

Regular City Council Meeting

Lakeland Shores City Council Meeting Call to Order: Mayor Brian Zeller opened the June 7, 2018 City Council meeting at 6:30 p.m.

Council Present: Mayor Brian Zeller, Council Member Randy Kopesky, Council Member Tim Schroder and Council Member Tom Wilson

Council Absent: Council Member John Bischoff

Staff Present: City Engineer John Parotti and Interim City Clerk

The Pledge of Allegiance was said.

Review and Approve Meeting Agenda: Council Member Wilson made a motion to approve the agenda, as presented. Mayor Zeller seconded the motion. Motion carried 4-0. Agenda approved as presented.

Review and Approve Consent Agenda (Items may be pulled for discussion or separate action):

- A) Approve May 3, 2018 City Council Meeting Minutes
- B) Approve Monthly Claims

Mayor Zeller made a motion to approve Consent Agenda, as presented. Council Member Schroder seconded the motion. Motion carried 4-0. Consent Agenda approved.

Public Comments:

There was no on present for Public Comments.

Unfinished and New Business:

PUBLIC HEARING, Consideration of Application for Street Vacate, 165XX 2nd Street North (Lots 3, 4 & 5 of Block 10) – Council Member Wilson made a motion to open the public hearing at 6:34 p.m. Council Member Schroder seconded the motion. Motion carried 4-0.

City Engineer Parotti advised the applicant (Mr. Robert Lind) has been in contact with the City since 2017 about plans to acquire a parcel of land currently owned by Thomas & Constance Johnson for the purpose of constructing a commercial building. The property is currently undeveloped and is not served by an improved access to a City street. An unimproved City street right-of-way (Seventh Street) exists along the east side of the property which connects to 2nd Street North.

1. The Johnson property is bound on the north by residential property in the City of Lakeland. The north 33 feet of the property is a portion of 3rd Street North (a.k.a. Putnam Street) previously vacated.
2. The Johnson property is bound on the west by County Road 18. The City Engineer spoke with a representative of the Washington County Department of Public Works to inquire about the potential for access to County Road 18. The County does not oppose the vacation as requested as long as access is provided to 2nd Street North. The County's complete response is attached to this memo for reference.
3. The Johnson property is bound on the south by residential private property in Lakeland Shores (16540 2nd Street North).
4. The Johnson property is bound on the east by unimproved City right-of-way (r/w). This r/w was platted as Seventh Street. The portion of Seventh Street adjacent to Lot 5, Block 10 is the subject of this vacation request (outlined in green highlighting).
5. The approximate dimensions of the vacation request are 135' x 33' which is approximately 4,455 sf (0.10 acres). 165XX 2nd Street North (Lots 3, 4 & 5 of Block 10) - Application for Street Vacation
6. The vacation request abuts the Johnson property to the west and property owned by the Two Rivers Community Land Trust on the east.
7. 33' of street right-of-way is uncommon and sometimes represents either an alley right-of-way or ½ of a previously platted street. There is nothing in this submittal or in the City Engineer's files that could verify whether Seventh Street was partially vacated in the past. A title search would be required to confirm this.
8. The applicant is requesting that the entire width of the r/w in question be vacated in his favor (adjoined to the Johnson property). However, it is the City Engineer's experience that, in most cases, vacated r/w is typically split equally and adjoined to all abutting properties which would result in the westerly 16.5' of the r/w being vacated in favor of the Johnson parcel and the easterly 16.5' being vacated in favor of the Two Rivers Community Land Trust. The City Engineer recommends that, if the City grants the vacation request, the City consult with legal counsel on the matter of how much land can be vacated and to which property owners.
9. Access to 16595 3rd Street North currently crosses 16590 3rd Street North. The City Engineer has no knowledge of a cross-access agreement between these two parcels. If no access agreement exists, the only legal access from 16595 to a public r/w is via the r/w requested for vacation.
10. The applicant requested utility locates as required for the vacation request. Based on the information provided, it appears that CenterPoint Energy has a gas main in the subject r/w requested for vacation. (Gas mains are highlighted yellow on the attached drawing). CenterPoint objects to the vacation request as presented. However, if the vacation is approved, CenterPoint asks that an easement be reserved for the gas distribution piping and that such an easement be filed with the Washington County Recorder's office. CenterPoint's complete response is attached to this memo for reference.
11. It should also be noted that CenterPoint Energy has gas mains on the Johnson parcel. These mains are located in the old 3rd Street r/w. According to the applicant's survey, there are no easements for these gas mains. It is recommended that the City require utility easements over all existing buried utilities on the Johnson parcel and any vacated r/w as a condition of any approvals given.

12. The City Engineer notes that granting the requested vacation is not the only option to provide access to the Johnson property. The City could consider approval of the construction of a private driveway across the subject r/w without vacation. If such an option is considered, the Engineer recommends working with legal counsel to draft a permit or other binding document for the construction and maintenance of a private driveway within the public r/w. Other adjacent property owners should be consulted if this option is to be explored.

Mr. Ben Robey, 16580 2nd Street N, came forward and clarified that the north portion of the property is proposed to be vacated. He stated his fence is right up to the property line and there would be costs involved with creating an easement and power lines would have to be relocated. He stated he does not want a driveway there and is in agreement with the County. He also noted another concern is his property changing zoning. The property is currently residential but was changed a few years back.

Mr. Chase Luebker, applicant, came forward and stated it would be nice to come out on the main road but that is not possible. The main purpose is to get in and out of the site and meet setbacks for the structure. He noted he is open to any options and does want to work with the City and neighbors to turn this into a positive. The gas line does appear to be an issue and are assuming a gravel driveway would be acceptable.

Mayor Zeller made a motion to close the public hearing at 7:00 p.m. Council Member Kopesky seconded the motion. Motion carried 4-0.

Mayor Zeller advised there are several concerns with the vacate application. The City does want the property to be utilized but there are also utilities in that area. He suggested the possibility of providing an easement that maybe is not up to City standards to allow for the ingress/egress. He stated he does support the access off of 2nd Street but there are enough questions that a site visit may be beneficial.

City Engineer Parotti advised a surveyor needs to show the other portion area is in fact part of the property. The application does request only half of the right of way.

A Council Work Session was scheduled on Wednesday, June 13th at 4:00 p.m. for the purpose of a site visit relating to the vacate application.

Mayor Zeller moved to table Consideration of Application for Street Vacate, 165XX 2nd Street North. Council Member Kopesky seconded the motion. Motion carried 4-0.

Council and Staff Reports:

City Engineer – City Engineer Parotti distributed an updated rating of City streets. There are no urgent needs this year but next year there is a mill and overlay project. All projects for the next five years and ten years as well as the costs are noted.

Mayor Zeller stated the proposals for patching emulsion and crack filling should be obtained and considered at the July meeting.

City Clerk/Zoning Administrator Report – Interim Clerk advised election filing begins on July 31 through August 14, 2018. There are two Council seats and the Mayor seat up during the general election in November.

Mayor and Council Reports:

Mayor Zeller – Mayor Zeller updated the Council on the MSCWMO meeting and noted Lakeland did a great job on the street sweeping. He noted the City Attorney is retiring and the City will have to find a replacement

Council Member Kopesky – No updates.

Council Member Schroeder – No updates.

Council Member Wilson – Council Member Wilson advised surrounding communities were not open to a joint cleanup day this year. Several residents did show up to another community cleanup day and were not turned down. Fire runs are up this year and the Department may be looking at staffing issues in the near future.

Adjourn: Council Member Wilson made a motion to adjourn the meeting. Council Member Schroder seconded the motion; Motion carried 3-0. Mayor Zeller adjourned the meeting at 7:43 p.m.

