

Lakeland Shores City Council Meeting
July 11, 2019, 6:30 p.m.
Lake St. Croix Beach City Hall



- 1) Regular Council Meeting
 - Call to Order
 - Roll Call
 - Pledge of Allegiance
 - Adopt Agenda

- 2) Consent Agenda (Items may be pulled for discussion and/or separate action)
 - A) Approve Monthly Claims

- 3) Public Comments
 - A) Lower St. Croix Valley Community Foundation Board

- 4) Unfinished and New Business
 - A) Consideration of 2019 Street Project Bid
 - B) PUBLIC HEARING, Consideration of Resolution No. 2019-07, Amended CUP Application
 - C) Consideration of Youth Services Bureau Donation
 - D) Consideration of June 4, 2019 City Council Meeting Minutes

- 5) Council and Staff Reports
 - A) Staff Updates
 - i. City Engineer
 - ii. City Clerk

 - B) Mayor and Council Reports
 - i. Council Member Kopesky
 - ii. Council Member Schroeder
 - iii. Council Member Wilson (Council and Fire Department)
 - iv. Council Member Bischoff
 - v. Mayor Zeller

- 6) Adjourn

City of Lakeland Shores
Disbursement Detail - Claims to be Approved
June 1 through June 30, 2019

Checks Numbered		Description	Amount	
From	To			
EFT	4076	4080	AT & T, EFTPS, MN Pera, US Bank Visa, Xcel Energy	\$ 280.53
Payroll	6570	6573	Council Payroll June 2019	\$ 654.84
Vendor Checks	6574	6581	Vender Check Payments**	\$ 6,732.79
Total Claims to Be Approved			\$ 7,668.16	

**Attached Copy of Invoice for check listed below:

Check	Amounts	
Check 6578	S.E.H. - Engineering Services through 5/19	\$ 1,660.59
Check 6580	Washington County Assessments - 2019 Fee	\$ 2,432.87
Check 6581	Stenslund Inspections - Permits 19-02 & 19-03	\$ 565.97

Prepared by Judy Tetzlaff, Treasurer

Fund Name: All Funds

Date Range: 06/01/2019 To 06/30/2019

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Tota</u>
06/30/2019	EFTPS - EFT	4076	Medicare Tax - 2nd qtr 2019	N	Mayor/Council	100-41101-135-	\$ 30.48
		4076				100-41101-174-	\$ 30.48
	Total For Check	4076					\$ 60.96
06/30/2019	MN PERA - EFT	4077	PERA - June 2019	N	Mayor/Council	100-41101-121-	\$ 35.00
		4077				100-41101-173-	\$ 35.00
	Total For Check	4077					\$ 70.00
06/30/2019	Xcel Energy - EFT	4078	Acct # 51-6971717-9 Street Lighting - 16695 N 3rd St #640431230	N	Street Lighting	100-43160-381-	\$ 67.27
	Total For Check	4078					\$ 67.27
06/30/2019	US Bank Credit Card - EFT	4079	Inv#06142019 Stanke - Amended CUP Postage	N	General Management	205-41901-208-110	\$ 20.90
	Total For Check	4079					\$ 20.90
06/30/2019	AT & T Mobility (EFT)	4080	Inv#287268193497X06152018 Cell Phone	N	General Management	100-41901-321-	\$ 61.40
	Total For Check	4080					\$ 61.40
06/30/2019	Payroll Period Ending 06/30/2019	6570	Council PR - June	N	Mayor/Council	100-41101-106-	\$ 163.71
	Total For Check	6570					\$ 163.71
06/30/2019	Payroll Period Ending 06/30/2019	6571	Council PR - June	N	Mayor/Council	100-41101-106-	\$ 163.71
	Total For Check	6571					\$ 163.71
06/30/2019	Payroll Period Ending 06/30/2019	6572	Council PR - June	N	Mayor/Council	100-41101-106-	\$ 163.71
	Total For Check	6572					\$ 163.71
06/30/2019	Payroll Period Ending 06/30/2019	6573	Council PR - June	N	Mayor/Council	100-41101-106-	\$ 163.71
	Total For Check	6573					\$ 163.71
06/30/2019	City of Lake St Croix Beach	6574	Inv# Jul 2019 - RENTAL OF CITY HALL & CABINET RENTAL	N	General Management	100-41901-412-	\$ 125.00
	Total For Check	6574					\$ 125.00
06/30/2019	City of St Mary's Point	6575	Recycling Services - June 2019	N	Recycling	100-43241-405-	\$ 473.36
	Total For Check	6575					\$ 473.36

Fund Name: All Funds

Date Range: 06/01/2019 To 06/30/2019

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
06/30/2019	Cowboys N Clowns	6576	City Clerk Services - June 2019	N	Clerk	100-41425-310-	\$ 1,000.00
		Total For Check 6576					\$ 1,000.00
06/30/2019	Donald M. Fixmer	6577	Inv# 6/6/2019 Videographer	N	General Management	406-41901-405-201	\$ 75.00
		Total For Check 6577					\$ 75.00
06/30/2019	Short-Elliott-Hendrickson Inc	6578	Inv #368334 Engineering Services - May 2019	N	Engineering Services	100-43101-310-	\$ 666.29
		6578				205-43101-310-110	\$ 285.55
		6578				407-43101-310-301	\$ 708.75
		Total For Check 6578					\$ 1,660.59
06/30/2019	Judy A Tetzlaff	6579	Treasurer Services - June 2019	N	Treasurer	100-41510-310-	\$ 400.00
		Total For Check 6579					\$ 400.00
06/30/2019	Washington County Assessment Div	6580	2019 Assessing Fee	N	Assessing	100-41950-310-	\$ 2,432.87
		Total For Check 6580					\$ 2,432.87
06/30/2019	Stenslund Inspections	6581	Inv - June 2019 Bldg Prnt LS19-02 & 19-03	N	Building Inspections	100-42408-310-	\$ 565.97
		Total For Check 6581					\$ 565.97
		Total For Selected Checks					\$ 7,668.16



Invoice

Short Elliott Hendrickson, Inc. FEIN: 41-1251208 | 651.490.2000 | 800.325.2000

Invoice Number: 368334

#240
GF = 100 = 666.29
Del = 205 = 708.25
285.55
160.59



BILL TO:

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

Pay This Amount \$1,660.59
Due Date 08-JUL-19
Invoice Date 08-JUN-19
Bill Through Date 31-MAY-19
Terms 30 NET
SEH Customer Acct # 1384
Customer Project #
Agreement / PO # 145435

