



**VII. AWARDING OF CONTRACTS & PUBLIC HEARING:**

1. Award Contract—Project 2002-8: Middle School Watermain Loop
2. Public Hearing—Chapter 4 Ordinance Revision: Final Grade Survey Fee
3. Public Hearing—Preliminary Plat: Hidden Lane Addition (Whispering Drive & Pleasant Drive)

**VIII. REPORTS FROM CITY STAFF:**

**A. Public Works**

1. Second Reading—Adopt Chapter 4 Ordinance Revisions: Final Grade Survey Fee
2. Resolution—Adopting Final Grade Survey Fees

**B. Planning**

1. Resolution—Amended Site Plan: Hastings High School Accessory Building
2. Resolution—Negative Declaration for Environmental Impact Statement: Glendale Heights
3. Resolution—Site Plan: APL Fabricators (Commerce Drive)

**C. Administration**

1. Excel Energy Property Annexation Ordinance-First Reading & Schedule Public Hearing

**IX. COMMENTS FROM AUDIENCE:**

**X. UNFINISHED BUSINESS:**

**XI. NEW BUSINESS:**

**XII. REPORTS FROM CITY COMMITTEES, OFFICERS, COUNCILMEMBERS:**

**XIII. ADJOURNMENT:**

**Next Regular City Council Meeting on Monday, July 15, 2002**

**Hastings, Minnesota**  
**June 18, 2002**

The City Council of the City of Hastings, Minnesota met in a regular meeting on Tuesday, June 18, 2002 at 7:00 p.m. in the City Hall Council Chambers, 101 4<sup>th</sup> Street East, Hastings, Minnesota

**Members Present:** Councilmembers Hazlet, Hicks, Riveness, Moratzka, and Schultz  
Mayor Werner

**Members Absent:** Councilmember Yandrasits

**Staff Members Present:** David Osberg, City Administrator  
Shawn Moynihan, City Attorney;  
Melanie Mesko Lee, Administrative Assistant/City Clerk;  
John Hinzman, Planning Director;  
Marty McNamara, Parks & Recreation Director;  
Kevin Smith; City Forester

**Approval of Minutes**

Mayor Werner asked if there were any corrections or additions to the minutes of the regular meeting of June, 2002. Hearing none, the minutes were approved as presented.

**Consent Agenda**

City Attorney Moynihan requested that Item #4, Development Agreement—Westview Commons/Wendy's (Highway 55 & Westview Drive) be pulled from the Consent Agenda.

Moved by Councilmember Hicks, seconded by Councilmember Riveness, to approve the Consent Agenda as amended.

6 Ayes; Nays, None.

Copy of resolutions on file.

**COPY FROM JUNE 18**

1. Pay All Bills as Audited
2. Approve Offering Dental Insurance Program to Councilmembers
3. Table Public Hearing—Preliminary Plat: Mississippi Office Park (Highway 55 & Pine Street)
4. Development Agreement—Westview Commons/Wendy's (Highway 55 & Westview Drive)
5. Resignation & Vacation Leave Policy Amendments
6. Approve Massage Establishment License—Saande Chiropractic
7. Approve Rivertown Days Parade Route
8. Pay Estimate #6—Hydroelectric Powerhouse Modifications: Meisinger Construction (\$65,085.00)
9. Install Blind Person Warning Sign—9<sup>th</sup> and Pine Streets
10. First Reading & Order Public Hearing—Chapter 4 Ordinance Revision: Final Grade Survey Fee
11. Approve Surmountable Curb-35<sup>th</sup> Street: South Oaks

**Public Hearing—Preliminary Plat: Hidden Lane Addition (Whispering Drive & Pleasant Drive)**

Mayor Werner opened the Public Hearing at 7:02 p.m. Planning Director Hinzman stated that approval of the preliminary plat with the eight conditions listed in the Planner's report is requested, with clarification of conditions #6 and #7. Hearing no further comments, Mayor Werner closed the public hearing at 7:05 p.m.

**Preliminary Plat: Hidden Lane Addition (Whispering Drive & Pleasant Drive)**

Moved by Councilmember Hicks, seconded by Councilmember Riveness to approve the preliminary plat as presented.

6 Ayes; Nays, none.

**MnDOT Presentation—Request for Approval of Reforestation Plan for Highway 55**

Parks & Recreation Director McNamara presented background on the proposal to install reforestation along Highway 55 from Highway 61 to Jacob Avenue. Scott Robinson and Leslie Vermillion from MnDOT and Kevin Smith, City Forester, described the proposal and stated that as part of the reforestation project, the City would be responsible for maintenance. Annual maintenance is estimated to be approximately \$5,000.

Moved by Councilmember Hazlet, seconded by Councilmember Riveness to approve the concept project. Staff directed to come back to the Council for formal approval once the contract from MnDOT is received.

6 Ayes; Nays, none.

Parks & Recreation Director McNamara stated that the City has received the designation as Tree City USA for the 6<sup>th</sup> straight year. McNamara recognized City Forester Smith and Master Gardener Sherry Akins for their work on the City's parks and tree programs.

**Presentation by Excel Energy—Vandalism to Vermillion Falls Trail Light Poles**

Colette Jurek of Excel Energy stated that 22 light poles have been replaced along the Vermillion Falls Trail since 1998 at a cost of approximately \$25,000. Although increased patrolling has been done in this area, vandalism has not decreased. Jurek stated that due to the cost involved, the City would now be responsible for the cost of replacing future vandalized light poles along this trail. The current light poles are fiberglass; replacement poles can be either aluminum, fiberglass, or wood.

Moved by Councilmember Moratzka, seconded by Councilmember Schultz to order replacement poles in aluminum. Staff was also directed to evaluate ways in which the Tipster Program can be promoted in an effort to reduce vandalism.

6 Ayes; Nays, none.

**First Reading/Schedule Public Hearing—Amend City Code Chapter 9.84**

City Administrator Osberg stated that the Chamber of Commerce has revised its request to amend the City Code to permit alcohol in City parks between the hours of 6:00 p.m. and 8:00 a.m. during Rivertown Days. The requested action is for the City to donate approximately \$6,000 to pay for security and port-a-let costs.

Moved by Councilmember Riveness, seconded by Councilmember Moratzka to approve the request as amended.

6 Ayes; Nays, none.

**Special Use Permit: Wallin Floodway Fill**

Planning Director Hinzman stated that the Planning Committee of the Council reviewed this request at their June 13 meeting after the City Council tabled this issue at the June 3 Council meeting. The Planning Committee has recommended approval of this request.

Moved by Councilmember Moratzka, seconded by Councilmember Riveness to remove this item from the table.

Moved by Councilmember Moratzka, seconded by Councilmember Hazlet to approve the special use permit as presented.

6 Ayes; Nays, none.

**Comments From Audience**

Ed Stegman, 1111 Lyn Way, presented a petition against a sidewalk being installed along Lyn Way. City Administrator Osberg stated that Lyn Way is not projected to be reconstructed for 5-10 years and that public hearings would be held prior to any improvements being ordered. Administrative Assistant/City Clerk Mesko Lee accepted the petition.

**Adjournment**

Moved by Councilmember Schultz, seconded by Councilmember Riveness to adjourn the meeting at 7:39 p.m.

6 Ayes; Nays, None.

\_\_\_\_\_  
Mayor

ATTEST

\_\_\_\_\_  
City Clerk

City of Hastings  
 FM Entry - Invoice Payment - Department Report

Ranges: Fund: (A)  
 Dept Id: (A)  
 Program: (A)  
 Vendor #: (A)  
 Invoice #: (A)  
 Schedule Journal #: (R) 4295 - 4295  
 Bank #: (A)

Options: Print Ranges/Options: Y # of copies: 1  
 Page on Department: N

Department	Vendor Name	Description	Amount
ADMINISTRATION	BOISE CASCADE OFFICE	HANGING FOLDERS, FLAGS,	162.84
ADMINISTRATION	BOISE CASCADE OFFICE	WRISTREST/STAMP PAD	19.31
ADMINISTRATION	FARMER BROS CO.	COFFEE	23.92
ADMINISTRATION	GRAPHIC DESIGN	ENVELOPES	199.16
ADMINISTRATION	ICMA CONF. REGISTRAT	ICMA CONF REG OSBERG	495.00
ADMINISTRATION	IOS CAPITAL	JULY COPY CHARGES	368.25
ADMINISTRATION	LASERSHARP, INC.	PRINT CARTRIDGE	84.14
	Total for Department 105		1,352.62*
CITY CLERK	HASTINGS STAR GAZETT	NOTICE 2002 ELECTION OFF	22.80
CITY CLERK	HASTINGS STAR GAZETT	ORD #471 CONZEMMIUS PROPE	60.80
	Total for Department 107		83.60*
FINANCE	BENSON, LYNNE M.	MILEAGE	22.34
FINANCE	STARK, CHARLENE	GFOA CONF EXPENSES	775.97
FINANCE	WEBSTER, LORI A.	GFOA CONFERENCE HOTEL/ME	757.03
FINANCE	WEBSTER, LORI A.	GFOA CONFERENCE TRANSPOR	218.00
	Total for Department 120		1,773.34*
MAINTENANCE	MINNEGASCO,ACCT'S PA	MAY 13-JUNE 12 GAS	633.79
MAINTENANCE	NORTHLAND CHEMICAL S	CLEANING CHEMICALS	54.21
MAINTENANCE	ORKIN PEST CONTROL	JUNE 02 SERVICE	87.79
MAINTENANCE	SCHILLING PAPER CO.	PAPER SUPPLIES	136.75
MAINTENANCE	SIGN SOLUTIONS INC	NAMEPLATE SIGN	36.72
MAINTENANCE	T.D.'S CLEANING	PD CLEANING JUNE	1,150.80
MAINTENANCE	TOWER CLEANING SYSTE	CITY HALL CLEANING JUNE	1,196.21
MAINTENANCE	VOSS LIGHTING	LAMPS	36.68
MAINTENANCE	XCEL ENERGY	MONTHLY ELECTRICITY	3,346.20
	Total for Department 140		6,679.15*
M.I.S.	NORNES, STEPHANIE	MICROSOFT TECHNET SUBSCR	355.72
	Total for Department 160		355.72*
PUBLIC WORKS	COMMERCIAL ASPHALT C	BLACKTOP	1,671.05
PUBLIC WORKS	COMARK GOVERNMENT &	MEMORY UPGRADE LAPTOP	44.79
PUBLIC WORKS	COMARK GOVERNMENT &	MOBILE ADAPTER FOR LAPTO	32.22
PUBLIC WORKS	FRONTIER PRECISION I	LATH AND STAKES	491.50
PUBLIC WORKS	MINNEGASCO,ACCT'S PA	MAY 13-JUNE 12 GAS	56.88
PUBLIC WORKS	TERRY'S ACE HARDWARE	BRUSH/NOZZLE	6.58
PUBLIC WORKS	TERRY'S ACE HARDWARE	DISP CUPS	5.85

City of Hastings  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
PUBLIC WORKS	TERRY'S ACE HARDWARE	PAINTBRUSH/POLYCAST	9.56
PUBLIC WORKS	XCEL ENERGY	MONTHLY ELECTRICITY	12,875.24
		Total for Department 300	15,193.67*
MISCELLANEOUS	LEAGUE/MN CITIES INS	3RD QTR WORK COMP PREMIU	23,450.25
		Total for Department 600	23,450.25*
		Total for Fund 101	48,888.35*
PARKS AND RECREATION	AT&T	LONG DISTANCE CHARGES	16.40
PARKS AND RECREATION	CUSHMAN MOTORS	SEALS & GASKET	21.33
PARKS AND RECREATION	IOS CAPITAL	JULY COPY CHARGES	172.53
PARKS AND RECREATION	MINNEGASCO,ACCT'S PA	MAY 13-JUNE 12 GAS	202.03
PARKS AND RECREATION	MTI DISTRIBUTING COM	CREDIT	-1,917.00
PARKS AND RECREATION	MTI DISTRIBUTING COM	GROUNDSMASTER MOWER	69,163.23
PARKS AND RECREATION	TROPHIES PLUS	BENCH SIGN	7.45
PARKS AND RECREATION	XCEL ENERGY	MONTHLY ELECTRICITY	2,981.49
		Total for Department 401	70,647.46*
		Total for Fund 200	70,647.46*
PARKS AND RECREATION	ADOLPH KIEFER & ASSO	LIFEGUARD SUIT	51.58
PARKS AND RECREATION	AMERICAN RED CROSS	MANIKIN RENTAL	160.50
PARKS AND RECREATION	DIPPIN DOTS, INC.	4 ICE CREAM	351.00
PARKS AND RECREATION	DIPPIN DOTS, INC.	6 ICE CREAM	526.50
PARKS AND RECREATION	FIRST LINE BEVERAGES	SLUSH/PRETZEL/HOT DOGS/C	828.65
PARKS AND RECREATION	JOHNSON, DARBIE A.D	CONCESSION SUPPLIES	283.04
PARKS AND RECREATION	MIDWEST COCA-COLA BT	14 CASES POP	198.50
PARKS AND RECREATION	MINNEGASCO,ACCT'S PA	MAY 13-JUNE 12 GAS	3,389.16
PARKS AND RECREATION	RADKE ELECTRIC	BOILER RE-WIRE	422.00
PARKS AND RECREATION	SCHILLING PAPER CO.	RETURN LOTION	-128.46
PARKS AND RECREATION	SWANSON AMY	SWIM LESSON REFUND SYDNE	24.50
PARKS AND RECREATION	WALMART COMMUNITY BR	BARSTOOL/KETCHUP/CONCESS	51.41
PARKS AND RECREATION	WALMART COMMUNITY BR	CONCESSION START UP SUPP	93.05
PARKS AND RECREATION	WALMART COMMUNITY BR	CONCESSION SUPPLIES	136.54
PARKS AND RECREATION	WALMART COMMUNITY BR	CONCESSIONS/CLEANING SUP	77.41
PARKS AND RECREATION	WALMART COMMUNITY BR	INK CARTRIDGES/VELCRO/PA	40.85
PARKS AND RECREATION	WALMART COMMUNITY BR	RETURN	-5.20
PARKS AND RECREATION	WALMART COMMUNITY BR	TAPE/GLOVES/BROOM/BAGGIE	33.93
PARKS AND RECREATION	WALMART COMMUNITY BR	WAX/BATTERIES/AIR HORNS	83.77
PARKS AND RECREATION	XCEL ENERGY	MONTHLY ELECTRICITY	1,794.47
		Total for Department 401	8,413.20*
		Total for Fund 201	8,413.20*
HERITAGE PRESERVATIO	DOERMANN ELISABETH W	CONSULTING WAYSIDE PROJE	900.00
HERITAGE PRESERVATIO	IOS CAPITAL	JULY COPY CHARGES	174.22
HERITAGE PRESERVATIO	LANDSCAPE RESEARCH	HISTORIC DESIGN GUIDELIN	3,500.00
HERITAGE PRESERVATIO	ST. PAUL STAMP WORKS	NAME PLAQUE	29.33
HERITAGE PRESERVATIO	SPLIT ROCK STUDIOS	CONSULT/DESIGN WAYSIDE	19,250.00