City Council of Lakeland Shores

Brian Zeller, Mayor

Interim City Clerk

City of Lakeland Shores
Disbursement Detail - Claims to be Approved
June 1 through June 30, 2018

Checks Numbered		Description	Amount
From	To		
EFT	4024	4029 AT & T, Medicare, PERA, US Bank Card, Xcel Energy	\$ 397.86
Payroll	6405	6408 Council Payroll - May 2018	\$ 654.84
Vendor Checks	6409	6419 Vender Check Payments**	\$ 9,035.74
Total Claims to Be Approved			\$ 10,088.44

**Attached Copy of Invoice for check listed below:

Check	6411	MNSPECT - Permit 18-02 Bldg Addn & LS18-04 Reroof	Check Amounts
Check	6414	S.E.H. - Engineering Services through 5/31/18 (Two Invoices)	\$ 2,874.07
			\$ 2,730.01

Prepared by Judy Tetzlaff, Treasurer

City of Lakeland Shores

Disbursements Register

6/28/2018

Fund Name: All Funds

Date Range: 06/02/2018 To 06/30/2018

Date	Vendor	Check #	Description	Void	Account Name	F-A-O-P	Total
06/30/2018	AT & T Mobility (EFT)	4024	Inv#287268193497X06152018 Cell Phone	N	General Management	100-41901-321-	\$ 60.59
Total For Check 4024							\$ 60.59
06/30/2018	EFTPS - EFT	4025	Medicare Tax - 2nd qtr 2018	N	Mayor/Council	100-41101-135-	\$ 30.48
		4025				100-41101-174-	\$ 30.48
Total For Check 4025							\$ 60.96
06/30/2018	MN PERA - EFT	4026	PERA - May 2018	N	Mayor/Council	100-41101-121-	\$ 35.00
		4026				100-41101-173-	\$ 35.00
Total For Check 4026							\$ 70.00
06/30/2018	US Bank Credit Card - EFT	4027	Stamps	N	General Management	100-41901-208-	\$ 49.75
Total For Check 4027							\$ 49.75
06/30/2018	Xcel Energy - EFT	4028	Acct # 51-6971717-9 Street Lighting - 16695 N 3rd St #590577066	N	Street Lighting	100-43160-381-	\$ 78.05
Total For Check 4028							\$ 78.05
06/30/2018	Xcel Energy - EFT	4029	Acct # 51-6971717-9 Street Lighting - 16695 N 3rd St #594368594	N	Street Lighting	100-43160-381-	\$ 78.51
Total For Check 4029							\$ 78.51
06/30/2018	Payroll Period Ending 06/30/2018	6405		N	Mayor/Council	100-41101-106-	\$ 163.71
Total For Check 6405							\$ 163.71
06/30/2018	Payroll Period Ending 06/30/2018	6406		N	Mayor/Council	100-41101-106-	\$ 163.71
Total For Check 6406							\$ 163.71
06/30/2018	Payroll Period Ending 06/30/2018	6407		N	Mayor/Council	100-41101-106-	\$ 163.71
Total For Check 6407							\$ 163.71
06/30/2018	Payroll Period Ending 06/30/2018	6408		N	Mayor/Council	100-41101-106-	\$ 163.71
Total For Check 6408							\$ 163.71
06/30/2018	Anders Engstrom	6409	Videographer Services - Jun 2018 Meeting	N	General Management	406-41901-310-	\$ 75.00

Fund Name: All Funds

Date Range: 06/02/2018 To 06/30/2018

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
06/30/2018	City of Lake St Croix Beach	Inv# Jul 2018 - RENTAL OF CITY HALL	N	General Management	100-41901-412-	\$ 75.00
						\$ 100.00
Total For Check	6410					100.00
06/30/2018	MNSPECT LLC	INV#7440 \$2874.07 Permit # 18-02 Bldg Addition & Permit # LS18-04 Reroof	N	General Management	100-41901-439-	\$ 19.00
						\$ 1,099.61
						\$ 1,755.46
Total For Check	6411					2,874.07
06/30/2018	Pioneer Press	Ad Ref#0071405232 S Legals ROP S WA Zone	N	General Management	100-41901-354-	\$ 16.48
						\$ 16.48
Total For Check	6412					1,000.00
06/30/2018	Kim Points	City Clerk Services - Jun 2018	N	Clerk	100-41425-310-	\$ 1,000.00
						\$ 1,000.00
Total For Check	6413					1,000.00
06/30/2018	Short-Elliott-Hendrickson Inc	Inv #349483 Inv# 350849 Engineering Services through 5/31/18	N	Engineering Services	100-43101-310-	\$ 556.50
						\$ 39.75
						\$ 1,517.53
						\$ 238.50
						\$ 377.73
Total For Check	6414					2,730.01
06/30/2018	Judy A Tetzlaff	Treasurer Services - Jun 2018	N	Treasurer	100-41510-310-	\$ 400.00
						\$ 400.00
Total For Check	6415					400.00
06/30/2018	City of St Mary's Point	Recycling Services - May 2018	N	Recycling	100-43241-405-	\$ 450.18
						\$ 450.18
Total For Check	6416					450.18
06/30/2018	Tri County Services Inc	INV#345 & #365 Snow Plow 2 hours & Street Sweeping 2.5 hours	N	Streets	100-43110-405-	\$ 200.00
						\$ 200.00
Total For Check	6417					200.00
06/30/2018	Youth Service Bureau	Youth Services Contribution	N	General Management	100-43125-405-	\$ 190.00
						\$ 390.00
Total For Check	6418					390.00
						\$ 500.00

Fund Name: All Funds

Date Range: 06/02/2018 To 06/30/2018

Date Vendor

Check #

Total For Check

Description

Void Account Name

F-A-O-P

Total

06/30/2018	Hartman Homes Inc	6419	500.00	Refund Grading Deposit - 424 Quinlan, Lakeland Shores, MN 55043	N	Engineering Services	205-43101-810-	\$	500.00
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Total For Check 6419

Total For Selected Checks

\$	500.00
\$	10,088.44



MNSPECT LLC

HELPING YOU COMPLY WITH THE CODE

235 First Street West • Waconia, MN 55387-1302

Invoice

Phone # 9524427520

Fax # 952-442-7521

Invoice #: 7440

Invoice Date: 6/5/2018

Due Date: 6/25/2018

Bill To:

City of Lakeland Shores
PO Box 246
Lakeland, MN 55043

*fee
10080*

Description	Hours/Qty	Rate	Amount
Residential Inspection/Permit Fee		1,755.46	1,755.46
Residential Plan Review		1,099.61	1,099.61
Copy Fee	56	0.25	14.00
License/Lead Look-up Fee	1	5.00	5.00
Total			\$2,874.07
Payments/Credits			\$0.00
Balance Due			\$2,874.07



Invoice

Customer # 10084

Invoice Number: 350849

Short Elliott Hendrickson, Inc. FEIN: 41-1251208 | 651.490.2000 | 800.325.2055

BILL TO:

Accounts Payable
City of Lakeland Shores
PO Box 246
Lakeland Shores MN 55043

PC-102 = 1517.53
101 = 39.71
106 = 238.50
2017 Total = 377.73



Pay This Amount \$1,670.13

Due Date 11-JUL-18
Invoice Date 11-JUN-18
Bill Through Date 31-MAY-18
Terms 30 NET
SEH Customer Acct # 1384
Customer Project #
Agreement / PO # 145435

+1059.88 =
2730.01

REMIT PAYMENT TO:

Short Elliott Hendrickson, Inc.
NW6262
PO Box 1450
Minneapolis, MN 55485-6262

Project Manager John Parotti
jparotti@sehinc.com
715.246.9906
Client Service Manager John Parotti
jparotti@sehinc.com
715.246.9906
Accounting Representative Janelle Stephens
jstephens@sehinc.com
715.246.9906

Project # 145435
Project Name LAKSH LS City Eng Svcs

Project Description
Lakeland Shores City Engineering Services

Notes:

Task: 5003 - Capital Improvement Planning

Direct

Personnel

Senior Project Manager

Hours Amount
3.50 \$556.50
3.50

\$556.50

Task: 5003 Total: \$556.50

Task: 5017 - 2017 Pavement Rehabilitation Project

Direct

Personnel

Senior Project Manager

Hours Amount
1.75 \$278.25
1.75

\$278.25

Task: 5017 Total: \$278.25

Task: 9010 - XXXXX 2nd Street North (Lind Landscape and Design)



Invoice

Case # 10084

Invoice Number: **349483**

Short Elliott Hendrickson, Inc. FEIN: 41-1251208 | 651.490.2000 | 800.325.2055



BILL TO:

Accounts Payable
City of Lakeland Shores
PO Box 246
Lakeland Shores MN 55043

REMIT PAYMENT TO:

Short Elliott Hendrickson, Inc.
NW6262
PO Box 1450
Minneapolis, MN 55485-6262

Pay This Amount	\$1,059.88
Due Date	07-JUN-18
Invoice Date	08-MAY-18
Bill Through Date	28-APR-18
Terms	30 NET
SEH Customer Acct #	1384
Customer Project #	
Agreement / PO #	145435
Project Manager	John Parotti jparotti@sehinc.com 715.246.9906
Client Service Manager	John Parotti jparotti@sehinc.com 715.246.9906
Accounting Representative	Janelle Stephens jstephens@sehinc.com 715.246.9906