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: 5001 - Street Patching

Direct

Personnel	Hours	Amount
Senior Project Manager	0.75	\$142.79
	0.75	\$142.79

Task: 5001 Total: \$142.79

GF

Task: 5007 - Pavement Rejuvenator Project

Direct

Personnel	Hours	Amount
Senior Project Manager	0.25	\$47.60
	0.25	\$47.60

Task: 5007 Total: \$47.60

GF

Task: 5019 - 2019 Pavement Rehabilitation Project



Invoice

Invoice Number: **368334**

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

Task: 5019 - 2019 Pavement Rehabilitation Project

Direct

Personnel	Hours	Amount	
Staff Engineer	4.50	\$477.29	
Senior Project Manager	1.00	\$190.35	
Senior Admin Assistant	0.35	\$41.11	
	<u>5.85</u>		\$708.75

Task: 5019 Total: \$708.75

Road

Task: 9014 - 333 Quixote Avenue North; Preapplication Meeting

Direct

Personnel	Hours	Amount	
Senior Project Manager	2.50	\$475.90	
	<u>2.50</u>		\$475.90

Task: 9014 Total: \$475.90

GF 100

Task: 9015 - 165XX 1st Street South; CUP Amendment Application Review

Direct

Personnel	Hours	Amount	
Senior Project Manager	1.50	\$285.55	
	<u>1.50</u>		\$285.55

Task: 9015 Total: \$285.55

Dev

Invoice total **\$1,660.59**



PROPERTY RECORDS & TAXPAYER
 SERVICES
 14949 62ND ST N PO BOX 6
 651-430-6175
 STILLWATER MN 55082

#242

To: LAKELAND SHORES CITY
 PO BOX 246
 LAKELAND SHORES MN 55043

<i>Invoice</i>	
Invoice Number:	157545
Account Number:	20500
Due Date	7/1/19
Amount Enclosed:	\$ _____
Federal Tax Id:41-6005919	

Please return top portion with payment. Thank You.

Invoice						
Date	Number	Type	Due Date	Remark	Amount	
5/8/19	157545	Invoice	7/1/19	2019 ASSESSING FEE	\$2,432.87	
I declare under the penalties of law that this account claim or demand, is just and correct and no part of it has been paid. Please make check payable to Washington County and mail to the address above.					Invoice Total	\$2,432.87
					Sales Tax	
					Balance Due	\$2,432.87

LAKELAND SHORES
2019

	# parcels	Rate	Total	
Agriculture (Improved - Structure GTE \$25,000)	0	\$17.22	\$0.00	
Multi-Family (Townhome/Condo/Duplex)	0	\$6.16	\$0.00	
Residential (Single Family Improved - Structure GTE \$25,000)	121		\$2,032.90	
EMV <\$500,000	95	\$14.16	\$1,345.20	
EMV > or equal to \$500,000	26	\$26.45	\$687.70	
Vacant Land	51		\$58.05	
Ag	0	\$2.46	\$0.00	
Apt/C&I	2	\$2.46	\$4.92	
Exempt	25	\$0.33	\$8.25	
Res	24	\$1.87	\$44.88	
Manufactured Homes	0	\$9.85	\$0.00	
Personal Property & PILT	2	\$4.91	\$9.82	
Apartment (Improved - Structure GTE \$25,000)	0		\$0.00	
EMV <\$999,999	0	\$30.75	\$0.00	
EMV > or equal to \$1,000,000	0	\$43.05	\$0.00	
C&I (Improved - Structure GTE \$25,000)	6		\$332.10	
EMV <\$999,999	6	\$55.35	\$332.10	
EMV > or equal to \$1,000,000	0	\$92.25	\$0.00	
Exempt (Improved - Structure GTE \$25,000)	0		\$0.00	
EMV <\$999,999	0	\$6.16	\$0.00	
EMV > or equal to \$1,000,000	0	\$6.16	\$0.00	Cost per parcel
2019 Base Fee	180		\$2,432.87	\$13.52
New Construction	(count taken out of the lower tier base fee calc)			
Apartments	0	\$67.66	\$0.00	Start calendar year 2018
C&I	0	\$141.47	\$0.00	Start calendar year 2018
Exempt	0	\$122.99	\$0.00	Start calendar year 2018
Residential - Single Family	0	\$31.81	\$0.00	Start calendar year 2018
Residential - Townhome/Condo	0	\$12.30	\$0.00	Start calendar year 2018
New Construction Fee	0		\$0.00	
2019 BILLING	180		\$2,432.87	\$13.52

Rec # 245

STENSLAND INSPECTIONS

INVOICE

15199 8TH Street N

Stillwater, MN 55082

DATE: June 2019

BILLED TO:

City of Lakeland Shores Box 246 Lakeland Mn 55043

DATE DESCRIPTION

DATE	DESCRIPTION	
June 2019	Bldg Permits	
	LS19-02	\$104.75
	LS19-03	\$461.22
TOTAL		\$ 565.97



Building a Better World
for All of Us®

MEMORANDUM

TO: Mayor Zeller and Lakeland Shores City Council

FROM: John D. Parotti, PE | City Engineer (Lic. MN, WI)

DATE: July 3, 2019

RE: 4th Street South Mill & Overlay Project - Contractor Bid
SEH No. LAKSH 145435 14.00

At City Council direction a bid was requested from Minnesota Paving and Materials (formerly Hardrives) for the 4th Street South Mill & Overlay project. Minnesota Paving and Materials was recently awarded the Lakeland paving project and is the only paving contractor doing work in close proximity to Lakeland Shores.

A bid was received from Minnesota Paving and Materials on July 2, 2019 as follows:

Engineer’s Opinion of Probable Cost	\$50,000.00
Minnesota Paving and Materials Bid	\$55,304.73

The contractor’s bid is higher than the engineer’s opinion of probable cost by the amount of \$5,304.73. There are two primary reasons for the difference: 1) the project is small and therefore the City did not see lower price typically reflected on larger projects and, 2) the engineer’s opinion was provided in January using 2018 bids as the basis for the estimate. Asphalt prices have increased since 2018 and account for a significant portion of the increase.

Actions for Consideration

Upon review of the contractor’s bid, the City Council can consider the following actions:

1. Award a contract for paving to Minnesota Paving and Materials in the amount of \$55,304.73 and instruct the City Engineer to prepare the contract documents for signatures.
 - a. Option: The bid price above includes crosswalk using paint. Some communities use epoxy rather than paint because it’s more durable and lasts longer. Contractor would use epoxy at an additional cost of \$1,500 if that’s what the City wants. The total bid with epoxy crosswalk would be \$56,804.73.
2. Reject the bid from Minnesota Paving and Materials. (Note: this action could also include direction to rebid the project for 2019 construction or other direction at the pleasure of the Council).
3. Table the item and direct the City Engineer to contact other contractors to request bids. (Note: Minnesota Paving and Materials is the closest paving contractor to the project. The last time another paving contractor submitted a lower bid was for a project in Lakeland in 2004).

