP BD+C
DIRECTOR OF DESIGN

2350 BAYLESS PLACE • ST. PAUL, MN • 55114
PHONE: 651.646.1020 • EMAIL: STEPHEN@LANDARCINC.COM



NOTES:
1. PLACE BOULEVARD TREES 5 FEET BACK OF CURB WHEN SIDEWALK OR TRAIL IS PRESENT; 8 FEET BACK OF CURB WITH NO SIDEWALK OR TRAIL.
2. STREET LIGHTS/HYDRANTS SHALL BE LOCATED 5 FEET BACK OF CURB.

TYPICAL RIGHT OF WAY LAYOUT

FEBRUARY 2013

THE CITY OF LAKE ELMO

CITY OF LAKE ELMO

STANDARD DRAWING NO.

805

LAKE ELMO

THE CITY OF LAKE ELMO

MAYOR & COUNCIL COMMUNICATION

DATE: 07/15/2014
REGULAR
ITEM # 16

AGENDA ITEM: Holliday Property Comprehensive Plan Amendment

SUBMITTED BY: Nick M. Johnson, City Planner

THROUGH: Dean Zuleger, City Administrator

REVIEWED BY: Planning Commission
Kyle Klatt, Community Development Director
Jack Griffin, City Engineer
Ann Pung-Terwedo, Washington County Public Works

SUGGESTED ORDER OF BUSINESS:

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

POLICY RECCOMENDER: GWSA Land Development, LLC has submitted an application for a Comprehensive Plan Amendment to change the land use designation of 14.85 acre parcel (PID: 13.029.21.44.0002) in the southeastern portion of the Village Planning Area from RAD – Rural Area Development to V-LDR – Village Urban Low Density Residential. The request has been submitted in conjunction with a Sketch Plan for a proposed 104-unit single family residential subdivision. Approval of the request will allow the proposed single family residential development to proceed to Preliminary Plat, eventually allowing for the construction of the Village Parkway minor collector road, a critical transportation improvement needed to serve growth in the Village Planning Area.

FISCAL IMPACT: None – City cost related to the review and administration of the request are reimbursed by application fees.

SUMMARY AND ACTION REQUESTED: The City Council is being asked to consider a request from GWSA Land Development, LLC for a Comprehensive Plan Amendment (CPA) to change the land use guidance of the Holliday property from RAD- Rural Area Development to

V-LDR – Village Urban Low Density Residential. The Holliday property, 14.85 acres in size, is located at the northwest corner of 30th Street North and Manning Avenue (CSAH 15). The CPA request has been submitted in conjunction with a proposed 104-unit single family subdivision to be called "Village Preserve South" and to be located in the southeast portion of the Village Planning Area. In addition to the CPA request, the Planning Commission reviewed the Sketch Plan for the proposed subdivision on 6/30/14. Approval of the Comprehensive Plan Amendment would allow the applicants to proceed with the preparation of a Preliminary Plat application for a proposed urban low density residential subdivision that incorporates the Holliday property. From staff's perspective, the inclusion of the Holliday property in the proposed single family subdivision has merit, as it will allow for the completion of the Village Parkway minor collector road to 30th Street North.

The Planning Commission Staff and are recommending that the City Council approve the Comprehensive Plan Amendment request with 2 conditions of approval with the following motion:

"Move to adopt Resolution No. 2014-60, approving the Holliday Property Comprehensive Plan Amendment subject to 2 conditions of approval."

BACKGROUND INFORMATION:

Attached is the original detailed Staff Report that was provided to the Planning Commission on 6/30/14 regarding the applicant's request for a Comprehensive Plan Amendment. The Staff Report includes general information about the application, a summary of the relevant planning and zoning issues, a thorough review and analysis of the request, draft findings, and the staff recommendation to the Planning Commission.

In considering the request for a Comprehensive Plan Amendment, Staff focused on the importance of the Village Parkway minor collector road. Without the inclusion of the Holliday property in the proposed subdivision, the applicant would be forced to extend the collector road approximately 500 feet over land with no development or growth potential. The applicants have noted that this requirement with no allowance for subdivision on the Holliday parcel greatly challenges the feasibility of the project. In reviewing this case made by the applicant, staff has found merit in the argument, as it is unusual or atypical to require the construction of a minor collector road over property that is not planned for development. In addition to the importance of the collector road, staff also considered the fact that the subject property is presently located within the City's sanitary sewer service area. In other words, the property is already guided for sanitary sewer service. Finally, according to the submitted Sketch Plan, the inclusion of the Holliday parcel in the proposed subdivision would add 26 residential units to the proposed subdivision. In reviewing the potential increase in residential units associated with the CPA request, the increase is not inconsistent with the overall number of units planned for the Village Planning Area.

PLANNING COMMISSION REPORT:

The Planning Commission reviewed the Comprehensive Plan Amendment request at its June 30, 2014 meeting and conducted a public hearing at this time. During the public hearing, no one from the public spoke. In addition, staff received no written testimony. The Planning Commission then closed the public hearing.

The Planning Commission recommended approval of the preliminary plat as submitted with 1 condition of approval, as recommended in the Staff Report. The recommended condition of approval relates to the screening of the adjacent Mcleod property to the west of the Holliday parcel. The vote to recommend approval of the Holliday Property Comprehensive Plan Amendment was unanimous (Vote: 5-0). In addition to the recommended condition of approval related to the Mcleod parcel, staff would also recommend that an additional condition is added to note that approval of the CPA request is contingent upon the approval of the Metropolitan Council. This condition is standard procedure for any amendment request to the Comprehensive Plan.

STRENGTHS, WEAKNESSES, OPPORTUNITIES, THREATS:

Strengths: Approval of the Comprehensive Plan Amendment for the Holliday parcel will allow for the construction of the Village Parkway minor collector road by the private landowner/developer. The parcel is presently in the City's sanitary sewer service area. Finally, the amount of additional residential units that will result from the Comprehensive Plan Amendment is not inconsistent with the overall level of planned growth in the Village Planning Area.

Weaknesses: The Holliday parcel is bounded by a Rural Single Family parcel (Mcleod) to the West. The Planning Commission and Staff have recommended that increased screening/mitigation shall occur along the boundary of the parcel to the west of the Holliday property.

Opportunities: Moving forward with the Village Preserve South single family subdivision as depicted in the Sketch Plan allows for the completion of the Village Parkway minor collector road. The collector road is needed to property distribute traffic in the Village Planning Area.

Threats: None

RECOMMENDATION:

Based on the aforementioned, the Planning Commission and Staff are recommending that the City Council approve the Comprehensive Plan Amendment request with 2 conditions of approval with the following motion:

"Move to adopt Resolution No. 2014-60, approving the Holliday Property Comprehensive Plan Amendment subject to 2 conditions of approval."

ATTACHMENTS:

1. Resolution No. 2014-60
2. Staff Report to the Planning Commission, 6/30/14
3. Location Map
4. Application Form, Project Narrative and Sketch Plan
5. Village Planned Land Use Map (Map 3-5 from Comprehensive Plan)
6. Proposed Amendment: RAD to V-LDR
7. Lake Elmo Transportation Plan – Figure 8: 2030 Projected Volumes, Improved Scenario
8. Village MUSA Map
9. Regional Sewered Staging Plan
10. City Engineer Review Comments

CITY OF LAKE ELMO
WASHINGTON COUNTY, MINNESOTA

RESOLUTION NO. 2014-60

RESOLUTION APPROVING AN AMENDMENT TO THE CITY OF LAKE ELMO COMPREHENSIVE PLAN CHANGING THE FUTURE LAND USE DESIGNATION OF THE HOLLIDAY PARCEL LOCATED IN THE VILLAGE PLANNING AREA

WHEREAS, the City of Lake Elmo has established a Comprehensive Plan that provides a compilation of background data, policy statements, standards, and maps, which help to guide the future physical, social, and economic development of the City; and

WHEREAS, GWSA Land Development, LLC, 10850 Old County Road 15, Suite 200, Plymouth, MN, ("Applicant") has submitted an application to the City of Lake Elmo ("City") to amend the Lake Elmo Comprehensive Plan, a copy of which is on file in the City Planning Department; and

WHEREAS, the request to amend the Comprehensive Plan was submitted along with a Sketch Plan for a proposed single-family residential subdivision in the southeast portion of the Village Planning Area; and

WHEREAS, the Lake Elmo Planning Commission held a public hearing on June 30, 2014 to consider the request to amend the Comprehensive Plan; and

WHEREAS, on June 30, 2014, the Lake Elmo Planning Commission unanimously adopted a motion to recommend that the City Council approve the request to amend the Comprehensive Plan; and

WHEREAS, the City Council reviewed the recommendation of the Planning Commission and the proposed amendment to the Comprehensive Plan at a meeting on July 15, 2014;

NOW, THEREFORE, based upon the testimony elicited and information received, the City Council makes the following:

FINDINGS

1) That the Applicant has submitted a request to amend the Comprehensive Plan in accordance with the procedures as established by the Lake Elmo Planning Department and Lake Elmo Planning Commission.

2) That the request to is to amend the Future Land Use Map (Map 3-3 in Chapter III – *Land Use Plan*) and Village Planned Land Use Map (Map 3-5 in Chapter III – *Land Use Plan*) in the Lake Elmo Comprehensive Plan, and to specifically change the future land use

designation a parcel of land located immediately west of Manning Avenue North (CSAH 15) and immediately north of 30th Street North (PID 13.029.21.44.0002) from RAD – Rural Area Development to V-LDR – Village Urban Low Density Residential.

3) That the Comprehensive Plan Amendment will apply to property legally described in the attached Exhibit "A".

4) That the subject property associated with the Comprehensive Plan Amendment request is currently located within the City's sanitary sewer service area.

5) That the proposed amendment will allow for the private market to complete the construction of the Village Parkway minor collector road, a critical transportation improvement needed to serve the upcoming growth and development and increased projected traffic volumes within the Village Planning Area.

6) That the area impacted by the proposed amendment is relatively small, and that the potential increase in residential units associated with the amendment is not inconsistent with the projected levels of planned growth and development in the Village Area under the Village Land Use Plan.

NOW, THEREFORE, BE IT RESOLVED, that based on the foregoing, the Lake Elmo City Council hereby approves the Applicant's request to amend the Lake Elmo Comprehensive Plan, subject to and contingent upon the following:

1) Submission of the Comprehensive Plan Amendment to the Metropolitan Council and the receipt of formal notification from the Metropolitan Council that its review has been completed and approved.

2) As part of the preparation of Preliminary Plans for the Village Preserve South subdivision, the applicant shall prepare a screening plan along the western boundary of the Holliday parcel adjacent to the Mcleod parcel that effectively buffers the proposed residential subdivision from the rural single family lot to the west.

Passed and duly adopted this 15th day of July 2014 by the City Council of the City of Lake Elmo, Minnesota.

_____
Mike Pearson, Mayor

ATTEST:

_____
Adam Bell, City Clerk

EXHIBIT A

Legal Description (PID 13.029.21.44.0002)

The South 498.6 feet of the South Half of the Southeast Quarter (S1/2 of SE1/4); Section Thirteen (13), Township Twenty Nine North (29N.), Range Twenty-one West (21W.); except the West 1273.0 feet of the South Half of the Southeast Quarter of said Section Thirteen (13). And excepting therefrom that portion of the above tract conveyed to the County of Washington by that certain Quit Claim Deed dated March 30, 1987, and filed of record in the Office of the Washington County Recorder on April 2, 1987 as Document No. 535377.

PLANNING COMMISSION
DATE: 6/30/14
AGENDA ITEM: 4C – PUBLIC HEARING
CASE # 2014-35

ITEM: Comprehensive Plan Amendment – Holliday Property

SUBMITTED BY: Nick Johnson, City Planner

REVIEWED BY: Kyle Klatt, Community Development Director
Jack Griffin, City Engineer
Ann Pung-Terwedo, Washington County

SUMMARY AND ACTION REQUESTED:

The Planning Commission is being asked to consider a request from GWSA Land Development, LLC to amend the Lake Elmo Comprehensive Plan to change the future land use designation of property immediately west of Manning Ave. N. (CSAH 15) and immediately north of 30th Street from RAD – Rural Area Development to V-LDR – Village Urban Low Density Residential. The requested Comprehensive Plan Amendment has been submitted in conjunction with a Sketch Plan for a proposed 104-unit single family residential subdivision in the southeast portion of the Village Planning Area. Staff is recommending that the Planning Commission recommend approval of the amendment request subject to 1 condition identified in the Staff Report.

GENERAL INFORMATION

Applicant: GWSA Land Development, LLC (Craig Allen); 10850 Old County Road 15, Suite 200, Plymouth, MN 55441

Property Owners: Mark Holliday; PO Box 243, Lake Elmo, MN 55042

Location: Part of Sections 13, Township 29 North, Range 21 West in Lake Elmo, immediately north of 30th Street and immediately west of Manning Avenue (CSAH 15). PID Number: 13.029.21.44.0002.

Request: Application for Comprehensive Plan Amendment – RAD to V-LDR

Existing Land Use: Vacant agricultural land

Existing Zoning: RT – Rural Transitional Zoning

Surrounding Land Use: North – vacant/agricultural land, planned for Village Urban Low Density; west – Rural Single Family parcels; south – Heritage Farm open space preservation (OP) subdivision; east – Lake Elmo Airport.

Surrounding Zoning: RT – Rural Development Transitional; OP – Open Space Preservation; PF – Public Facilities

Comprehensive Plan: Rural Area Development (RAD)

Proposed Zoning: LDR – Urban Low Density Residential

History:	The subject property is currently vacant and used for agricultural purposes.
Deadline for Action:	Application Complete – 6/10/14 60 Day Deadline – 8/8/14 Extension Letter Mailed – No 120 Day Deadline – 10/7/14
Applicable Regulations:	Article 10 – Urban Residential Districts (MDR)

REQUEST DETAILS

The City of Lake Elmo has received a request from GWSA Land Development, LLC for a Comprehensive Plan Amendment to change the future land use designation of a 14.85 acre parcel immediately west of Manning Avenue and immediately north of 30th Street from Rural Area Development (RAD) to Village Urban Low Density Residential (V-LDR). This property is located within the Village Planning Area and is located within the City's sanctuary sewer service area. The property is presently owned by Mark Holliday and is under contract for purchase by GWSA Land Development, LLC. The applicant would like to develop the subject property in conjunction with the property to the north owned by Schiltgen Farms, Inc. (PID: 13.029.21.43.0004) as a 104-unit single family residential subdivision. To move forward as presented in the Sketch Plan, the land use guidance of the Holliday parcel would need to be amended from Rural Area Development (RAD) to Village Urban Low Density Residential (V-LDR) in the Comprehensive Plan.

To provide further background for the Comprehensive Plan Amendment request, the applicant has submitted a Sketch Plan to aid the review of the CPA. The Sketch Plan will also be reviewed on June 30, 2014 and includes 104 single family lots. The net density of the total project as submitted is 2.09 units per acre, which is consistent with the V-LDR land use category.

BACKGROUND

The applicant's site is currently vacant and is immediately west of Manning Avenue and immediately north of 30th Street. Sanitary sewer service is located nearby in the lift station east of Reid Park. Water service is available to the west of the subject parcel within close proximity to the lift station site.

When the City adopted the future land use map for this area as part of the Village Land Use Plan last year, this site was guided for Rural Area Development. This designation was selected for this parcel in large part to the overall number of projected residential units in the Village Area, as previous planning efforts had aimed for a target projected growth of the Village at 934 units. As the City prepared the Village Land Use Plan, the intent was to provide land use guidance that would be consistent with the Village Master Plan and provide a range of projected residential units that was consistent with the target of previous planning efforts. However, as the subject property is located between the parcels guided for residential development and 30th Street, it remains a critical path for the future minor collector road, Village Parkway, needed to serve growth and development on the eastern side of the Village Planning Area. Without a change of land use for the Holliday parcel, the applicant has noted that it is likely not feasible to complete the minor collector road down to 30th Street. In addition, the applicant has noted that they would like to utilize portions of the Holliday parcel for storm water management.