Project #	Project Name	Project Description
145435	LAKSH LS City Eng Svcs	Lakeland Shores City Engineering Services

Notes:

Task: 5017 - 2017 Pavement Rehabilitation Project

Direct

Personnel

Senior Project Representative

Hours	Amount
1.00	\$99.48
1.00	\$99.48

Task: 5017 Total: \$99.48

Task: 9010 - XXXXX 2nd Street North (Lind Landscape and Design)

Direct

Personnel

Senior Project Manager
Senior Admin Assistant

Hours	Amount
4.00	\$636.00
0.40	\$46.15
4.40	\$682.15

Project Code 102

Task: 9010 Total: \$682.15



Invoice

Short Elliott Hendrickson, Inc. FEIN: 41-1251208 | 651.490.2000 | 800.325.2055

Invoice Number: 349483

Task: 9011 - 35 Lakeland Shores Road; Application Review

pc 101

Direct

Personnel

Senior Project Manager

Hours

Amount

0.25

\$39.75

0.25

\$39.75

Task: 9011 Total: \$39.75

Task: 9012 - 16780 3rd Street South - Plan Review

Direct

Personnel

Senior Project Manager

Hours

Amount

1.50

\$238.50

1.50

\$238.50

Task: 9012 Total: \$238.50

Invoice total

\$1,059.88

City of Lakeland Shores, MN
Application for Vacation

1. Name(s) of Applicant(s): ROBERT FLIND

Home:
Cell:
Fax:

2. Applicant(s) Address:
LOTS THREE (3) FOUR (4) AND FIVE (5) BLOCK TEN (10)

3. Proof of Ownership:
SEE ATTACHED

4. Names and addresses of owners within 500 feet:

1. A petition for vacation shall be accompanied by an application in such form as the council may from time to time prescribe. The application shall contain the following information:

SEE ATTACHED

1. A survey and legal description of the street, alley, public grounds, public way, or part thereof to be vacated.

SEE ATTACHED

2. The names and addresses of the owners of land abutting the street, alley, public grounds, public way, or part thereof to be vacated.

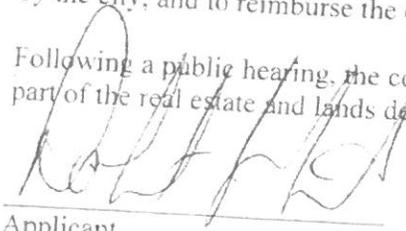
SEE ATTACHED

3. A statement of the reasons the applicant believes the proposed vacation to be in the public interest.

SEE ATTACHED

Enclose the application fee in the amount of \$100.00. In addition, to the non-refundable fee, the undersigned applicant agrees to deposit \$500.00 to cover review costs incurred by the city, and to reimburse the city for any costs which may exceed the deposit.

Following a public hearing, the council may or may not adopt a resolution vacating all or part of the real estate and lands described in the hearing notice.


Applicant

Date: 23 MAR 18

Applicant

Date: _____

Zoning Administrator Review

Application accepted as: _____ complete
_____ incomplete

If incomplete, information required to complete: _____

- 1. Application fee \$ _____
 - 2. Cost deposit \$ _____
 - 3. Other \$ _____
- Total enclosed \$ _____

Zoning Administrator

[Signature]

City Clerk

Date received

4/21/19

Date received

1 ROBERT J LIND

2 LOTS THREE (3) FOUR (4) AND FIVE (5) BLOCK TEN (10)

3 SEE ATTACHED

1 SOUTH RESIDENCE

BEN + DAWN ROBY

16540 2ND ST N

NORTH RESIDENCE

AARON + ANITA KROMA

16520 4TH ST N

EAST RESIDENCE (N)

HO RIVERS COMM LAND TRUST

PO BOX 25451

HOODBURY, MN 55125

6595 3RD ST N

EAST RESIDENCE (S)

DAVID + SANDRA WILKE

16580 2ND ST N

THE HIGHLIGHTED AREA ON THE SURVEY SHOULD BE VACATED TO LOTS 3, 4 + 5 BLOCK 10 TO ALLOW ACCESS FOR A DRIVEWAY

Fwd: Gas locate

Page 1 of 3

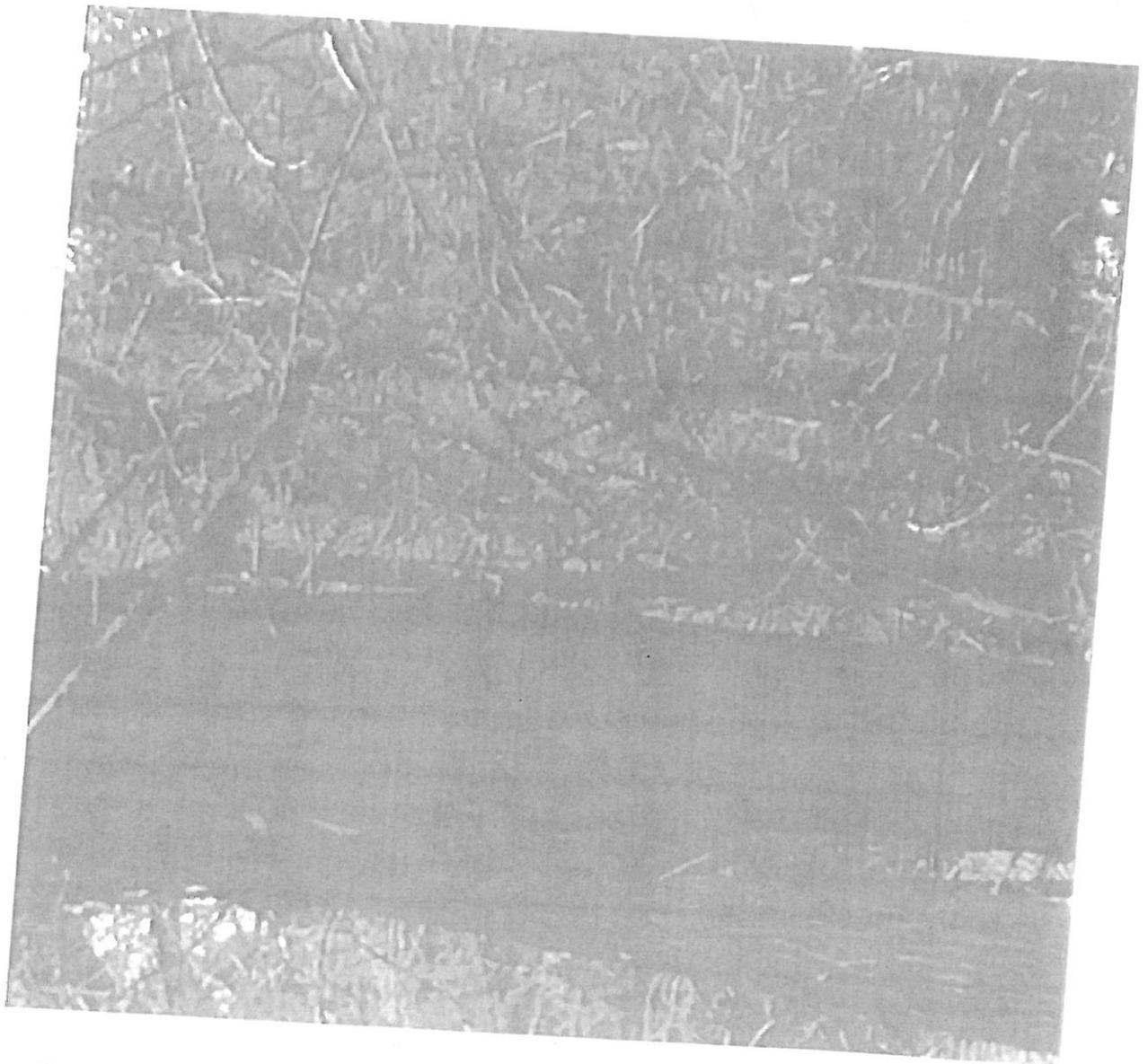
From: City Clerk <lakelandshores@gmail.com>
To: kpoints <kpoints@aol.com>
Subject: Fwd: Gas locate
Date: Mon, Apr 23, 2018 9:18 am

Sent from my iPhone

Begin forwarded message:

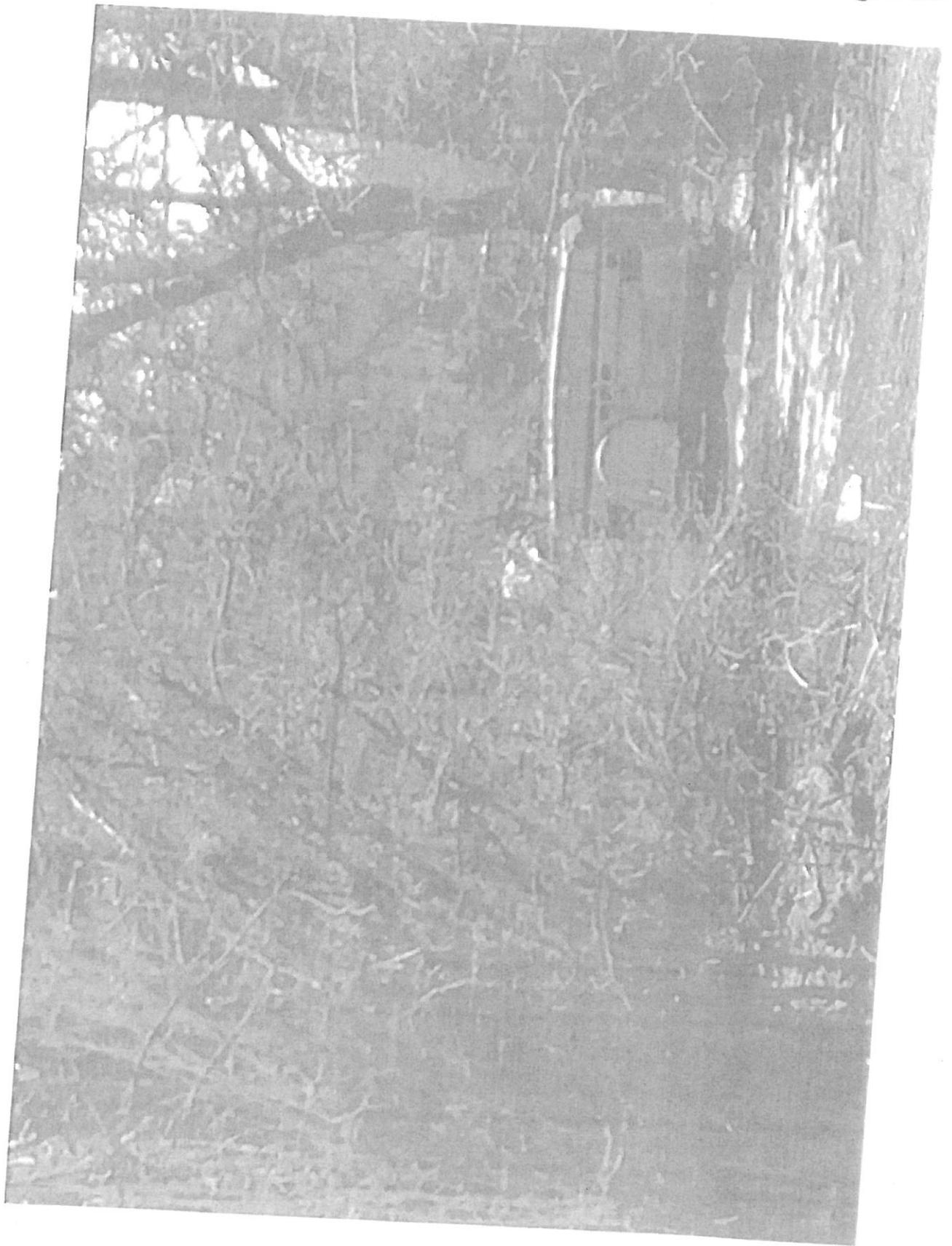
From: Bob Lind <bob@mnpartybus.com>
Date: April 21, 2018 at 1:26:42 PM CDT
To: City Clerk <lakelandshores@gmail.com>
Subject: Gas locate

North shooting south



<https://mail.aol.com/webmail-std/en-us/PrintMessage>

4/23/2018





Sent from my iPhone

MEMORANDUM

TO: Mayor and City Council

FROM: Kim Points, City Clerk

DATE: June 7, 2018

SUBJECT: Seventh Street Right-of-Way Vacation Request

BACKGROUND:

The Applicant, Mr. Robert Lind, is requesting that the City Council initiate a vacation the portion of Seventh Street that corresponds to his property from the City (see attached survey from Application). Further, the Applicant has requested that the vacated right-of-way, if granted by the City, be given to him in its entirety, instead of split evenly with adjacent property owners.

Staff Analysis of Vacation Request

Staff finds that the proposed vacation can be considered by Council, if the information can be obtained:

The City is legally able to grant him the entire right-of-way, rather than split it with adjacent property owners.

The Applicant submits title research showing there are no gas lines, or other utilities, located in the within the right-of-way.

If there are gas lines, or other utilities, within the right-of-way, then written comments should be received from those utilities affected by the vacation that it will not affect the provision of necessary utilities to residents.

The City has determined that the vacation does not terminate on, abuts or is adjacent to a public body of water, which would require consultation with the Department of Natural Resources.

The City has no future need for the right-of-way.

The City outlines that it is in the public benefit to allow the vacation and the reasons why it is.

Lastly, it should be noted that City Council does not have the right to ask for compensation for the vacated property; although, they can recover the cost of the vacation process.

The memorandums on the above questions from the City Attorney and City Engineer provide additional background information on answering the above questions and are attached for your review.

Staff Recommendation

If the City Council concludes that the above questions have been answered satisfactorily answered, then a Resolution would need to be approved by 4/5 of the Council for the vacation and preparation of the notice to adjacent property owners.

From: Dave Magnuson <dtmagnuson@magnusonlawfirm.com>
Date: May 24, 2018 at 11:46:41 AM CDT
To: City Clerk <lakelandshores@gmail.com>
Subject: RE: Lakeland Shores

Kim,

The decision of whether or not to vacate a street rests in the sound discretion of the City Council. However, the question for the Council is whether the vacation is in the best interests of the City. The reason for that rule is that the City holds all of the public streets within the City in trust for the public. The courts have said that is improper to vacate a public street merely for the convenience of an adjacent owner, it also must be in the best interest of the City.

In this instance, if the Council decides to adopt a resolution vacating the street, the resolution should contain a reservation of an easement for gas, electric, cable tv and other municipal services. This reservation is based upon the opinion of the City Engineer that existing utilities are buried in that right of way. And, since this right of way was platted all within the plat of Walnut Grove, the vacated street would accrue by operation of law to the owners on each side of the street. The middle of the street would become the new boundary.

Further, some Cities are reluctant to vacate streets since there is no way of knowing for certain what use the right of way might have many years from now. Because of that, some Cities will grant a license to owners adjacent to an unopened street to construct and maintain a private driveway. The license states that it is constructed at their expense, but if the right of way is ever needed, the City has the right to construct a street of use the street for easements and if that happens the owner cannot claim damages. Please share this with the Mayor and Council and SEH. And let me know if you need more.

David T. Magnuson
Magnuson Law Firm
324 Main Street South, Suite #260
Stillwater, MN 55082
Phone: 651-439-9464
Cell Phone: 651-492-0997
Fax: 651-439-5641



Building a Better World
for All of Us®

MEMORANDUM

TO: Honorable Mayor Zeller and City Council of Lakeland Shores
FROM: John D. Parotti, PE | City Engineer
DATE: May 30, 2018
RE: 165XX 2nd Street North (Lots 3, 4 & 5 of Block 10) - Application for Street Vacation
SEH No. LAKSH 145435 14.00

Mr. Robert Lind has submitted the following drawing along with his application for street vacation:

- Certificate of Survey prepared by Cornerstone Land Surveying, Inc. dated November 16, 2017

This information has been reviewed with respect to engineering issues and the following provided for City consideration.

BACKGROUND AND UNDERSTANDING

This applicant (Mr. Robert Lind) has been in contact with the City since 2017 about plans to acquire a parcel of land currently owned by Thomas & Constance Johnson for the purpose of constructing a commercial building. The property is currently undeveloped and is not served by an improved access to a City street. An unimproved City street right-of-way (Seventh Street) exists along the east side of the property which connects to 2nd Street North.

ENGINEERING REVIEW AND COMMENT

A portion of the applicant's survey is attached (highlighted for clarity). Some of the comments below can be best understood while referencing the survey.