Attachment

\\sehn\projects\ko\laksh\145435\streets\2019 4th m&o\contractor bids\memo contractor bid 2019_07_03.docx

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 \$ 55,304.73
Contractor's Name MN Paving & Materials
Telephone 763-428-8886

PROJECT IDENTIFICATION: 4th Street South Mill and Overlay
Lakeland Shores, Minnesota
SEH No. LAKSH 145435

BIDS DUE: 12:00 p.m., Wednesday, July 3, 2019

TABLE OF ARTICLES

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ARTICLE 1 – BID RECIPIENT

1.01 This Bid is submitted to: **City of Lakeland Shores, Minnesota**
c/o John Parotti, PE | City Engineer
SEH
156 High Street, Suite 300
New Richmond, WI 54017
iparotti@sehinc.com

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.

ARTICLE 3 – BIDDER'S REPRESENTATIONS

3.01 In submitting this Bid, Bidder represents that:

- A. Bidder has examined and carefully studied the Bidding Documents, and any data and reference items identified in the Bidding Documents, and hereby acknowledges receipt of the following Addenda:

Addendum No.	Addendum Date
_____	_____
_____	_____
_____	_____

- B. Bidder has visited the Site, conducted a thorough, alert visual examination of the Site and adjacent areas, and become familiar with and satisfied itself as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
- C. Bidder is familiar with and is satisfied as to all Laws and Regulations that may affect cost, progress and performance of the Work.
- D. Bidder has carefully studied all reports of explorations and tests of subsurface conditions at or adjacent to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings.
- E. Bidder has considered the information known to Bidder itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Bidding Documents; and any Site-related reports and drawings identified in the Bidding Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder, and (3) Bidder's safety precautions and programs.
- F. Bidder agrees, based on the information and observations referred to in the preceding paragraph, that no further examinations, investigations, explorations, tests, studies, or data are necessary for the determination of this Bid for performance of the Work at the price(s) bid and within the times and in accordance with the other terms and conditions of the Bidding Documents.
- G. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
- H. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and confirms that the written resolution thereof by Engineer is acceptable to Bidder.
- I. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance and furnishing of the Work.

ARTICLE 4 – BIDDER'S CERTIFICATION

4.01 Bidder certifies that:

- A. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation;
- B. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid;
- C. Bidder has not solicited or induced any individual or entity to refrain from bidding; and

D. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 4.01.D:

1. "corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process;
2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
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

5.01 Bidder will complete the Work in accordance with the Contract Documents for the following price(s):

UNIT PRICE BID

UNIT PRICE SCHEDULE

Item No.	Description	Unit	Est. Quantity	Bid Unit Price	Bid Price
01 55 25.1	TRAFFIC CONTROL	LS	1	\$ <u>2500.00</u>	\$ <u>2500.00</u>
01 71 13.1	MOBILIZATION	LS	1	\$ <u>3000.00</u>	\$ <u>3000.00</u>
02 41 33.1	ADJUST VALVE BOX - WATER	EA	1	\$ <u>350.00</u>	\$ <u>350.00</u>
32 01 16.1	MILL BITUMINOUS SURFACE (0"-2") (P)	SY	1951	\$ <u>4.25</u>	\$ <u>8291.75</u>
32 11 22.1	AGGREGATE SHOULDERING, CLASS 2 (IMPORTED)	TON	60	\$ <u>40.00</u>	\$ <u>2400.00</u>
32 12 13.1	BITUMINOUS MATERIAL FOR TACK COAT	GAL	98	\$ <u>0.01</u>	\$ <u>0.98</u>
32 12 16.1	WEARING COURSE MIX SPEC 2360 (SPWEA330B)	TON	370	\$ <u>83.00</u>	\$ <u>30,710.00</u>
32 12 16.2	WEARING COURSE MIX SPEC 2360 (SPWEA330B) (PATCH) (R & R)	SY	234	\$ <u>28.00</u>	\$ <u>6552.00</u>
32 17 23.1	PAVEMENT MARKING, PAINT CROSSWALK, WHITE	LS	1	\$ <u>1500.00</u>	\$ <u>1500.00</u>
TOTAL BID PRICE				\$	<u><u>55,304.73</u></u>

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 Paragraph 15.06 of the General Conditions on or before the dates or within the number of calendar days indicated in the Agreement.
- 6.02 Bidder accepts the provisions of the Agreement as to liquidated damages.

ARTICLE 7 – ATTACHMENTS TO THIS BID

- 7.01 The following documents are attached to and made a condition of this Bid:
- A. Required Bid security.
 - B. List of Proposed Subcontractors.
 - C. List of Proposed Suppliers.
 - D. List of Project References.
 - E. Affidavit of Non-Collusion.
 - F. Verification of Compliance with Minnesota Statute 16C.285.

ARTICLE 8 – DEFINED TERMS

- 8.01 The terms used in this Bid with initial capital letters have the meanings stated in the Instructions to Bidders, the General Conditions, and the Supplementary Conditions.

ARTICLE 9 – BID SUBMITTAL

9.01 This Bid submitted by:

If Bidder is:

An Individual

Name (typed or printed): _____

By: _____ (SEAL)
(Individual's signature)

Doing business as: _____

A Partnership

Partnership Name: _____ (SEAL)

By: _____
(Signature of general partner - attach evidence of authority to sign)

Name (typed or printed): _____

A Joint Venture

Name of Joint Venturer: _____

First Joint Venturer Name: _____ (SEAL)

By: _____
(Signature of first joint venture partner - attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____

Second Joint Venturer Name: _____ (SEAL)

By: _____
(Signature - attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____

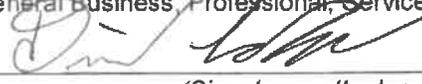
(Each joint venturer must sign. The manner of signing for each individual, partnership, and corporation that is a party to the joint venture should be in the manner indicated above.)

A Corporation

Corporation Name: OMG Midwest DBA MN Paving & Materials (SEAL)

State of Incorporation: Delaware

Type (General Business, Professional, Service, Limited Liability): Business

By: 
(Signature - attach evidence of authority to sign)

Name (typed or printed): Daniel LoBello

Title: P.M. (CORPORATE SEAL)

Attest: 
(Signature of Corporate Secretary)

Date of Qualification to do business in Minnesota is 12/24/07
(State Where Project is Located)

9.02 Contact Information

Bidder's Business Address: 14475 Quiram Dr
Rogers, MN 55374

Phone: 763-428-8886 Facsimile: _____ E-mail: Dan.LoBello@MinnPM.com

Submitted on 7/3/19, 2019.