City of Hastings  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
Total for Department 170			23,853.55*
Total for Fund 210			23,853.55*
FIRE	ANCOM COMMUNICATIONS	REPAIR PAGER	33.89
FIRE	ANCOM COMMUNICATIONS	REPLACEMENT CHARGER	107.57
FIRE	DALCO	PAPER PRODUCTS	226.46
FIRE	DUO SAFETY LADDER CO	CABLE REPAIR KIT	32.11
FIRE	GELHAR JAMES	SUPPLIES	16.91
FIRE	HOESCHEN, JAMES B.	SAFETY SHOES-SCHUTT	145.00
FIRE	HOESCHEN, JAMES B.	SAFETY SHOES-SKWERES	153.00
FIRE	IOS CAPITAL	JULY COPY CHARGES	180.50
FIRE	MINNEGASCO, ACCT'S PA	MAY 13-JUNE 12 GAS	168.15
FIRE	MOTOR PARTS SERVICE	FITTINGS/BOLT	5.37
FIRE	MOTOR PARTS SERVICE	FUSES	5.20
FIRE	MOTOR PARTS SERVICE	PARTS	20.69
FIRE	TARGET	WIRE/ORGANIZERS	23.95
FIRE	TERRY'S ACE HARDWARE	COATGRIP/SCREWS	12.36
FIRE	TERRY'S ACE HARDWARE	HOSE/POLY	28.20
FIRE	TERRY'S ACE HARDWARE	SHIPPING	13.07
FIRE	TERRY'S ACE HARDWARE	SHIPPING/GARBAGE BAGS	20.04
FIRE	U.S. POSTMASTER	STAMPS	185.00
FIRE	WALMART COMMUNITY BR	CUPS/CLEANERS	42.32
FIRE	WALMART COMMUNITY BR	LAUNDRY SOAP/CUPS	31.50
FIRE	WALMART COMMUNITY BR	QUICK FILE	7.42
FIRE	WHITEWATER WIRELESS,	INSTALL EQUIP 1462	509.20
FIRE	WHITEWATER WIRELESS,	PROGRAM 1463'S RADIO	104.40
FIRE	XCEL ENERGY	MONTHLY ELECTRICITY	759.08
Total for Department 210			2,831.39*
AMBULANCE	DOERER'S GENUINE PAR V	BELT	16.79
AMBULANCE	FRANZEN DALE	OVERPAY CALL K FRANZEN	44.99
AMBULANCE	HEALTH PARTNERS	OVERPAY CALL 20011709 TU	169.65
AMBULANCE	INFECTION CONTROL/EM	AMB SUPPLIES	220.00
AMBULANCE	MOORE MEDICAL CORP.	AMB SUPPLIES	373.54
AMBULANCE	PRAXAIR DISTRIBUTION	AMB SUPPLIES	289.84
AMBULANCE	REDDING, MARK	OVERPMT SANDRA REDDING	200.16
AMBULANCE	REGINA MEDICAL CENTE	AMBULANCE DRUG SUPPLIES	275.53
Total for Department 220			1,590.50*
Total for Fund 213			4,421.89*
PARKS AND RECREATION	GRAUS CONTRACTING, I	PAY APP #11 JT MAINT FAC	65,740.00
PARKS AND RECREATION	WAGNER CONST. OF HAM	LIMESTONE PEDISTAL ROADS	6,800.00
Total for Department 401			72,540.00*
Total for Fund 401			72,540.00*
HOUSING AND REDEVELO	BRADLEY & DEIKE PA	LEGAL - BAILLY'S LANDING	212.50
HOUSING AND REDEVELO	EHLERS & ASSOC	FIN SVCS BAILLY'S	787.50



City of Hastings  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
HOUSING AND REDEVELO	HOISINGTON KOEGLER G	PLANNING SVC BAILLEY'S	172.50
		Total for Department 500	1,172.50*
		Total for Fund 402	1,172.50*
HOUSING AND REDEVELO	BRADLEY & DEIKE PA	BURR LOAN LEGAL FINANCIN	25.00
HOUSING AND REDEVELO	BRADLEY & DEIKE PA	LEGAL RE BLIGHTED BUILDI	337.50
		Total for Department 500	362.50*
		Total for Fund 404	362.50*
ECONOMIC DEVELOPMENT	BRADLEY & DEIKE PA	LEGAL - GREEN	25.00
ECONOMIC DEVELOPMENT	BRADLEY & DEIKE PA	LEGAL - TCCI	75.00
ECONOMIC DEVELOPMENT	BRADLEY & DEIKE PA	LEGAL-GREEN	62.50
ECONOMIC DEVELOPMENT	BRADLEY & DEIKE PA	LEGAL-MILLARD (RYMER)	25.00
ECONOMIC DEVELOPMENT	OTTO EXCAVATING, INC	IND PARK STORM SEWER IMP	17,383.00
		Total for Department 180	17,570.50*
		Total for Fund 407	17,570.50*
PUBLIC WORKS	IOS CAPITAL	JULY COPY CHARGES	197.98
PUBLIC WORKS	KLINE PAUL	SAFETY BOOTS	58.00
PUBLIC WORKS	LYMAN DEVELOPMENT CO	OVERSIZING REIMBURSEMENT	49,146.00
PUBLIC WORKS	MINNEGASCO,ACCT'S PA	MAY 13-JUNE 12 GAS	141.24
PUBLIC WORKS	T.D.'S CLEANING	UTILITIES CLEANING JUNE	319.50
PUBLIC WORKS	WALMART COMMUNITY BR	OFFICE SUPPLIES	28.24
PUBLIC WORKS	WALMART COMMUNITY BR	PRINTER CARTRIDGES	45.09
PUBLIC WORKS	XCEL ENERGY	MONTHLY ELECTRICITY	8,520.40
		Total for Department 300	58,456.45*
		Total for Fund 600	58,456.45*
PUBLIC WORKS	LYMAN DEVELOPMENT CO	OVERSIZING REIMBURSEMENT	72,657.50
PUBLIC WORKS	XCEL ENERGY	MONTHLY ELECTRICITY	768.31
		Total for Department 300	73,425.81*
		Total for Fund 601	73,425.81*
PARKS AND RECREATION	FARMER BROS CO.	COFFEE/COCOA/CIDER	32.80
PARKS AND RECREATION	GARTNER REFRIGERATIO	REPAIR LEAK IN TERM BOX	2,289.36
PARKS AND RECREATION	MINNEGASCO,ACCT'S PA	MAY 13-JUNE 12 GAS	539.94
PARKS AND RECREATION	RADKE ELECTRIC	CHECK VOLTAGE/AMPS	65.00
PARKS AND RECREATION	SUBURBAN EAST CONFER	REFUND SALES TAX	1,204.00
PARKS AND RECREATION	XCEL ENERGY	MONTHLY ELECTRICITY	9,721.16
		Total for Department 401	13,852.26*
		Total for Fund 615	13,852.26*
PUBLIC WORKS	XCEL ENERGY	MONTHLY ELECTRICITY	2,813.26
		Total for Department 300	2,813.26*

City of Hastings  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
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		Total for Fund 620	2,813.26*
		Grand Total	396,417.73*

**July 1, 2002**

**APPROVED:**

\_\_\_\_\_  
City Administrator

\_\_\_\_\_  
Finance Director

\_\_\_\_\_  
Councilmember Hazlet

\_\_\_\_\_  
Councilmember Riveness

\_\_\_\_\_  
Councilmember Schultz

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Councilmember Moratzka

\_\_\_\_\_  
Councilmember Hicks

\_\_\_\_\_  
Councilmember Yandrasits

\_\_\_\_\_  
Mayor Werner

**CITY OF HASTINGS**  
**101 4<sup>TH</sup> Street East**  
**Hastings, MN 55033-1955**  
**651/437-4127**

# Memo

**To:** City Council  
**From:** Becky Kline  
Finance Department  
**Date:** 06/25/2002

The attached Department Report itemizes vouchers that were paid on June 25, 2002.

Thank you.

City of Hastings  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
	L.E.L.S.	PAYROLL	528.00
	LOCAL UNION 49	PAYROLL	756.00
	LOCAL 320	PAYROLL	708.00
	MINNESOTA NCPERS	PAYROLL	172.00
	MN CHILD SUPPORT PMT CONNEL; CS 001435452601		369.17
	MN CHILD SUPPORT PMT PUCH;CASE#000138614701&0		618.07
	TEAMSTERS 320 WELFAR PAYROLL		390.00
	Total for Department 000		3,541.24*
COUNCIL AND MAYOR	FILTERFRESH	COFFEE SERVICE	180.00
COUNCIL AND MAYOR	LEAGUE OF MN CITIES	HAZLET LMC CONFERENCE RE	321.00
	Total for Department 102		501.00*
ADMINISTRATION	AT&T	LONG DISTANCE CHARGES	22.54
ADMINISTRATION	BOISE CASCADE OFFICE FILES / PAPER/ FOLDERS		127.34
ADMINISTRATION	S & T OFFICE PRODUCT PRINT CARTRIDGE/ FILES		168.61
	Total for Department 105		318.49*
CITY CLERK	HASTINGS STAR GAZETT	SPECIAL USE PERMIT/WAL M	22.80
	Total for Department 107		22.80*
FINANCE	GRAPHIC DESIGN	PAPER/FINANCIAL REPORTS	60.71
	Total for Department 120		60.71*
LEGAL	FLUEGEL,MOYNIHAN,MIL	PAYROLL	10,838.33
	Total for Department 130		10,838.33*
MAINTENANCE	DAKOTA ELECTRIC ASSN	MONTHLY ELECTRICITY	16.95
MAINTENANCE	GLEWWE DOORS, INC.	ELECTRONIC KEYPAD FOR FD	162.85
MAINTENANCE	INTER-TEL TECHNOLOGI	REPAIR PHONE SYSTEM	117.60
MAINTENANCE	MN DEPT/LABOR & INDU	PRESSURE VESSEL EXEMPTIO	40.00
MAINTENANCE	R & O ELEVATOR CO. I	JULY MAINT SERVICE	154.20
	Total for Department 140		491.60*
POLICE	AT&T	LONG DISTANCE CHARGES	154.25
POLICE	BOISE CASCADE OFFICE	OFFICE SUPPLIES	93.34
POLICE	CITY OF MPLS.	AUTOMATED PAWN SYSTEM	170.00
POLICE	DAKOTA CNTY TREAS-AU	DAKOTA CO FUEL MAY CHGS	1,970.03
POLICE	HASTINGS FORD-JEEP-E	SQUAD REPAIR	424.85
POLICE	P.I.N.S., INC	BADGE PINS	75.00
POLICE	2ND WIND EXERCISE EQ	FITNESS EQUIPMENT	4,499.63
POLICE	SHAMROCK ANIMAL CLIN	ANIMAL POUND STORAGE	309.96
POLICE	SUPERIOR WIRELESS OF	REPAIR SQUAD RADIO	35.00
POLICE	TROPHIES PLUS	DARE PLAQUE	18.11
POLICE	UNIFORMS UNLIMITED	GALLAND UNIFORM	76.00
	Total for Department 201		7,826.17*
BUILDING AND INSPECT	DAKOTA CNTY TREAS-AU	DAKOTA CO FUEL MAY CHGS	73.54
BUILDING AND INSPECT	MCES	MAY SAC CHARGES	28,512.00
	Total for Department 230		28,585.54*

City of Hastings  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
PUBLIC WORKS	AT&T	LONG DISTANCE CHARGES	14.52
PUBLIC WORKS	COMMERCIAL ASPHALT C	41A WEAR	30.42
PUBLIC WORKS	COMMERCIAL ASPHALT C	NONWEAR	367.98
PUBLIC WORKS	DAKOTA CNTY TREAS-AU	DAKOTA CO FUEL MAY CHGS	1,304.30
PUBLIC WORKS	DAKOTA ELECTRIC ASSN	MONTHLY ELECTRICITY	908.47
PUBLIC WORKS	DOWNTOWN TIRE & AUTO	94 CHEV BLAZER	290.74
PUBLIC WORKS	FIELDWORKS	GPS TRAINING / ANDI	50.00
PUBLIC WORKS	FIELDWORKS	MEASURING TAPES	58.25
PUBLIC WORKS	NINE EAGLES PROMOTIO	MIKISKA CLOTHING	160.50
PUBLIC WORKS	NINE EAGLES PROMOTIO	WOLFE CLOTHING	159.35
PUBLIC WORKS	REIS, INC	WIRE BRUSH / NOZZLE	11.68
PUBLIC WORKS	SHERWIN-WILLIAMS	FILTER	10.86
PUBLIC WORKS	UNITED RENTALS/	HIGH TRAFFIC CONTROL SEMINAR	108.92
PUBLIC WORKS	VECTOR INTERNET SERV	JUNE INTERNET	94.90
		Total for Department 300	3,570.89*
		Total for Fund 101	55,756.77*
PARKS AND RECREATION	AT&T	LONG DISTANCE	39.60
PARKS AND RECREATION	AT&T	LONG DISTANCE CHARGES	.35
PARKS AND RECREATION	BERRY COFFEE	COFFEE	36.00
PARKS AND RECREATION	GENERAL OFFICE PRODU	SALES TAX CORRECTIONS	394.49
PARKS AND RECREATION	INGRAHAM & ASSOCIATE	GRAPHIC DESIGN/ MAPPING	2,132.75
PARKS AND RECREATION	KIMBALL-MIDWEST	BOLTS / SCREWS	41.65
PARKS AND RECREATION	MINNESOTA NCPERS	PAYROLL	25.00
PARKS AND RECREATION	SHERWIN-WILLIAMS	GRILL PAINT	47.93
PARKS AND RECREATION	TERRY'S ACE HARDWARE	AIR FILTERS	64.63
PARKS AND RECREATION	TERRY'S ACE HARDWARE	BATTERIES / THERMOMETER	22.34
PARKS AND RECREATION	TERRY'S ACE HARDWARE	HOSE / NOZZLE	31.18
PARKS AND RECREATION	TERRY'S ACE HARDWARE	KEY	6.13
PARKS AND RECREATION	TERRY'S ACE HARDWARE	RAKES / NAILS/ HAMMER	77.49
PARKS AND RECREATION	TERRY'S ACE HARDWARE	TUBING / ELBOW	3.50
		Total for Department 401	2,923.04*
		Total for Fund 200	2,923.04*
PARKS AND RECREATION	ADOLPH KIEFER & ASSO	4 SUITS LIFE GUARD FLYBAC	164.37
PARKS AND RECREATION	ADOLPH KIEFER & ASSO	SUITS	148.87
PARKS AND RECREATION	ADVANCED SPORTSWEAR	SWEATSHIRTS/ TSHIRTS	523.50
PARKS AND RECREATION	AQUA LOGIC, INC.	ACID	199.33
PARKS AND RECREATION	BEST ACCESS SYSTEMS	AQUATIC CTR KEYS/LOCK/CO	30.64
PARKS AND RECREATION	EMILY'S	12 DOZ BUNS	31.20
PARKS AND RECREATION	EMILY'S	15 DOZ BUNS	39.00
PARKS AND RECREATION	EMILY'S	5 DOZ BUNS	13.00
PARKS AND RECREATION	EMILY'S	BUNS	15.60
PARKS AND RECREATION	FIRST LINE BEVERAGES	CHIPS / TRAYS	37.90
PARKS AND RECREATION	METRO CASH REGISTER	2 CASH REGISTERS	1,602.86
PARKS AND RECREATION	MN DEPARTMENT OF HEA	FOOD BEVERAGE LICENSE AP	325.00
PARKS AND RECREATION	RECREATION SUPPLY CO	POOL REAGENTS	23.58
PARKS AND RECREATION	SANCO CLEANING SUPPL	CLEANER	223.86