1. The Johnson property is bound on the north by residential property in the City of Lakeland. The north 33 feet of the property is a portion of 3rd Street North (a.k.a. Putnam Street) previously vacated.
2. The Johnson property is bound on the west by County Road 18. The City Engineer spoke with a representative of the Washington County Department of Public Works to inquire about the potential for access to County Road 18. The County does not oppose the vacation as requested as long as access is provided to 2nd Street North. The County's complete response is attached to this memo for reference.
3. The Johnson property is bound on the south by residential private property in Lakeland Shores (16540 2nd Street North).
4. The Johnson property is bound on the east by unimproved City right-of-way (r/w). This r/w was platted as Seventh Street. The portion of Seventh Street adjacent to Lot 5, Block 10 is the subject of this vacation request (outlined in green highlighting).
5. The approximate dimensions of the vacation request are 135' x 33' which is approximately 4,455 sf (0.10 acres).

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 156 High Street, Suite 300, New Richmond, WI 54017-1128
SEH is 100% employee-owned | sehinc.com | 715.246.9906 | 888.881.4281 | 888.908.8166 fax

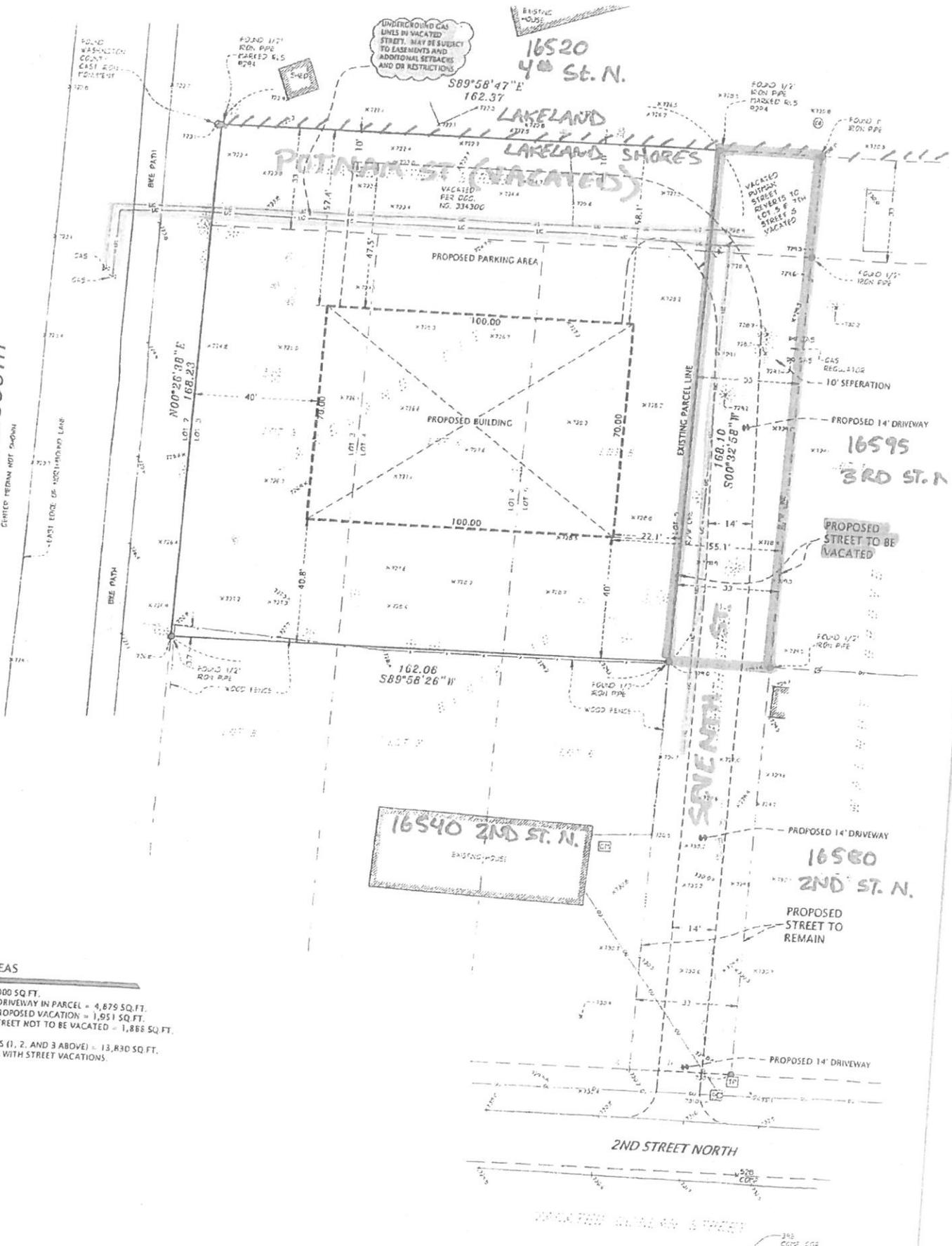
6. The vacation request abuts the Johnson property to the west and property owned by the Two Rivers Community Land Trust on the east.
7. 33' of street right-of-way is uncommon and sometimes represents either an alley right-of-way or ½ of a previously platted street. There is nothing in this submittal or in the City Engineer's files that could verify whether Seventh Street was partially vacated in the past. A title search would be required to confirm this.
8. The applicant is requesting that the entire width of the r/w in question be vacated in his favor (adjoined to the Johnson property). However, it is the City Engineer's experience that, in most cases, vacated r/w is typically split equally and adjoined to all abutting properties which would result in the westerly 16.5' of the r/w being vacated in favor of the Johnson parcel and the easterly 16.5' being vacated in favor of the Two Rivers Community Land Trust. The City Engineer recommends that, if the City grants the vacation request, the City consult with legal counsel on the matter of how much land can be vacated and to which property owners.
9. Access to 16595 3rd Street North currently crosses 16590 3rd Street North. The City Engineer has no knowledge of a cross-access agreement between these two parcels. If no access agreement exists, the only legal access from 16595 to a public r/w is via the r/w requested for vacation.
10. The applicant requested utility locates as required for the vacation request. Based on the information provided, it appears that CenterPoint Energy has a gas main in the subject r/w requested for vacation. (Gas mains are highlighted yellow on the attached drawing). CenterPoint objects to the vacation request as presented. However, if the vacation is approved, CenterPoint asks that an easement be reserved for the gas distribution piping and that such an easement be filed with the Washington County Recorder's office. CenterPoint's complete response is attached to this memo for reference.
11. It should also be noted that CenterPoint Energy has gas mains on the Johnson parcel. These mains are located in the old 3rd Street r/w. According to the applicant's survey, there are no easements for these gas mains. It is recommended that the City require utility easements over all existing buried utilities on the Johnson parcel and any vacated r/w as a condition of any approvals given.
12. The City Engineer notes that granting the requested vacation is not the only option to provide access to the Johnson property. The City could consider approval of the construction of a private driveway across the subject r/w without vacation. If such an option is considered, the Engineer recommends working with legal counsel to draft a permit or other binding document for the construction and maintenance of a private driveway within the public r/w. Other adjacent property owners should be consulted if this option is to be explored.

Attachments

c: Kim Points, Lakeland Shores City Clerk

\\sehn\projects\kol\laksh\145435\address file - numbered streets\xxxx 2nd st n\2018 street vacation request\ce memo 2018_05_30.docx

ST. CROIX TRAIL SOUTH
CENTERED MEDIAN NOT SHOWN



16540 2ND ST. N.
 EXISTING HOUSE

PROPOSED AREAS

1. BUILDING = 7,000 SQ. FT.
2. PARKING AND DRIVEWAY IN PARCEL = 4,875 SQ. FT.
3. DRIVEWAY IN PROPOSED VACATION = 1,951 SQ. FT.
4. DRIVEWAY IN STREET NOT TO BE VACATED = 1,866 SQ. FT.

TOTAL IMPROVEMENTS (1, 2, AND 3 ABOVE) = 13,830 SQ. FT.
 57.8% OF TOTAL AREA WITH STREET VACATIONS.