State Contractor License No. 9215290 (If applicable)

Paid 5/22/19
Check # 7167
\$1,100.⁰⁰

City of Lakeland Shores
P.O. Box 246 Lakeland Shores, Minnesota 55043

Tel. (651) 436-6964

Fax (651) 436-6964

Application for a Conditional Use Permit

1. Name and address of applicant Telephone No.

Tim Staake Home: 651-436-3383
1378 Quinlan Ave. S. Office: "
Lakeland, MN 55043 Fax: NA
Cellular: "

2. Legal description of property including street address: Property ID 02.028.20.12.0013
Century Park Lot G Block 2

3. Site plan drawn to scale showing parcel and building dimensions including an up to date survey of the real property involved.

Attach up to date survey and site plan to scale, showing:

- a. parcel dimensions
- b. location, dimensions, and square footage of all existing structures and proposed building(s), including heights, setbacks, floor plans and elevations
- c. curb cuts, driveways, access roads, parking spaces, off-street loading areas, and sidewalks,
- d. elevations and bluff line(s) existing

4. Landscape and screening plans

existing

5. Finished grading and drainage plans sufficient to drain and dispose of all surface water

existing

6. Type of business or activity and proposed number of employees

used car sales

7. Proposed floor plan and elevations of any building with use indicated

NA

8. Sanitary sewer and water plan. Must be approved by Washington County Department of Health.

existing

9. Soil type and soil limitations for the intended use. If severe soil limitations for the intended use are noted, a plan or statement indicating the soil conservation practice or practices to be used to overcome said limitation shall be made part of the application. NA - there are none

10. A location map showing the general location of the proposed use within the community.

included

11. A map showing all principle land use within 500 feet of the parcel for which the application is being made.

included

12. Proof of ownership of the property for which the conditional use permit is requested, consisting of an abstract of title or registered property certificate, certified by a licensed abstractor, together with any unrecorded documents whereby the petitioners acquired legal or equitable ownership.

13. An accurate list of names and addresses of the record owners of all property within 500 feet. Provide list on address labels.

Included

Enclose the application fee (non-refundable) in the amount of \$100. In addition to the non-refundable fee, the undersigned applicant agrees to deposit an amount of \$1000 to cover review costs incurred by the City, and to reimburse the City for any costs which may exceed the deposit.

The City Council holds regular meetings on the first Thursday of the month at 6:30 p.m. at the Lakeland City Hall, 690 Quinnell Avenue North, Lakeland, Minnesota.

Dated: 5-20-2019
[Signature]

Applicant(s)

Zoning Administrator Review

Application accepted as: complete
 X incomplete

If incomplete, information required to complete: Site Plan - Letter of Intent

- 1. Application fee \$ 300
 - 2. Cost deposit \$ 800
 - 3. Other \$
- Total enclosed \$ \$1,100.00

Zoning Administrator

[Signature]

City Clerk

Date received

5/22/19

Date received

Variations shall only be granted where there are particular hardships which make the strict enforcement of the Ordinance impractical. Hardship means the proposed use of the property and associated structures in question cannot be established under the conditions allowed by the Ordinance; the plight of the landowner is due to circumstances unique to his property, not created by the landowner; and the variance, if granted, will not alter the essential character of the locality. Economic considerations alone shall not constitute a hardship for the reasonable use of the property and associated structures under the conditions allowed by the ordinance. In addition, no variance shall be granted that would permit any use that is prohibited by the ordinance in which the subject property is located. Conditions may be imposed in the granting of a variance to insure compliance and to protect adjacent properties and the public interest. Please provide 10 copies of all information requested (one set of labels).

June 3, 2019

TO: City of Lakeland Shores

FROM: Tim Stanke

1378 Quinlan Avenue S

Lakeland, MN 55043

SUBJECT: Letter of Intent

RE: Amended Conditional Use Permit

PID: 02.028.20.12.0013 and 02.028.20.12.0014

Century Park Lot 6 Block 2 and Century Park Lot 7 Block 2

1. We are proposing to triple the size of car area on the existing lot. A Conditional Use Permit was issued in 2004 for this purpose.
2. A Site Plan drawn to scale showing the parcel and proposed area for car use is attached. The site material is same as existing.
3. There is no proposed additional landscape or screening plan.
4. There is no additional grading or drainage plan.
5. The type of business is used car sales and no additional employees will be added.
6. There is no proposed floor plan or building being proposed at this time.
7. There is existing sewer and water on the site that has been approved and no changes or additions are being proposed.
8. There are no severe soil limitations on the proposed site.
9. A location map showing the property is attached.
10. Proof of ownership has been provided to the City.