From a procedural standpoint, it should be noted that should the City approve the proposed Comprehensive Plan Amendment, the approval would be contingent upon the approval of the Metropolitan Council. In addition, given the parcel's location next to both Baytown and West Lakeland Township, it is likely that the proposed amendment is subject to adjacent community review and comment. In staff's judgment, this would not pose as an obstacle to the proposed amendment, but rather is a required procedural step that take additional time to complete.

REVIEW AND ANALYSIS

The applicant's site is 14.85 acres in size, representing a small portion of the total Village Planning Area. Given the size of the parcel, the proposed increase in overall density will not have a significant impact on the overall projections for residential units in this area. When reviewing the Sketch Plan that was submitted as part of the Comprehensive Plan Amendment request, the plan shows 26 single family lots proposed on the Holliday site. When analyzing the proposed net density of the Holliday parcel only in the context of the submitted Village Preserve South Sketch Plan, the density of the Holliday parcel would be 1.75 units per acre, which is on the lower side of the allowed density range for the Village Urban Low Density land use category. The conclusion drawn from this analysis is that if the Comprehensive Plan amendment were approved, the proposed Sketch Plan as submitted would conform to the requested land use category. In staff's judgment, the increase in the overall residential unit count for the Village Area is modest and would not be inconsistent with the overall number of units planned for the Village under the Village Land Use Plan.

In the submitted narrative, the applicant states that allowing the Holliday property to be incorporated into the proposed single family subdivision would allow for the completion of the Village Parkway minor collector road. In staff's review of the Comprehensive Plan Amendment request, the completion of the collector road is the most critical component of the review of the request. The City's Transportation Plan (Attachment #5) includes a projected daily traffic of 5800 vehicle trip per day for Village Parkway. Without the completion of this critical transportation improvement, projected traffic volumes would likely increase on both Manning Avenue (CSAH 15) and Lake Elmo Avenue (CSAH 17). As Manning is planned to be expanded by Washington County, City staff is less concerned about higher projected traffic volumes on Manning. However, the County currently has no plans to expand Lake Elmo Avenue into a 4-lane road, as the amount of right-of-way along this corridor is extremely limited, particularly along the segment of the road adjacent to Lake Elmo. Village Parkway remains a significant transportation improvement needed to properly distribute traffic throughout the Village Planning Area. In addition to considerations related to the overall transportation network of the Village, it is also important to note that it is the City's expectation that collector roads needed to serve developing areas be constructed by the private development community, as opposed to the City taking on the planning, design, construction and administrative costs of building the road. This is an important consideration when evaluating the applicant's case of the feasibility of constructing the road through open agricultural lands. In the experience of staff, the applicant is correct that very rarely would a City require a private landowner or developer to construct a City collector road over a significant stretch of land that had no development rights or growth potential. The review memorandum from the City Engineer (Attachment #8) supports this case. Therefore, based on the fact that it is the City's expectation that the private developers construct these collector roads, such as 5th Street and Village Parkway, staff finds merit in the applicant's argument.

In addition to the Transportation issue, it should also be noted that the subject property is located within the City's sanitary sewer service area. This fact is noteworthy as the request does not include

any expansions of the areas the City intends to serve with sanitary sewer. In the judgment of staff, this is an important aspect of consideration when evaluating the Comprehensive Plan Amendment request. If the amendment request included expansions of the areas planned for sanitary sewer, then a greater discussion or evaluation of broader City policy would be warranted from staff's perspective.

Finally, it should be noted that the subject property is directly adjacent to a rural single family property on the west side of the proposed single family development. The parcel that is adjacent to the proposed subdivision is 11580 30th Street North, with the ownership listed as Mcleod James R TRS according to County property records. According to the submitted Sketch Plan, two larger lots, and small portion of a third lot, are located on the eastern boundary of the Mcleod parcel. In order to address change in land use adjacent to the Mcleod parcel, Staff would recommend that the applicants develop and install a screening/planting plan that would effectively buffer the Mcleod parcel from the proposed single family residential development. This could be accomplished either through berming, landscaping, fencing or some other means. Staff would recommend that this screening be required as a condition of approval for the Comprehensive Plan Amendment.

Based on the above Staff Report and analysis, staff is recommending approval of the Comprehensive Plan Amendment request for the Holiday parcel subject to the following condition of approval:

1) As part of the preparation of Preliminary Plans for the Village Preserve South subdivision, the applicant shall prepare a screening plan along the western boundary of the Holliday parcel adjacent to the Mcleod parcel that effectively buffers the proposed residential subdivision from the rural single family lot to the west.

DRAFT FINDINGS

Staff is supportive of the proposed amendment and is recommending approval of the requested change to the Comprehensive Plan based on the following findings:

1. That the subject property associated with the Comprehensive Plan Amendment request is currently located within the City's sanitary sewer service area.

2. That the proposed amendment will allow for the private market to complete the construction of the Village Parkway minor collector road, a critical transportation improvement needed to serve the upcoming growth and development and increased projected traffic volumes within the Village Planning Area.

3. That the area impacted by the proposed amendment is relatively small, and that the potential increase in residential units associated with the amendment is not inconsistent with the projected levels of planned growth and development in the Village Area under the Village Land Use Plan.

RECCOMENDATION:

Staff recommends that the Planning Commission recommend approval of request by GWSA Land Development, LLC to amend the Lake Elmo Comprehensive Plan by changing the future land use designation of the Holliday parcel (PID: 13.029.21.44.0002) from RAD – Rural Area Development

to V-LDR – Village Urban Low Density Residential subject to the condition of approval outlined in the Staff Report. Suggested motion:

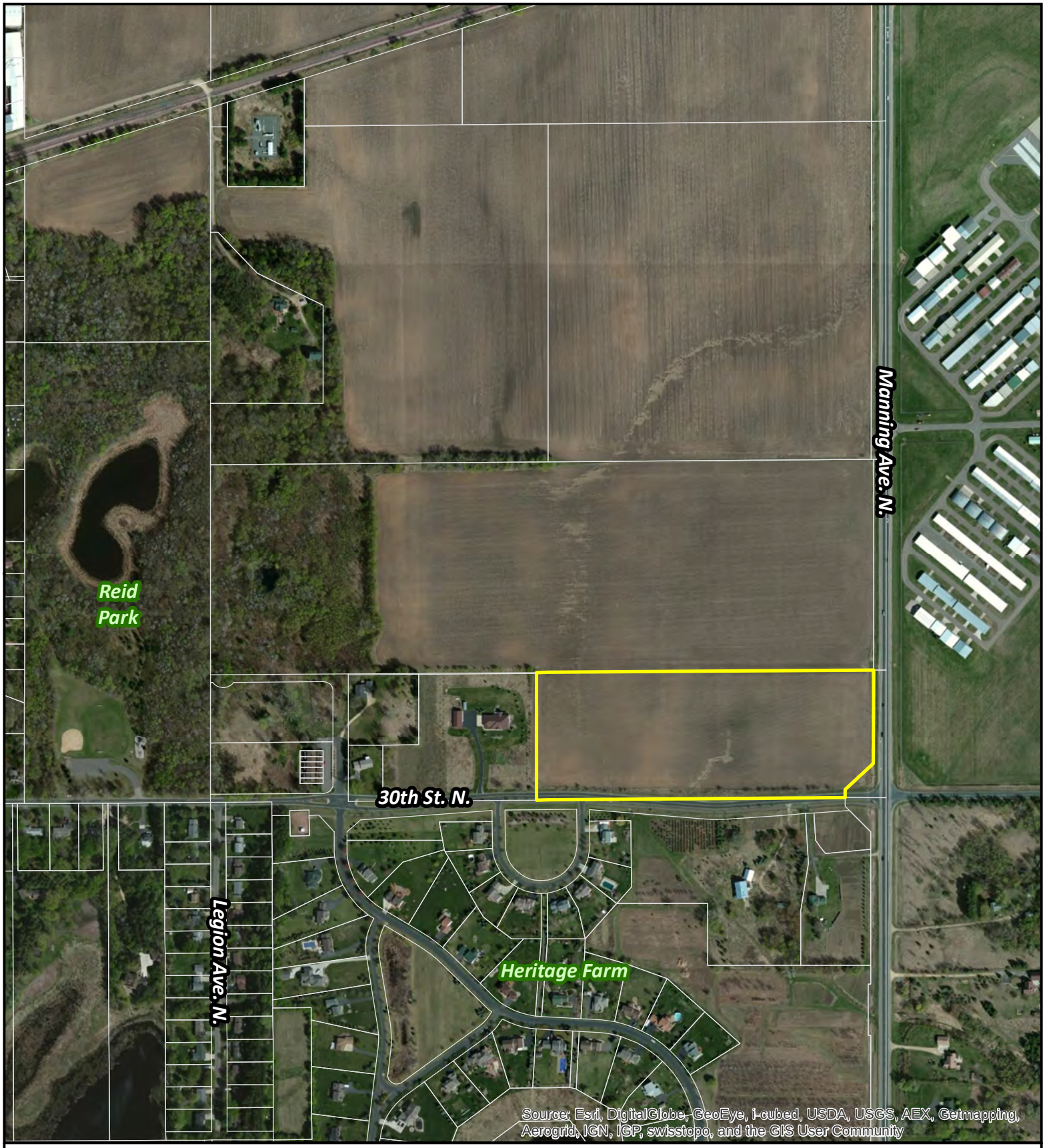
"Move to recommend approval of the request by GWSA Land Development, LLC to amend the City's Future Land Use Map to change the land use designation of the Holliday parcel from Rural Area Development to Village Urban Low Density Residential subject to the condition of approval identified in the Staff Report and based on the findings of fact as drafted by staff."

ATTACHMENTS:

1. Location Map
2. Application w/Narrative and Sketch Plan
3. Village Planned Land Use Map (Map 3-5 from Comprehensive Plan)
4. Proposed Amendment: RAD to V-LDR
5. Lake Elmo Transportation Plan – Figure 8: 2030 Projected Volumes, Improved Scenario
6. Village MUSA Map
7. Regional Sewered Staging Plan
8. City Engineer Review Comments

ORDER OF BUSINESS:

- Introduction ..... City Planner
- Report by Staff ..... City Planner
- Questions from the Commission ..... Chair & Commission Members
- Open the Public Hearing .....Chair
- Close the Public Hearing.....Chair
- Discussion by the Commission ..... Chair & Commission Members
- Action by the Commission ..... Chair & Commission Members



Location Map: Holliday Parcel CPA

THE CITY OF LAKE ELMO

Data Scource: Washington County, MN
6-23-2014

Holliday Parcel
PID: 13.029.21.44.0002

0 250 500 1,000 Feet

1"=500'

N

Date Received: _____
Received By: _____
Permit #: _____

THE CITY OF LAKE ELMO

651-747-3900
3800 Laverne Avenue North
Lake Elmo, MN 55042

LAND USE APPLICATION

☒ Comprehensive Plan ☐ Zoning District Amend ☐ Zoning Text Amend ☐ Variance*(see below) ☐ Zoning Appeal

☐ Conditional Use Permit (C.U.P.) ☐ Flood Plain C.U.P. ☐ Interim Use Permit (I.U.P.) ☐ Excavating/Grading

☐ Lot Line Adjustment ☐ Minor Subdivision ☒ Residential Subdivision Sketch/Concept Plan

☐ PUD Concept Plan ☐ PUD Preliminary Plan ☐ PUD Final Plan

Applicant: GWSA Land Development LLC
Address: 10850 Old County Road 15, Suite 200
Phone # 952-270-4473
Email Address: Craig@jonyeacompany.com

Fee Owner: MARK HOLLIDAY
Address: PO Box 243, Lake Elmo, MN 55042
Phone # 651-270-1318
Email Address: MARKH85@aol.com

Property Location (Address and Complete (long) Legal Description: Attached

Detailed Reason for Request: A Comprehensive Plan Amendment to change approximately 14 acres North of 30th Street and West of Manning Avenue from RAD to V-LDR.

A sketch plan to incorporate approximately 14 acres with The Schlitgen property as part of a 104 lot Single family development.

*Variance Requests: As outlined in Section 301.060 C. of the Lake Elmo Municipal Code, the applicant must demonstrate practical difficulties before a variance can be granted. The practical difficulties related to this application are as follows:

In signing this application, I hereby acknowledge that I have read and fully understand the applicable provisions of the Zoning ordinance and current administrative procedures. I further acknowledge the fee explanation as outlined in the application procedures and hereby agree to pay all statements received from the City pertaining to additional application expense.

Signature of applicant: _____ Date: 6/11/14

Signature of fee owner: _____ Date: 6-23-14

Mark Holliday Property Description:

The land referred to in the Commitment is situated in Washington County, State of Minnesota and is described as follows:

The South 498.6 feet of the South Half of the Southeast Quarter (S1/2 of SE1/4); Section Thirteen (13), Township Twenty Nine North (29N.), Range Twenty-one West (21W.); except the West 1273.0 feet of the South Half of the Southeast Quarter of said Section Thirteen (13). And excepting therefrom that portion of the above tract conveyed to the County of Washington by that certain Quit Claim Deed dated March 30, 1987, and filed of record in the Office of the Washington County Recorder on April 2, 1987 as Document No. 535377.

Abstract Property.

GWSA Land Development, LLC
10850 Old County Road 15
Suite 200
Plymouth, MN 55441

Craig Allen
952-270-4473
Craig@gonyeacompany.com

Comprehensive Plan Amendment Narrative
Mark Holliday – Village Preserve South
June 10, 2014

This property consist of +/- 14 acres located on the corner north of 30th Street North and west of Manning Avenue North. The property is currently used for Agricultural Purposes. The current zoning is Rural Transitional (RT) and the planned land use is Rural Area Development (RAD). We are requesting a Comprehensive Plan Amendment to change from Rural Area Development (RAD) to Village Urban Low Density Residential (V-LDR) as part of our sketch plan for Village Preserve South.

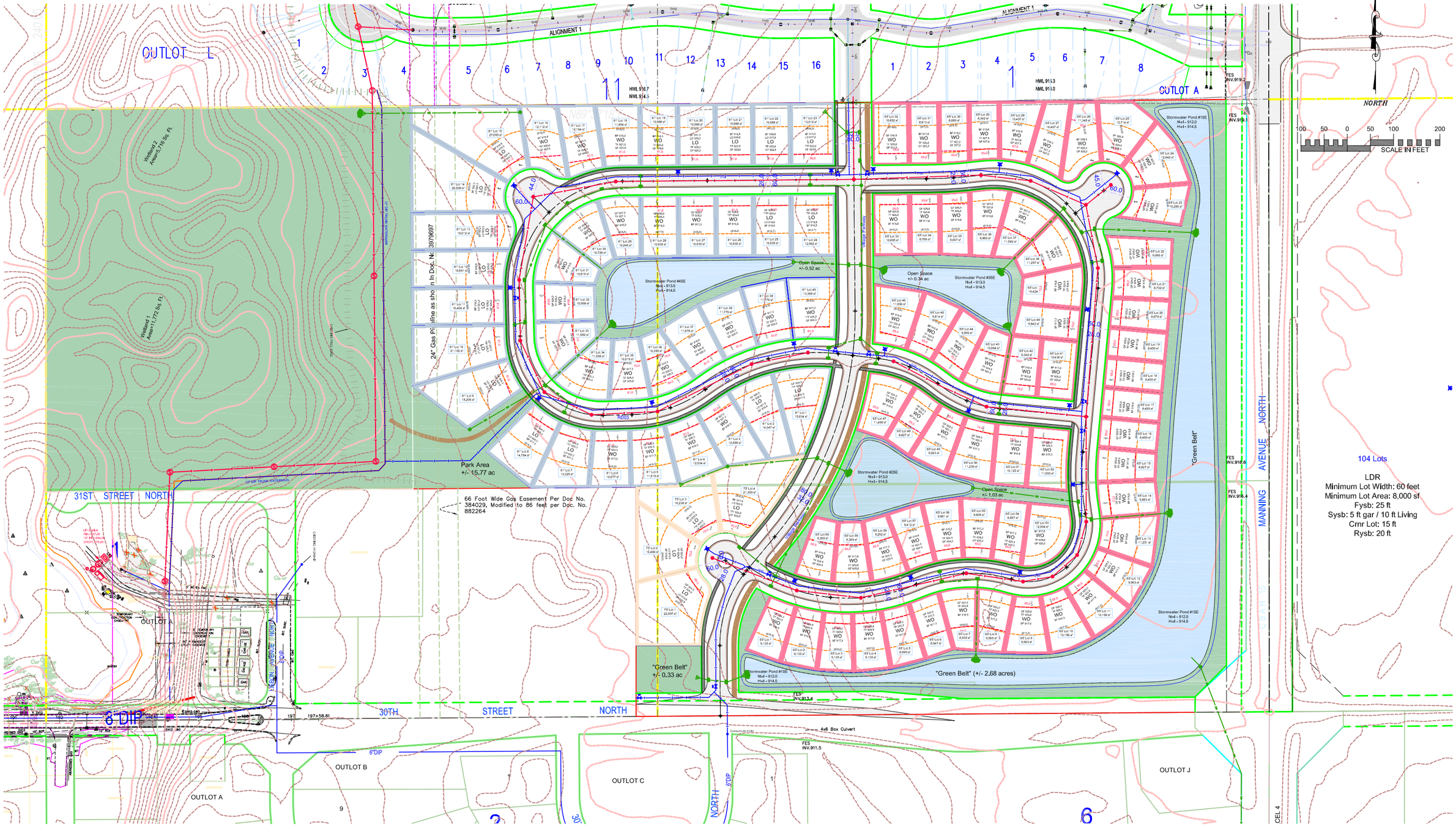
The sketch plan for Village Preserve South combines this Property +/- 14 acres currently owned by Mark Holliday and the property directly north +/- 49 acres currently owned by Schiltgen Farms, Inc. The proposed plan has 104 single family lots.