City of Hastings  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
PARKS AND RECREATION	SPRINT	YELLOW PAGES ADV	33.71
PARKS AND RECREATION	SPRINT	YELLOW PAGES ADVERTISING	16.85
PARKS AND RECREATION	TERRY'S ACE HARDWARE	CAULKING FOR SLIDES	12.75
		Total for Department 401	3,442.02*
		Total for Fund 201	3,442.02*
TABLE	MOSS & BARNETT	CABLE MODEM JOINT COMMEN	1,000.00
		Total for Department 420	1,000.00*
		Total for Fund 205	1,000.00*
	MINNESOTA NCPERS	PAYROLL	80.00
		Total for Department 000	80.00*
FIRE	AT&T	LONG DISTANCE CHARGES	43.37
FIRE	DAKOTA CNTY TREAS-AU	DAKOTA CO FUEL MAY CHGS	417.08
		Total for Department 210	460.45*
AMBULANCE	DAKOTA CNTY TREAS-AU	DAKOTA CO FUEL MAY CHGS	243.60
		Total for Department 220	243.60*
		Total for Fund 213	784.05*
PUBLIC WORKS	HOISINGTON KOEGLER G	LOCK / DAM CONSTRUCTION	240.00
		Total for Department 300	240.00*
		Total for Fund 400	240.00*
PARKS AND RECREATION	LOCUS ARCHITECTURE,L	DESIGN WORK INTERP CTR	500.00
PARKS AND RECREATION	RADKE ELECTRIC	ELECTRIC PANEL LESS CONC	1,735.65
PARKS AND RECREATION	RADKE ELECTRIC	ELECTRICAL SERVICE/ROADS	902.81
PARKS AND RECREATION	TERRY'S ACE HARDWARE	CAULK GUN / GLUE	36.69
		Total for Department 401	3,175.15*
		Total for Fund 401	3,175.15*
PUBLIC WORKS	SEH ENGINEERS	10TH ST & TH 61 INTERSEC	177.70
PUBLIC WORKS	SEH ENGINEERS	CANNON ST RELOCATION	178.20
PUBLIC WORKS	SEH ENGINEERS	SIGNAL REVISIONS	611.13
		Total for Department 300	967.03*
		Total for Fund 492	967.03*
PUBLIC WORKS	APWA REGISTRATION	HEUSSER/PUB WRKS CONGRES	440.00
PUBLIC WORKS	AT&T	LONG DISTANCE CHARGES	14.52
PUBLIC WORKS	CONNELLY INDUSTRIAL	PRECHARGE PROTECTOR	2,475.61
PUBLIC WORKS	CONNELLY INDUSTRIAL	WELL #4 LABOR/ ANALOG MI	1,396.65
PUBLIC WORKS	DAKOTA CNTY TREAS-AU	DAKOTA CO FUEL MAY CHGS	571.47
PUBLIC WORKS	DAKOTA ELECTRIC ASSN	MONTHLY ELECTRICITY	46.52

City of Hastings  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
PUBLIC WORKS	DATALINK TECHNOLOGIE	INTERFACE CARD	930.50
PUBLIC WORKS	ECOLAB PEST ELIM.DIV	ODOR UNITS	11.72
PUBLIC WORKS	EICHMANN DAVID	REFUND OVERPAY WATER BIL	11.10
PUBLIC WORKS	GOPHER STATE ONE-CAL	LOCATE TICKETS	289.85
PUBLIC WORKS	HOESCHEN, JAMES B.	SAFETY BOOTS/ PEINE	143.65
PUBLIC WORKS	MINNESOTA NCPERS	PAYROLL	32.00
PUBLIC WORKS	REIS, INC	VELCRO FASTENERS	6.13
PUBLIC WORKS	TERRY'S ACE HARDWARE	CLEANER / FASTENERS	7.19
PUBLIC WORKS	TERRY'S ACE HARDWARE	FLASHLIGHT	11.70
PUBLIC WORKS	TERRY'S ACE HARDWARE	SHIPPING	6.31
PUBLIC WORKS	TERRY'S ACE HARDWARE	TAPE	3.61
PUBLIC WORKS	TERRY'S ACE HARDWARE	VALVE / TEFLON JOINT	12.23
PUBLIC WORKS	TERRY'S ACE HARDWARE	WD-40	1.59
PUBLIC WORKS	XCEL ENERGY	ELECTRIC SERVICE	183.50
		Total for Department 300	6,595.85*
		Total for Fund 600	6,595.85*
PUBLIC WORKS	COLT ELECTRIC INC.	RIVERDALE / PLUG & RECEP	1,714.00
PUBLIC WORKS	DAKOTA ELECTRIC ASSN	MONTHLY ELECTRICITY	34.63
PUBLIC WORKS	MACQUEEN EQUIPMENT,	STRAINER SCREEN	41.32
PUBLIC WORKS	XCEL ENERGY	ELECTRIC SERVICE	17.17
		Total for Department 300	1,807.12*
		Total for Fund 601	1,807.12*
CITY CLERK	AT&T	LONG DISTANCE CHARGES	3.19
CITY CLERK	BIRCHEN ENTERPRISES	DIESEL FUEL/TRAC BUS	51.82
CITY CLERK	BIRCHEN ENTERPRISES	FUEL / TRAC BUS	46.00
CITY CLERK	BIRCHEN ENTERPRISES	FUEL/ TRAC BUS	53.02
CITY CLERK	CHOICEPOINT SERVICES	ANNUAL FEE/RANDOM DRUG T	120.00
CITY CLERK	DAKOTA CNTY TREAS-AU	DAKOTA CO FUEL MAY CHGS	602.32
CITY CLERK	LAKELAND TRUCK CENTE	BRAKE / REPAIR	87.60
CITY CLERK	LAKELAND TRUCK CENTE	BRAKE KIT/ REPAIR	79.45
CITY CLERK	MN BODY & EQUIPMENT	REPAIR / PARTS T-3	62.12
CITY CLERK	MINNESOTA NCPERS	PAYROLL	16.00
		Total for Department 107	1,121.52*
		Total for Fund 610	1,121.52*
PARKS AND RECREATION	AT&T	LONG DISTANCE CHARGES	6.55
PARKS AND RECREATION	CANNON ELECTRIC MOTO	REWIND BOILER PUMP/ MATE	265.92
PARKS AND RECREATION	HOESCHEN, JAMES B.	J ELLIOTT WORK SHORS	150.00
PARKS AND RECREATION	JAYTECH, INC.	CHEMICALS/ PAPER	564.49
PARKS AND RECREATION	MINNESOTA NCPERS	PAYROLL	16.00
PARKS AND RECREATION	THERMOGAS CO OF HAST	9 FILLS	134.19
PARKS AND RECREATION	UNITED RENTALS	REPAIR VALVE	238.42
		Total for Department 401	1,375.57*
		Total for Fund 615	1,375.57*



City of Hastings  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
PUBLIC WORKS	AT&T	LONG DISTANCE CHARGES	.00
PUBLIC WORKS	BRAUN PUMP & CONTROL	PUMP RENTAL	3,674.25
PUBLIC WORKS	COLT ELECTRIC INC.	REPAIRS	2,582.53
PUBLIC WORKS	CONNELLY INDUSTRIAL	WELL #4 LABOR/ ANALOG MI	609.50
PUBLIC WORKS	COUNTRY INN & SUITES	ALTENHOFEN LODGING	144.16
PUBLIC WORKS	COUNTRY INN & SUITES	BECK LODGING	432.48
PUBLIC WORKS	COUNTRY INN & SUITES	C ATENHOFEN LODGING	144.16
PUBLIC WORKS	COUNTRY INN & SUITES	HARRIS / LODGING	72.08
PUBLIC WORKS	COUNTRY INN & SUITES	HARRIS LODGING	72.08
PUBLIC WORKS	K.R. WEST CO. INC.	NIPPLES / TEES/ BUSHINGS	465.57
PUBLIC WORKS	LOVEGREEN TURBINE SE	GEAR BOX INSPECTION	144.61
PUBLIC WORKS	MEISINGER CONSTRUCTI	POWERHOUSE MOD	65,085.00
PUBLIC WORKS	MINNESOTA NCPERS	PAYROLL	16.00
PUBLIC WORKS	TERRY'S ACE HARDWARE	FASTENERS	31.95
		Total for Department 300	73,474.37*
		Total for Fund 620	73,474.37*
		Grand Total	152,662.49*

MEMORANDUM

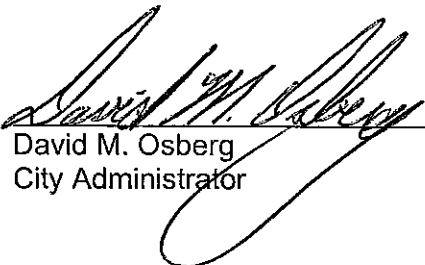
**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Dave Osberg, City Administrator  
**DATE:** June 27, 2002  
**SUBJECT:** Solid Waste Collection Route Change

**Recommended City Council Action**

The City Council is asked to take action approving the solid waste collection day for certain properties in the eastern portion of the City of Hastings, from Tuesday to Monday.

**Background**

Waste Management has requested authorization from the City Council to change the solid waste collection day in the eastern portion of the City of Hastings from Tuesday to Monday. The area in question is outlined on the attached map. There are approximately 88 residents who would have their solid waste collection day changed. A copy of the flyer that would be distributed to the residents in the area is also enclosed.



---

David M. Osberg  
City Administrator

cc. Randy Triplett, Waste Management



## *Important Notice*

### Service Day Change for your Garbage & Recycling Collection

Dear Valued Customer,

Everyday Waste Management strives to control our costs. By keeping those costs in check, we can ensure that we are providing great service, for a reasonable cost. One way we can control cost is to continually find more efficient routing for our collection vehicles.

To provide more efficient and timely service, we are changing your collection day for trash and recycling to **MONDAY EFFECTIVE THE WEEK OF JULY 8, 2002. Your last day of Tuesday service will be today (July 2, 2002)** The following week your service day will be **Tuesday**.

Please have your trash and your new 64-gallon recycle cart out for collection by 7:00 a.m. on **Monday beginning July 8, 2002.** Remember that the new recycling program is every other week. Your next recycle pick-up after July 8, will be July 22.

If you have any questions, please feel free to call our office at 651-437-9201. Thank you!

Your Friends at Waste Management



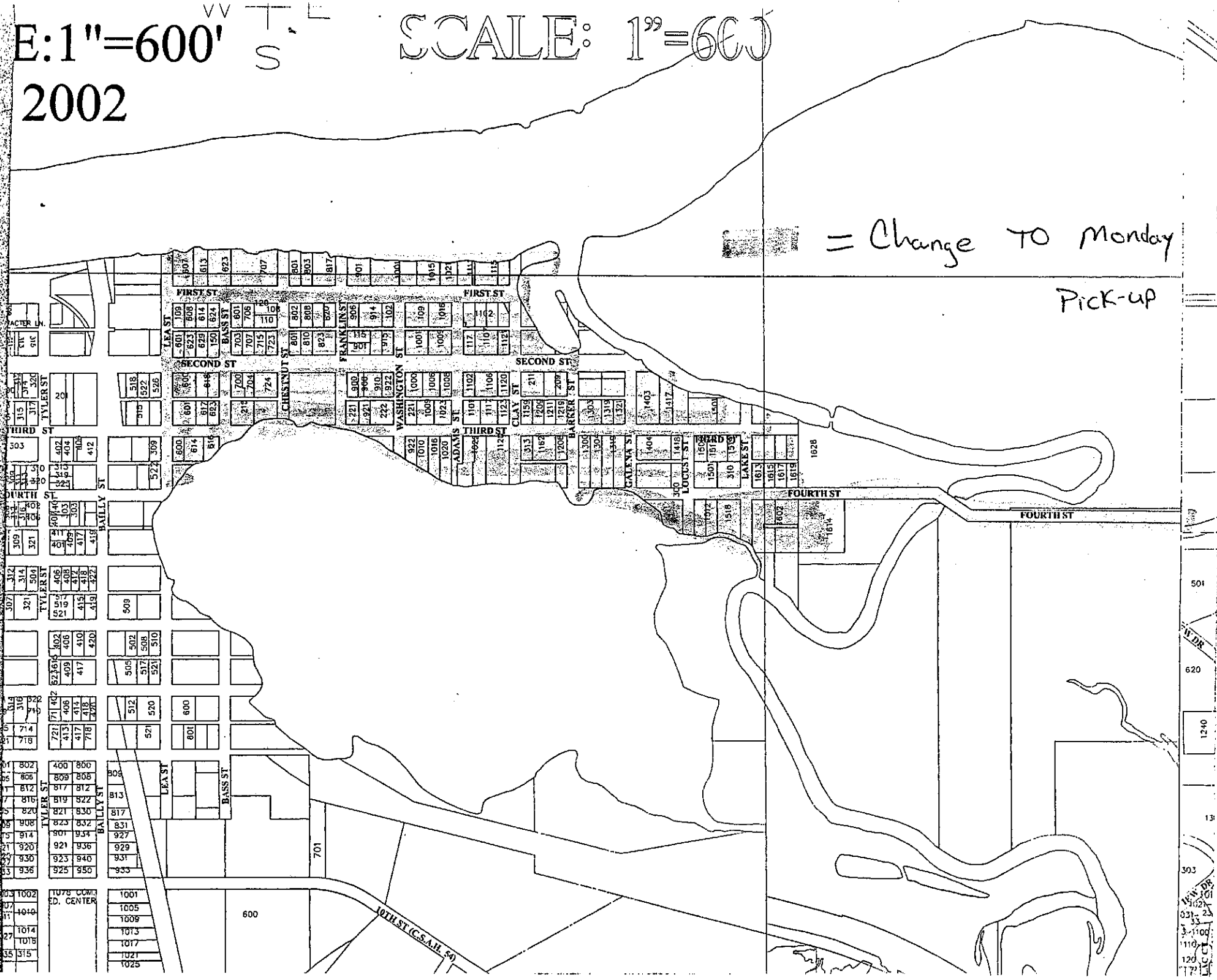
E: 1" = 600'

SCALE: 1" = 600'

2002

= Change TO Monday

Pick-up



501  
620  
1240  
13  
303  
100  
931-23  
3-33  
3-100  
110  
120  
15

## MEMORANDUM

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Dave Osberg, City Administrator  
**DATE:** June 27, 2002  
**SUBJECT:** Schedule Special City Council-Monday July 8, 2002

**Recommended City Council Action**

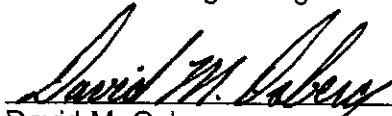
It is recommended that the City Council take action scheduling a special meeting of the City Council for Monday July 8, 2002 at 5:00 PM for purposes of taking action on the following items:

- a.) Modify the previously approved Special Use Permit to allow for placement of fill in a floodway district.
- b.) Approval of the Preliminary Plat
- c.) Approval of the Master Development Agreement
- d.) Approval of the rezoning

**Background**

Throughout the last several months, Staff has been conducting discussions with the Wallin Partnership in an effort to secure the terms and conditions of a Master Development Agreement regarding the development of their remaining property and the construction of General Sieben Drive. The City Council may recall action that was taken in late 2001, approving the concept of a development agreement that calls for the approval of the preliminary plat, the Wallin Partnership dedicating and grading the right-of-way for General Sieben Drive and their contribution of \$200,000 for the cost of constructing General Sieben Drive. The contents of the Master Development Agreement, Preliminary Plat and rezoning are ready for approval by the City Council.