MIDDLE ST. CROIX WATERSHED MANAGEMENT ORGANIZATION

455 Hayward Avenue, Oakdale, MN 55128
Phone 651.330.8220 x22 fax 651.330.7747 www.mscwmo.org



MSCWMO PROJECT REVIEW- SINGLE LOT RESIDENTIAL SUBMITTALS

MSCWMO Project Review ID: 18-010

Project Name: Second Street Commercial

Applicant: Robert Lind

Purpose: New commercial building

Location: Lakeland Shores

Review date: 3/28/2018

Recommendation: Revise and Resubmit

1. Please add the yellow highlighted areas to the proposed conditions Plan

Applicability:

ALL SUBMITTALS MUST CONTAIN THE FOLLOWING ITEMS:

- 1. Review Fee: \$350 fee.
- 2. Grading plan showing grading limits, existing and proposed contours related to NAVD 1988 datum (preferred) or NGVD 1929.
- 3. Location of existing and proposed permanent structures.
- NA 4. Ordinary High Water (OHW) elevations and location of all existing water bodies.
- NA 5. Location of all bluff lines.
- 6. Lowest floor elevations of structures built adjacent to stormwater management features and other water bodies must be a minimum of two feet above the 100-year flood elevation.
- NA 7. Delineation of existing wetland, shoreland, ordinary high water levels, drain tiling, and floodplain areas.

MIDDLE ST. CROIX WATERSHED MANAGEMENT ORGANIZATION

455 Hayward Avenue, Oakdale, MN 55128

NA 8: Details of proposed buffer upslope of water resources including size and vegetation characteristics (when applicable).



9. Erosion/sediment control plan demonstrating locations, specifications, and details of the following items: These items must be included in the proposed plan

A. Erosion Prevention

- i. Stabilize all exposed soil areas (including stockpiles) with temporary erosion control (seed and mulch or blanket) within 7 days after construction activities in the area have temporarily or permanently ceased.
- ii. Identify location, type and quantity of temporary erosion prevention practices.
- iii. Identify permanent vegetation.

B. Sediment Control

- i. Sediment control practices will be placed down-gradient before up-gradient land disturbing activities begin.
- ii. Identify the location, type and quantity of sediment control practices.
- iii. Vehicle tracking practices must be in place to minimize track out of sediment from the construction site. Streets must be cleaned if tracking practices are not adequate to prevent sediment from being tracked onto the street.

C. Inspections and Maintenance

- i. Applicant must inspect all erosion prevention and sediment control practices once every 7 days or after a ½" rain event to ensure integrity and effectiveness. All nonfunctional practices must be repaired, replaced or enhanced the next business day after discovery.
- ii. Plans shall include contact information including email and a phone number of the person responsible for inspection and compliance with erosion and sediment control.

D. Pollution Prevention

- i. Solid waste must be stored, collected and disposed of in accordance with state law.
- ii. Provide effective containment for all liquid and solid wastes generated by washout operations (concrete, stucco, paint, form release oils, curing compounds).
- iii. Hazardous materials that have potential to leach pollutants must be under cover to minimize contact with stormwater.

MIDDLE ST. CROIX WATERSHED MANAGEMENT ORGANIZATION

455 Hayward Avenue, Oakdale, MN 55128
 Phone 651.330.7747 Fax 651.330.7747 www.mscwmo.org



- i. For residential construction only, individual lots are considered final stabilized if the structures are finished and temporary erosion protection and downgradient sediment control has been completed.
- ii. Grading and landscape plans shall include soil tillage and soil bed preparation methods that are employed prior to landscape installation to a minimum depth of 8" and incorporate amendments to meet Minnesota State Stormwater Manual predevelopment soil type bulk densities.
 - 1. Observe minimum setbacks for areas within the dripline of existing trees, over utilities within 30 in of the surface, where compaction is required by design and inaccessible slopes.

10. Details of proposed structural stormwater practices (Meets Minnesota Stormwater Manual guidelines)

- A. Stormwater flows are diverted away from bluffs whenever feasible.
- B. Volume control facilities must drain down within 48 hours, as required by the MPCA NPDES Construction Stormwater Permit.
 - i. The period of inundation shall be calculated using the maximum water depth below the surface discharge elevation and the soil infiltration rate.
- C. The maximum water depth for volume control facilities is 1.5 feet.
- D. Planting plan identified vegetation suitable for the hydrology of the basin.
- E. Separation from seasonally saturated soils or bedrock is 3 feet or more for bioretention and infiltration practices.
- F. Volume control facilities meet the following setback requirements:

Setback	Minimum Distance (ft)
Property line	10
Building foundation*	10
Private well	50
Public water supply well	50
Septic system tank/leach field	35

*Minimum with slopes directed away from the building

G. Volume control is provided for the first 1.1" inch of runoff for all impervious:

Volume Retention Required (cu. ft.)	Volume Retention Provided (cu. ft.)
13,830 sf * 1.1" = 1,268 cf 1,268 cf total required	BMP #1 Volume = Unknown
	Total = Unknown

MIDDLE ST. CROIX WATERSHED MANAGEMENT ORGANIZATION

455 Hayward Avenue, Oakdale, MN 55128
Phone 651.330.8220 x22 fax 651.330.7747 www.mscwmo.org



H. Construction Standards

- i. To prevent soil compaction, the proposed volume control facility must be staked off and marked during construction to prevent heavy equipment and traffic from traveling over it.
- ii. Facilities may not be excavated within 2.0 feet of final grade until the contributing drainage area has been constructed and fully stabilized.
- iii. Facilities are in-place during construction activities, all sediment and runoff must be diverted away the facility, using practices such as pipe capping or diversions.
- iv. Facilities installation must occur in dry soil conditions. Excavation, soil placement and rapid stabilization of perimeter slopes must be accomplished prior to the next precipitation event.
- v. Excavation shall be performed by an excavator with a toothed bucket. Use excavator bucket to place materials. Construction equipment shall not be allowed into the basin.
- vi. Prior to the release of any remaining fee or security, the owner must provide documentation that constructed volume control facilities perform as designed.

I. Details

- i. Include a standard cross section of the infiltration device similar to those identified in the Minnesota Stormwater Manual http://stormwater.pca.state.mn.us/index.php/Bioretenention_plan_and_section_drawings
- ii. The cross section must detail the infiltration media used in the device. Typically, devices use Mix B as described in the Minnesota Stormwater Manual: A well-blended, homogenous mixture of 70 to 85 percent washed construction sand; and 15 to 30 percent MnDOT Grade 2 compost.

Washington County

Public Works Department

Donald J. Theisen, P.E.
Director

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

May 30, 2018

John Parotti, P.E.
City Engineer
City of Lakeland Shores

Re: Proposed Street Vacation North of 2nd Street, between Tax Parcel ID Nos. 35029204030023, 3502920430019, 3502920430013 and 3502920430022

Dear John,

Washington County has been notified of a street vacation request between Tax Parcel ID Nos. 35029204030023, 3502920430019, 3502920430013 and 3502920430022 in the City of Lakeland Shores. The County opposes *any* vacation in this area that would eliminate access to 2nd Street for the northern parcel, Parcel ID No. 3502920430022.

Vacating this right-of-way would leave the northern parcel with no potential access except to County State Aid Highway (CSAH) 18, also known as St. Croix Trail. Any such access would need to cross the in-place county trail, which is planned as a future regional trail, thus adding a conflict point for trail users and reducing trail safety. Also, any future direct access to CSAH 18 would connect within an existing right turn lane, which is a safety issue for road traffic.

Washington County Public Works requires that parcels access the County Highway by way of local streets whenever possible. Parcels that are land-locked against a county road frequently become unsolvable safety and operational issues that result in angry residents, decades after the decision is made to plat the land. The subject parcel currently has access available to 2nd Street, which avoids these issues.

Washington County would not oppose a partial vacation of this right-of-way, *provided that a suitable access to 2nd Street is perpetuated for the northern parcel.* Options could include narrowing the city right-of-way or creating a driveway easement in lieu of city right-of-way.

Washington County strives to maximize safety and efficient operations along our county highways and trails, and forcing a driveway access onto CSAH 18 in this area would be detrimental to these goals. We appreciate the opportunity to comment on this proposed vacation of right-of-way.

Sincerely,


Ann Pung-Terwedo

Senior Planner

c: Joe Gustafson, Traffic Engineer
Wayne Sandberg, County Engineer

11660 Myeron Road North, Stillwater, Minnesota 55082-9573
Phone: 651-430-4300 • Fax: 651-430-4350 • TTY: 651-430-6246
www.co.washington.mn.us

Equal Employment Opportunity / Affirmative Action



700 West Linden Avenue
PO Box 1165
Minneapolis, MN 55440-1165

June 1, 2018

John D. Parotti, PE (MN, WI), Associate
Senior Project Manager
SEH
156 High Street, Suite 300
New Richmond, WI 54017
612.284.1530 direct (MN)
715.861.4871 direct (WI)
sehinc.com

RE: Objection Letter: Proposed 7th Street Vacation, CenterPoint Energy has a 2" Class 5 (25psig) Distribution gas main and Regulator Loop within the vacation request of 7th Street per project No. zz13301A, dated 11/16/2017 in Lakeland Shores.