As part of the sketch plan for Village Preserve South, there will be +/- 14 acres of the northwest portion of the property directly adjacent to Reid Park that we are proposing as park dedication. This area is defined on the Village Open Space Map and mentioned in the Village Comprehensive Land Use Plan as an "opportunity to acquire environmentally sensitive lands that could be incorporated into recreation". Also per the Village Planning Area Comprehensive Plan, the sketch plan includes the New Village Parkway that will provide a north/south connection between Highway 5 and 30th Street North. Lastly, the proposed sketch plan includes an extensive amount of stormwater management to help mitigate current stormwater problems in the Village Planning area.

Our request for a Comprehensive Plan Amendment from RAD to V-LDR is due in large part to the components of our proposal listed above. A significant portion of the Holliday property will be consumed by the Village Parkway and stormwater management/greenbelt. The need for access to 30th Street via +/- 500 feet of City planned collector road through a Rural, undevelopable property is a heavy burden and calls into question the pheasability of the project. By incorporating the Holliday property into our development, we will be able to provide access from 30th Street North to our development, Easton Village and ultimately to the existing downtown. The Holliday property also increases stormwater capacity that will benefit our development and potentially help drainage issues south of 30th Street.

With the dedication of +/- 14 acres adjacent to Reid Park and incorporating the +/- 14 acres of Holliday property into our Village Preserve South sketch plan, our desire is to create a more natural and liveable development while addressing goals and objectives of the Comprehensive Plan with expansion of Reid Park, roadway and trail access and connectivity via the Village Parkway, as well as mitigating stormwater and drainage issues and concerns of the City and Watershed.

PROJECT NAME AND NUMBER



104 Lots

LDR
Minimum Lot Width: 60 feet
Minimum Lot Area: 8,000 sf
Fysb: 25 ft
Sysb: 5 ft gar / 10 ft Living
Crnr Lot: 15 ft
Rysb: 20 ft

DRAWING NAME	NO.	BY	DATE	REVISIONS
BASE_LAKE ELMO.DWG				
DRAWN BY				
RSM				
CHECKED BY				
XXX				
DATE				
10-10-13				

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I HEREBY CERTIFY THAT THIS PLAN OR SPECIFICATION WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

Name, P.E.
Date: _____ Lic. No. _____

ENGINEERS SURVEYORS DESIGNERS PLANNERS
SATHRE-BERGQUIST, INC.
150 SOUTH BROADWAY WAYZATA, MN. 55391 (952) 476-6000

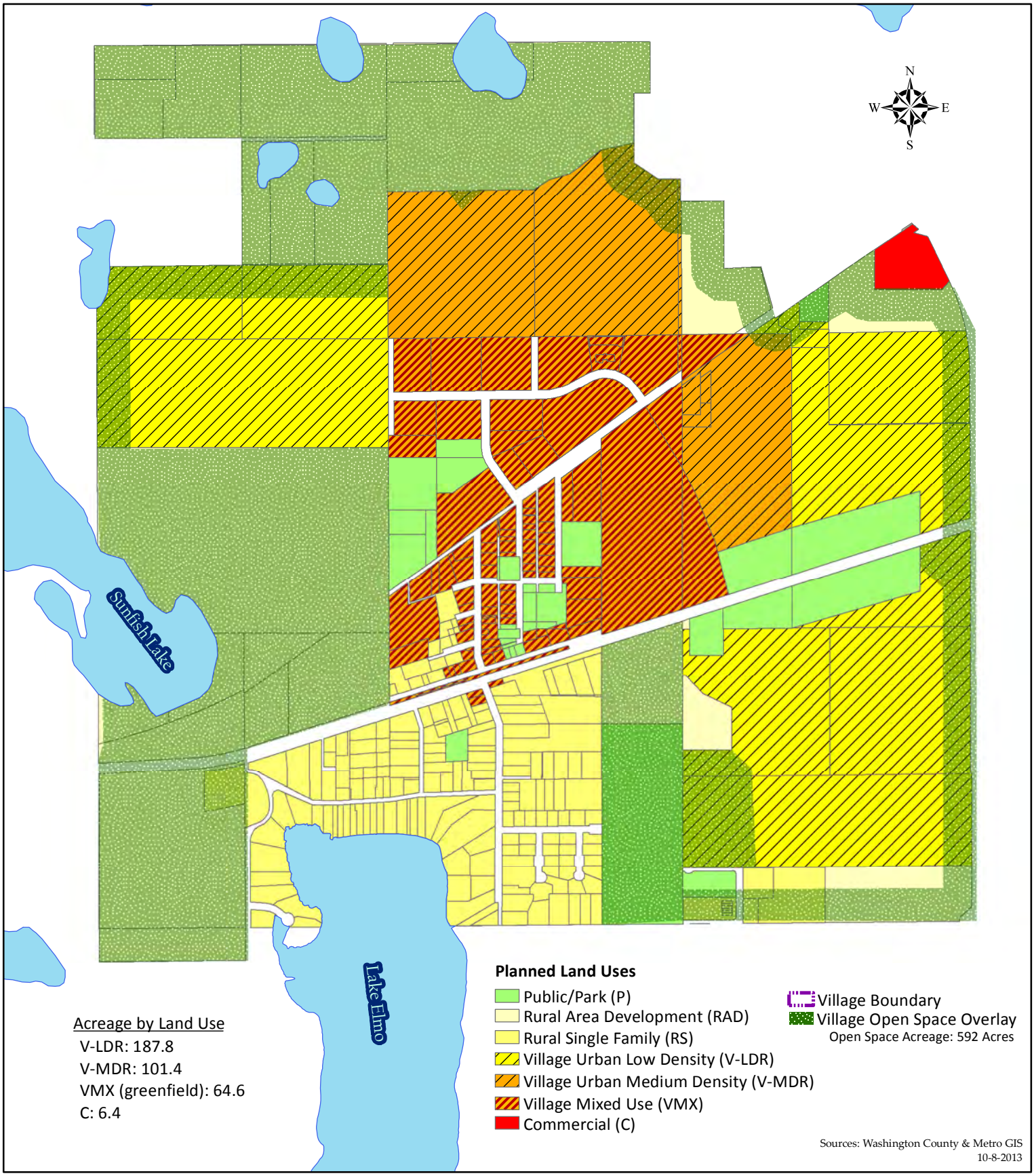
CITY PROJECT NO.
—

LAKE ELMO,
MINNESOTA

SKETCH PLAN 06-16-14
VILLAGE PRESERVE SOUTH
(Parcel E,Holliday Parcel)
GWSA LAND DEVELOPMENT

FILE NO.
3120-047

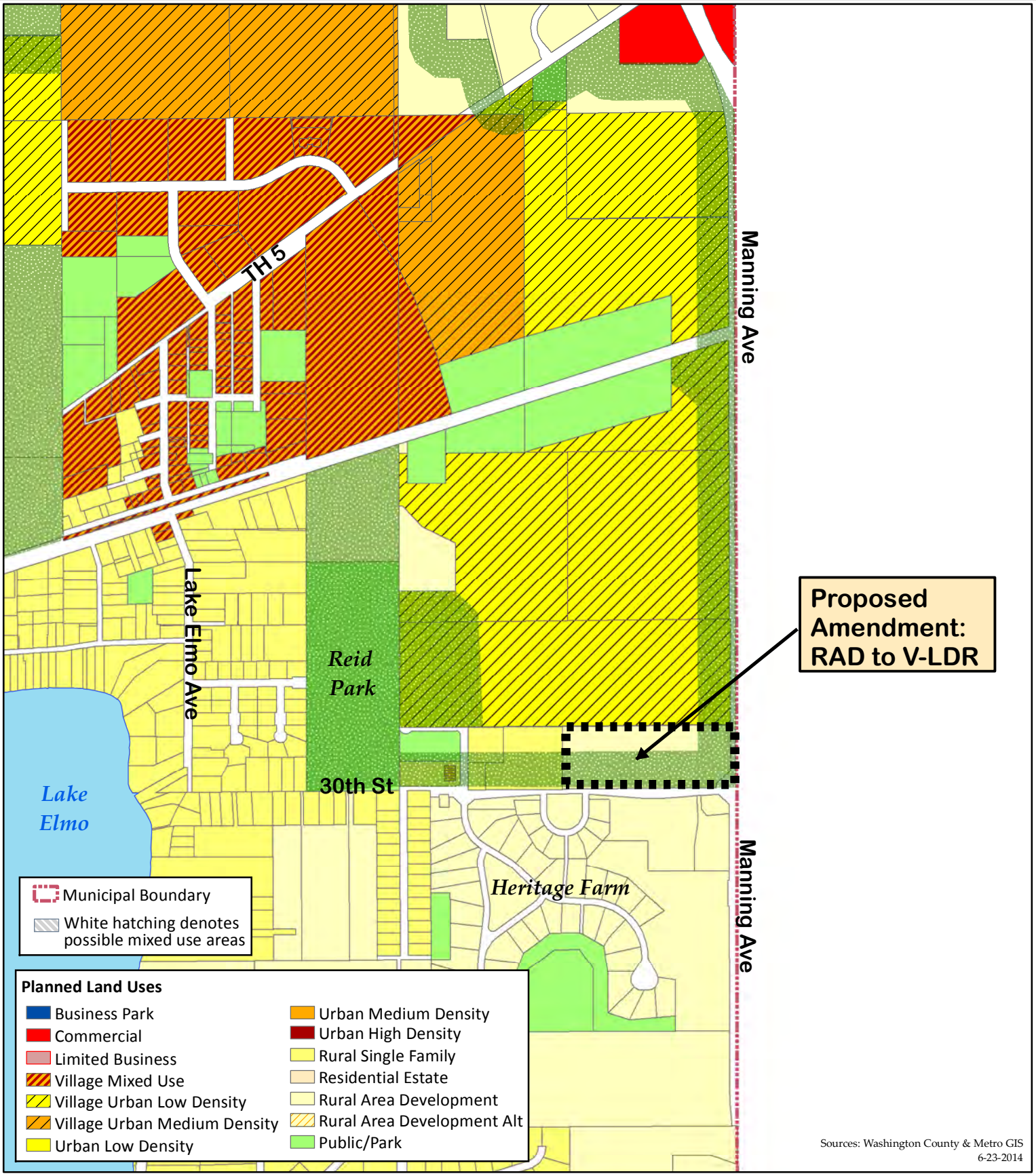
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Village Planned Land Use

Lake Elmo Comprehensive Plan 2030

THE CITY OF LAKE ELMO



Proposed Comprehensive Plan Amendment

Holliday Parcel - Village Preserve South

THE CITY OF LAKE ELMO

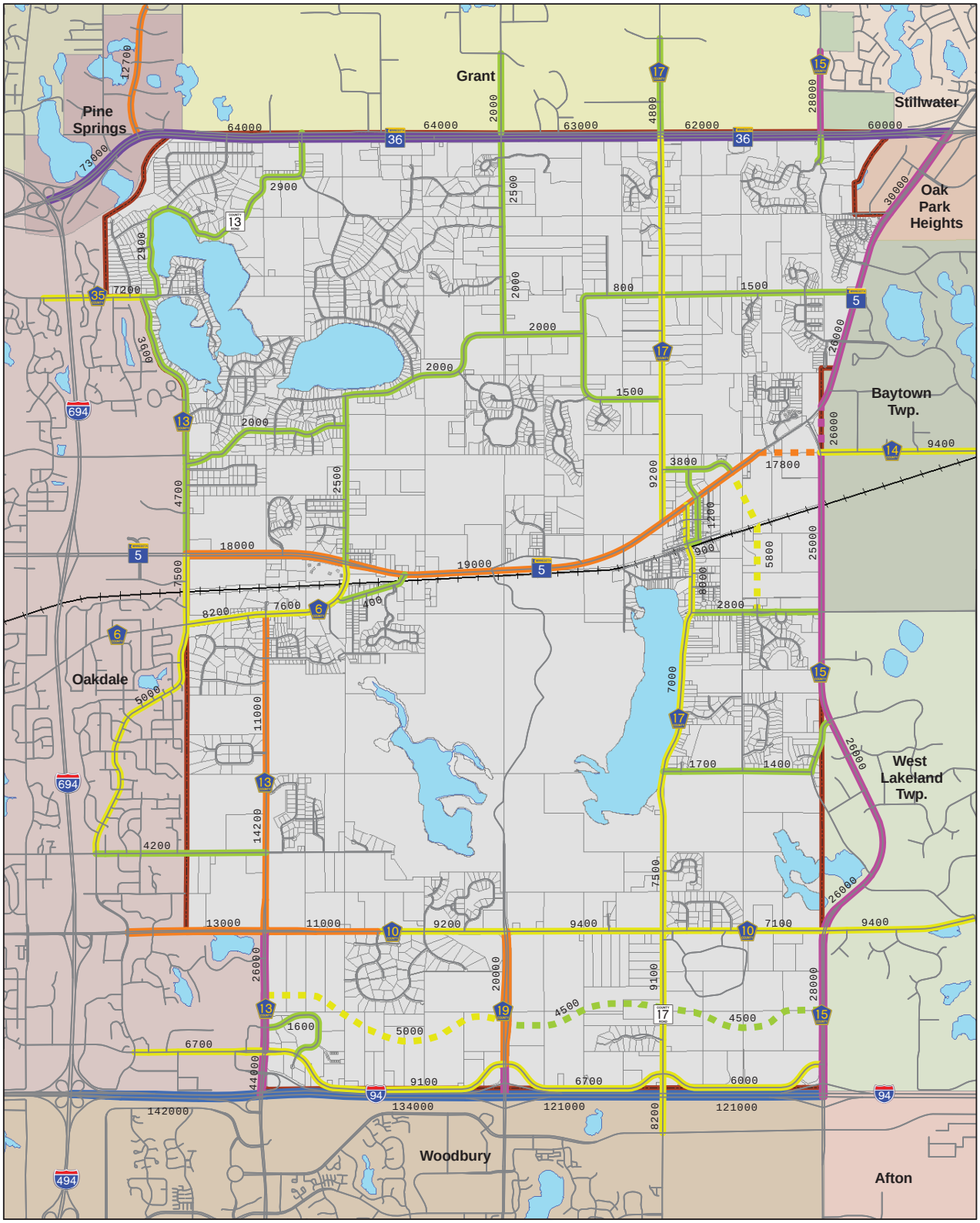


FIGURE 8:
2030 PROJECTED VOLUMES IMPROVED SCENARIO

Transportation Plan

2030 Comprehensive Plan
City of Lake Elmo, Minnesota

Map date: April 2009
Prepared by:

TKDA
ENGINEERS • ARCHITECTS • PLANNERS

N
W E
S

LIMITATION OF LIABILITY
This document is not a legally recorded map or survey and is not intended to be used as one. This map is a compilation of records and information from various state, county, and city offices, and other sources.