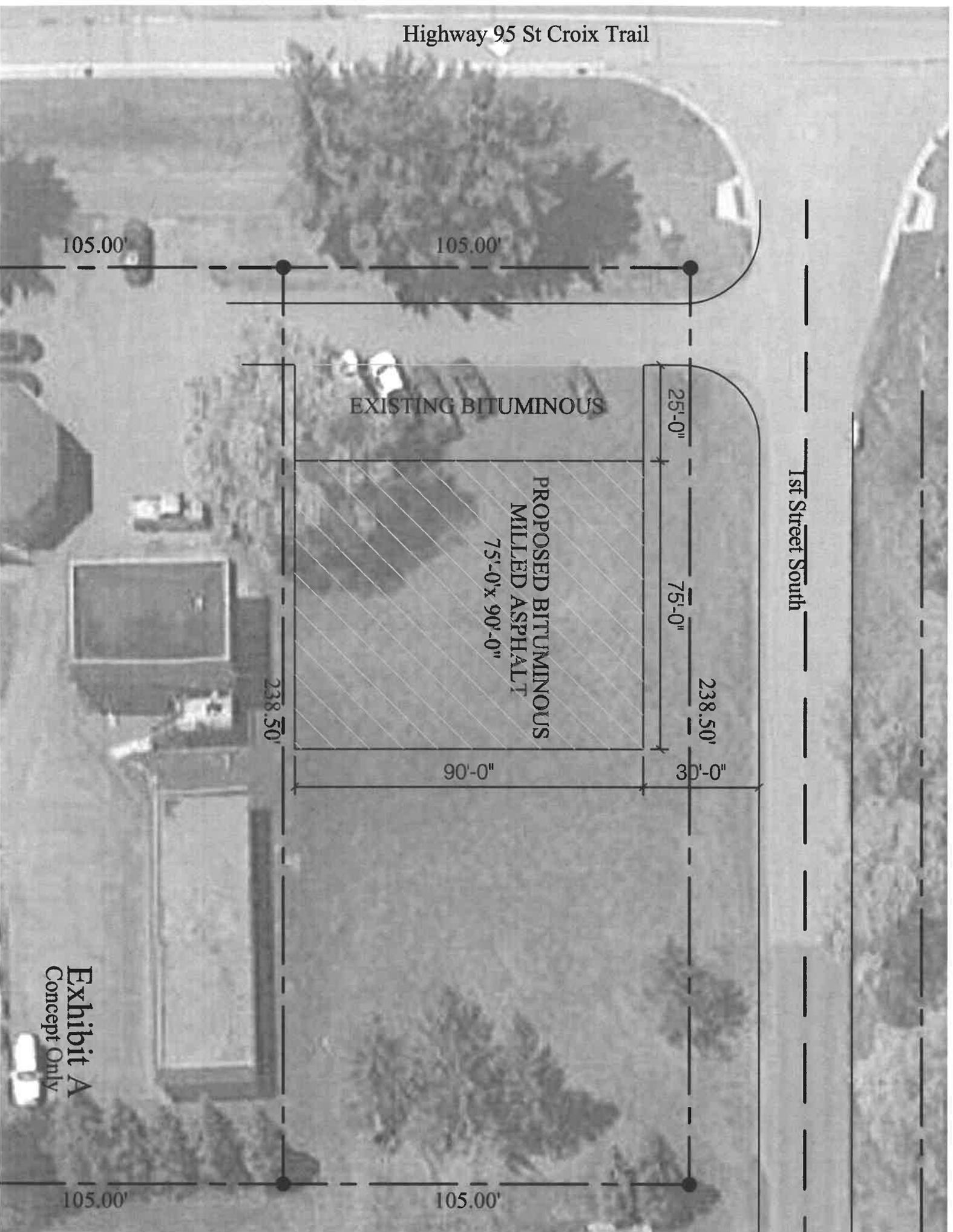
11. An accurate list of names and addresses for all properties within 500 feet has been provided.
12. All fees and escrows have been paid in full.

Sincerely,

A handwritten signature in black ink, appearing to read "Tim Stanke". The signature is written in a cursive style with a long horizontal flourish extending to the right.

Tim Stanke
Applicant

Highway 95 St Croix Trail



105.00'

105.00'

EXISTING BITUMINOUS

PROPOSED BITUMINOUS
MILLED ASPHALT
75'-0" x 90'-0"

25'-0"

75'-0"

238.50'

238.50'

90'-0"

30'-0"

1st Street South

Exhibit A
Concept Only

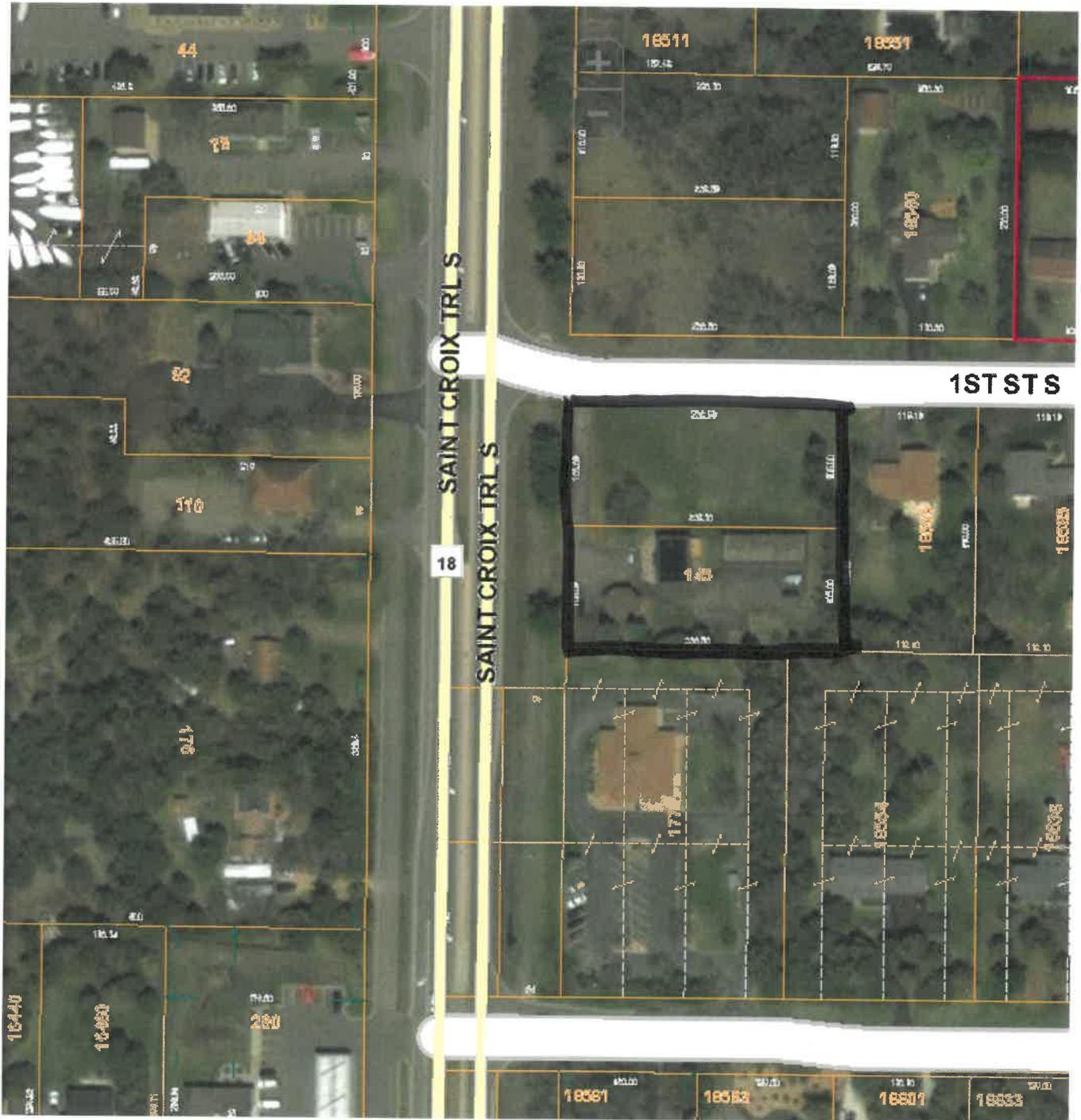
105.00'