At the meeting on June 17, 2002 the City Council approved a special use permit that allows for the placement of fill material within the Vermillion River Floodway. The conditions associated with the special use permit should be more closely tied to the terms and conditions of the Master Development Agreement. Thus, Staff is asking that a modification be made to the Special Use Permit, but that can only be done by a vote of 6 of 7 members of the City Council. Only five members of the City Council will be in attendance at the meeting on Monday July 1, 2002. Thus, the request by Staff that a special meeting of the City Council be scheduled for Monday July 8, 2002 at 5:00 PM, which would allow for approval of the four items listed above, and the timely initiation of the project. Staff will have delivered the necessary information for the July 8, 2002 City Council meeting during the week of July 1, 2002.



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David M. Osberg  
City Administrator

## MEMORANDUM

**TO: Honorable Mayor and City Councilmembers**  
**FROM: Dave Osberg, City Administrator**  
**DATE: June 27, 2002**  
**SUBJECT: Economic Development Commission**

**Recommended City Council Action**

It is recommended that the City Council take action approving the first reading of the enclosed Ordinance creating an Economic Development Commission and scheduling a public hearing for the City Council meeting on Monday July 15, 2002.

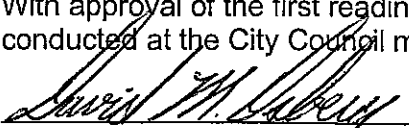
**Background**

Throughout much of 2001, the City conducted several meetings and completed considerable research on the possibility of creating an Economic Development Department in the City, and the establishment of an Economic Development Authority. Various meetings included participation by City Councilmembers Lynn Moratzka, Danna Elling Schultz and Turney Hazlet, along with several other members of various City Commissions and Boards. The initial direction provided by the group was to establish and advisory Economic Development Commission, and seek to allocate funds in the 2002 Budget for the creation of an Economic Development Department, including a new staff person. Budget constraints did not allow for the allocation of funds to create an Economic Development Department, and hire a new Economic Development Director. However, the establishment of the advisory Economic Development Commission remains a goal for the City. Thus, the City Council is asked to approve the attached Ordinance.

Major elements of the Economic Development Commission Ordinance include the following:

- 1.) Committee will be advisory only.
- 2.) Nine members will serve on the Committee, along with two ex-officio members, one being the Mayor, and one established by the Chamber of Commerce
- 3.) One member of the Committee may live outside of the City of Hastings.
- 4.) Initial terms are staggered, to prevent complete turn over at the same time.
- 5.) Economic Development strategies and policies will be reviewed by the Commission, for the entire City.
- 6.) The City Administrator will serve as the primary Staff liaison to the Economic Development Commission.
- 7.) The Economic Development Commission shall assist the Staff and City Council with the review of ordinances and policies that may have an impact on the economic development and redevelopment of the City.

With approval of the first reading, the second reading and public hearing would be conducted at the City Council meeting on July 15, 2002.

  
\_\_\_\_\_  
David M. Osberg  
City Administrator

**SEC. \_\_\_\_\_ Economic Development Commission**

Sub. 1. **ESTABLISHMENT AND COMPOSTION.** An Economic Development Commission of nine (9) members is hereby established for the purposes encouraging and promoting economic development and redevelopment opportunities in the City of Hastings, under the direction of the City Council. The Commission shall be comprised of nine (9) persons, who shall not be elected officials of the City of Hastings. No more than one member of the Economic Development Commission may be a non-resident of the corporate limits of the City of Hastings. The Mayor, subject to the ratification shall appoint the members of the Commission by a majority of the entire City Council. In appointment, consideration should be given to designation of persons who can provide the resources and information to carry out the duties of the Commission as herein provided. Vacancies shall be filled by the same procedure as original appointment, namely by the Mayor subject to the ratification by a majority of the entire City Council.

Sub.1 (a) **EX-OFFICIO MEMBERS.** In addition to the nine (9) members of the Economic Development Commission appointed by the Mayor and ratified by the City Council, there shall be two (2) additional ex-officio, non-voting members of the Economic Development Commission. The Mayor and the Chamber of Commerce Board Chair or President, as determined by the Chamber of Commerce, shall serve as a non-voting members of the Economic Development Commission. The ex-officio member determined by the Chamber of Commerce, need not be a resident of the corporate limits of the City of Hastings.

Sub. 2. **TERM.** The nine (9) members of the initial Committee shall serve the following terms: Three (3) shall serve one year terms; Three (3) shall serve two year terms; and Three (3) shall serve three year terms. Thereafter, each member appointed shall serve a three year term after their initial appointment. No member shall serve longer than six consecutive years on the Economic Development Commission.

Sub. 3. **ORGANIZATION, DUTIES AND MEETINGS**

- A. At the first meeting of the Commission, or as soon thereafter as possible, the Commission shall adopt by-laws and rules for the conduct of its affairs, including the election, assumption of duties and definitions of responsibilities of all officers and committees. Such by-laws and rules, as well as subsequent additions, deletions and amendments thereto and thereof, shall be approved by a majority vote of the entire City Council prior to becoming effective.
- B. The Commission, to the extent provided in this Chapter, shall perform specific functions working toward the purpose of encouraging and promoting economic development and redevelopment opportunities in the City of Hastings.
- C. The Commission shall work toward the promotion of an increase in the City's tax base, increasing the availability of jobs within the City, and enhancing the quality of life in the City.

- D. Consult and cooperate with City Departments and other agencies, and to present recommendations to the City Council for appropriate action to enhance economic development and redevelopment with the entire City.
  
- E. Develop and implement economic development strategies and policies that will assist the City Council and City Staff by providing direction to developers, that will enhance and facilitate economic development and redevelopment efforts. Make recommendations to the City Council regarding the following economic development activities:
  - 1.) Promote communications and interactions between the business community, elected officials and City Staff to improve the climate for economic development and redevelopment
  - 2.) Suggest ideas to retain and enhance existing business, as well as strategies to bring new business to the City.
  - 3.) Review tax increment financing, tax abatement and land credit applications, and make recommendations to the City Council regarding those and other economic development programs.
  - 4.) Enlist the cooperation of agencies, organizations and individuals throughout the community and City Staff in an active program directed to economic development and redevelopment within the City.
  - 5.) Recommend the acceptance by the Council of real and personal property whether by gift, bequest or otherwise, for economic development and redevelopment purposes, and to make recommendations to the Council concerning the use of any funds or properties so received.
  - 6.) Recommend business subsidy policies and criteria for City Council approval. Review requests for business subsidies and make recommendation to the City Council for their approval or denial.
  
- F. Meet at a time regularly scheduled, and hold special meetings as necessary for the conduct of its Meet at a time regularly established and hold such business.



- G. The Economic Development Committee shall function as an advisory Commission of the City of Hastings, with access to and the right to utilize, as deemed necessary by the City Administrator, the facilities, and City Staff. The Economic Development Commission shall submit budgeting requests in the same manner as other City Departments. The Economic Development Commission shall, so long as it abides with the by-laws cited above, Minnesota State Statutes, and this Section, have the full and complete legal support and protection of the City.
- H. The City Administrator shall serve as the primary Staff liaison to the Economic Development Commission.

#### Sub 4. City Ordinance and Regulation and Review

- 1. The Economic Development Commission shall review and comment on proposed ordinance and regulations that may have an impact on the economic development and redevelopment opportunities in the City of Hastings. This would include, but not be limited to design standards, zoning, land use, commercial property, signs and other such ordinances and regulations that might be considered from time to time.

**City of Hastings  
City Council  
Public Hearing Notice**

Notice is hereby given that the Hastings City Council will conduct a public hearing on Monday July 15, 2002 at 7:00 PM in the Council Chambers at the Hastings City Hall, 101 East 4<sup>th</sup> Street, for purposes of hearing public comment on a proposed ordinance that would establish an Economic Development Commission. Copies of the proposed Ordinance are available at City Hall during normal business hours. All persons interested in commenting on the proposed Ordinance at the public hearing will be given an opportunity to do so.

David M. Osberg  
City Administrator

Publish: July 4, 2002

**City of Hastings  
City Council  
Public Hearing Notice**

Notice is hereby given that the Hastings City Council will conduct a public hearing on Monday July 15, 2002 at 7:00 PM in the Council Chambers at the Hastings City Hall, 101 East 4<sup>th</sup> Street, for purposes of hearing public comment on a proposed ordinance that would create an Economic Development Commission. All persons interested in commenting on the proposed ordinance will be given an opportunity to do so at the public hearing. Copies of the proposed ordinance are available at the Hastings City Hall during normal business hours.

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David M. Osberg  
City Administrator

Publication Date: July 4, 2002

## MEMORANDUM

To: Mayor Werner and City Councilmembers  
From: Melanie Mesko, Administrative Assistant/City Clerk  
Date: June 13, 2001  
Re: Annual Renewal of 2001/2002 Liquor Licenses  
On Sale, Sunday On Sale, Off Sale, Club & 3.2 Beer

RECOMMENDED CITY COUNCIL ACTION:

Approve the list of all liquor related licenses (attached), due for renewal on July 1, 2002, some contingent upon receipt of necessary insurance paperwork. Following Council approval and final paperwork (as needed), the renewal paperwork will then be forwarded to the Minnesota Liquor Commissioner for final review and approval.

Background Information

Renewal notices were sent out, and the majority of our currently-licensed establishments have returned their paperwork to the City in full and are ready for a renewal of their liquor license. There are a few establishments that are missing an item or two; they have been notified and this approval is contingent upon receipt of all necessary paperwork.

If you have any questions, please feel free to contact me. Thank you.

Name of Establishment	All Materials Received?	If No, Items Missing
American Legion	NO	Waiting for insurance renewal information
Applebee's	NO	Missing "Information About Your Rights" Form
Bierstube	YES	
County Pub	NO	Application materials not received
Eagles	YES	
Esser's Super Cellars	NO	
Friar Tucks		Application materials not received
Hastings Country Club	YES	
House of Wines	NO	Waiting for Insurance Information
Knights of Columbus	YES	
Lions	NO	
Liquor Locker	YES	Waiting for insurance information
MGM Liquors	YES	
Mississippi Belle	NO	Missing "Information About Your Rights" Form
Oliver's Grove	NO	Application materials not received
Papa Charrito's	NO	Waiting for insurance information
Pizza Hut	NO	Waiting for insurance information; Missing "Information About Your Rights" Form
Regina Medical Center	NO	Confirming license information
Rivers Grill & Bar	NO	Missing Alcohol & Gambling Form; Missing Payment
Rivertown Liquors	YES	
RJ's	NO	Waiting for notarized signature
Short Stop	NO	Waiting for insurance information
Sun Moon Buffet	NO	Waiting for Insurance information; Missing Alcohol & Gambling Form
Super America	NO	Missing Alcohol & Gambling Form
The Bar	NO	Waiting for insurance renewal information
The Levee	NO	Application materials not received
Vermillion Bottle Shop	YES	Waiting for insurance renewal information;
VFW	NO	Waiting for insurance renewal information; Missing Payment
Westview Liquors	YES	

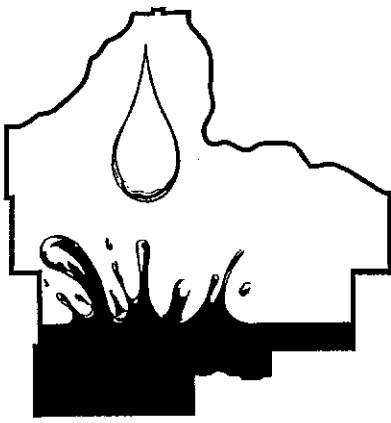
MEMO

**TO:** Mayor and Council  
**FROM:** *Marty McNamara*  
Marty McNamara  
**SUBJECT:** Joint Powers Agreement Dakota County Wetland Health Evaluation  
**DATE:** July 27, 2002

Please find attached a copy of an agreement between the City and Dakota County to monitor three wetlands in Hastings. The wetlands that will be monitored are located at C. P. Adams Park along the Vermillion River and two in the Wallin Development off Stonegate Road. The cost to monitor the wetlands is \$3,080 and would be paid for from unallocated park dedication fees.

COUNCIL ACTION

Authorize the City of Hastings to enter in to an agreement with Dakota County to monitor three wetlands in the City of Hastings. The cost to monitor these wetlands is \$3,080 and would be paid for from unallocated park dedication fees.



## Dakota County Environmental Education Program

Protecting Dakota County's Water Resources through Education and Information  
[www.extension.umn.edu/county/dakota/environment/eeprog.html](http://www.extension.umn.edu/county/dakota/environment/eeprog.html)

Suite 101  
4100 220th Street West  
Farmington, MN 55024-9539  
Phone: 651-480-7734  
Fax: 651-463-8002  
e-mail:  
[daniel.huff@co.dakota.mn.us](mailto:daniel.huff@co.dakota.mn.us)

June 17, 2002

Countywide coordination  
provided through these  
cooperating agencies:

Minnesota  
Extension Service,  
Dakota County

Dakota County  
Office of Planning

Dakota County  
Environmental  
Management  
Department

Dakota County  
Soil and Water  
Conservation District

Mr. Marty McNamara  
Director of Parks and Recreation  
City of Hastings  
Farmington, Minnesota 55024

Dear Marty:

Attached please find the Joint Powers Agreement with cities and Dakota County for the Wetland Health Evaluation Program, a white paper for your city and some local news articles. I would more than happy to make a presentation to your city council if you would like me to.

Sincerely,

*Daniel (pcm)*

Daniel A. Huff  
Environmental Education Coordinator

Enclosures  
DH:pcm



**JOINT POWERS AGREEMENT  
WITH CITIES AND DAKOTA COUNTY FOR  
WETLAND HEALTH EVALUATION PROGRAM**

THE PARTIES TO THIS AGREEMENT are the County of Dakota (the County), City of Apple Valley, City of Burnsville, City of Eagan, City of Farmington, City of Hastings, City of Inver Grove Heights, City of Lakeville, City of Mendota Heights, City of Rosemount, City of South St. Paul, and City of West St. Paul. This Agreement is made pursuant to the authority conferred upon the parties by Minn. Stat. § 471.59.