LEGEND

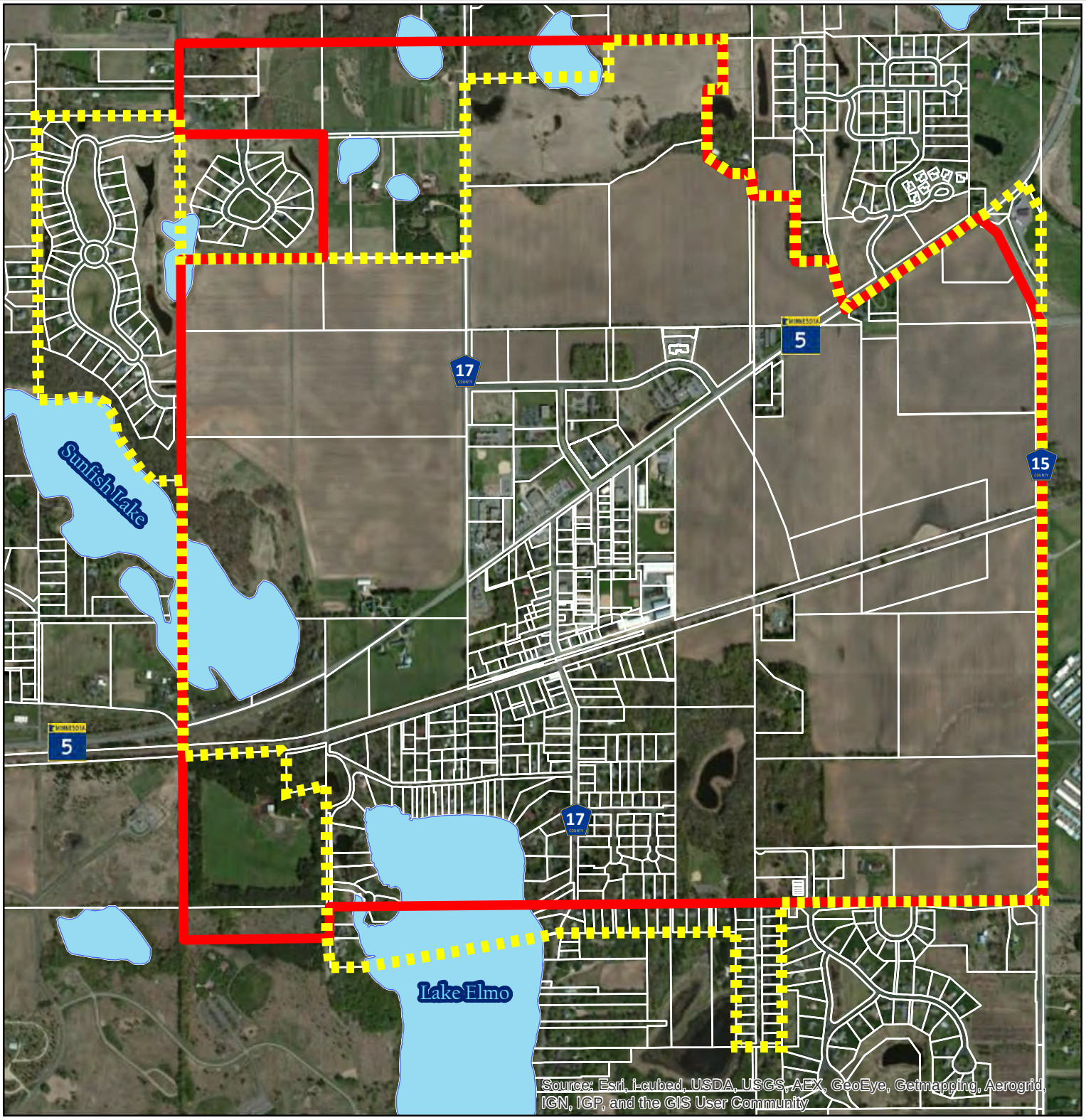
City Boundary — Roadways
Parcels — Lakes

2030 PROJECTED VOLUMES IMPROVED SCENARIO

- < 5,000
- 5,000 - 9,999
- 10,000 - 24,999
- 25,000 - 49,999
- 50,000 - 99,999
- 100,000 OR >

Note: Dashed lines represent future roadways not currently in place.

Map 3-8



N
W E
S

Village MUSA - Proposed

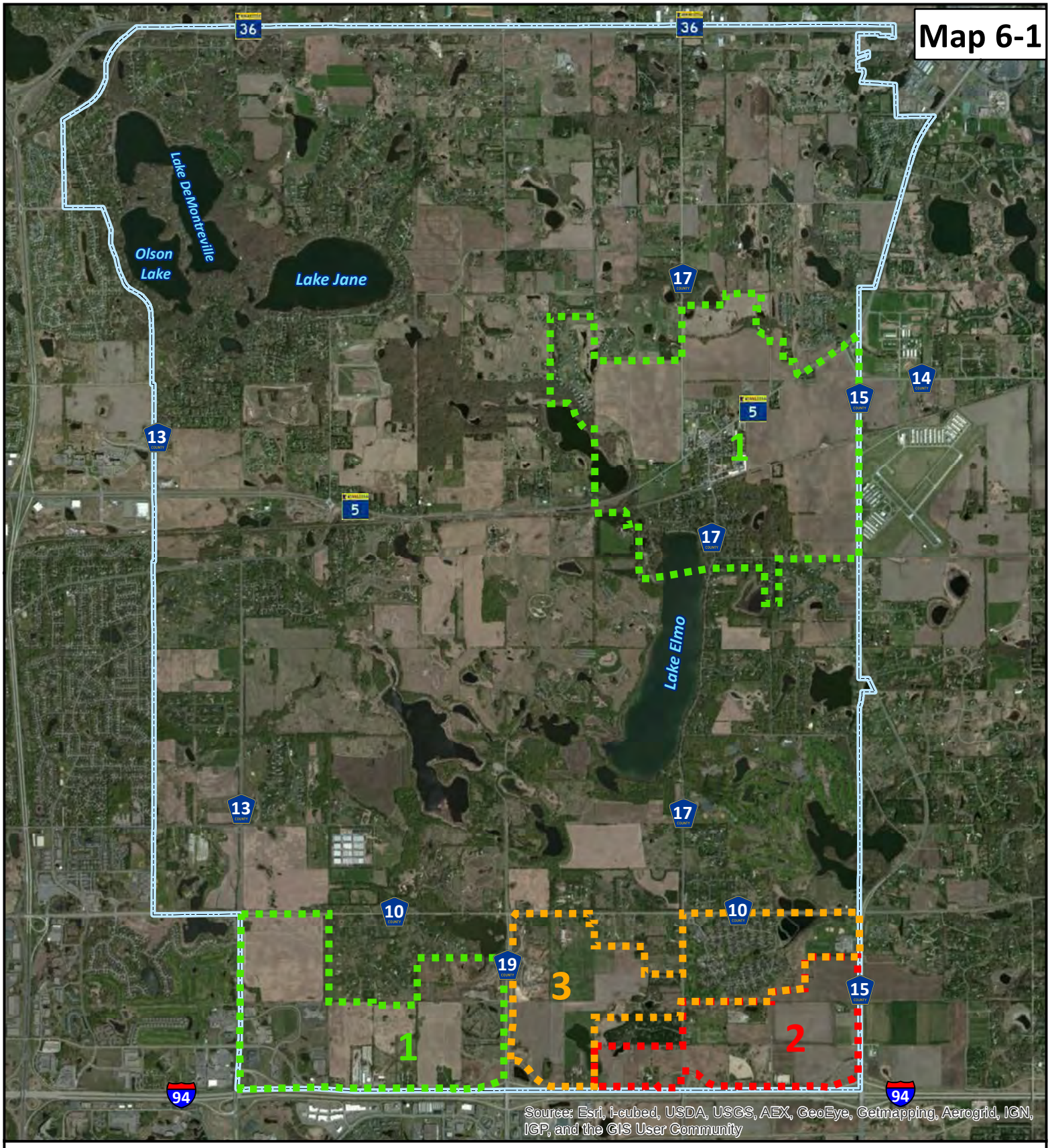
Village MUSA - Existing

Sources: Washington County & Metro GIS
2-14-13

Village MUSA Amendment

Lake Elmo Comprehensive Plan 2030

THE CITY OF LAKE ELMO



Regional Sewered Staging Plan

THE CITY OF LAKE ELMO

Data Source: Washington County, MN
8-16-13

Stage 1
Stage 2
Stage 3

N

0 0.25 0.5 1 Miles

MEMORANDUM

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**

Date: June 27, 2014

To: Nick Johnson, City Planner
Cc: Kyle Klatt, Planning Director

From: Jack Griffin, P.E., City Engineer

Re: Holliday Property
Comprehensive Plan Amendment

Engineering has reviewed the request from GWSA Land Development, LLC for a Comprehensive Plan Amendment to change the land use and zoning for a 14.85 acre parcel located within the Village MUSA, immediately west of Manning Avenue and immediately north of 30th Street. Engineering recommends approval of this request because the subject parcel is located where City transportation and storm water management infrastructure is required to support the Village Land Use Plan and the growth and development for the Village area.

- The Village plan requires a collector roadway, known as Village Parkway, to link Trunk Highway 5 and 30th Street and has been shown on the Village master plan and City infrastructure capital improvement plan since 2007. Village Parkway is an important neighborhood collector street that will serve the Village area and direct new development to the major transportation corridors surrounding the Village. Traffic modeling completed by Washington County supports the importance and need for this collector road. Without this comprehensive plan amendment, the City will need to pursue R/W from the Holliday parcel and construct this segment at the City's cost.

- The Holliday parcel also plays an important role in the storm water management planning and solutions for the Village area since all storm water drainage currently passes through the Holliday parcel.

THE CITY OF LAKE ELMO

MAYOR & COUNCIL COMMUNICATION

DATE: 07/15/2014
REGULAR
ITEM # 17

AGENDA ITEM: Village Preserve South Sketch Plan

SUBMITTED BY: Nick M. Johnson, City Planner

THROUGH: Dean Zuleger, City Administrator

REVIEWED BY: Planning Commission
Kyle Klatt, Community Development Director
Jack Griffin, City Engineer
Ann Pung-Terwedo, Washington County Public Works

SUGGESTED ORDER OF BUSINESS:

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

POLICY RECCOMENDER: GWSA Land Development, LLC has submitted a Sketch Plan for a proposed 104-unit single family residential subdivision to be located on approximately 64 acres in the southeastern portion of the Village Planning Area. The sketch plan review provides the applicant the opportunity to receive initial feedback on a development concept from the City Council, Planning Commission and staff. At the sketch plan level, high-level review is focused on consistency with the Comprehensive Plan and zoning ordinances, transportation and other infrastructure, proposed parkland dedication, and other planning and land use elements that relate to the subject parcel and proposed development. The sketch plan review is intended to assist the applicant in the preparation of a Preliminary Plat application.

FISCAL IMPACT: None – City costs related to the review of the sketch plan are reimbursed by an application fee and a development review escrow.

SUMMARY AND ACTION REQUESTED: The City Council is being asked to review a Sketch Plan submitted by GWSA Land Development, LLC for a proposed 104-unit single family subdivision located in the southeast portion of the Village Planning Area. The Planning

Commission reviewed the sketch plan for the subdivision, to be called Village Preserve South, at the 6/30/14 meeting. As the sketch plan review requires no formal action, the City Council is asked to provide preliminary feedback and high level review of the proposed development.

BACKGROUND INFORMATION:

Attached is the original detailed Staff Report that was provided to the Planning Commission on 6/30/14 regarding the Village Preserve South Sketch Plan. The Staff Report includes general information about the proposed subdivision, a summary of the relevant planning and zoning issues, as well as a review of the proposed design and infrastructure. Review of the Sketch Plan was completed by planning staff, the City Engineer, Washington County and the Planning Commission.

In terms of the specifics of the review, greater details are found in the Staff Report dated 6/30/14, as well as the attachments. However, staff did want to highlight three critical aspects of the proposed subdivision.

- Currently, the Holliday parcel (the southern portion of the proposed subdivision) is guided RAD – Rural Area Development. The applicant has submitted a Comprehensive Plan Amendment to change the land use guidance of this parcel from RAD – Rural Area Development to V-LDR – Village Urban Low Density Residential. The Planning Commission held a public hearing on this request on 6/30/14, at which time no testimony was received. The Planning Commission unanimously recommended the Comprehensive Plan Amendment for approval. It is important to highlight the issue related to the Comprehensive Plan due to the fact that if the amendment is not approved, the proposed subdivision with residential lots on the Holliday parcel cannot proceed as submitted.
- As part of the proposed subdivision, the applicant would be completing the Village Parkway minor collector road from the proposed Easton Village subdivision down to 30th Street. The Village Parkway minor collector road is a critical piece of transportation infrastructure needed to serve planned growth in the Village Planning Area.
- In addition to the streets, lots and stormwater facilities, the applicant are proposing to dedicate a sizeable portion (+/- 15 acres) of land to the east of Reid Park as a proposed expansion. The City's Comprehensive Plan supports the dedication of this area, an area that is identified in the AUAR as ecologically sensitive. In addition, in reviewing the proposal on March 3/17/14, the Park Commission supported the expansion of Reid Park. Expansion of the park should allow for increased recreational facilities directly adjacent to a growing area of the community.

PLANNING COMMISSION REPORT:

The Planning Commission reviewed the sketch plan at its June 30, 2014 meeting. In reviewing the Village Preserve South Sketch Plan, the Planning Commission provided high level review and initial feedback to the applicant regarding the proposed subdivision. Greater detail of the Planning Commission's review comments can be found in the Planning Commission minutes

(DRAFT). However, staff wanted to highlight the following items that were identified during the Planning Commission review:

- There was a general discussion regarding the proposed cul-de-sac having direct access to Village Parkway minor collector road. Staff has noted that the design of the proposed cul-de-sac will need to meet City approval. Additional information and geometrics will be needed to review the design. The City may engage a traffic expert to ensure that the cul-de-sac will function properly.
- Concern was noted about the limited amount of buffering on the south side of the propose subdivision along 30th Street.
- There was discussion about the location of the touch down point of Village Parkway and 30th Street. The applicant noted that they would be open to potentially moving the road further east if it is acceptable to the City.
- The Planning Commission noted that stormwater management is a critical component in this area due to the increased amount of drainage.
- Additional screening was requested along the western boundary of the Mcleod property to the west of the subject parcel.

In providing feedback directly to the applicant, the Planning Commission was able to communicate the areas of future focus and review. The applicant noted that after review by the City Council, they will likely start preparing a preliminary plat application.

STRENGTHS, WEAKNESSES, OPPORTUNITIES, THREATS:

Strengths: Providing a review of a sketch or concept plan allows for initial review of a development plan in advance of preliminary plat application. This process allows the City to identify critical issues and set expectations before the applicant has expended significant resources in preparing a preliminary plat.

Weaknesses: None

Opportunities: Moving forward with the Village Preserve South single family subdivision as depicted in the Sketch Plan allows for the completion of the Village Parkway minor collector road. It would also include a significant dedication of land next to Reid Park to expand recreational opportunities in the Village.

Threats: None

RECOMMENDATION:

No formal action is required as part of the sketch plan review. The City Council is asked to provide high-level review and feedback regarding the proposed subdivision. The review comments and issues identified in this stage of review are utilized to inform a future preliminary plat application.