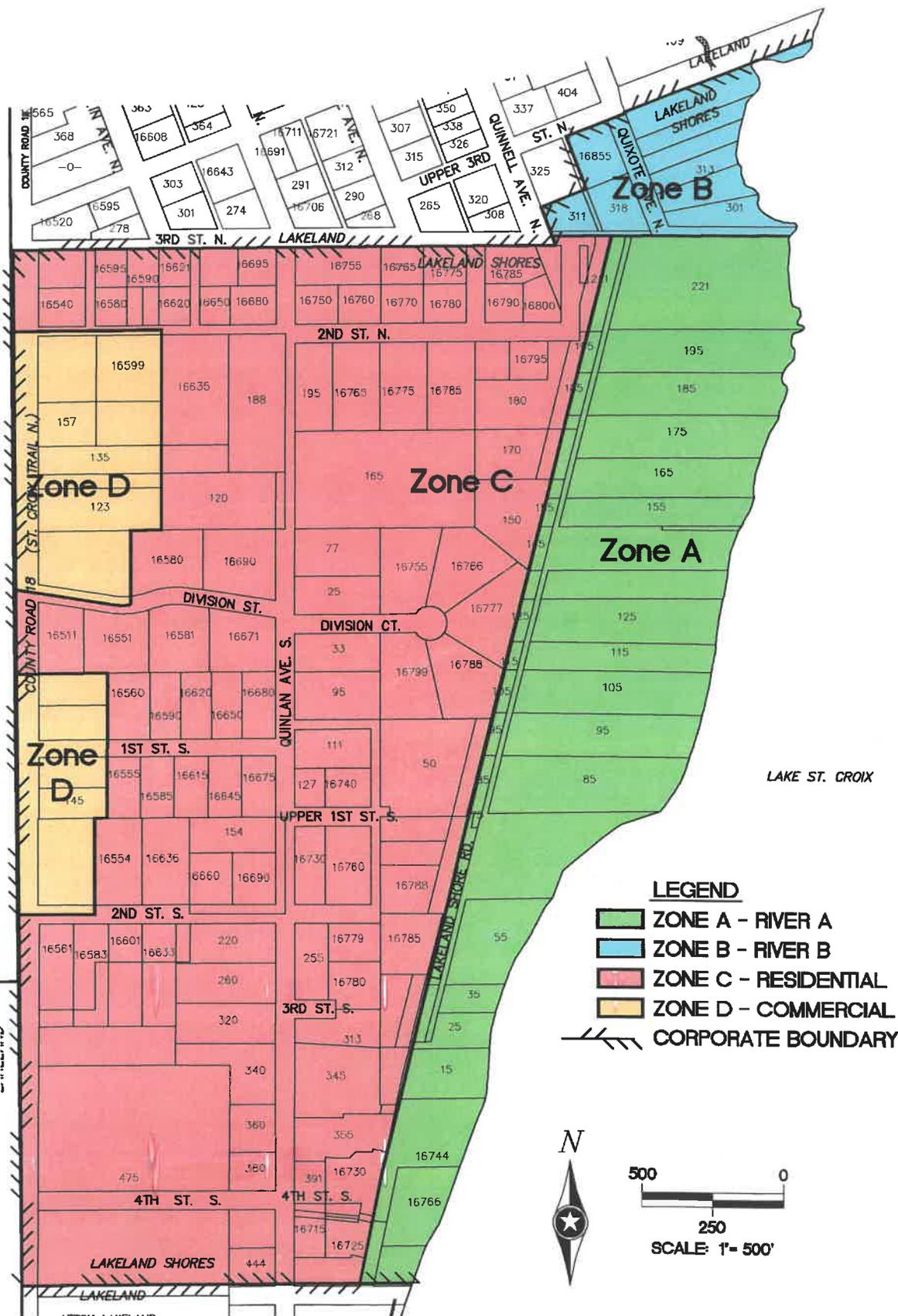
105.00'



[Sign in](#)

Property Viewer





\\SPFILEST\SP\LA\K\LA\K\020100\ACAD\ZONING.DWG
 DATE: 02-08-06 TIME: 1:56 pm USER: JPARDOTT
 XREFS: \\SPFILEST\SP\LA\K\LA\K\COMMON\BDD007.ASB



ZONING MAP

LAKELAND SHORES,
MINNESOTA

REVISED FEBRUARY 2, 2008

RESOLUTION NO. 2010-1-2

CITY OF LAKELAND SHORES

RESOLUTION GRANTING CONDITIONAL USE PERMIT

WHEREAS, the Applicant named below has applied for an amendment to the Conditional Use Permit to the premises described below; and

WHEREAS, the Applicant seeks to operate a Used Car Sales Lot; and

WHEREAS, the Applicant has applied for a Conditional Use Permit; and

WHEREAS, the City Council, after notice and public hearing, has made the following findings:

- a. The subject premises are located in the City of Lakeland Shores, County of Washington, State of Minnesota, and are legally described as follows:

Lot 7, Block 2, Century Park

- b. That the proposed use is not inconsistent with the health, safety and welfare of the residents of the City, subject to appropriate conditions.

NOW, THEREFORE, The City Council for the City of Lakeland Shores resolves that the requested Conditional Use Permit be granted subject to the following conditions:

1. That the application for a Conditional Use Permit shall be incorporated herein by reference and shall remain on file with the City Clerk. The property subject to the Conditional Use Permit is located in the State of Minnesota, County of Washington, City of Lakeland Shores and is described as follows:

Lot 7, Block 2, Century Park

2. Yard lights shall be shaded and angled to light the immediate area only, and shall in all other respects conform to the City Zoning Code. No neon lights or signs are permitted, and no commercial lights are permitted.
3. Signage on the building shall conform to the City Sign Ordinance. Any free-standing signs shall require a permit.
4. Removal of trees is prohibited, and the existing tree canopy must be maintained. If a tree must be moved, it must be replaced by a tree of like size.
5. Not more than up to ten (10) vehicles may be offered for sale and may be parked outside if stored in a neat and orderly manner. Vehicles with more than 2 axels may not be displayed or offered for sale at this location.
6. The septic system must be maintained in good working order.
7. Hours of operation shall be limited to 9:00 a.m. to 6:00 p.m., Monday through Friday, and 9:00 a.m. to 5:00 p.m. on Saturdays, with no operations on holidays. There shall be no deliveries after 6:00 p.m. This restriction shall not apply to office personnel.
8. No salvage yard appearance is permitted. The city reserves the right to require fencing or screening if the appearance or the permit become a burden to the neighbors.
9. Only those hazardous liquids or waste permitted by the Washington County Health Department and the MPCA may be temporarily held on the premises. Applicant must abide by the MPCA rules regarding the disposal of oil, grease and fluids.
10. This resolution shall, be recorded in the Office of the County Recorder for Washington County and shall be binding on the property owners, their successors, heirs and assigns.
11. The property owner shall consent in writing to the issuance and recordation of this permit, waiving any objection thereto, and further shall consent to the entry on the described property by City Council Members or City staff, including contractors, when reasonably necessary for the purposes of inspection, replacement or restoration work.
12. This Conditional Use Permit shall be subject to review by the City upon complaint.