NOW THEREFORE, the parties, in joint and mutual exercise of their powers agree as follows:

1. **General Purpose.** The purpose of this joint powers agreement is to allow the parties to jointly fund the Dakota County Wetland Health Evaluation Program (WHEP) which is coordinated and managed by the Dakota County Environmental Education Program (DCEEP).
2. **Term.** The term of this Agreement shall be for the period June 1, 2002, through May 31, 2003, and may be renewed annually by the parties hereto.
3. **Exercise of Powers.** The parties to this Agreement agree that the County, through its Community Services Division, shall administer the funds collected hereunder, and shall pay out these funds to DCEEP for administering WHEP.
4. **Powers and Duties of the County.**
  - 4.1 The County shall apply, monitor, and administer the WHEP funds on behalf of the parties.
  - 4.2 The County shall serve as fiscal agent for the funds collected hereunder. The County shall establish and maintain such funds and accounts as may be required by good accounting practices, including an annual audit of the books and accounts of the County concerning the WHEP.
  - 4.3 The County may apply for and accept gifts, grants, or loans and money, other property or assistance from the United States Government, the State of Minnesota, or any person, association, or agency to carry out the purposes of this Agreement.
  - 4.4 The County may use funds to hire and retain a monitoring coordinator, personnel consulting firm and such other personnel as may be needed to provide the services contemplated under this Agreement.
5. **Funding.** Each member shall contribute funds under this Agreement as follows for the year 2002:

Apple Valley	\$3,850	Lakeville	\$3,850
Burnsville	\$3,850	Mendota Heights	\$1,740
Eagan	\$3,850	Rosemount	\$3,850
Farmington	\$3,850	South St. Paul	\$870
Hastings	\$3,080	West St. Paul	\$1,740
Inver Grove Heights	\$3,850		



Payment of each member's contribution is due and payable by the member upon execution of this Agreement.

6. **Books and records.** The books and records that are relevant to this Agreement shall be subject to the provisions of Minn. Stat. Ch. 13, the Government Data Practices Act. The County's books, reports, and records concerning this Agreement shall be open to inspection by the parties at all reasonable times.

7. **Disposition of Property and Funds.** At such time as this Agreement is terminated, any property interest remaining shall be disposed of and the proceeds of the disposition of the property shall be returned to the parties in proportion to their contribution and in compliance with the terms and conditions of this Agreement. It is understood and agreed, however, that any equipment purchased with funds collected under this Agreement shall remain the property of the DCEEP and not subject to the provisions of this paragraph.

8. **Indemnification.** Each party to this Agreement shall be liable for its own acts and its officers, employees, or agents and the results thereof to the extent authorized by law and shall not be responsible for the acts of any other party, its officers, employees or agents. Each party hereby agrees to indemnify, defend and hold harmless any other party, its officers and employees against any and all liability, loss, costs, damages, expenses, claims or actions, including attorney's fees that any other party, its officers and employees may hereafter sustain, incur or be required to pay, arising out of or by reason of any act or omission of the party, its agents, servants or employees, in the execution, performance, or failure to adequately perform its obligations pursuant to this agreement.

9. **Withdrawal.** Any party may withdraw from this Agreement at any time upon 180 days written notice to the other parties. However no refund to withdrawing parties and no share of disposition of property and funds shall be made, unless and until the Joint Powers Agreement is terminated pursuant to paragraph 10 below.

10. **Termination.** This Agreement shall terminate May 31, 2003, unless extended by further written agreement of the parties.

11. **Amendments.** This Agreement may be amended at any time by agreement by all the parties. Such amendment shall be approved by all parties and shall be in writing.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date(s) indicated below.

Approved as to form:

\_\_\_\_\_  
Andrea G. White/Date

Approved by Dakota County Board  
Resolution No. \_\_\_\_\_.

**COUNTY OF DAKOTA**

By \_\_\_\_\_  
(please print name/title)  
Date of Signature \_\_\_\_\_

**CITY OF APPLE VALLEY**

By \_\_\_\_\_  
(please print name/title)  
Date of Signature \_\_\_\_\_

**CITY OF BURNSVILLE**

By \_\_\_\_\_

\_\_\_\_\_  
(please print name/title)

Date of Signature \_\_\_\_\_

**CITY OF EAGAN**

By \_\_\_\_\_

\_\_\_\_\_  
(please print name/title)

Date of Signature \_\_\_\_\_

**CITY OF FARMINGTON**

By \_\_\_\_\_

\_\_\_\_\_  
(please print name/title)

Date of Signature \_\_\_\_\_

**CITY OF HASTINGS**

By \_\_\_\_\_

\_\_\_\_\_  
(please print name/title)

Date of Signature \_\_\_\_\_

**CITY OF INVER GROVE HEIGHTS**

By \_\_\_\_\_

\_\_\_\_\_  
(please print name/title)

Date of Signature \_\_\_\_\_

**CITY OF LAKEVILLE**

By \_\_\_\_\_

\_\_\_\_\_  
(please print name/title)

Date of Signature \_\_\_\_\_

**CITY OF MENDOTA HEIGHTS**

By \_\_\_\_\_

\_\_\_\_\_  
(please print name/title)

Date of Signature \_\_\_\_\_

**CITY OF ROSEMOUNT**

By \_\_\_\_\_

\_\_\_\_\_  
(please print name/title)

Date of Signature \_\_\_\_\_

**CITY OF SOUTH ST. PAUL**

By \_\_\_\_\_

\_\_\_\_\_  
(please print name/title)

Date of Signature \_\_\_\_\_

**CITY OF WEST ST. PAUL**

By \_\_\_\_\_

\_\_\_\_\_  
(please print name/title)

Date of Signature \_\_\_\_\_

# **The Dakota County Wetland Health Evaluation Project**

The Dakota County Wetland Health Evaluation Project (WHEP) is a joint research and educational project sponsored by the Dakota County Environmental Education Program (DCEEP) - a joint program of the University of Minnesota Extension Service, Dakota County; the Dakota County Soil and Water Conservation District; the Dakota County Office of Planning and the Dakota County Department of Environmental Management, the Minnesota Pollution Control Agency (MPCA) and the Cities of Dakota County. The goals of the project are to:

- Provide meaningful data on wetland health to local governments
- Foster public awareness of wetland value and health within Dakota County communities
- Create positive partnerships between citizens and their local government in addressing natural resource issues

## **History:**

1997: MPCA, Minnesota Audubon and the Minnesota Zoo in partnership with Dakota County agencies, the cities of Lakeville, Eagan and Burnsville and educators implement the Wetland Evaluation Project. Funding provided by US Environmental Protection Agency (EPA).

1998: The DCEEP coordinates The Dakota County Wetland Health Monitoring Project in partnership with MPCA, Minnesota Zoo, Dodge Nature Center and Minnesota Audubon and the communities of Apple Valley, Burnsville, Eagan, Farmington, Inver Grove Heights, Lakeville, Mendota Heights, Rosemount. Funding provided by US EPA.

1999 – 2001: The DCEEP, in partnership with MPCA, receives funding from the Minnesota Environment and Natural Resources Trust Fund to implement the Dakota County Wetland Health Evaluation Project (WHEP) in the following communities: Apple Valley, Burnsville, Eagan, Farmington, Hastings, Lakeville, Inver Grove Heights, Mendota Heights, Rosemount, West St. Paul and South St. Paul.

WHEP has attracted national and local attention for its innovative and unique approach to addressing wetland health. It has received the National Association of Counties 2000 Achievement Award and is a finalist for the 2002 Minnesota Environmental Initiative Award. MPCA research in developing the protocols for WHEP is featured on the US EPA website for biological monitoring of wetlands. In addition WHEP has been presented at numerous national wetland and volunteering monitoring conferences.

## **Overview:**

Citizen volunteers sample and document the plant and aquatic macroinvertebrate (bugs, beetles, and crustaceans that live in the water) communities observed in wetlands within their city. Volunteers follow sampling techniques and monitoring protocols developed by the MPCA and approved by the US EPA. MPCA biologists train volunteers in sampling techniques and macroinvertebrate and plant identification. URS/BRW Inc., technical consultants to the project, performs quality control, statistical analysis and reporting.

Volunteer monitoring teams sample three wetlands between June and August within their city and perform a cross check of a wetland monitored by another city's team. Volunteers then analyze samples collected and complete data field sheets. Prior to sampling, volunteers attend two and a half days of training given by MPCA staff. The time commitment for volunteers is anticipated to be between 40-50 hours. City staff work with each team to select which wetlands are monitored and are encouraged to participate in the program with the volunteers. Volunteers are asked to report the study's results back to their city, either to the city council or parks commission.

**Funding:**

Starting in 2002, after five years of funding through federal and state grants, each city must provide the necessary funding to continue its participation within the program. The costs breakdown for the City of Hastings is

\$500 / wetland for three wetlands = \$1500  
for team leader stipend, monitoring coordinators, equipment, volunteer recruitment,  
public.

\$500 for cross-city quality check

\$480 for URS/BRW quality control

\$600 for statistical analysis and report by URS/BRW

Costs of the program: \$3,080 for three wetlands.

The MPCA will provide volunteer training, technical assistance, monitoring protocols and identification materials

The DCEEP will provide coordination of the program including management of WHEP funds, purchasing and distribution of equipment, recruitment of volunteers, communication between involved parties, publicity and public relations, provide final report to cities and address other needs as they arise.

The City of Hastings will provide funding for its team, aid in volunteer recruitment and provide wetland site selection.



## IRISH SEND RELAYS, CONBOY TO STATE

Two girls relay team and  
discus thrower Tom  
Conboy qualified / **Page 8**



## STUDENTS PREPAR FOR GRADUATION

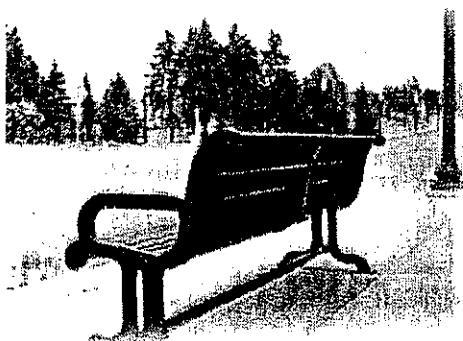
RHS students look back on  
their four years at the school/  
**Page 7**

**Friday**

June 7, 2002

75¢

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# ROSEMOUNT Town Pages

Legal newspaper for Dakota County, Minnesota

## Wetland monitoring program earns state recognition

By NATHAN HANSEN  
Editor

In each of the past five summers volunteers in Rosemount have spent 40 to 50 hours each wading around in the muck and weeds of the city's wetlands. Using nets and jars they have collected every bug and critter they could find in an effort to judge the health of the areas.

The project, called the Wetland Health Evaluation Project, was chosen last month as one of three finalists in the Environmental Education category of the Minnesota Environmental Initiative Awards.

The WHEP is a cooperative program run by the Dakota County Environmental Protection Program, the Minnesota Pollution Control Agency and Hennepin County Conservation District. According to Daniel Huff, environmental education coordinator for Dakota County, there are only a handful of similar programs in the country.

"As far as I know there are only three programs in the country that do citizen monitoring of wetlands using biological means and ours is the most comprehensive," Huff said.

The program, developed by the MPCA, asks teams of volunteers to visit five wetlands in each of 11 Dakota County cities in June and July.

They collect and identify macroinvertebrates — bugs and other critters — and plantlife scientists can use to judge the health of the wetland. The greater the variety and the larger the population, Huff said, the healthier the environment.

"The cities get a published report that has results and an explanation of the results," Huff said. "We'll track (the wetlands) compared to the ones that have been monitored previously. Hopefully that gives the communities, the city government, an idea of the health of their wetlands."

Volunteers also present the results to the city in person. How cities use the

information is up to them, but Huff said he has been very happy with the success of the program so far. Using trained citizen volunteers saves money that would otherwise be spent hiring professionals, he said, and it gives residents an opportunity to have positive contact with city government — something other than calling to com-

plain.

Huff said citizen involvement is one of the reasons the program has attracted statewide attention.

## **Important environment**

Over the years Dakota County has lost approximately 80 percent of its original wetland areas, but Huff said what

remains is an important part of the environment. They serve as a filter for stormwater and other runoff before it reaches other bodies of water such as the Vermillion River or the Mississippi.

"The reason the project focuses on wetlands is they're a vital part of all the water resources," Huff said. "All the

water goes to or from a wetland. Most of the water, before it reaches the Vermillion, should go through a wetland."

Huff said many of the county's wetlands have been converted to stormwater retention ponds, a change that brings with it some environmental problems because stormwater ponds often collect increased

levels of fertilizer and oil washed from yards and streets. Water levels in stormwater ponds also tend to fluctuate more than is healthy for many wetland plants.

## **Volunteers**

Huff said the program is always looking for volunteers. Monitoring teams average

about eight members per city.

"It's quite a time commitment because it's such a comprehensive monitoring program," Huff said. "Some cities may get 30 volunteers and some may get five or six.

"The people that participate in the program really enjoy it. They learn a lot."

Anyone interested in the

# FARMINGTON Independent

me 18, Number 7

www.farmingtonindependent.com

Thursday, May 30, 2002



## Finishing strong

The FHS track teams improve finishes; Davis returns to state

Page 9



## World beaters

FMS East sixth graders finished eighth in worldwide competition

Page 7



## In the field

Crops are starting to show up in Farmington fields

Page 22

Page 2 June 6, 2002

FARMINGTON INDEPENDENT

## County wetland monitoring program earns state recognition

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Editor

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Anyone interested in the WHEP can call Huff at 651 480-7734.



WEDNESDAY,  
MARCH 20,  
2002

# LOCAL NEWS

SEC

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## Volunteers eager to get back into swamps

BY JUDY ARGINTEANU  
*Pioneer Press*

In landscape beauty contests, wetlands generally run a distant fourth, with a glamour quotient well below babbling brooks, rolling rivers or serene lake vistas.

What they have to offer, to the casual bystander at least, are cattails, mosquitoes, pond scum and the occasional leech.

Yet volunteers in Dakota County are enthusiastically gearing up to head out into the field — or more accurately, slosh out into the swamps — again this year as part of the county's Wetland Health Evaluation Project.

Now in its fifth year, the program recruits residents to commit 40 to 50 hours in the summer for training in scientific methodology, flora and fauna identifica-

tion, and fieldwork and lab analysis. They collect samples of the "macro invertebrates" (which the official brochure helpfully explains are insects "and other spineless creatures,") and pond plants that help determine how healthy or ailing a wetland may be. Different teams check each other's work, and a consultant does a final quality-control survey of the data.

At the end of the program, the volun-

teers report their findings to the local governments, which use the information in municipal decision making.

The volunteers usually find a complex and often beautiful world awaiting them in these overlooked areas. "For some people, when they get into the wetlands it's like an epiphany — they had no idea all these

BACK INTO SWAMPS, 6B



COURTESY OF DAKOTA COUNTY ENVIRONMENTAL EDUCATION PROGRAM  
**Tom Goodwin** of Lakeville works with Eagan volunteers last summer.