ATTACHMENTS:

1. Staff Report to the Planning Commission, 6/30/14
2. Location Map
3. Application Form
4. Sketch Plan Narrative
5. Village Preserve South Sketch Plan
6. Village Parkway Typical Section
7. City Engineer Review Memorandum, dated 6/27/14
8. Washington County Review Memorandum, dated 6/24/14

PLANNING COMMISSION
DATE: 6/30/14
AGENDA ITEM: 5A – BUSINESS ITEM
CASE # 2014-36

ITEM: Village Preserve South - Sketch Plan Review

SUBMITTED BY: Nick Johnson, City Planner

REVIEWED BY: Kyle Klatt, Community Development Director
Jack Griffin, City Engineer
Ann Pung-Terwedo, Washington County

SUMMARY AND ACTION REQUESTED:

The Planning Commission is being asked to review a Sketch Plan for a proposed residential subdivision within the Village Planning Area submitted by GWSA Land Development, LLC. The proposed subdivision would be located in the southeastern portion of the Village located immediately north of 30th Street and immediately west of Manning Avenue (CSAH 15). The Sketch Plan includes 104 single-family residential homes on a total site area of approximately 64 acres. Because this is a Sketch Plan review, there is no formal action required by the Planning Commission.

GENERAL INFORMATION

Applicant: GWSA Land Development, LLC (Craig Allen); 10850 Old County Road 15, Suite 200, Plymouth, MN 55441

Property Owners: Schiltgen Farms, Inc.; 10880 Stillwater Blvd. N., Lake Elmo, MN 55042 and Mark Holliday; PO Box 243, Lake Elmo, MN 55042

Location: Part of Sections 13, Township 29 North, Range 21 West in Lake Elmo, north of 30th Street and immediately west of Manning Avenue (CSAH 15). PID Numbers: 13.029.21.43.0004 and 13.029.21.44.0002.

Request: Sketch Plan Review

Existing Land Use: Agriculture

Existing Zoning: RT – Rural Transitional Zoning

Surrounding Land Use: North – vacant/agricultural land, planned for Easton Village single family residential subdivision; west – Reid Park and Rural Single Family parcels; south – Heritage Farm open space preservation (OP) subdivision; east – Lake Elmo Airport.

Surrounding Zoning: RT – Rural Development Transitional; OP – Open Space Preservation; PF – Public Facilities

Comprehensive Plan: Village Urban Low Density Residential (1.5 – 2.49 units per acre) and Rural Area Development

Proposed Zoning: LDR – Urban Low Density Residential

History: Property was included in Village Planning Area boundary and municipal sewer service area as defined in the 2013 Village Land Use Plan. Site has historically been used for faming activities, including the growing of agricultural crops.

Deadline for Action: N/A – No action required by City

Applicable Regulations: Article 10 – Urban Residential Districts (LDR)

REQUEST DETAILS

The City of Lake Elmo is in receipt of a Sketch Plan from GWSA Land Development, LLC related to a proposed residential subdivision that would be located within the southeastern portion of the Village Planning Area as defined in the Comprehensive Plan. This subdivision represents the fourth proposed sewered project within the Village Planning Area. The applicant is proposing to construct 104 single family homes as part of the project, all of which would be located immediately west of Manning Avenue (CSAH 15) and immediately north of 30th Street.

The Lake Elmo Subdivision Ordinance specifies that as part of the pre-application process for a new subdivision, the applicant must first submit a Sketch Plan for review by the Planning Commission. The Ordinance notes that the purpose of the Sketch Plan review is as follows:

> ***Sketch plan***. *In order to ensure that all applicants are informed of the procedural requirements and minimum standards of this chapter and the requirements or limitations imposed by other city ordinances or plans, prior to the development of a preliminary plat, the subdivider shall meet with the Planning Commission and prepare a sketch plan which explains or illustrates the proposed subdivision and its purpose. The Planning Commission shall accept the information received, but take no formal or informal action which could be construed as approval or denial of the proposed plat.*

Based on this wording, the Planning Commission is not being asked to take any formal action as part of its review other than to accept the information received. Staff has completed an internal review of the Sketch Plan, and general comments from Staff are included in this memorandum and applicable attachment.

BACKGROUND

The proposed Sketch Plan is located within the Village Planning Area and is therefore located within the one of the City's sewer service areas. The Comprehensive Plan guides this area as Village Urban Low Density Residential (V-LDR) at a density of 1.5 to 2.49 units per acre, and Rural Area Development (RAD). It is important to note that in connection with the submitted Sketch Plan, the applicant had requested a Comprehensive Plan Amendment for the property owned by Mark Holliday along 30th Street. The proposed Comp Plan Amendment would change the land use guidance of the Holliday parcel (PID 13.029.21.44.0002) from Rural Area Development (RAD) to Village Urban Low Density Residential (V-LDR). In order for the proposed residential subdivision to move forward as shown in the Sketch Plan, the requested Comprehensive Plan Amendment would need to be approved.

The applicant is proposing to build 104 homes over a land area of +/- 63.6 acres, which results in a gross project density of approximately 1.6 units per acre. The applicants have also submitted a net density calculation of 2.09 units per acre, which would falls within the guidance range of the City's Comprehensive Plan for the Village Urban Low Density Residential (V-LDR) land use category. Given its location within the Village Planning Area, it should be noted that the project falls under the scope of the AUAR Mitigation Plan, and the components of this plan that may be relevant to the applicant's project must be addressed at the preliminary platting stage. Staff has provided comments where appropriate in the following section to identify elements of the plan that will need to be further addressed before a submission of a preliminary plat.

The applicant's submission to the City includes the following components:

- *Sketch Plan Narrative*. The attached narrative includes a general overview of the project with additional details concerning site analysis, the proposed density, zoning, streets and trails, utilities, landscaping and other elements associated with the project.

- *Sketch Plan*. The Sketch Plan includes a proposed configuration of roads, lots, storm water facilities and pedestrian facilities on the applicant's site. Per the submitted narrative, all parcels and roads have been designed to confirm to the City's standards and ordinances. The general lot sizes of a 65-foot minimum width lot meets the City's requirements for the LDR – Urban Low Density Residential zoning district, and the 28-foot streets w/60-foot rights-of-way conform to the City's standard for urban residential local roads.

The Staff review comments that follow are all based on conducting a very high level review of the Sketch Plan since there is not a lot of detailed information that is required at this stage in the subdivision process. Staff has instead focused on the bigger picture items and those things that would otherwise not allow the development to move forward if they contrasted with elements from the Comprehensive Plan, Village AUAR Mitigation Plan, or the City Code.

STAFF REVIEW COMMENTS:

Staff has reviewed the proposed Sketch Plan and provided comments in the following areas:

- ***Land Use***: The proposed Sketch Plan does not currently conform to the City's Land Use Plan, as the Holliday parcel is currently guided for Rural Area Development (RAD). The applicant has submitted a Comprehensive Plan Amendment request to change the land use guidance of the property from RAD to V-LDR. To consider this request, a public hearing will be held on the June 30th meeting in advance of the review of the Sketch Plan. This request is chiefly related to the need to achieve access to 30th Street through the Holliday parcel via the planned Village Parkway minor collector road. As the proposed minor collector road is critical to distributing projected traffic associated with growth on the eastern side of the Village, Staff finds strong merit in the request and is recommending approval of the Comprehensive Plan Amendment.
- ***Village Land Use Plan:*** In adopting the Village Land Use Plan, the City identified various goals related to the growth of the Village Area. The Sketch Plan achieves the following goals of the Village Land Use Plan:
    - *Create a walkable, viable community with a distinct center*: Fostering connections between the residential areas to the core or mixed-use area is of critical importance with regards to the Village Land Use Plan. The Sketch Plan includes a north-south

trail along Village Parkway, which is planned to provide access to downtown Lake Elmo via the extension of 36th Street to the parkway in the area north of the railroad tracks. In addition to the Village Parkway trail, the Sketch Plan includes a trail connection in the southwest portion of the development heading towards a likely expansion of Reid Park, which would allow the residents of the subdivision to access the park by foot or bicycle.

- *Provide for the recreational needs of the new neighborhoods while building on existing facilities and accommodating the need for community-wide recreation facilities:* As part of the proposed subdivision, the applicant is proposing to dedicate a significant amount of land along the eastern edge of Reid Park. This would allow for a substantial expansion of the park, adding a great amount of value to the facility. The land that is proposed to be dedicated is identified in the AUAR as ecologically sensitive. Dedicating the land as an expansion of Reid Park includes definite community-wide benefits, as programming or facilities at Reid Park could be expanded to provide increased recreational opportunity in the Village Area. In addition, the Village Land Use Plan calls for trail connections to Reid Park from the surrounding residential neighborhoods. The submitted Sketch Plan achieves these goals specified in the Comprehensive Plan.

- ***Lake Elmo Theming Study***. In the narrative for the Sketch Plan, the applicant notes that landscaping, monuments and other furnishings will be designed to conform to the Lake Elmo Branding and Theming Study. Staff is encouraged that the applicants is committed to incorporating the various elements from the Theming Study, as it should add to the sense of place that is desired for the Village Area. As the applicant prepares Preliminary Plans for the proposed subdivision, staff would recommend that these various Theming elements be included in the proposed plans.

- ***Density***: The submitted Sketch Plan includes calculations for both the gross and net density figures, and the provided net density calculation of 2.09 units per acre falls within the allowed range of the Village Urban Low Density land use category (1.5 - 2.49 units per acre).

- ***Zoning***. The City has adopted urban development districts, including the Urban Low Density Residential (LDR) zoning district. The Sketch Plan has been designed to comply with the LDR district standards in regards to lot area, setbacks, and other dimensional standards. The application does not include an average lot area, but does note that 60 of the proposed lots are 65 feet in width, 4 lots are 75 feet in width, and 40 lots are at least 81 feet in width or larger. Staff would recommend that the City rezone the applicant's site to LDR at the time of Preliminary Plat approval.

- ***Parks and Open Space***. As part of the Village Preserve South subdivision, the applicants are proposing to dedicate +/- 15.77 acres of land adjacent to Reid Park. This dedication would provide a significant expansion of Reid Park, allowing for additional recreational uses or activities. While reviewing a separate development application from GWSA Land Development, LLC for a parcel in the northern portion of the Village Planning Area, the Park Commission reviewed the proposal to expand Reid Park on March 17, 2014 and were supportive of the proposal.

- ***Sidewalks and Trails***. The submitted Sketch Plan includes sidewalks on one side of all local residential streets, which is consistent with City standards for single family residential subdivisions. In addition, the Sketch Plan includes two proposed local trails. The first trail

provides north-south circulation along the proposed minor collector road Village Parkway. The trail along the collector road in the eastern portion of the Village is critical to providing pedestrian connection to downtown Lake Elmo. The second proposed trail is located in the western portion of the proposed subdivision and connects the residential subdivision to the proposed expansion of Reid Park. This connection will allow direct access to recreational opportunities for proposed subdivision. For all the trails in the proposed subdivision, the applicants are proposing a design of a bituminous trail of 8.5 feet in width, which is consistent with City standards.

- ***Public Utilities***. The applicant will be responsible for extending water and sewer service throughout the development. In terms of sanitary sewer, service will need to be extended from the existing location of the City's sanitary sewer lift station east of Reid Park. Access to sanitary sewer is being obtained as part of a broader project to extend sanitary sewer all the way to the north through 39th Street north of Trunk Highway 5. According to the Sketch Plan, the Village Preserve South development will be gaining access to sewer from the north through the Easton Village proposed residential subdivision. In terms of water service, existing watermain is currently located in 30th Street within close proximity to the location of the sewer lift station. Along with sewer, water will need to be extended to the proposed subdivision. The applicant are proposing to bring water service into the development at the location of the proposed trail connection in the western portion of the subdivision.

- ***Private Utilities***. It should be noted that a Northern Natural Gas pipeline is located on the western edge of the proposed single family subdivision. The easement in which the pipeline is located does impact a portion of the rear yards of 7 residential lots on the western edge of the development. Any work within these areas will require the permission of the easement-holder.

- ***Landscaping***. The applicant has not provided any details concerning landscaping for the site, which must be submitted at the time of Preliminary Plat submission. One recommendation that Staff would make with regards to the landscape plan is to install coniferous or evergreen trees along segments of Manning Avenue to serve as a year-round screen and mitigate noise and traffic. Also, the applicant may need to submit a tree preservation and protection plan as part of this application depending on the impact to existing trees on the site. As the impacted portion of the site is open agricultural fields and contains few trees, the applicant may only need to submit a Woodland Evaluation Report if there are no impact to existing trees.

- ***Streets.*** The Sketch Plan includes residential streets with 60' rights-of-way and 28' streets, back of curb to back of curb. This design is consistent with the City standard for local residential streets, and would allow for parking on both sides of the street while maintaining safe traffic circulation and emergency vehicle access. It should be noted that no longer cul-de-sacs are being proposed as part of the subdivision. However, a small cul-de-sac with 4 larger residential lots is planned in the southern portion of the subdivision directly off the minor collector road. Given that Village Parkway is residential collector with low design speed (35mph), it is likely that the design will work. However, staff would like to study the design of the intersection at the cul-de-sac in greater detail. In terms of the design of the Village Parkway minor collector road, the proposed design shown in the Sketch Plan is consistent with the City's typical section (Attachment #5).

- ***Access***. The applicants are proposing to have the main access for the development come off of 30th Street via Village Parkway. The design and location of the proposed minor collector road is consistent with the City's Transportation Plan. The County has reviewed the Sketch

Plan (see Attachment #7) and noted that the proposed access to 30th St. is acceptable to the County, stating that 30th St. will provide sub-regional connection to both Manning Ave. (CSAH 15) and Lake Elmo Ave. (CSAH 17). In addition to access at 30th St. via Village Parkway, it should also be noted that there is an additional planned access to Manning Ave. in the southeast corner of the proposed Easton Village subdivision. This access could serve as a secondary access to Manning Avenue. However, City staff and Washington County are studying the needed improvements of this proposed intersection, as well as whether this intersection should be permanent or temporary.

- ***Environmental Review.*** The proposed subdivision is located within the area covered by the Village Alternative Urban Area-wide Review (AUAR). As such, the City and the applicants will need to comply with the AUAR Mitigation plan that was adopted with the Final AUAR. The most critical elements of the Mitigation Plan that must be addressed include the following:
    - *Storm Water Management.* The storm water management plan for the development will need to meet the AUAR requirements in addition to City ordinances and Valley Branch Watershed District standards.
    - *Natural Resource Areas.* Preservation of the primary ecological areas is encouraged as noted above.
    - *Transportation.* The developer is not proposing any streets or connections that are inconsistent with the AUAR. As the Village continues to develop, the City will need to consider the broader transportation network to ensure that needed improvements are being made.
- ***City Engineer Review.*** The City Engineer's review comments are found in Attachment #6. The Engineer did note that the storm water management plan would need to be consistent with City and Valley Branch Watershed District standards. In addition, the Engineer provides analysis of the proposed access spacing for the minor collector road, noting that after additional review, the proposed spacing is acceptable to staff.
- ***Subdivision Review Process.*** In order to proceed with the subdivision of the land included in the Sketch Plan, the applicant will need to next prepare a Preliminary Plat application. At the Preliminary Plat stage, there is much more information required as part of the submission process, which also requires a public hearing. GWSA Land Development, LLC has indicated that they would like to proceed with the submission of a Preliminary Plat application in late summer/early fall of 2014.

RECCOMENDATION:

Staff is recommending that the Planning Commission accept the Sketch Plan provided by GWSA Land Development, LLC for a 104 unit single family residential development that would be located within the Village Planning Area.