STAFF REPORT

TO: City Council Members

Date: July 2, 2019

FROM: Interim Clerk

RE: Amended Conditional Use Permit Application

PROJECT SUMMARY

Applicant: Tim Stanke	Request: Amend Conditional Use Permit to Increase Parking Lot Size
Owner: Tim Stanke	Owner's Property Zoning/Guiding: Commercial
Owner Address: 1378 Quinlan Avenue S Lakeland, MN 55043	Property PID: 02.028.20.12.0013 and 02.028.20.12.0014 Century Park Lot 5 Block 2 and Century Park Lot 7 Block 2

The Applicant, Mr. Tim Stanke, has applied for an amended Conditional Use Permit to include the additional parking of used cars on the current site. A full copy of the Applicant's narrative and all submittal documents are included in the application.

BACKGROUND

A Conditional Use Permit was approved and issued to the property site in 2010 subject to conditions of approval set forth by the City Council. The Conditional Use Permit stipulated "not more than up to ten (10) vehicles may be offered for sale and may be parked outside if stored in a neat and orderly manner. Vehicles with more than 2 axels may not be displayed or offered for sale at this location."

ANALYSIS

Section 151.006 (E) (10) of the City's Zoning Ordinance allows for amendments to a current Conditional Use Permit. The Ordinance states "An amended Conditional Use Permit application may be administered in a manner similar to that required for a new Conditional Use Permit. The proposed use is a permitted use through the Conditional Use Permit.

When considering the proposed amended Conditional Use Permit, the City Council should consider, at a minimum, the following:

1. Are the proposed changes compatible with existing regulations and standards within the affected/applicable zoning district?
2. Will the proposed changes have a negative impact on the health, safety and welfare of the community?
3. If the proposed changes are found to be consistent; are there additional considerations that should be addressed as part of the ordinance amendments that were not contemplated in the Application?

ZONING

The proposed amendment to the existing Conditional Use Permit appears to be consistent with City Code relating to the all setbacks, use, and impervious surface.

APPLICATION REVIEW

Staff provides the following elements specific to the proposed amended Conditional Use Permit:

- The request is to triple the size of car area on the existing lot: Three additional rows of ten cars each. The additional rows are consistent with the current row at 75 feet by 90 feet wide. The proposed parking site area is the same as the existing parking area.
- A Site Plan drawn to scale showing the parcel and proposed area for car use is attached.
- There is no proposed additional landscape or screening plan.
- There is no additional grading or drainage plan.
- The type of business is used car sales and no additional employees will be added.
- There is no proposed floor plan or building being proposed at this time.
- There is existing sewer and water on the site that has been approved and no changes or additions are being proposed.
- There are no severe soil limitations on the proposed site.
- A location map showing the property is attached.
- Proof of ownership has been provided to the City.
- An accurate list of names and addresses for all properties within 500 feet has been provided.
- All fees and escrows have been paid in full.

PUBLIC HEARING

A duly noticed public hearing has been scheduled on July 11, 2019 at 6:30 PM to consider the amended Conditional Use Permit application.

RECOMMENDATIONS/REQUESTED ACTION

Staff is seeking discussion, review and a recommendation regarding the amended Conditional Use Permit application. A draft resolution is included for City Council consideration.



Helping youth and families learn the skills they need to be more successful at home, in school and throughout the community.

www.ysb.net

City of Lakeland Shores
Attn: Mayor Brian Zeller
P.O. Box 246
Lakeland, MN 55043

Dear Brian,

Thank you for the City of Lakeland Shores's past support of Youth Service Bureau's (YSB) mission to *help youth and families learn the skills they need to be more successful at home, in school and throughout the community*. In 2018, your contribution to YSB was \$500. Like all nonprofit organizations, our cost of doing business (salaries, rent, benefits, etc.) increases each year. Please consider increasing your contribution by 3% to help defray those costs and keep the best possible staff employed at YSB.

For 43 years, YSB has pursued our goal to give youth and families the support they need at the first sign of challenges; early intervention helps avoid significant future consequences and costs, benefitting youth and the communities that they live in. By accessing YSB's youth-focused family counseling services, diversion programs, chemical health support and parent education, youth and families are better equipped to handle life's challenges and learn from their mistakes.

YSB's programs are based on promoting prevention and early intervention strategies. When help is needed, early and immediate interventions support better learning and increase positive outcomes. YSB's program Areas:

- **Youth-Focused Family Counseling (Mental Health)** services help youth who are just beginning to struggle with challenges in their lives and provides support to parents and caregivers. 77% of parents have indicated that their child's issues were resolved or manageable in follow-up of closed cases.
- **School-Based Chemical Health** specialists are a critical resource for students, families and school staff. We provide direct student support services and prevention services. 80% of youth have indicated an increased resilience to chemical use.
- **Diversion Programs** are early-intervention programs that hold youth accountable for inappropriate actions, such as theft, curfew violation, fighting, and chemical use, without creating a juvenile record. YSB involves parents and caregivers in the process, giving families needed support. 84% of youth completing our programs have not reoffended in the following 12 months.
- **Youth and Family Education** program provides current, relevant, and supportive information to families and the wider community. We also provide schools with staff and classroom presentations to educate them about anxiety, chemical use, and social media use. 98% of respondents from 92 community and 158 school-based presentations indicated that the content was good or great and useful or very useful.

Referrals to all our services are welcome from anyone concerned about a youth's behaviors, choices and/or mental health. This includes parents, teachers, school administrators, social workers, school officer liaisons, and youth themselves. Washington County Police and Court referrals are common for YSB's Diversion services for situations involving law enforcement.

Last year, YSB provided over **8000** hours of services to over **14,000** youth and families through YSB's program areas to make a real difference in their lives by improving school performance and healthy outcomes, reducing truancy and court costs, educating youth and parents, and providing needed social services.