## Back into swamps

*(continued)*

creatures lived in there," said Judy Helgen, a biologist at the Minnesota Pollution Control Agency. Helgen helped develop the scientific methodology for the program and trains volunteers every year.

This summer will be West St. Paul resident Darcy Schilling Tatham's third as a volunteer. What keeps bringing her back?

"Well," she says, laughing, "the fieldwork actually can be kind of relaxing. You go out to a pond and you just get away from everything — you're just dealing with that pond at the point. It's not like you have to have something done in the next 10 minutes." And the mosquito-to-human ratio is much worse on the shore than it is in the water, she says.

The program, one of the few of its kind in the nation and the only one in the state, started in 1997; this year Dakota County is partnering with Hennepin County. It began as a joint project of the Dakota County, the U.S. Environmental Protection Agency, and the Minnesota Pollution Control Agency, with input from groups like Minnesota Audubon.

The project has three goals, according to Daniel Huff, Dakota County environmental education coordinator.

"The first goal is just to get

their wetlands so they learn about them. The second goal is to provide credible data for the cities, and the third goal is to bridge the gap between citizens and their local government."

The program is open to adults, but no science background is necessary. Tatham also stresses that volunteers have some say over how they participate.

They can concentrate on the plant-gathering phase if the macro invertebrates give them the willies, or can do the lab

citizens out there monitoring

### WHAT YOU CAN DO

Here are some tips to preserve wetland health:

- Don't mow to the edge of the wetland — leave a strip of vegetation to help "pre-treat" runoff.
- Use zero-phosphorus fertilizer.
- Use a mulching mower.

work if they'd rather not get their feet wet at all. The program also provides waders, nets and other sampling equipment.

Jim Storland, water resources technician with the city of Eagan, has been involved since the program began. He says his city uses the information to make decisions about storm water management, wetland buffer policies and flood control. Without the program, he said, such decisions might be made without the best information available.



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Local Forecast

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## Citizen volunteers will monitor wetlands

By Merrily Helgeson  
Sun Newspapers

(Created 5/22/02 9:01:00 AM)

**'Early on, there was a misunderstanding. We were accused of training wetland vigilantes.'**

— Judy Helgen

Others are hovering protectively over bodies of water they've known all their lives.

Armed with the knowledge gained from three training sessions, the teams of volunteers will count and identify macroinvertebrates, or bugs. They will record the types and approximate numbers of plants, from algae to sedges.

The Wetland Health Evaluation Project is entering its fourth summer in several Dakota County cities, and its first in many Hennepin County cities. Originally funded by a combination of U.S. Environmental Protection Agency and Minnesota Pollution Control Agency (MPCA) funds, it now draws support primarily from the two counties and from the participating cities.

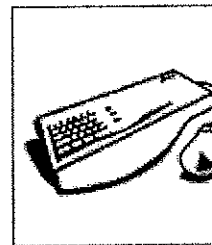
It is the only program of its kind in the United States, said Daniel Huff, Dakota County's coordinator of environmental education, who has been training volunteers in both counties.

"There are other monitoring programs," Huff said, "but there are very few wetland monitoring programs, and as far as I know this is the only one that uses such complete and well-researched biological monitoring techniques."

Judy Helgen, an MPCA researcher who helped design the study, described it as the logical extension of the now widely accepted idea that wetlands have value and should be

This summer, in cities across Hennepin and Dakota counties, trained volunteers will wade into local lakes and wetlands to monitor signs of life.

Most will have had little training in science but are interested in the environment. Some are new to the area and want like-minded friends.



Part of the TwinCities.

Network

preserved.

"Wetlands are very fragile," Helgen told about 60 volunteers at an Eden Prairie training session last week. "We've been trying to protect them for quantity, but not much for quality.

"We need people like you for wetlands because nobody is looking at them," she added.

Last year, about 120 volunteers participated. This year's number is expected to be higher.

In Dakota County, cities where wetlands are to be tested are Apple Valley, Burnsville, Eagan, Farmington, Hastings, Inver Grove Heights, Lakeville, Mendota Heights, Rosemount, South St. Paul and West St. Paul.

In Hennepin County, participating cities include Bloomington, Eden Prairie, Edina, Minneapolis, Minnetonka, Plymouth and St. Louis Park. A team also will be testing wetlands in the Western Minnehaha Creek Watershed District.

Volunteers from all the cities came to Eden Prairie for training sessions on monitoring methods May 14 and 15. Macroinvertebrate training will be held June 7 and 8 in Inver Grove Heights, vegetation training in Apple Valley June 28 and 29.

John Vickery of Minneapolis, who participated in last year's Minnetonka study, heads up the Eden Prairie team. Sites assigned for monitoring, he said, are wetlands located in the Birch Island Woods Conservation Area, and near Moraine Way, Duck Lake and Dell Road. The Eden Prairie group also will monitor a wetland near Bet Shalom Congregation in Hopkins.

Each site will be visited three to five times, Vickery said. Underwater traps will be set out overnight, and captured organisms counted and identified the next day. Small nets will be swept through the water three to five times, and the contents analyzed. Plants – their types, density and growth patterns – will be described and sketched.

All the information will go to Helgen's MPCA team, to be analyzed and quantified. The data, she said, gets passed along to both state and federal agencies.

But it will also come back to the cities that are participating. About next February, Huff said, city councils will begin getting reports from their citizens about the health of some of the cities' wetlands.

The studies so far have borne out an intuitive conclusion: wetlands are adversely affected by human activity. The more stormwater from parking lots and roads a wetland receives, the poorer is its health. The more winter road salt that drains into a pond, the lower the number of its species.

A few exemplary wetlands have turned up, places usually in remote locations where species count is high and plant variety beneficial. They are used as a guide to restore other wetlands.

Because the information gained through the study often is bad news, cities haven't always welcomed either the information or the new dimension of citizen activism that provided it, Helgen said.

"Early on, there was a misunderstanding," Helgen said. "We were accused of training wetland vigilantes."

Researchers responded by announcing that they would confine their studies to wetlands on public lands, she said. Occasionally, though, teams are invited to test on private property. Some owners have been eager to get the information, Helgen said. One owner of a family farm near Sauk Center, for instance, has been attempting to restore a wetland on his property.

"It's a very politically difficult area," Helgen said.

But some cities, she said, have become more receptive to the new information. Both Burnsville and Eagan, she said, have begun to include information from the study in their city planning.

Huff said Eagan has created a wetland setback policy, and now is using study data to monitor its effect.

"There have been some cases where it changed the approach to an activity because now they know something about quality," Helgen said.

Practical results are beginning to emerge, Huff said. One company built its new parking lot with "islands," or low-lying, landscaped areas where rainwater drains into the earth. Now it is using study data as a baseline to see whether biological quality improves in nearby wetlands.

"Rainwater gardens," or low-lying water "catchment" areas planted with native flowers and shrubs, were built in one suburb as an alternative to curbs and gutters, Huff said.

"They've found it was much less expensive and much better for water quality," Huff said. "It looks better, and retains the character of the neighborhood."

Huff said he sees three big benefits to the study. It creates in each participating city an informed and engaged citizen advocacy group for water quality, he said. It gives cities useful information. And it gets citizens involved with their governments "in a positive way."

AGREEMENT FOR HASTINGS RIVERTOWN DAYS

THIS AGREEMENT made this 1st day of July 2002, by and between the City of Hastings, Minnesota, and the Hastings Area Chamber of Commerce.

WHEREAS, the Hastings Area Chamber of Commerce (Chamber) has scheduled a community festival for Hastings entitled Rivertown Days, which is to be held on July 18 through July 21, 2002; and

WHEREAS, in the past the City of Hastings (City) has cooperated with the Chamber in its production of Rivertown Days by providing some assistance; and

WHEREAS, both parties wish to put in writing the agreement which has been made between the parties.

NOW THEREFORE, it is agreed by both parties as follows:

I. CONCESSION FEES

The fees for Rivertown Days participants to the Chamber are:

	EXHIBIT	FOOD
Civic/Church	\$75	\$150
Commercial Hastings Chamber Members	\$100	\$225
Non-Member	\$150	\$310

II. SHUTTLE BUS

Contact person: Pat Regan, Hastings Bus Company, 437-1888, or Marcia Rash, Wells Fargo Bank, 437-4715.

Hastings Bus Company will provide one bus to operate on a limited basis Saturday and Sunday. The shuttle will transport people from Pioneer Park to the Downtown area and Jaycee Park. If demand is sufficient, the Chamber will provide an additional bus for shuttle purposes. Shuttle bus hours will be from 10 a.m. to 6 p.m. on Saturday, July 20<sup>th</sup> and 12 – 4 p.m. on Sunday, July 21<sup>st</sup>.

III. BUTTON SALES

The Chamber will be selling Rivertown Days Buttons for \$1 each in advance and \$2 at the River. Buttons will be required for admission to the Lake Rebecca and Jaycee Park areas. Proceeds from button sales are used to pay for the fireworks display.

#### IV. PICNIC TABLES

The City will provide an adequate number of picnic tables to be determined by the City and the Rivertown Days Committee at Jaycee and Pioneer Parks and at Roadside and the High School tennis courts. Rivertown Days Committee will coordinate with Marty McNamara.

#### V. INSURANCE

##### A. Certificates of Insurance

The Chamber will obtain and present to the City prior to Rivertown Days certificates of insurance from each of the following: Lumberjack Show, pyrotechnician, carnival operator, Stunt Bike Shows, Twin City Power Boat Association and any others the City deems necessary. Waivers of liability will be secured from all sports participants. Each certificate of insurance shall name the City of Hastings, the Hastings Area Chamber of Commerce, and the Rivertown Days Committee as Additional Insureds at no additional cost to the City of Hastings.

##### B. Hold Harmless Agreement

The Chamber agrees to indemnify the City and hold it harmless from any and all claims, demands, lawsuits, or liability for such loss or damage, injury, death, and costs and expenses incident thereto arising out of all Chamber activities connected with Rivertown Days.

Prior to Rivertown Days, the City shall be furnished with an endorsement naming the City as an additional insured on the Chamber's policy. The Chamber's insurance policy shall not be canceled or its conditions altered in any manner without ten days prior written notice to the City Administrator of Hastings.

#### VI. ELECTRICITY

The City will give the rights for use of all electrical outlets in Jaycee and Lake Rebecca Parks. City will not charge the Chamber for use of said electricity. City will check all streetlights along the Lock and Dam Road to verify that the lights are in working order.

#### VII. WATER

The City will allow vendors access to all fire hydrants along the Lock and Dam Road.

## VII. MISCELLANEOUS

A. In addition to the foregoing, the City of Hastings agrees to the following:

1. The City will provide trash and litter pickup before, during and after the festival, which will be coordinated with Waste Management - Hastings. The Parks Department will coordinate daily clean up. (This service donated by Waste Management - Hastings)
2. Two Parks Department employees will be on duty on Saturday and Sunday, July 20th and 21st from 7 a.m. to 5 p.m.
3. The City will provide barricades and snow fence where appropriate.
4. The City will provide "No Parking" and "Handicapped Parking" signs where needed.
5. Ambulance service will be provided for miscellaneous events, most importantly the Power Boat Races on Saturday, July 20, 2002.
6. The Streets Department will mark/rope the appropriate grass areas adjacent to Lock and Dam Road for public parking.
7. The City will provide a water truck to fill the Lumberjack Tank on Saturday if necessary.
8. The City will provide adequate police protection during the festival.
9. The City will provide extra garbage barrels at Pioneer and Jaycee Parks and provide pickup Saturday afternoon.
10. The City will erect several temporary signs no larger than 4' X 8' (furnished by the Chamber) approximately 3-6 weeks before the event and take them down after the festival.
11. All vendors must obtain a concessions permit from the Rivertown Days Committee, in cooperation with the City of Hastings. Police will assist with removal of vendors without permits.
12. Check all Street and Bike Path lights to ensure that they are in working order.
13. Provide funding in the amount of \$6,000 to offset some the festival expenses.

B. In addition to the foregoing, the Chamber agrees to the following:

1. The Chamber will work with the Police Department to arrange for adequate traffic and crowd control at each scheduled Rivertown Days event.
2. The Chamber will provide the City with a list of contact persons with phone numbers who are responsible for the various areas and events.
3. The Chamber will secure all necessary City permits and licenses required by Hastings City Ordinances for any and all activities during Rivertown Days.
4. The Chamber will provide a schedule of events for Rivertown Days (see attached).
5. The Chamber will provide and pay for all portable toilets at sanctioned Rivertown Days events where they deem necessary.
6. The Chamber will provide and pay for all off-duty police reserve officers, who shall be in uniform during the festival, where the Rivertown Days Committee deems necessary.
7. The Chamber will provide and pay for all Explorer Scout services during the festival.
8. The Chamber will coordinate all waste containers and recycling with Waste Management-Hastings.



VIII. SCHEDULE OF EVENTS

A.) A complete schedule of events is included with this agreement.

IN WITNESS WHEREOF, the City of Hastings and the Hastings Area Chamber of Commerce has caused this Agreement to be executed by its Mayor and City Clerk and Chair of the Board and President, respectively, each acting with full authority to bind each party to this agreement.

CITY OF HASTINGS

By \_\_\_\_\_  
Mike Werner, Mayor

By \_\_\_\_\_  
Melanie Mesko Lee, City Clerk

HASTINGS AREA CHAMBER OF COMMERCE

By \_\_\_\_\_  
Richard Root,  
Chair of the Board

By \_\_\_\_\_  
Michelle Jacobs,  
President

SECURITY DUTIES AT PIONEER,  
& JAYCEE PARK AREAS

RIVERTOWN DAYS 2002  
July 18 - 21

1. Direct traffic and keep it running smoothly along Second Street. Police will monitor traffic to determine whether or not road closure is necessary.
2. Continue to direct traffic to designated parking lots filling the first lots before proceeding to the next.
3. Prevent cars from entering lots designated as areas for "permit parking" only.
4. Patrol lots to support and assist Explorers to monitor public parking cooperation (e.g. Handicapped Parking).
5. Watch for activities that may disrupt the peace and try to prevent any illegal activities.
6. Stay in contact by cellular phone or radio with the Rivertown Days Steering Committee.
7. Assist public or direct them appropriately with any questions or problems. (There will be an information tent at the river.)
8. Alert and assist ambulance service in case of an emergency.
9. Coordinate individuals or reserves so that an adequate number are working at all times. The busiest time is Saturday evening from 6:00 p.m. until after the fireworks display and on Sunday during the parade.
10. Provide flashing warning lights at 15<sup>th</sup> and Maple and at 15<sup>th</sup> and Pine.
11. Assist with escorting non-licensed vendors off park property.
12. Other security duties as deemed appropriate by Mike McMenemy, Chief of Police.