ATTACHMENTS:

1. Location Map
2. Application Form
3. Sketch Plan Narrative

4. Village Preserve South Sketch Plan
5. Village Parkway Typical Section
6. City Engineer Review Memorandum, dated 6/27/14
7. Washington County Review Letter, dated 6/24/14

ORDER OF BUSINESS:

- Introduction ..... Community Development Director
- Report by Staff ..... City Planner
- Questions from the Commission ..... Chair & Commission Members
- Discussion by the Commission ..... Chair & Commission Members



Location Map: Village Preserve South Sketch Plan

THE CITY OF LAKE ELMO

Data Scource: Washington County, MN
6-23-2014

Village Preserve South
PIDs: 13.029.21.44.0002
13.029.21.43.0004

0 250 500 1,000 Feet

1"=500'

N

Date Received:_____
Received By: _____
Permit #:_____

THE CITY OF
LAKE ELMO

651-747-3900
3800 Laverne Avenue North
Lake Elmo, MN 55042

LAND USE APPLICATION

☐ Comprehensive Plan ☐ Zoning District Amend ☐ Zoning Text Amend ☐ Variance*(see below) ☐ Zoning Appeal

☐ Conditional Use Permit (C.U.P.) ☐ Flood Plain C.U.P. ☐ Interim Use Permit (I.U.P.) ☐ Excavating/Grading

☐ Lot Line Adjustment ☐ Minor Subdivision ☒ Residential Subdivision Sketch/Concept Plan

☐ PUD Concept Plan ☐ PUD Preliminary Plan ☐ PUD Final Plan

Applicant: GWSA Land Development, LLC
Address: 10850 Old County Road 15, Suite 200, Plymouth, MN 55441
Phone # 952-270-4473
Email Address: Craig@garygeraldcompany.com

Fee Owner: Schiltgen Farms, Inc
Address: 10880 St. Hunter Blvd N, Lake Elmo, MN 55042
Phone # 651-303-8188
Email Address: pete.schiltgen@gmail.com

Property Location (Address and Complete (long) Legal Description: Attached

Detailed Reason for Request: A Sketch plan to incorporate approximately 49 acres with The Holliday property as part of a 104 lot Single family development.

*Variance Requests: As outlined in Section 301.060 C. of the Lake Elmo Municipal Code, the applicant must demonstrate practical difficulties before a variance can be granted. The practical difficulties related to this application are as follows:

In signing this application, I hereby acknowledge that I have read and fully understand the applicable provisions of the Zoning ordinance and current administrative procedures. I further acknowledge the fee explanation as outlined in the application procedures and hereby agree to pay all statements received from the City pertaining to additional application expense.

Signature of applicant: [signature] Date: 6/11/14

Signature of fee owner: [signature] Date: 6-18-14

Schiltgen Farms Property Description – Manning:

The land referred to in this Commitment is situated in the County of Washington, State of Minnesota, and is described as follows:

The North 50 acres of the South Half of the Southeast Quarter of Section 13, Township 29 North, Range 21 West, Washington County, Minnesota, except that part which lies easterly of the following described line: Commencing at the southeast corner of said Southeast Quarter; thence South 88 degrees 45 minutes 30 seconds West along the South line of said Southeast Quarter, 159.73 feet (bearings are based on the Washington County Coordinate System); thence North 1 degree 14 minutes 30 seconds West, 33 feet, thence North 43 degrees 59 minutes 50 seconds East, 142.10 feet to the point of beginning of the line to be described; thence North 0 degrees 45 minutes 51 seconds West, 1188.14 feet to said North line of said South Half of the Southeast Quarter and said line there terminating.

Abstract Property.

Date Received:
Received By:
Permit #:

THE CITY OF
LAKE ELMO

651-747-3900
3800 Laverne Avenue North
Lake Elmo, MN 55042

LAND USE APPLICATION

☒ Comprehensive Plan ☐ Zoning District Amend ☐ Zoning Text Amend ☐ Variance*(see below) ☐ Zoning Appeal

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☐ Lot Line Adjustment ☐ Minor Subdivision ☒ Residential Subdivision Sketch/Concept Plan

☐ PUD Concept Plan ☐ PUD Preliminary Plan ☐ PUD Final Plan

Applicant: GWSA Land Development LLC
Address: 10850 Old County Road 15, Suite 200
Phone # 952-270-4473
Email Address: Craig@joayconcompany.com

Fee Owner: MARK HOLLIDAY
Address: PO Box 243, Lake Elmo, MN 55042
Phone # 651-270-1318
Email Address: MARKH05@aol.com

Property Location (Address and Complete (long) Legal Description: Attached

Detailed Reason for Request: A Comprehensive Plan Amendment to change approximately 14 acres North of 30th Street and West of Manning Avenue from RAD to V-LDR.

A Sketch plan to incorporate approximately 14 acres with the Schiltgen property as part of a 104 lot Single family development

*Variance Requests: As outlined in Section 301.060 C. of the Lake Elmo Municipal Code, the applicant must demonstrate practical difficulties before a variance can be granted. The practical difficulties related to this application are as follows:

In signing this application, I hereby acknowledge that I have read and fully understand the applicable provisions of the Zoning ordinance and current administrative procedures. I further acknowledge the fee explanation as outlined in the application procedures and hereby agree to pay all statements received from the City pertaining to additional application expense.

Signature of applicant: _____ Date: 6/11/14

Signature of fee owner: _____ Date: 6-23-14

Mark Holliday Property Description:

The land referred to in the Commitment is situated in Washington County, State of Minnesota and is described as follows:

The South 498.6 feet of the South Half of the Southeast Quarter (S1/2 of SE1/4); Section Thirteen (13), Township Twenty Nine North (29N.), Range Twenty-one West (21W.); except the West 1273.0 feet of the South Half of the Southeast Quarter of said Section Thirteen (13). And excepting therefrom that portion of the above tract conveyed to the County of Washington by that certain Quit Claim Deed dated March 30, 1987, and filed of record in the Office of the Washington County Recorder on April 2, 1987 as Document No. 535377.

Abstract Property.

THE CITY OF
LAKE ELMO

Lake Elmo City Hall
651-747-3900
3800 Laverne Avenue North
Lake Elmo, MN 55042

ACKNOWLEDGEMENT OF RESPONSIBILITY

This is to certify that I am making application for the described action by the City and that I am responsible for complying with all City requirements with regard to this request. This application should be processed in my name and I am the party whom the City should contact regarding any matter pertaining to this application.

I have read and understand the instructions supplied for processing this application. The documents and/or information I have submitted are true and correct to the best of my knowledge. I will keep myself informed of the deadlines for submission of material and of the progress of this application.

I understand that this application may be reviewed by City staff and consultants. I further understand that additional information, including, but not limited to, traffic analysis and expert testimony may be required for review of this application. I agree to pay to the City upon demand, expenses, determined by the City, that the City incurs in reviewing this application and shall provide an escrow deposit to the City in an amount to be determined by the City. Said expenses shall include, but are not limited to, staff time, engineering, legal expenses and other consultant expenses.

I agree to allow access by City personnel to the property for purposes of review of my application.

Signature of applicant _____ Date 6/11/14

Name of applicant Craig Allen Phone 952-270-4473
(Please Print)

Name and address of Contact (if other than applicant) GW SA Land Development, LLC

THE CITY OF
LAKE ELMO

Lake Elmo City Hall
651-747-3900
3800 Laverne Avenue North
Lake Elmo, MN 55042

AFFIRMATION OF SUFFICIENT INTEREST

I hereby affirm that **I am the fee title owner** of the below described property or that I have written authorization from the owner to pursue the described action.

Name of applicant GW SIA Land Development, LLC
(Please Print)

Street address/legal description of subject property Attached

Signature

6/11/14
Date

If you are not the fee owner, attach another copy of this form which has been completed by the fee owner or a copy of your authorization to pursue this action.

If a corporation is fee title holder, attach a copy of the resolution of the Board of Directors authorizing this action.

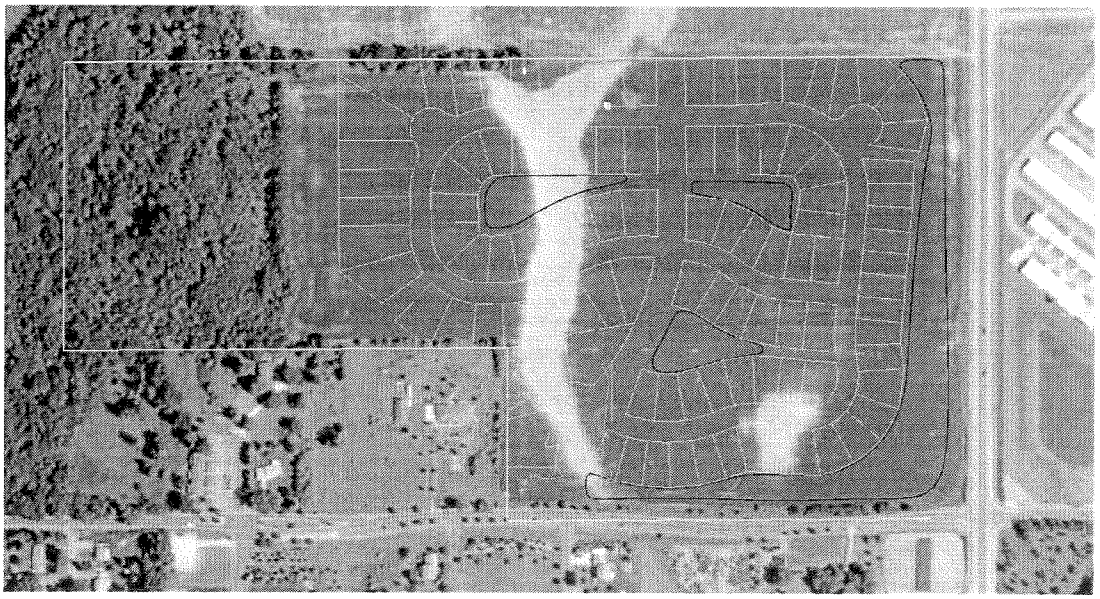
If a joint venture or partnership is the fee owner, attach a copy of agreement authorizing this action on behalf of the joint venture or partnership.

VILLAGE PRESERVE SOUTH
(Schiltgen Parcel E and Holliday Parcel)
Sketch Plan Narrative
June 16, 2014

Developer Introduction:

GWSA LAND DEVELOPMENT, LLC.
Craig Allen
10850 Old County Road 15
Suite 200
Lake Elmo, Minnesota 55441
Telephone: 952-270-4473
Email: craig@gonyeacompany.com

The developer is proposing a community of 104 single family homes on +/- 63.6 acres of land located on the west side of Manning Avenue North (CASH15), north of 30th Street North. The Schiltgen parcel and the Holliday parcel comprise the 63.6 acres of land. This proposed residential development will consist of higher end single family homes. It is anticipated that these homes will range in price from $400,000 to $650,000. The development is located in an area of Lake Elmo with easy access to the transportation system. This will provide the future home owners a secluded place to live that is located within minutes of all the amenities Lake Elmo has to offer with the regional facilities of the larger metropolitan area.



The project is anticipated to be constructed in two phases, of 50-60 lots per phase. The primary access is the proposed Village Parkway from 30th Street North. Over 15.7 acres of land is proposed to be dedicated as parkland to add to the existing Reid Park. A trail connection to the park area is proposed in the southwest corner. Over seventy five percent of the homes in the community will have a walkout basement. The project is located within the Stillwater School District #834.

Development Team:

Civil Engineering, Surveying & Land Planning
Sathre-Bergquist, Inc.
Robert S. Molstad, P.E.
David B. Pemberton, P.L.S.
150 South Broadway
Wayzata, Minnesota 55391
Telephone: 952-476-6000
Facsimile: 952-476-0104
Email: molstad@sathre.com
Email: pemberton@sathre.com

Wetland & Biological Sciences
Kjolhaug Environmental Services
Melissa Barrett
26105 Wild Rose Lane
Shorewood, MN 55331
Telephone: 952-401-8757
Email: Melissa@kjolhaugenv.com

Soil Sciences
Haugo GeoTechnical Services
Paul Haugo
13570 Grove Drive #278
Maple Grove, MN 55311
Telephone: (612) 554-4829
Email: p.haugo@gmail.com

Property Ownership:

Per Schedule A of Title Commitment No. HB-26627A (northerly property)

The North 50 acres of the South Half of the Southeast Quarter of Section 13, Township 29 North, Range 21 West, Washington County, Minnesota, except that part which lies easterly of the following described line:

Commencing at the southeast corner of said Southeast Quarter; thence South 88 degrees 45 minutes 30 seconds West along the South line of said Southeast Quarter, 159.73 feet (bearings are based on the Washington County Coordinate System); thence North 01 degree 14 minutes 30 seconds West, 33 feet, thence North 43 degrees 59 minutes 50 seconds East, 142.10 feet to the point of beginning of the line to be described; thence North 00 degrees 45 minutes 51 seconds West, 1188.14 feet to said North line of said South Half of the Southeast Quarter and said line there terminating.

Abstract Property.

Per Schedule A of Title Commitment No. HB-26880 (southerly property)

The South 498.6 feet of the South Half of the Southeast Quarter (S1/2 of SE1/4); Section Thirteen (13),Township Twenty Nine North (29N.), Range Twenty-one West (21W.); except the West 1273.0 feet of the South Half of the Southeast Quarter of said Section Thirteen (13). And excepting therefrom that portion of the above tract conveyed to the County of Washington by that certain Quit Claim Deed dated March 30, 1987, and filed of record in the Office of the Washington County Recorder on April 2, 1987 as Document No. 535377.
Abstract Property.

Comprehensive Plan, Zoning, Density, & Variances:

The Existing Land Use is classified as Rural Area Development. The planned Land Use is Village Urban Medium Density. On the Village Land Use Plan, the project site is classified as Village Urban Medium Density (V-MDR). The attached sketch plan shows 104 single family lots that are a minimum width of 65 feet. There are 60 lots that are in the 65' lot width, 4 lots in the 75' lot width, and 40 lots that are 81' in width. The smallest lot area is L36 (65') – 8,342 sf and the largest lot area is L15 (81') at 22,232 sf, with an average lot area of 11,828 for the entire project.

Lake Elmo Zoning:

The site consists of the Schiltgen parcel +/- 49 acres and the Holliday parcel +/- 14.8 acres. Both parcels are currently zoned RT. The Holliday parcel is currently planned as a Rural Area Development (RAD) and would need to be revised, by a comprehensive plan amendment to Village Urban Low Density (V-LDR) to match the Schiltgen parcel. The LDR district has the following requirements:

V-LDR District

1.5 – 2.5 units per acre

Minimum Lot Area – 8,000 square feet
Minimum Width – 60 feet
Front Yard Setback – 25 feet
Side Yard Setback – 5 feet to garage and 10 feet to living space
Corner Yard Setback – 15 feet

Rear Yard Setback – 20 feet

Density:

Gross Site Area: 66.55 acres
Gross Density = 104/66.55 = 1.56 units per acre

Wetland Area: 0.40 acres (Not included in density calc.)
ROW: 0.91 acres
Proposed Park Area: 15.77 acres
Net Area: 66.55-0.91-15.77 = 49.87 acres
Net Density = 104/49.87 = 2.09 units per acre

Variances – No variances are proposed.

Site Analysis:

The site is currently being used for agricultural purposes. Please refer to the ALTA Survey and the aerial photos. Utility service, sanitary sewer will be provided to the site as part of the proposed Trunk Sanitary Sewer project that will extend sewer service from the new lift station at Reid Park, north to the Site, the current plan is to provide sanitary sewer from the stub in the proposed Village Parkway, from the Easton Village project. A 12" trunk watermain will be installed with the proposed trunk sanitary sewer system that will provide a watermain connection for the proposed development. Storm water will be managed and outlet from the site in accordance with the City and Watershed requirements. The proposed stormwater plan would outlet with a new storm sewer pipe down the west side of Manning Avenue North to the culvert about 850 feet south of 30th Street North. The site is within the Valley Branch Watershed District. Minor utilities (gas, electric, phone, and TV) will need to be extended to service the site.

The topography of the site is relatively flat on most of the site, 914 to 926 for the proposed development area. The proposed park area drops in elevation from 926 to +/- 892.

There are two existing wetlands on the site, both wetlands are within the proposed park area and no impacts are proposed by the residential development.