Dear Mr. Parotti

CenterPoint Energy objects at this time to the Proposed 7th Street Vacation. CenterPoint Energy has a 2" Class 5 (25psig) Distribution gas main and Regulator Loop within the request vacation area of 7th Street per project No. zz13301A, dated 11/16/2017 in Lakeland Shores. CenterPoint Energy also has other facilities within the project area that requires location verification. More time is needed to do this work to move forward.

Please reserve an easement to CenterPoint Energy, created by and within the document establishing the Proposed 7th Street Vacation and filed with Washington County Recorder's office, over the following area of the proposed vacation:

An easement dedicated to CenterPoint Energy within the proposed 7th Street Vacation with a legal description describing the vacated area.

We may consider removing our objection should the petitioner wish to reimburse CenterPoint Energy the cost of relocating the existing Distribution gas main. To discuss this and other options that may be available, please have the petitioner contact Andrew Balgobin, the Administrative Engineer at 612-321-5426.

Thank you for the advance notice, and please send me a copy of the final action on this proposed vacation.

Respectfully,
CENTERPOINT ENERGY

Chuck Mayers

Chuck Mayers, **SRWA**
Right of Way Agent III
Office - 612-321-5381
charle.mayers@centerPointenergy.com

PC: William F. Kallberg, C&M Supervisor, CenterPoint Energy
Alan L. Jongerius, C&M Advance Foreperson, CenterPoint Energy
Amir Fazlovic, Area Engineer, CenterPoint Energy
Andrew Balgobin, Administration Engineer, CenterPoint Energy



2" AA CL-5

218

MND 1962 4" ST CL-5

33' SSB

220' WCL

418-757

MND 1962 2" ST CL-5

2 STN

7 ST

MND 1962 2" ST CL-5

MND 1962 2" ST CL-F

MND 1962 2" ST CL-5

MND 1962 4" ST CL-5

Open

Open

57' ECL
143' SCL

CL-5

TL CL-F

62'

MND 1962 2" ST CL-5

46977828 2" ST CL-F

**CITY OF LAKELAND SHORES
WASHINGTON COUNTY, MINNESOTA**

RESOLUTION NO. 2018-03

A RESOLUTION VACATING A [PORTION OF] STREET.

WHEREAS, a public hearing to consider the vacation of such street was held on the 7th day of June, 2018, before the City Council in the LSCB City Hall located at 16455 20th St South, Lake St. Croix Beach at 6:30 p.m. after due published and posted notice had been given, as well as personal mailed notice to all affected property owners by the City Clerk on the day of 14th day of May, 2018 and all interested and affected persons were given an opportunity to voice their concerns and be heard; and

WHEREAS, any person, corporation or public body owning or controlling easements contained upon the property vacated, reserves the right to continue maintaining the same or to enter upon such way or portion thereof vacated to maintain, repair, replace or otherwise attend thereto; and

WHEREAS, the Council in its discretion has determined that the vacation will benefit the public interest because there is no future need for the right-of-way; and

WHEREAS, four-fifths of all members of the City Council concur in this resolution;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAKELAND SHORES, MINNESOTA AS FOLLOWS:

That such petition for vacation is hereby granted and the (*portion of*) street described as follows is hereby vacated:

Public right of way at 16540 2nd St N (PID 35.029.20.43.0023) 16520 4TH ST of N
(35.029.20.42.0050) 16595 3rd St N (35.029.20.43.0013) and 16580 2nd St N
(35.029.20.43.0019)

BE IT FURTHER RESOLVED, that the Mayor and City Clerk are hereby authorized to sign all documents necessary to effectuate the intent of this resolution.

The motion for adopting the foregoing resolution was acted upon by motion and seconded, and upon a roll call vote being taken thereon, the following voted via voice:

Mayor Brian Zeller -
Council Member Kopesky -
Council Member Bischoff -
Council Member Schroeder -
Council Member Wilson-

Passed by the City Council of Lakeland Shores, Minnesota this 7th day of July, 2018,

Brian Zeller, Mayor

Attested:

Interim City Clerk



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MEMORANDUM

TO: Honorable Mayor Zeller and Lakeland Shores City Council

FROM: John D. Parotti, PE | City Engineer

DATE: July 3, 2018

RE: Street Patching Quotes
SEH No. LAKSH 145435 14.00

On June 7, 2018, the Lakeland Shores City Council directed the City Engineer to request quotes for street patching of select streets using the spray injection method. A request for quotes was sent to three contractors known to provide this service in the area. The City received one quote for patching in response to this request.

The quote received was submitted by RCM Specialties Inc. of Cottage Grove, Minnesota in the amount of \$9,675. RCM Specialties Inc. has successfully completed similar projects in Lakeland Shores and surrounding communities in the past and has a reputation for completing quality work and providing good service.

The City Council was presented with a Capital Improvement Budget worksheet on June 7, 2018. That worksheet identified a need for approximately \$10,096 in patching in 2018.

Given that the contractor's bid is within the estimate provided to the Council in June, and past experience with the sole bidder has been positive, it is hereby recommended that the City award a contract for spray injection patching to RCM Specialties Inc. in the amount of \$9,675 as bid.

Attachment (contractor's bid)

\\seh\projects\kol\laksh\145435\streets\patching\2018\cc memo patching 2018_07_03.docx

Engineers | Architects | Planners | Scientists

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RCM Specialties Inc.
P.O. Box 278
Cottage Grove, MN 55016-0278
Phone (651) 480-8886
Fax (651) 480-8808



March 22, 2016

Spray Patching Project: Lakeland Shores City Wide Patching

RCM will apply approximately 27 tons Dresser FA2 Trap rock mixed with CR S2 Asphalt emulsion as outlined on City map provided by John Parotti RCM will use the spray injection patching method for the repairs.

Spray injection patching is a specialized repair process that combines hot asphalt emulsion and crushed aggregate using forced air. The truck mounted spray patch equipment consists of an aggregate hopper, hot asphalt emulsion tank and a high volume blower which is all mounted on a truck chassis. All of the repair process is controlled from the cab of the truck by one operator.

Project Cost \$9,675.00

This includes time and materials

Approved _____

Date _____

Bid good for 30 days from date

rcmspecialtiesinc@gmail.com



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for All of Us®

MEMORANDUM

TO: Honorable Mayor Zeller and Lakeland Shores City Council

FROM: John D. Parotti, PE | City Engineer

DATE: July 3, 2018

RE: Pavement Crack Sealing Bids
SEH No. LAKSH 145435 14.00

On June 7, 2018, the Lakeland Shores City Council directed the City Engineer to request bids for pavement crack sealing of select streets. A solicitation for bids was sent to five contractors known to provide this service in the area. The City received one bid for pavement crack sealing in response to this request.

The bid received was submitted by Gopher State Sealcoat, Inc. of Savage, Minnesota in the amount of \$5,782. Gopher State Sealcoat Inc. has successfully completed similar projects in surrounding communities in the past.

The City Council was presented with a Capital Improvement Budget worksheet on June 7, 2018. That worksheet identified a need for approximately \$11,766 in pavement crack sealing in 2018.

Given that the contractor's bid is within the estimate provided to the Council in June, and past experience with the sole bidder has been positive, it is hereby recommended that the City award a contract for spray injection patching to RCM Specialties Inc. in the amount of \$5,782 as bid.

Attachment (contractor's bid)

\\sehn\projects\ko\laksh\145435\streets\crack sealing\2018\cc memo crack seal 2018_07_03.docx

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 156 High Street, Suite 300, New Richmond, WI 54017-1128
SEH is 100% employee-owned | sehinc.com | 715.246.9906 | 888.881.4281 | 888.908.8166 fax

The Bid is to be submitted on photocopies of this Bid Form and the attachments provided.