**Who To Call About**  
**2002 RIVERTOWN DAYS EVENTS**

Arts & Crafts	Chamber Office (Claire Mathews)	651-437-6775
Barbary Coast Service	Our Saviours, Marilee Anderson,	651-437-9052
Bass Tournament	Bass Wranglers, Keith Larson	612-282-3109
Bingo	Senior Center, Laurie Thrush	651-438-0750
Case & Davidson Outdoor Party	Matt Haviland	612-490-3446; 651-438-2102
Concessions & Fireworks	Chamber Office (Michelle Jacobs)	651-437-6775
Flea Market	Pat Wagner	651-437-4449
Garden Tractor Pull	Carol & Cy Schmitz	612-309-7234 (cell) 651-437-8291 (home)
Kiddie Parade	Pam Onnen	651-438-2682
Inline 4 on 4 Hockey Tournament	Brad Stepan	651-438-5963 (day) 651-438-0491 (eve)
Kitten Ball Tournament	Geoff Maltby	612-518-8962 (day) 651-437-4093 (eve)
Medallion Hunt	Edina Realty, Sandy Becker	651-437-2121
Midtown Events	Tony Barrows	651-480-0014
Model Airplane Flying	Tom Norman	651-454-2467
Olde Tyme Ice Cream Social	St. Luke's Church, Mary Rowan	651-480-8042 (day) 651-438-2942 (eve)
Pancake Breakfast	Methodist Church, Marty McNunn	651-437-4398 (day) 651-437-6817 (eve)
Papa Charrito's Fun Day	Phil Biermaier	651-437-6303
Parade	Downtown Assn., Dolores Pemble	651-437-8302 (day) 651-437-7144 (eve)
Photography Contest	Diane Vetter Cindy Hoffmann	651-438-3523 651-437-3995
Run, Walk, Stroll	Jackie Daley	651-480-4641 (day) 651-438-1162 (eve)
Sidewalk Sale	Barb Hollenbeck	651-438-7949 (day) 651-480-0268 (eve)
Stinky Rose Garlic Tasting	Pam Thorsen	651-437-3297
Tennis Tournament	Cindy Toppin, Lisa Beytien Carlson	651-265-2362 (work) 651-480-5080
Teen Night	Aquatic Center, Darbie Johnson Youth First, Jeremy Pire	651-775-6766 651-775-5750
Volleyball (Co-ed Sand)	YMCA Terri Blattenbauer	651-480-8887 (cell) 651-270-3867
Volleyball (CO-ed)	Dan's Bar, Tracy Anderson	651-438-2318
Westview Mall Madness	Shari Frandrup	651-437-7015

# MEMO

---

**To:** Honorable Mayor and City Council  
**From:** Tom Montgomery  
**Date:** June 26, 2002  
**Re:** Reimbursement of Century South Utility Main Oversizing Expenses

---

Council is requested to authorize reimbursement of \$121,803.50 in sanitary sewer main and water main oversizing and extra depth expenses incurred by the Century South development. The developer installed a trunk sanitary sewer main and a trunk watermain that will serve future development to the south and west of Century South. The reimbursement will come from the WAC and City SAC funds collected on new building permits and from interceptor sewer charges collected from new plats.

Council will note from the enclosed developer's letter that a disagreement has arisen over project management cost reimbursement. Staff is researching what other communities oversizing reimbursement policies cover and will report back to Council with a recommendation based on this research.



CITY OF HASTINGS

# LYMAN DEVELOPMENT CO.

300 Morse Ave. • PO Box 40  
Excelsior, MN 55331  
Tel: 952-470-3634  
Fax: 952-470-3674

June 11, 2002

Thomas Montgomery, P.E.  
Director of Public Works  
City of Hastings  
101 – 4<sup>th</sup> Street East  
Hastings, MN 55033

Re: Oversizing Reimbursement for Century South

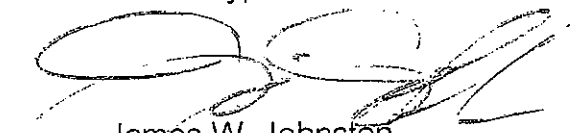
Dear Tom,

As you may recall, the Development Agreement for Century South (Phase I) provides for a reimbursement for oversized piping: In a September 11, 2001 letter to you (copy enclosed) I requested a reimbursement of costs of \$169,453.25, including engineering and project management from Enebak Construction. The City responded with a reimbursement amount of \$121,803.50 in the Development Agreement and excluded payment for engineering or project management. I would submit that the Enebak project management @ 6% is a reasonable and normal cost of coordinating a third party utility contractor and I am requesting that \$7,308.21 be added to the reimbursement for a total reimbursement of \$129,111.71.

Enclosed is a copy of our last payment to Enebak of 6/5/02 indicating that Phase I utilities are complete. I would appreciate your assistance in processing our reimbursement.

Thank you for your assistance. Please call with any questions.

Sincerely,



James W. Johnston  
Vice President

WAC	49,146 <sup>00</sup>
City SAC	72,657 <sup>50</sup>
Total	<u>121,803.50</u>

# LYMAN DEVELOPMENT CO.

300 Morse Ave. • PO Box 40.  
Excelsior, MN 55331  
Tel: 952-470-3634  
Fax: 952-470-3674

September 11, 2001

Thomas M. Montgomery, P.E.  
Director of Public Works  
City of Hastings  
101 – 4<sup>th</sup> Street East  
Hastings, MN 55033

Re: Century South (Phase I) Oversizing Reimbursement.

Dear Tom,

For purposes of assisting with the preparation of the Development Agreement, the following summary is our estimate of oversizing/overdepth costs incurred by Lyman Development in Phase I.

Watermain

<u>Item</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
1. 10" DIP in lieu of 8" DIP	6255 LF	\$6.00/LF =	\$37,530.00
2. 10" Gate Valves in lieu of 8' G.V.'s	12 EA.	\$600.00/EA =	\$ 7,200.00
3. Extra Fit's	750 lbs.	\$1.20 =	\$ 900.00
<b>Watermain Total</b>			<b>= \$45,630.00</b>

D.T.  
49,146.<sup>00</sup>

D.T. total 49,146.<sup>00</sup>

Sanitary Sewer

<u>Item</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
1. 18" DIP in lieu of 8" PVC @12' deep			
a) @ 24'-26'	159 LF	\$44.00/LF =	\$ 6,996.00
b) @ 26'-28'	372 LF	\$45.00/LF =	\$16,740.00
c) @28'-30'	732 LF	\$46.00/LF =	<u>\$33,672.00</u>
	<u>1263</u>		
<b>Total</b>			<b>= \$57,408.00</b>

D.T. ————— Total 45,226.<sup>00</sup>

Sanitary Sewer

D.T.

<u>Item</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
2. M.H. extra Depth <del>Over 12'</del> <i>over what's needed.</i>	95.2 LF <i>51.73</i>	\$100.00/LF =	<del>9,520.00</del> = 5,172.00
3. Outside Drop Section	4 Ea. <i>2 ea</i>	\$1,500.00/Ea. =	<del>6,000.00</del> 3,000.-
4. Outside Drop	50.5 LF <i>17.43 LF</i>	\$50.00/LF =	<del>2,525.00</del> 871.50
5. 18" x 6" x 4" Tee in lieu of 4" PVC wye	<i>17 ea</i> x 17 Ea.	<i>900.00</i> \$1,100.00/Ea. =	<del>18,700.00</del> = 15,300.-
6. 4" DIP Riser Pipe in lieu of 4" PVC	<i>193</i> x 262 LF	\$16.00/LF =	<del>4,192.00</del> 3,088.-
Total Sewer =			\$ 98,345.00

Grand Total Water & Sewer = \$143,975.00  
 Plus Enebak Constr. Mgmt. Fee = \$ 10,078.25  
 Plus Eng. @ 10% (no surveying) = \$ 15,400.00  
 Total Requested Reimbursement = \$169,453.25

Please give these a review and give me a call. Thanks.

Sincerely,

*[Signature]*  
 James W. Johnston  
 Vice President

DT Total → 72,657.50

DT = 121,803.50

18" Tee = \$1,250 ea.  
 8" x 4" wye = \$350. ea  
 -----  
 900. ea

4" DIP = 25.00/LF  
 4" SDR 26 = 9.00  
 -----  
 14.00

*This will not count as the credit of credit*

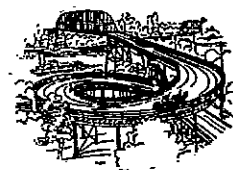
# MEMO

---

**To:** Honorable Mayor and City Council  
**From:** Tom Montgomery  
**Date:** June 26, 2002  
**Re:** Authorize Purchase of Engineering Department Inspector's Vehicle

---

The 2002 Engineering Department budget included \$24,000 for replacing the 1994 Chevrolet Blazer that is used by the Engineering Department Inspector. Council is requested to authorize purchase of a 2002 Jeep Liberty Sport at a cost with trade in of \$20,017.25 from Hastings Chrysler Center.



CITY OF HASTINGS





**HASTINGS CHRYSLER CENTER, INC.**  
 12044 120th Street South  
 Hastings, MN 55033  
 PHON: (763) 480-2416

Stock #: 22167 Date: 6-25-02 Salesperson: JAY ENUFFER 8102  
 Buyer Name: (Last) CITY OF HASTINGS (First) UTILITIES DEPT. (Middle) \_\_\_\_\_  
 Co-Buyer Name: (Last) \_\_\_\_\_ (First) \_\_\_\_\_ (Middle) \_\_\_\_\_  
 Address: 1225 PROGRESS DR. City: HASTINGS State: MN County: DAKOTA Zip: 55033  
 Home Phone: \_\_\_\_\_ Bus. Phone: 480-2369 Buyer DOB: \_\_\_\_\_ Co-Buyer DOB: \_\_\_\_\_  
 Buyer D.L. #: \_\_\_\_\_ Co-Buyer D.L. #: \_\_\_\_\_  
 Buyers Insurance Co.: \_\_\_\_\_ Policy #: \_\_\_\_\_

PLEASE ENTER MY ORDER FOR: New  Used  Demo  Lienholder \_\_\_\_\_ Address \_\_\_\_\_

YEAR <u>02</u>	MAKE <u>JEEP</u>	MODEL <u>LIBERTY</u>	BODY <u>SPORT</u>	TRANSMISSION <u>AUTO</u>	COLOR <u>RED</u>	INTERIOR <u>GREY</u>	
VIN # <u>1J4BL48K82W261406</u>	LIC. # <u>-</u>	TAB EXP. DATE <u>-</u>	STATE <u>-</u>	MILEAGE <u>65</u>	DELIVERED ON OR ABOUT		
CASH PRICE OF VEHICLE						<u>23350</u>	<u>00</u>
FREIGHT							
DEALER INSTALLED OPTIONS							
CUSTOMER ASSIGNS \$ <u>1000</u> REBATE TO DEALERSHIP, AND AUTHORIZES HASTINGS CHRYSLER INC. TO SIGN DRAFT IN MY BEHALF.							
BUYERS SIGNATURE <u>X</u>							
TRADE-IN DATA							
YEAR <u>94</u>	MAKE <u>CHEVY</u>	MODEL <u>510 BLAZ.</u>	BODY STYLE <u>TRUCK</u>	CUSTOMER ACKNOWLEDGES THAT HE/SHE IS PURCHASING A NON DAIMLERCHRYSLER SERVICE CONTRACT AND/OR AFTER MARKET ACCESSORIES - CUST. INITIALS <u>X</u>			
VIN # <u>16NCT18W3R0106952</u>							
LIEN HOLDER'S NAME							
ADDRESS							
LICENSE PLATE # <u>155-929</u>	TAX EXEMPT	LICENSE STATE <u>MN</u>	EXP. DATE <u>2-04</u>				
MILEAGE NOW <u>80,933</u>	TRANSMISSION <u>AUTO</u>						
DOES YOUR TRADE-IN HAVE A BRANDED TITLE OR INSURANCE SALVAGE HISTORY? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>							
POLLUTION CONTROL SYSTEM DISCLOSURE (TRADE-IN VEHICLE)							
In order to comply with Minnesota Statutes, Section 325E.0951, no person may transfer a motor vehicle without providing a written disclosure to the transferee (buyer) certifying the condition of the pollution control system. Transferor (seller) hereby certifies, to the best of his/her knowledge, that the pollution control system on this vehicle, being traded in, including the restricted gasoline pipe, has not been removed, altered, or rendered inoperative.							
Seller's Signature <u>X</u>							
DEALER'S DISCLAIMER OF WARRANTY							
The Dealer expressly disclaims all warranties, either express or implied on the vehicle sold, except any warranties offered and explained in Paragraphs 10 through 13 on the back of this contract. Buyer acknowledges receiving this information before the sale and further acknowledges having read and understood the provisions on the back of this contract.							
Buyer's Signature <u>X</u>							
DEALER'S POLLUTION CONTROL SYSTEM DISCLOSURE (VEHICLE BEING SOLD)							
Transferor (Dealer) hereby certifies, to the best of his/her knowledge, that the pollution control system on this vehicle being sold, including the restricted gasoline pipe, has not been removed, altered, or rendered inoperative.							
LICENSE PLATE <u>EXEMPT</u>						STATE & LOCAL TAXES	<u>1,218</u> <u>75</u>
TITLE & TRANSFER FEES <u>2350</u>						FEDERAL LUXURY TAX	
LIEN RECORDING FEE						DOCUMENT ADMINISTRATIVE FEE	<u>25</u> <u>00</u>
						SERVICE CONTRACT	
TOTAL LICENSE & FEES							<u>23</u> <u>50</u>
CASH SUBMITTED WITH ORDER						SUBTOTAL	
LESS BALANCE OWING TO LIENHOLDER ON TRADE-IN							
TOTAL DOWN PAYMENT							
TOTAL AMOUNT DUE ON DELIVERY							<u>20,017</u> <u>25</u>

The front and back of this CONTRACT comprise the entire CONTRACT affecting this purchase. The DEALER will not recognize any verbal agreement, or any other agreement or understanding of any nature. You certify that no credit has been extended by dealer for the purchase of this motor VEHICLE. You certify that you are 18 years of age or older, and acknowledge receiving a copy of this contract.

The terms of this CONTRACT were agreed upon and the CONTRACT signed in the dealership on the date noted at top of this form. If DEALER is arranging credit for YOU, this CONTRACT is not valid until a credit disclosure is made as described in Regulation Z and you have accepted the credit extended.  
 NOTICE OF SALESPERSON'S LIMITED AUTHORITY. This contract is not valid unless signed and accepted by Sales Manager or Officer of Dealership.

**IMPORTANT: THIS MAY BE A BINDING CONTRACT AND YOU MAY LOSE ANY DEPOSITS IF YOU DO NOT PERFORM ACCORDING TO ITS TERMS.**

# Memo

**To:** Mayor Werner and City Council

**From:** John Hinzman, Planning Director

**Date:** July 1, 2002

**Subject:** Westview Commons Addition – Revision to Final Plat Resolution No. 04-23-02 to modify vacation of easement provision

## REQUEST

Staff seeks City Council approval to modify Condition No. 4 of City Council Resolution 4/23/02 approving the Preliminary and Final Plat for Westview Commons, a three lot commercial subdivision located south west of Highway 55 and Westview Drive.

The following change is proposed:

4. ~~Execution of easement vacations as indicated on the preliminary plat.~~ All easement vacations as indicated on the approved preliminary plat dated March 22, 2002 shall be executed upon construction and of new utilities and abandonment of existing utilities.