The USDA Soil Survey of the project site indicates Antigo Silt Loams, Campia Silt Loams, and Mahtomedi Loamy Sand. The soils that are present consist of mostly moderately well drained loams and sandy loams with a moderate permeability.

Street Design:

"Village Preserve South" proposes a north south parkway (Village Parkway), the parkway will be 32' B-B within an 80' ROW. The other public streets within the project would be 28' B-B, with a sidewalk along one side of the street, within a 60' ROW. The cul-de-sacs will have a 44' Radius to the back of curb. All streets will be constructed to the City of Lake Elmo standard street section.

Utility Services:

City sanitary sewer and watermain will need to be extended to the site, please see the notes above.

Traffic:

"Village Preserve South" proposes one primary access point (Village Parkway) off of 30th Street North.

Traffic Generation – (anticipate 10 trips per day per home site)
104 Lots = 1,040 trips per day

Trail System:

Six-foot concrete sidewalks are proposed along residential streets within the site. In addition, there are 8.5 foot trails proposed to promote neighborhood connectivity.

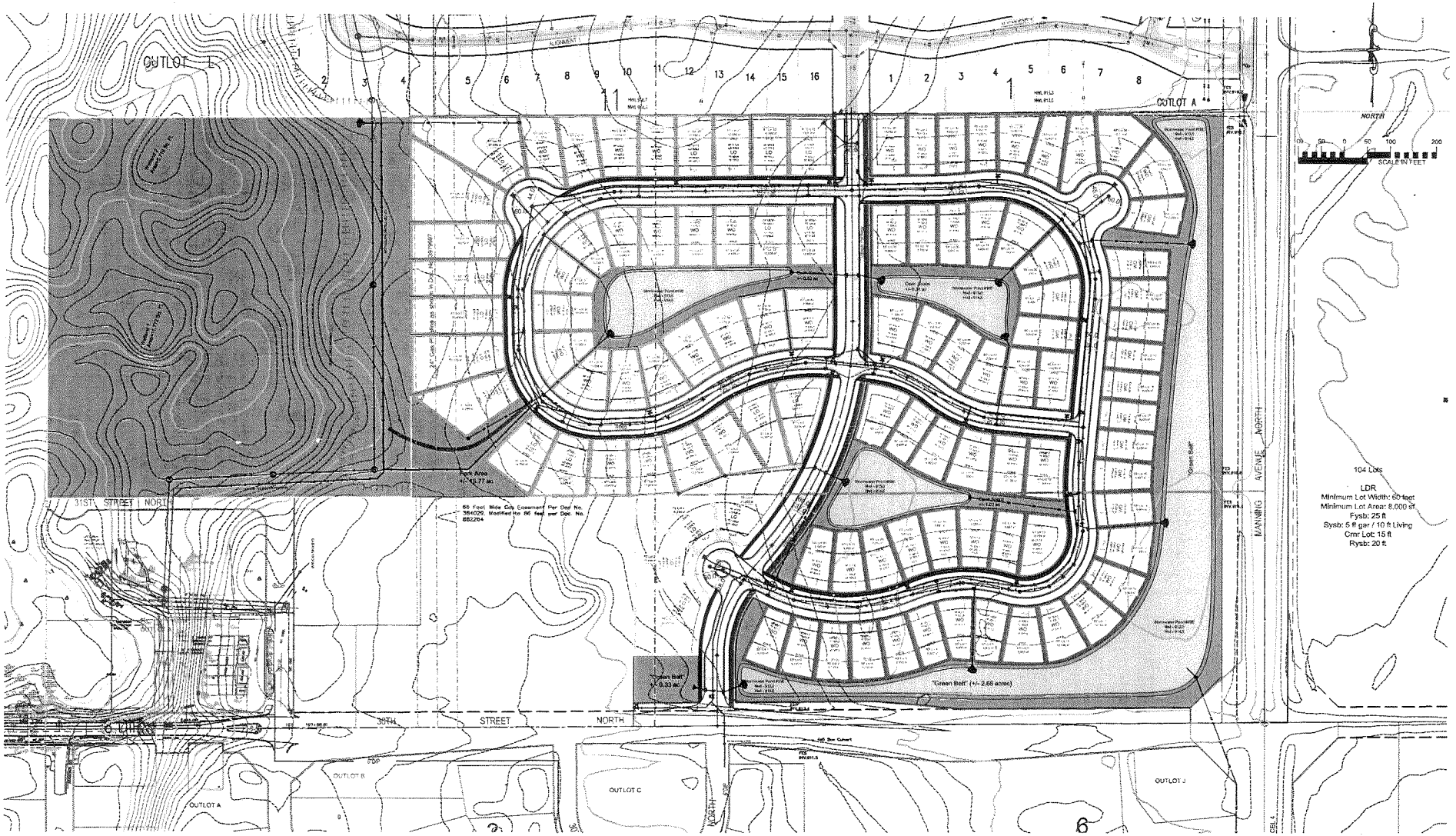
Landscape Plan, Monuments, & Entrance:

This development will have a parkway access from 30th Street North. Many of the lots will have pond views or overlook views, due to the site topography. The stormwater ponds and treatment areas will have landscaping to create unique water treatment facilities for the proposed project. A custom entry monument may be designed and constructed at the proposed entrance. This will create a sense of luxury and livability for the new single family residents, while providing safer access to the site. Landscaping, monuments and other furnishings will be designed to conform to the Lake Elmo Branding and Theming Study.

Homeowner's Association and Restrictive Covenants:

The developer will prepare restrictive covenants and standards that will apply to this 104 lot project. The restrictive covenants will be tailored to the developer's vision of the project. Each home will be required to meet the specifics of building types, landscaping, and overall goals of the development.

A master HOA will be created for the "Village Preserve South" project. This association will be in charge of the monumentation, entrance, landscaping, and infiltration basins. The HOA will also be responsible for maintenance issues within the subdivision. These may include special landscaping, mailboxes, signage, and other common elements.



PROJECT NAME AND NUMBER

DRAWING NAME	NO.	BY	DATE	REVISIONS
BASE_LAKE ELMO.DWG				
DRAWN BY				
RSM				
CHECKED BY				
JGT				
DATE				
10-18-13				

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Name, P.E.
Date: Lic. No.

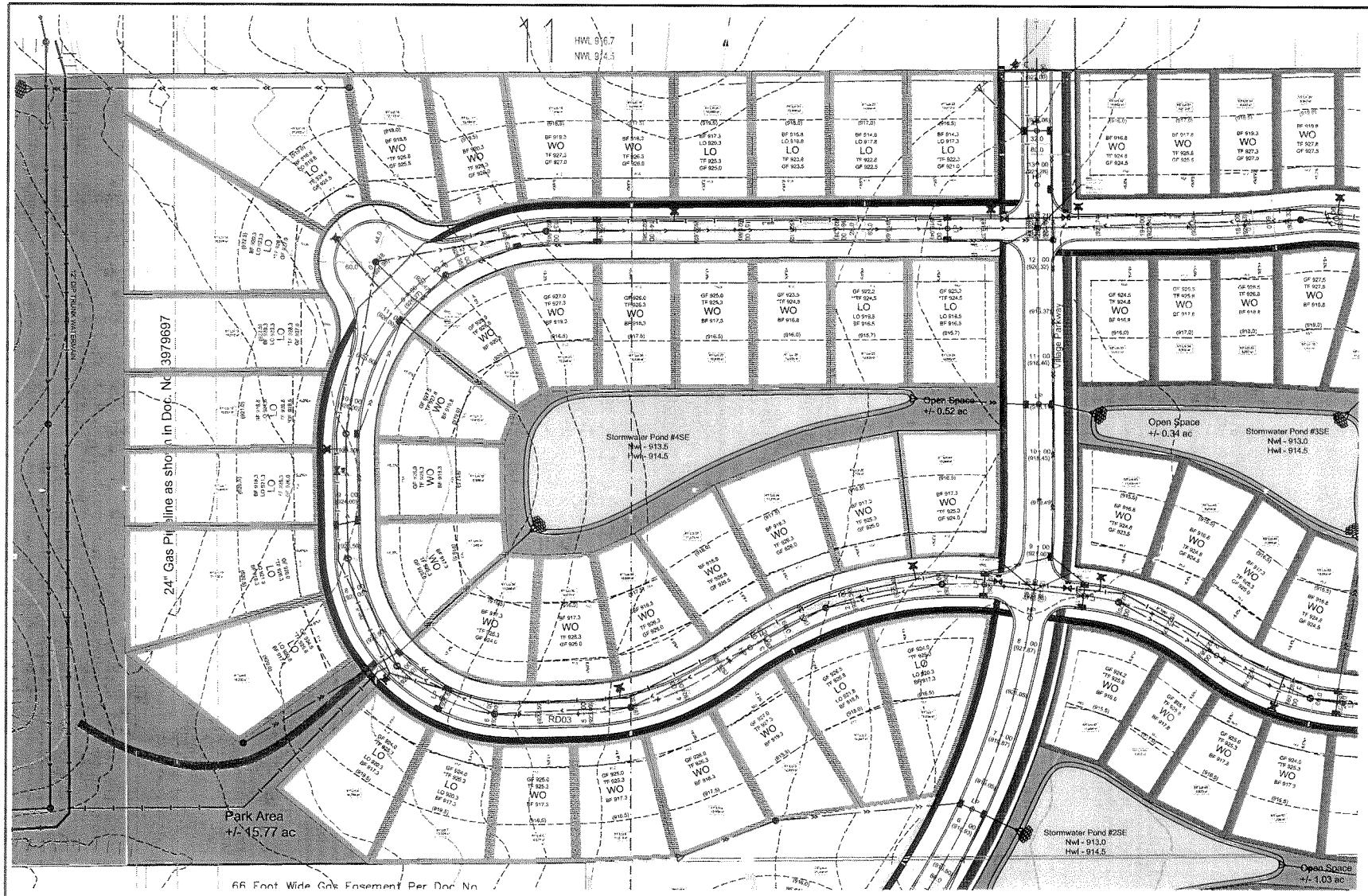
SATHRE-BERGQUIST, INC.
150 SOUTH BROADWAY, WAYZATA, MN 55391 (952) 476-6000

CITY PROJECT NO.
—

LAKE ELMO, MINNESOTA

SKETCH PLAN 06-16-14
VILLAGE PRESERVE SOUTH
(Parcel E Holliday Parcel)
GWSA LAND DEVELOPMENT

FILE NO.
3120-047



PROJECT NAME AND NUMBER

DRAWING NAME	NO.	BY	DATE	REVISIONS
BASE LAKE ELMO.DWG				
DRAWN BY				
RSM				
CHECKED BY				
XXX				
DATE				
10-10-13				

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Name, P.E.
Date: _____ Lic. No. _____

SATHRE-BERGQUIST, INC.
150 SOUTH BROADWAY WAYZATA, MN 55391 (952) 476-6000

CITY PROJECT NO.
—

LAKE ELMO, MINNESOTA

SKETCH PLAN 06-16-14
VILLAGE PRESERVE SOUTH
(Parcel E Holliday Parcel)
GWSA LAND DEVELOPMENT

FILE NO.
3120-047



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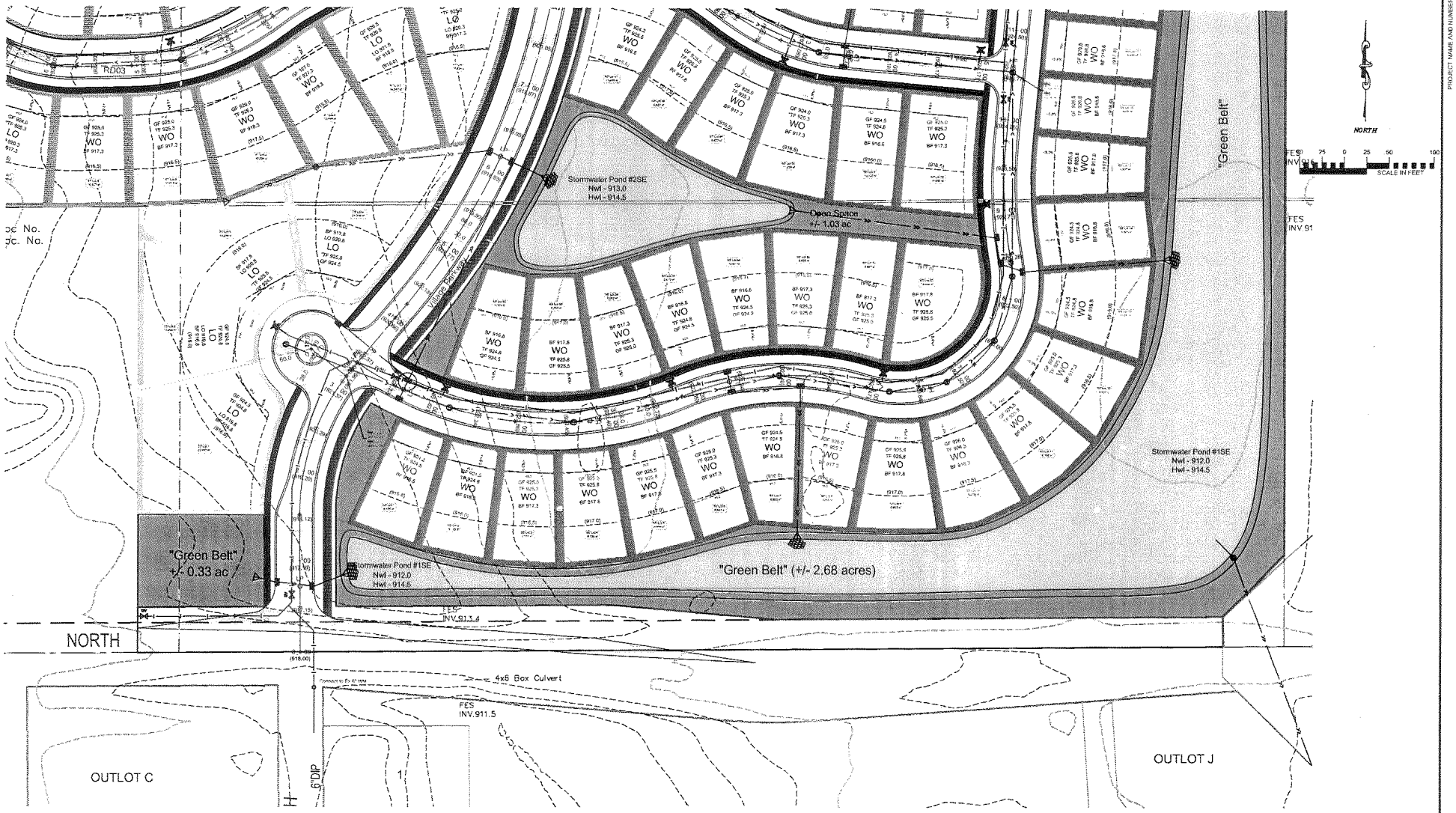
SATHRE-BERGQUIST, INC.
150 SOUTH BROADWAY WAYZATA, MN 55391 (952) 476-6000

CITY PROJECT NO.
—

LAKE ELMO, MINNESOTA

SKETCH PLAN 06-16-14
VILLAGE PRESERVE SOUTH
(Parcel E Holliday Parcel)
GWSA LAND DEVELOPMENT

FILE NO.
3120-047



DRAWING NAME	NO.	BY	DATE	REVISIONS
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DRAWN BY				
RSM				
CHECKED BY				
XXX				
DATE				
10-10-13				

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I HEREBY CERTIFY THAT THIS PLAN OR SPECIFICATION WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

Name, P.E.
Date: Lic. No.

SATHRE-BERGQUIST, INC.
150 SOUTH BROADWAY WAYZATA, MN 55391 (952) 476-6000

CITY PROJECT NO.