DOCUMENT 00 41 00

BID FORM

Total Amount of Bid \$ 5,782.-
Contractor's Name WPAK STAR SEALANTS, INC.
Telephone (952) 931-9188

PROJECT IDENTIFICATION: 2018 Bituminous Pavement Crack Sealing
City of Lakeland Shores, Minnesota
SEH No. LAKSH 145435

BIDS DUE: 5:00 p.m., Friday, July 6, 2018

TABLE OF ARTICLES

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Article 3 – Bidder's Representations	2
Article 4 – Bidder's Certification	2
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Article 6 – Time of Completion	3
Article 7 – Attachments To This Bid	4
Article 8 – Defined Terms	4
Article 9 – Bid Submittal	5

ARTICLE 1 – BID RECIPIENT

- 1.01 This Bid is submitted to: **The City of Lakeland Shores, Minnesota
c/o City Engineer, John Parotti, PE
Short Elliott Hendrickson Inc.
156 High Street, Suite 300
New Richmond, WI 54017**
- 1.02 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

ARTICLE 2 – BIDDER'S ACKNOWLEDGEMENTS

- 2.01 Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security. The Bid will remain subject to acceptance for 60 days after the day of Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.

3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels; and
4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

ARTICLE 5 – BASIS OF BID

No.	Street Name	Est. Length (ft.)	Est. Width (ft.)	Est. Area (sy.)	Unit	Bidder's Estimate of Cracks (LF)	Bid Price (\$)
1	Quinlan Ave. S. (4th St. S. to Division St.)	2,106	20	4,680	LS	2,840	1,988.-
2	Quinlan Ave. S. (Division St. to North End)	465	16	827	LS	140	98.-
3	Quinlan Ave. S. (South End to 2nd St. N.)	180	12	240	LS	100	70.-
4	Quinlan Ave. S. (2nd St. N. to 3rd St. N.)	320	20	711	LS	400	280.-
5	Quixote Ave. N. (3rd St. N. to Upper 3rd. N.)	575	16	1,022	LS	200	140.-
6	4th St. S. (Quinlan Ave. S. to East End)	380	12	507	LS	200	140.-
7	2nd St. S. (CSAH 18 to Quinlan Ave. S.)	910	20	2,022	LS	840	588.-
8	2nd St. S. (Quinlan Ave. S. to East End)	325	16	578	LS	400	280.-
9	Upper 1st St. S. (Quinlan Ave. S. to East End)	290	12	387	LS	240	168.-
10	1st St. S. (CSAH 18 to Quinlan Ave. S.)	920	20	2,044	LS	1,450	1,036.-
11	Division St. (CSAH 18 to Quinlan Ave. S.)	944	20	2,098	LS	750.-	546.-
12	Division Ct. (Quinlan Ave. S. to East End)	580	20	1,289	LS	640	448.-
Total Bid Price						\$ 5,782.-	

Unit Prices have been computed in accordance with Paragraph 13.03 of the General Conditions.

Bidder acknowledges that estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all Unit Price Bid items will be based on actual quantities, determined as provided in the Contract Documents.

ARTICLE 6 – TIME OF COMPLETION

- 6.01 Bidder agrees that the Work will be substantially complete and completed and ready for final payment in accordance with the Agreement.
- 6.02 Bidder accepts the provisions of the Agreement as to liquidated damages.

CITY OF LAKELAND SHORES
WASHINGTON COUNTY, MINNESOTA

Resolution No. 2018 - 04

A RESOLUTION APPOINTING ELECTION JUDGES FOR THE
AUGUST 14th, 2018 PRIMARY ELECTION AND
THE NOVEMBER. 6th, 2018 GENERAL ELECTION

WHEREAS, a State Primary Motion will be held on August 14, 2018; and the General Election will be held on November 6th, 2018;

WHEREAS, Minnesota Statute 20413.2 1, subd. 2, requires election judges for precincts in a municipality be appointed by the governing body of the municipality; and

WHEREAS, the City of Lakeland Shores has one precinct; and

WHEREAS, the following State of Minnesota residents have applied to serve as election judges and meet the qualifications established by the State of Minnesota

NOW THEREFORE BE IT RESOLVED, that the City of Lakeland Shores Council, in accordance with State Law, hereby appoints the following persons to serve as election judges for the Primary Election on August 14th, 2018 and the General Election on November 6th, 2018, approves payment of an hourly wage of \$11.00 and \$13.00 for Head Judges during election judge training and time served on election day.

Judith Savage

Sue Haines

Rachel Lorentzen

Dorier Greer

Joan Heldt

BE IT FURTHER RESOLVED, that in case an appointed judge is unable to serve, the clerk is authorized to find a substitute judge of the same political party for the judge who cannot serve.

BE IT FURTHER RESOLVED, additional judges may appointed upon completion of necessary election judge training.

Adopted by the City Council of the City of Lakeland Shores, on July 12, 2018,

By:

Brian Zeller, Mayor

ATTEST:

Interim Clerk

MEMORANDUM

SUBJECT: 2040 COMPREHENSIVE PLAN EXTENSION REQUEST

DATE: JULY 5, 2018

PREPARED BY: MARK NAGEL, CONSULTANT

BACKGROUND

As the City Council is aware, work on the City's 2040 Comprehensive Plan is nearly complete. Mandated by the Metropolitan Council, the Plan submission deadline for communities in the seven-county metropolitan area is December 31, 2018.

While the City's work program for the Comprehensive Plan project recognizes such deadline, the cost of completing an update of the City's Local Surface Water Management Plan (LSWMP) is prohibitive - it is estimated that the cost could approach \$9,000. As a result, this part of the Plan is approximately 6 months behind the original work program schedule. I have been in contact with the MSCWMO about assisting the city to update the current plan without creating a new one and they are currently reviewing it and have indicated their willingness to assist the City in doing it cost effectively.

While I remain confident that all parts will be done by the end of 2018, I am requesting that the City Council approve a request for a one-year extension to the Metropolitan Council's the 2040 Comprehensive Plan deadline (from December 31, 2018 to December 31, 2019) to be sure.

DISCUSSION:

The Metropolitan Council provides an opportunity for communities within the seven-county metropolitan area to request an extension to the 2040 Comprehensive Plan submission deadline (December 31, 2018). As part of such request, the following must be provided to the Metropolitan Council's Reviews Coordinator by May 31, 2018, but our Metro Council Sector Rep, Corrin Wendell, has assured me that the late request will be considered:

- 1) A City Council resolution directing the request for extension.
- 2) A completed 2040 Comprehensive Plan Extension Request Form, which will be completed upon Council approval of the Resolution.

A draft resolution is attached to this memorandum and if approved, then I will complete the Metro Council Extension Form for approval.

BUDGET IMPACT: There is no budget impact unless MSCWMO bills us for their time; although, I'm not anticipating this to occur.

ACTION REQUESTED:

Approval of Resolution 18- regarding a request to extend the Metropolitan Council's 2040 Comprehensive Plan submission deadline (from December 31, 2018 to December 31, 2019) and direct Staff to forward the 2040 Comprehensive Plan Extension Request to the Metropolitan Council Reviews Coordinator.

Attachments:

- City Council Resolution 18-

**CITY OF LAKELAND SHORES
WASHINGTON COUNTY, MINNESOTA**

RESOLUTION NO. 2018-04

**RESOLUTION DIRECTING STAFF TO REQUEST
AN EXTENSION TO THE METROPOLITAN COUNCIL'S
2040 COMPREHENSIVE PLAN SUBMISSION DEADLINE**

WHEREAS, the City of Lakeland Shores is required by Minnesota Statutes and the Metropolitan Council to adopt and update its Comprehensive Plan on a periodic basis; and

WHEREAS, the Metropolitan Council requires 2040 Comprehensive Plan updates to be submitted (to the Metropolitan Council) by December 31, 2018; and

WHEREAS, Lakeland Shores Staff with the assistance of a Consultant prepared, and the City Council approved, a 2040 Comprehensive Plan in April, 2018, which meets the Metropolitan Council's Plan submission deadline, but not a Local Water Supply Management Plan (LSWMP); and

WHEREAS, the City of Lakeland Shores intends to meet the content requirements imposed by Minnesota Statutes and the Metropolitan Council's guidelines, which includes a LSWMP;

WHEREAS, the City of Lakeland Shores has encountered significant costs in the preparation of the LSWMP, which has exceeded expectations, and is working with the Middle St. Croix Water Management Organization to complete the LSWMP; and

WHEREAS, such Staff resources and costs have resulted in the delay of the City to prepare the LSWMP;

WHEREAS, the lack of Staff and financial resources has impacted the ability of the City of Lakeland Shores to meet the required December 31, 2018 Comprehensive Plan submission deadline established by the Metropolitan Council; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council hereby directs Planning Staff to request a one-year extension to the Metropolitan Council's December 31, 2018 Comprehensive Plan submission deadline.

PASSED, ADOPTED AND APPROVED this 12th day of July, 2018.

Brian Zeller, Mayor

ATTEST:

Interim City Clerk