With support from our municipal and community partners, donors and volunteers, YSB ensures that families never have to face life's challenges alone. Working together we show that when young people and their families are provided accurate information and effective support, they can make better choices, improving their lives and benefitting the entire community.

If you would like to schedule a short presentation about our work in the community at an upcoming City Council meeting, please contact Barbara Ohs at 651-439-8800. Thank you for your past support in finding local solutions that help youth and their families make better choices and have brighter futures. We appreciate your consideration of our request and look forward to your response.

Sincerely,

A handwritten signature in black ink, appearing to read "R. Sherman, Jr.", written in a cursive style.

Robert T. Sherman, Jr.
Executive Director

Lakeland Shores City Council Meeting Minutes | 2019 June 6

Regular City Council Meeting

Lakeland Shores City Council Meeting Call to Order: Council Member Kopesky opened the June 6, 2019 City Council meeting at 6:30 p.m.

Council Present: Council Member Randy Kopesky, Council Member Tim Schroeder and Council Member Tom Wilson

Council Absent: Council Member John Bischoff and Mayor Brian Zeller

Staff Present: 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. Council Member Schroeder seconded the motion. Motion carried 3-0. Agenda approved as presented.

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

- A) Approve April 4, 2019 City Council Meeting Minutes
- B) Approve Monthly Claims

Council Member Wilson made a motion to approve Consent Agenda as presented. Council Member Schroeder seconded the motion. Motion carried 3-0. Consent Agenda approved as amended.

Public Comments

Washington County Sheriff's Deputy came forward and stated all is well within the City. The marinas are now open and the no wake zone restrictions may be lifted this weekend.

Council Member Kopesky congratulated Mr. Fixer, Video Technician for his thirty years of services within Washington County.

Unfinished and New Business:

Consideration of 2019 Rejuvenator Project Bid – Council Member Schroeder advised the Road Commissioner recommended accepting the bid in the amount of \$1,045.80.

Council Member Kopesky moved to approve the 2019 Rejuvenator Project Bid in the amount of \$1,045.80. Council Member Wilson seconded the motion. Motion carried 3-0. Bid was approved.

Lakeland Shores City Council Meeting Minutes | 2019 June 6

Consideration of 2019 Street Patching Bid – Council Member Schroeder stated the Road Commissioner would like to move forward with the 2019 Street Patching bid in the amount of \$3,325.00 and do only a portion of the City.

Council Member Wilson moved to accept the 2019 Street Patching Bid in the amount of \$ 3,325.00 .Council Member Schroeder seconded the motion. Motion carried 3-0. The Street Patching Bid was approved.

Consideration of Resolution No. 2019-06, Approving State of Minnesota Joint Powers Agreement on Behalf of Police Department and Attorney – Council Member Kopesky advised the Joint Powers Agreement is routine and supports the prosecuting attorney obtaining records for City prosecution.

Council Member Kopesky moved to adopt Resolution No. 2019-06, as presented. Council Member Wilson seconded the motion. A roll call vote was taken and the motion carried 3-0. Resolution No. 2019-06 was approved.

Council and Staff Reports:

City Engineer – No Engineering Report.

City Clerk/Zoning Administrator Report – The Interim Clerk reported on the participation on Clean Up Day noting it was successful.

Mayor and Council Reports:

Council Member Wilson –

Council Member Kopesky -

Adjourn: Council Member Kopesky made a motion to adjourn the meeting. Council Member Schroeder seconded the motion; Motion carried 3-0. Council Member Kopesky adjourned the meeting at 6:48 p.m.

City Council of Lakeland Shores

Brian Zeller, Mayor

Interim City Clerk

RESOLUTION NO. 2019-07

CITY OF LAKELAND SHORES

RESOLUTION GRANTING CONDITIONAL USE PERMIT

WHEREAS, the Applicant named below has applied for an amendment to the Conditional Use Permit to the premises described below; and

WHEREAS, the Applicant seeks to operate a Used Car Sales Lot; and

WHEREAS, the Applicant has applied for a Conditional Use Permit; and

WHEREAS, the City Council, after notice and public hearing, has made the following findings:

- a. The subject premises are located in the City of Lakeland Shores, County of Washington, State of Minnesota, and are legally described as follows:

Lot 6, Block 2, Century Park, Lot 7, Block 2, Century Park

- b. That the proposed use is not inconsistent with the health, safety and welfare of the residents of the City, subject to appropriate conditions.

NOW, THEREFORE, The City Council for the City of Lakeland Shores resolves that the requested Conditional Use Permit be granted subject to the following conditions:

1. That the application for a Conditional Use Permit shall be incorporated herein by reference and shall remain on file with the City Clerk. The property subject to the Conditional Use Permit is located in the State of Minnesota, County of Washington, City of Lakeland Shores and is described as follows:

Lot 6, Block 2, Century Park, Lot 7, Block 2, Century Park

2. Yard lights shall be shaded and angled to light the immediate area only, and shall in all other respects conform to the City Zoning Code. No neon lights or signs are permitted, and no commercial lights are permitted.
3. Signage on the building shall conform to the City Sign Ordinance. Any free—standing signs shall require a permit.
4. Removal of trees is prohibited, and the existing tree canopy must be maintained. If a tree must be moved, it must be replaced by a tree of like size.
5. Not more than up to ten (40) vehicles may be offered for sale and may be parked outside if stored in a neat and orderly manner. Vehicles with more than 2 axels may not be displayed or offered for sale at this location.
6. The septic system must be maintained in good working order.
7. Hours of operation shall be limited to 9:00 a.m. to 6:00 p.m., Monday through Friday, and 9:00 a.m. to 5:00 p.m. on Saturdays, with no operations on holidays. There shall be no deliveries after 6:00 p.m. This restriction shall not apply to office personnel.
8. No salvage yard appearance is permitted. The city reserves the right to require fencing or screening if the appearance or the permit become a burden to the neighbors.
9. Only those hazardous liquids or waste permitted by the Washington County Health Department and the MPCA may be temporarily held on the premises. Applicant must abide by the MPCA rules regarding the disposal of oil, grease and fluids.
10. This resolution shall, by the property owner, be recorded in the Office of the County Recorder for Washington County and shall be binding on the property owners, their successors, heirs and assigns. A recorded copy shall be provided to the City.
11. The property owner shall consent in writing to the issuance and recordation of this permit, waiving any objection thereto and further shall consent to the entry on the described property by City Council Members or City staff, including contractors, when reasonably necessary for the purposes of inspection, replacement or restoration work.
12. This Conditional Use Permit shall be subject to review by the City upon complaint.

13. All fees and escrows are paid in full.