LAKE ELMO, MINNESOTA

SKETCH PLAN 06-16-14
VILLAGE PRESERVE SOUTH
(Parcel E Holliday Parcel)
GWSA LAND DEVELOPMENT

FILE NO. 3120-047

4 / 4

PROJECT NAME AND NUMBER

VILLAGE PARKWAY COLLECTOR DESIGN GUIDELINES

Village Parkway will serve as a neighborhood collector for the new development in the southeastern Village area, essentially becoming the primary access in and out of the future neighborhoods. Having increased mobility from a typical residential street will be necessary to accommodate the new growth while providing additional access and circulation into and out of the Village Downtown. Between State Highway 5 and the UP Railroad, Village Parkway will provide parking along one or both sides of the street to accommodate the mixed use development planned for the west side of the collector road. South of the UP Railroad, no parking provisions will be accommodated.

The quality of the street and its connections are critically important. The purpose of the proposed street standards are to 1) improve the function and appearance of the street, 2) encourage pedestrian and bicycle use, and 3) reduce the potential for speeding.

2030 PROJECTED ADT = 5,800 [Transportation Plan]. 4-lane road not required in foreseeable future.
STATE AID URBAN DESIGN [8820.9936] – Collector with ADT < 10,000; 35 mph design speed.

TYPICAL SECTION

- Minimum R/W = 80 feet. **PLUS** 10-ft utility easements /clear zones on each side of the street.
- Two-lane Parkway design with no center median, except at intersections.
- Trough Lanes = 14 feet wide from centerline-face of curb, with 2-foot curb reaction zones.
- With Median, curb reaction zone = 1 foot on either side.
- Pavement Section = minimum 10 ton design.
- No on street parking south of UP Railroad.
- Parking on one side required north of UP Railroad. R/W with parking - add 10 feet.
- Minimum parking lane width = 10 feet.
- No super elevation. Maintain 2.0% cross slopes on curves.
- Minimum horizontal curvature is 454 feet.

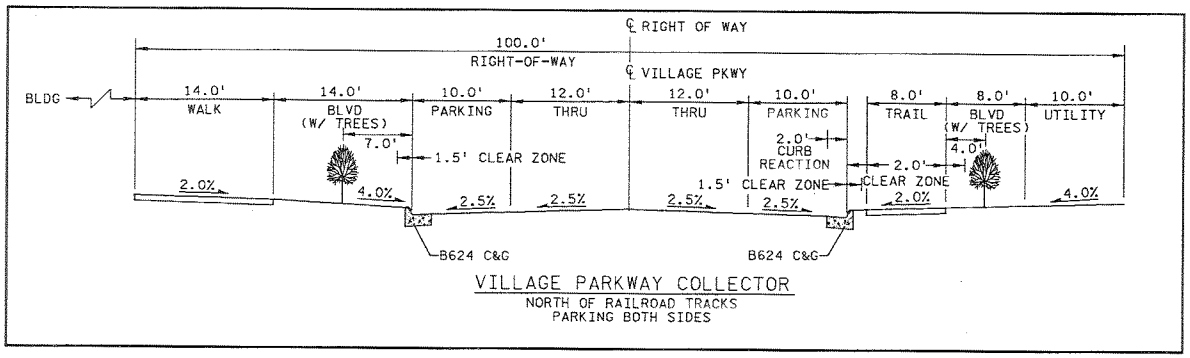
ACCESS SPACING AND INTERSECTION REQUIREMENTS

- Residential driveways prohibited.
- Commercial driveways, non-continuous streets, and continuous local streets every 660 feet.
- Collector streets every 1,320 feet. Arterial streets every 2,640 feet.
- Northbound left and right turn lanes required at 36th Street North.

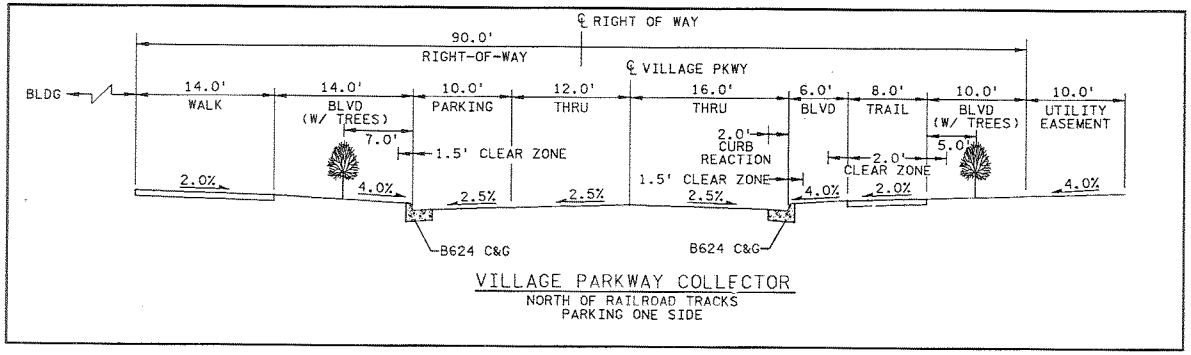
AMENITIES

- East side Bituminous Trail = 8 foot minimum with 5 foot clear zone.
- West side Concrete Sidewalk = 6 foot minimum with 2 foot clear zone.
- Landscaping elements:
  - Boulevards at 7-ft from face of curb [boulevard trees, deciduous trees = 2.5" cal in. minimum + ornamental trees = 1.5" cal in. minimum. Tree spacing = 75 feet on both sides.
  - Landscape Berms, 3 to 5 feet in height, between residential property and street R/W.
  - Site Irrigation.
- Theming Elements:
  - Street Lights -25 ft. poles @ 250 ft. spacing [Xcel Energy - 'Evans' Lamp].
  - Ornamental Street Lights – 15 ft. poles @ intersections [Xcel Energy - 'Acorn' Lamp].
  - Banner Poles at primary gateway intersections.
  - White post & rail fencing along important arterial streets.

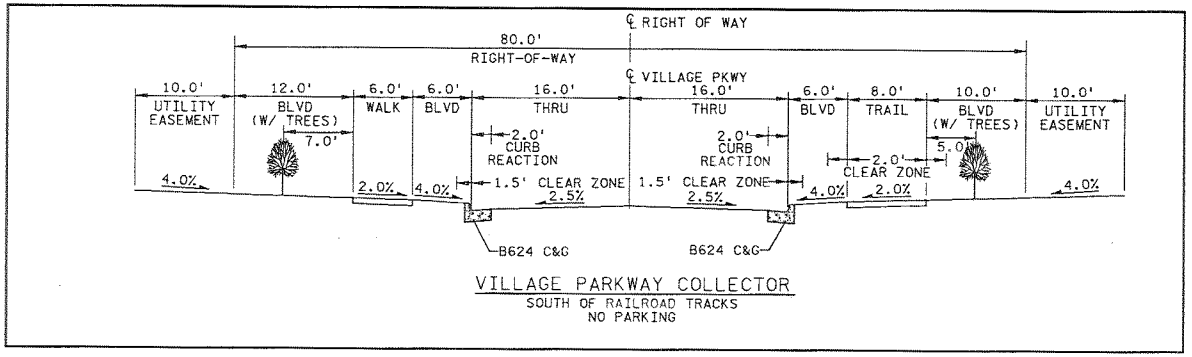
JANUARY 2014



VILLAGE PARKWAY COLLECTOR
NORTH OF RAILROAD TRACKS
PARKING BOTH SIDES



VILLAGE PARKWAY COLLECTOR
NORTH OF RAILROAD TRACKS
PARKING ONE SIDE



VILLAGE PARKWAY COLLECTOR
SOUTH OF RAILROAD TRACKS
NO PARKING

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CITY OF LAKE ELMO

SRF Consulting Group, Inc.

Village Parkway Collector Typical Sections

Figure 2

Job #8132
1/20/2014

MEMORANDUM

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**

Date: June 27, 2014

To: Kyle Klatt, Planning Director
Cc: Nick Johnson, City Planner
From: Jack Griffin, P.E., City Engineer

Re: Gonyea Shiltgen Farms – Parcel E
Informal Concept Plan Review

An engineering review has been completed for the GWSA Land Development – Shiltgren Parcel E. A Sketch Plan submittal was received on June 17, 2014. The submittal consisted of the following documentation prepared by Sathre-Bergquist, Inc.:

- Sketch Plans dated June 16, 2014.
- Village Preserve South Sketch Plan Narrative, dated June 16, 2014.

We have the following review comments:

MUNICIPAL WATER SUPPLY

- Municipal water supply is available at the Reid Park lift station site and along 30th Street N. Connections to both locations will be required and have been shown on the Sketch Plans.
- Watermain stubs to adjacent property and pipe oversizing will continue to be reviewed by City staff as the development progresses forward and oversizing routes may need to be changed as part of the final construction plans. Watermain oversizing is paid by the City as a reimbursement addressed within the development agreement.

MUNICIPAL SANITARY SEWER

- Municipal sanitary sewer is available at the Reid Park lift station site. The applicant is responsible to extend the municipal sanitary sewer to the development site at developers cost. We understand that the developer is pursuing a trunk sanitary sewer extension project in conjunction with the adjacent property owners.
- Sanitary sewer pipe stubs to adjacent property and pipe oversizing will continue to be reviewed by City staff as the development progresses forward. Revisions may need to be incorporated as part of the final construction plans. Sewer pipe oversizing has been accounted for through the Village East Trunk Sanitary Sewer project. Therefore, the sewer pipe oversizing must be installed at no cost to the City.

STORMWATER MANAGEMENT: Stormwater Management for this development will be a critical design issue.

- The site plan is dependent upon and subject to a storm water management plan meeting State, VBWD and City rules and regulations. Storm water facilities proposed as part of the site plan to meet VBWD permitting requirements must be constructed in accordance with the City Engineering Design Standards Manual available on the City website.

- The general drainage system should mimic the natural topography of the site in order to ensure a drainage system that provides positive storm water drainage across the development. The proposed drainage plan appears to create three landlocked storm water ponds. Overland emergency overflows or outlets will need to be incorporated as part of the site plan.
- The proposed site plan does not appear to provide infiltration basins as required to meet State and watershed infiltration requirements.
- The storm sewer system shall be designed to maintain the City standard **minimum** pipe cover of 3.5 feet. Drain tile is required as part of the City standard street section at all localized low points in the street. Drain tile considerations may impact the storm sewer design and depth requirements at low points.
- The utilmate discharge rate and location will be an important consideration to avoid negative impacts to downstream properties south of 30th Street. The storm water management plan will need to address changes to the downstream drainage system to the extent alterations are proposed.
- It appears that all storm water facilities have been placed in Outlots. These Outlots will need to be deeded to the City for maintenance purposes. The Stormwater facility Outlots must fully incorporate the 100-year HWL and maintenance access roads.
- Preservation of the 30th Street R/W will be important to the City for any future 30th Street improvements. As the plan moves through the process it will be important to keep the storm water facilities from encroaching upon the R/W of 30th Street.

RESIDENTIAL STREETS

- All streets must be designed to meet the City's Engineering Design Standards including R/W width, street width and cul-de-sac radii. The plans appear to substantially conform to this requirement.
- The cul-de-sac intersecting Village Parkway near 30th Street appears to provide driveway access to the four adjacent properties such that direct access is not to Village Parkway. As the development progresses through the process staff will continue to review the geometrics for this intersection.

VILLAGE PARKWAY (NEIGHBORHOOD COLLECTOR STREET)

- Village Parkway will serve as a neighborhood collector for the new development in the southeastern Village area, essentially becoming the primary access in and out of the future neighborhoods. Obtaining increased mobility from a typical residential street will be necessary to accommodate the new growth while providing additional access and circulation into and out of the Village Downtown. Between State Highway 5 and the UP Railroad, Village Parkway will provide parking along one or both sides of the street to accommodate the mixed use development planned for the west side of the collector road. South of the UP Railroad the street will be posted as "No Parking".
- Village Parkway must be constructed according to the Village Parkway design standards and typical section as prepared by City staff. The street design must also meet Municipal State Aid design standards for an urban collector with ADT < 10,000; 35 mph design speed. The projected 2030 ADT is 5,800.
- Right and left turn lanes are required at 30th Street when the Village Parkway intersection is constructed.
- The access management guidelines for Village Parkway must be established by the City and carefully planned out along its entire corridor from 30th Street to State Highway 5.
    - The current Comprehensive Transportation Plan requires a minimum 1/8 mile (660 feet) access spacing requirement for new developments. After additional research, engineering believes this to be a good standard to follow and should be strictly enforced for most developing areas in the City.
    - However, Village Parkway is a newly planned street that will function as a minor neighborhood collector with a design speed of 35 mph and a posted speed of either 30 or 35 mph. Between the UP railroad and 30th Street the roadway will serve only residential development. <u>Therefore this segment of street should be considered a minor collector in an urban core setting that would allow access spacing to be set at 330 feet</u>.

Washington County

Public Works Department

Donald J. Theisen, P.E.
Director

Wayne H. Sandberg, P.E.
Deputy Director/County Engineer

June 24, 2014

Nick Johnson
City Planner
City of Lake Elmo
3600 Laverne Avenue North
Lake Elmo, MN 55042

RE: Washington County comments on the concept plan for the Village Preserve South Residential Development in the City of Lake Elmo

Dear Mr. Johnson,

Thank you for providing the county with the concept plan of the Village Preserve South subdivision in Section 19, Township 29, Range 20, City of Lake Elmo The project will consist of 104 single family residential lots on 63.6 acres Based on review of the plans, we offer the following comments and recommendations to consider as you process this subdivision application through the City of Lake Elmo:

- The proposed access point on 30th Street is acceptable to the County. A collector roadway is identified in the center of the subdivision along CSAH 15/Manning Avenue that will connect to 30th Street to CSAH 15/Manning Avenue and CSAH 17/Lake Elmo Avenue which will then provide a sub-regional connection.

- The Functional Classification of CSAH 15/ Manning Avenue is "A" Minor Arterial Roadway, expander category. The future right-of-way requirement within this section of roadway is 184 feet. As part of the subdivision plat, there should be an additional 42 feet of right-of way dedicated to Washington County. There may be additional right-of-way necessary at the corner of CSAH 15/Manning Avenue.

- A right-of way permit will be required for any work in the CSAH 15/Manning Avenue right-of way as it relates to the development. A plan set is required with the application and include any grading, installation of culverts, installation of water and sewer services, left and right turn lanes on CSAH 15/Manning Avenue, parallel trail grading, signage and any landscaping and other improvements within county right-of-way.

- The proposed project will generate pedestrian/bicycle traffic on CSAH 15/ Manning Avenue. Pedestrians from the future development will need to access any proposed off road trail on CSAH 15/Manning Avenue.

- The developer or the city must submit the drainage report and calculations to our office for review of any downstream impacts to the county drainage system. Along with the drainage calculations, we will request written conclusions that the volume and rate of stormwater run-off into the county right-of way will not increase as part of the project.

As the developer plans the stormwater facilities on this property, there should be consideration for setbacks from county right-of-way and perimeter landscape elements and berming.

- Access control must be dedicated to Washington County along the CSAH 15/Manning Avenue.

- Washington County's policy is to assist local governments in promoting compatibility between land use and highways. Residential uses located adjacent to highways often result in complaints about traffic noise. Traffic noise from this highway could exceed noise standards established by the Minnesota Pollution Control Agency (MPCA), the U.S. Department of Housing and Urban Development, and the U.S. Department of Transportation. Minnesota Rule 7030.0030 states that municipalities are responsible for taking all reasonable measures to prevent land use activities listed in the MPCA's Noise Area Classification (NAC) where the establishment of the land use would result in violations of established noise standards. Minnesota Statute 116.07, Subpart 2a exempts County Roads and County State Aid Highways from noise thresholds.

  County policy regarding development adjacent to existing highways prohibits the expenditure of highway funds for noise mitigation measures in such areas. The developer should assess the noise situation and take any action outside of County right of way deemed necessary to minimize the impact of any highway noise.

If you have any questions or comments to the responses on the Village Preserve concept plan, please contact me at Ann.pung-terwedo@co.washington.mn.us.

Sincerely,

Ann Pung-Terwedo
Senior Planner

C: Carol Hanson, Office Specialist

R/Plat Reviews/City of Lake Elmo/Village Preserve South