As part of Westview Commons construction a new 10-inch waterline would be constructed nearer to Highway 55, to replace an existing waterline. The remaining easement would then be vacated. The Public Works Department recommends that vacations of easement take place only after the new utility lines are constructed.

No other modifications are proposed.

## ATTACHMENTS

- Resolution
- Location Map
- Preliminary Plat

HASTINGS CITY COUNCIL

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HASTINGS  
AMENDING RESOLUTION NO. 04-23-02 APPROVING THE PRELIMINARY AND  
FINAL PLAT OF WESTVIEW COMMONS ADDITION A THREE LOT  
COMMERCIAL SUBDIVISION LOCATED SOUTHWEST OF HIGHWAY 55 AND  
WESTVIEW DRIVE, HASTINGS, MN**

Council member \_\_\_\_\_ introduced the following Resolution and moved its adoption:

**WHEREAS**, Reliance Development has petitioned for preliminary plat and final plat approval to subdivide three commercial lots from 3.39 acres located southwest of Highway 55 and Westview Drive legally described as Lot 7, Block 1, WESTVIEW SHOPPING CENTER 2<sup>ND</sup> ADDITION, Dakota County, Minnesota; and

**WHEREAS**, on April 8, 2002, a public hearing was conducted before the Planning Commission of the City of Hastings, as required by state law, city charter and city ordinance; and

**WHEREAS**, on April 15, 2002 the City Council approved resolution 4-23-02 approving the preliminary and final plat for said property, subject to 12 conditions of approval; and

**WHEREAS**, condition no. 4 of said resolution requires certain drainage and utility easements to be vacated before execution of a final plat; and

**WHEREAS**, The City Council would not entertain a vacation of easement until new utility lines are constructed.

**NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE  
CITY OF HASTINGS AS FOLLOWS:**

That the City Council hereby approves the following revisions to the conditions of approval for the preliminary plat and final plat of Westview Commons Addition (language ~~striked~~ is deleted, language added is underlined):

1. Satisfying outstanding review comments of the April 5, 2002 letter to Landform Engineering by Thomas Montgomery, Public Works Director.
2. Direct access to Westview Drive and Highway 55 is prohibited.
3. The existing curb cut on Westview Drive and South Frontage Road shall be closed.

4. Execution of easement vacations as indicated on the preliminary plat. All easement vacations as indicated on the approved preliminary plat dated March 22, 2002 shall be executed upon construction and of new utilities and abandonment of existing utilities.
5. All disturbed areas on this property shall be stabilized with rooting vegetative cover to eliminate erosion problems.
6. The disturbed areas of the site shall be maintained to the requirements of the City's property maintenance ordinance.
7. That the final plat is subject to MNDOT approval and that the Developer shall incorporate any MNDOT's comments into the final plat.
8. That the final plat hardshells shall be modified to illustrate MNDOT R.O.W. and restricted access.
9. The developer shall pay applicable interceptor sewer charges per developable acre. These fees shall be paid prior to City release of final plat hardshells.
10. That the Developer shall obtain Site Plan approval from the City prior to issuance of any building permits for any future proposed developments on property.
11. There shall be shared access easements and agreements recorded with the final plat that allow for shared access through the property.
12. Execution of a development agreement to memorialize the conditions of the plat and to establish any applicable escrow amounts to guarantee the completion of site plan activities.

**BE IT FURTHER RESOLVED**, that a copy of this resolution shall be filed with the Dakota County Recorder's Office by the Hastings City Clerk.

Council member \_\_\_\_\_ moved a second to this resolution and upon being put to a vote adopted by \_\_\_\_\_ present.

Ayes: \_\_\_\_\_  
 Nays: \_\_\_\_\_  
 Absent: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
 Michael D. Werner, Mayor

\_\_\_\_\_  
 Melanie Mesko Lee  
 Administrative Assistant/City Clerk

I HEREBY CERTIFY that the above is a true and correct copy of resolution presented to and

adopted by the City of Hastings, County of Dakota, Minnesota, on the 1<sup>st</sup> day of July, 2002, as disclosed by the records of the City of Hastings on file and of record in the office.

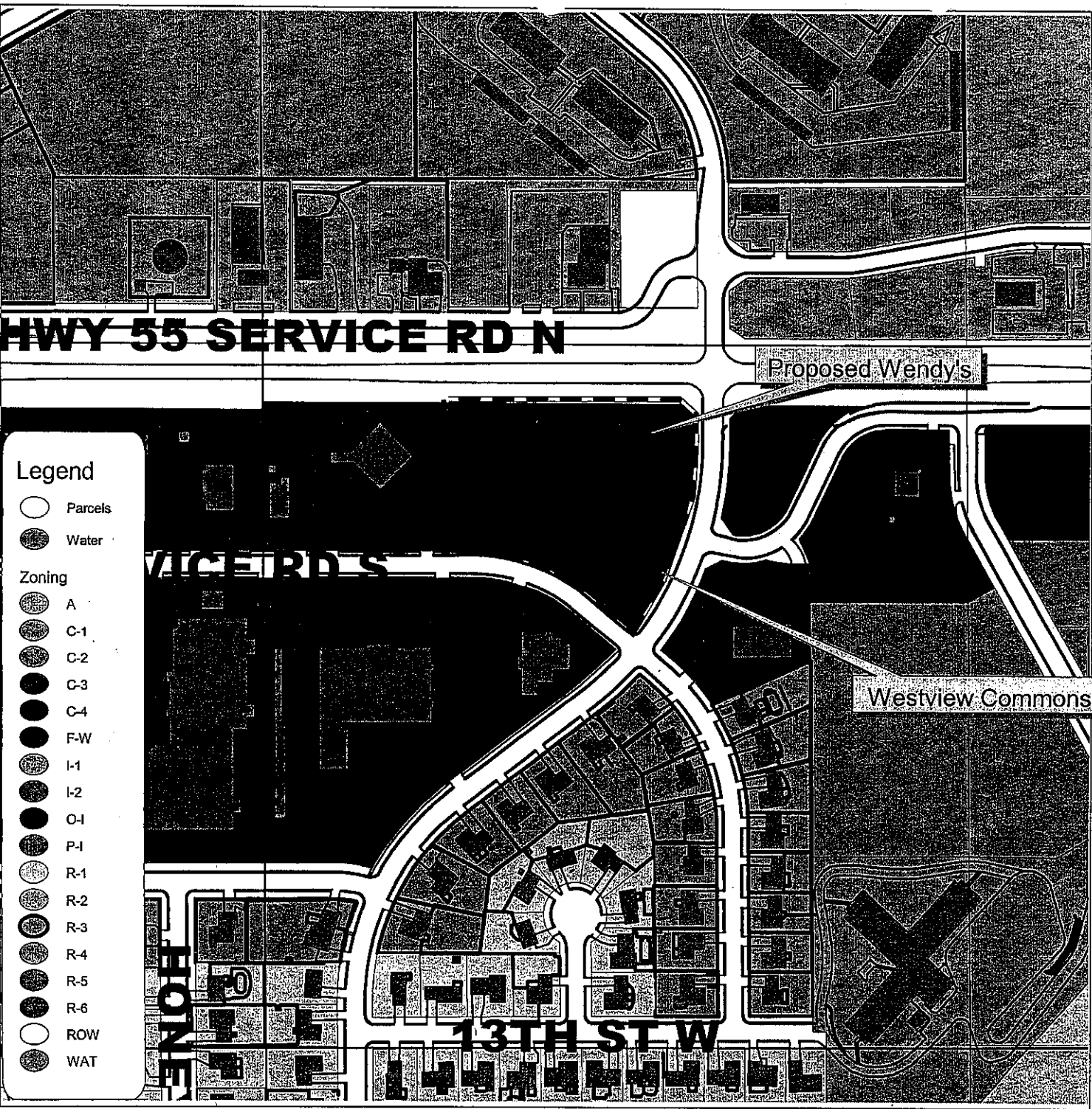
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Melanie Mesko Lee  
Administrative Assistant/City Clerk

(SEAL)

This instrument drafted by:  
City of Hastings  
101 4th St. East  
Hastings, MN 55033

# Westview Commons Plat Wendy's Site Plan



**Legend**

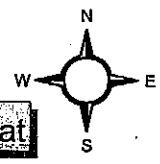
- Parcels
- Water

**Zoning**

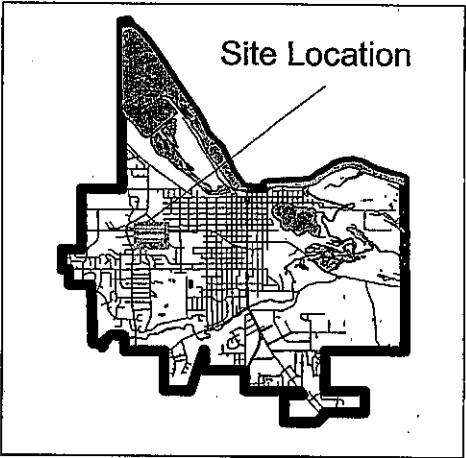
- A
- C-1
- C-2
- C-3
- C-4
- F-W
- I-1
- I-2
- O-1
- P-1
- R-1
- R-2
- R-3
- R-4
- R-5
- R-6
- ROW
- WAT

**Legend**

- Buildings
- ~ Roads
- Parcels



Map Date: April 8, 2002



# WESTVIEW COMMONS ADDITION PRELIMINARY PLAT

MINNESOTA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY NO. 19-16

### GENERAL NOTES

1. UNDEVELOPED AREAS SHALL BE MAINTAINED AS OPEN SPACE UNLESS OTHERWISE SHOWN BY THE PLAT. ADDITIONAL UTILITY LOCATIONS SHALL BE SHOWN BY THE CITY OF HASTINGS. THE PLAT IS DRAWN AS SHOWN AND THE CITY OF HASTINGS SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION AND DEPTH OF ALL UTILITIES. THE CITY OF HASTINGS SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION AND DEPTH OF ALL UTILITIES. THE CITY OF HASTINGS SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION AND DEPTH OF ALL UTILITIES.

### LEGAL DESCRIPTION

SECTION ONE CORNER A OF CHICAGO SUBDIVISION CONTAINS AN INTEREST IN LOT 1, BLOCK 1, WESTVIEW COMMONS ADDITION ACCORDING TO THE RECORDS PLAT NUMBER, HASTINGS COUNTY, MINNESOTA.

### EASEMENT VACATION

THE GRANTOR AND GRantee AGREE TO VACATE THE EASEMENT SHOWN ON LOT 1, BLOCK 1, WESTVIEW COMMONS ADDITION ACCORDING TO THE RECORDS PLAT NUMBER, HASTINGS COUNTY, MINNESOTA.

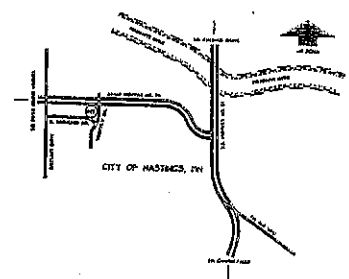
### PROPERTY DATA

TOTAL AREA = 17,421 SQ. FT. (0.40 ACRES)  
LOT 1 = 4,975 SQ. FT. (0.11 ACRES)  
LOT 2 = 6,275 SQ. FT. (0.14 ACRES)  
LOT 3 = 6,171 SQ. FT. (0.14 ACRES)

### NOTES

1. ALL DIMENSIONS ARE BASED ON THE PLAT OF WESTVIEW COMMONS.
2. ALL DIMENSIONS ARE BASED ON THE PLAT OF WESTVIEW COMMONS.
3. UNDEVELOPED AREAS SHALL BE MAINTAINED AS OPEN SPACE UNLESS OTHERWISE SHOWN BY THE PLAT.
4. THE CITY OF HASTINGS SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION AND DEPTH OF ALL UTILITIES.

### VICINITY MAP



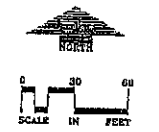
### UTILITY SYMBOLS

SYMBOL	DESCRIPTION
[Symbol]	10" WATER
[Symbol]	6" WATER
[Symbol]	4" WATER
[Symbol]	3" WATER
[Symbol]	2" WATER
[Symbol]	1" WATER
[Symbol]	8" SANITARY
[Symbol]	6" SANITARY
[Symbol]	4" SANITARY
[Symbol]	3" SANITARY
[Symbol]	2" SANITARY
[Symbol]	1" SANITARY
[Symbol]	12" GAS
[Symbol]	8" GAS
[Symbol]	6" GAS
[Symbol]	4" GAS
[Symbol]	3" GAS
[Symbol]	2" GAS
[Symbol]	1" GAS
[Symbol]	12" ELECTRIC
[Symbol]	8" ELECTRIC
[Symbol]	6" ELECTRIC
[Symbol]	4" ELECTRIC
[Symbol]	3" ELECTRIC
[Symbol]	2" ELECTRIC
[Symbol]	1" ELECTRIC
[Symbol]	12" TELEPHONE
[Symbol]	8" TELEPHONE
[Symbol]	6" TELEPHONE
[Symbol]	4" TELEPHONE
[Symbol]	3" TELEPHONE
[Symbol]	2" TELEPHONE
[Symbol]	1" TELEPHONE

### GRADE SYMBOLS

SYMBOL	DESCRIPTION
[Symbol]	10' FINISHED GRADE
[Symbol]	8' FINISHED GRADE
[Symbol]	6' FINISHED GRADE
[Symbol]	4' FINISHED GRADE
[Symbol]	3' FINISHED GRADE
[Symbol]	2' FINISHED GRADE
[Symbol]	1' FINISHED GRADE
[Symbol]	12" UNFINISHED GRADE
[Symbol]	8" UNFINISHED GRADE
[Symbol]	6" UNFINISHED GRADE
[Symbol]	4" UNFINISHED GRADE
[Symbol]	3" UNFINISHED GRADE
[Symbol]	2" UNFINISHED GRADE
[Symbol]	1" UNFINISHED GRADE

Gopher Slate One Call  
DATE OF AREA = 10-2005  
TEL. NO. = 651-231-2322



DEVELOPER:  
**RELIANCE DEVELOPMENT COMPANY, L.P.**  
200 BROAD TOWER  
225 MADISON STREET, SUITE 300  
MINNEAPOLIS, MINNESOTA 55401  
TEL: 612-336-1000 FAX: 612-336-1001

CIVIL ENGINEER:  
[Signature]  
[Stamp]

REVISION HISTORY:  
[Table with columns for Date, Description, and Revision Number]

PROJECT NUMBER: 0501  
DATE: 10/20/05  
CITY OF HASTINGS, MN

**CONSTRUCTION**

CITY SUBMITTAL  
MARCH 22, 2007

PROJECT:  
**WESTWOOD COMMONS  
ADDITION  
HASTINGS, MN**



**LANDFORM**  
MINNEAPOLIS, MINNESOTA  
400 Hennepin Avenue, Suite 1000  
Minneapolis, MN 55401  
Tel: 612-338-8800  
Fax: 612-338-8801  
www.landform.com

FILE NAME: 0501.DWG  
PROJECT NO: 0501

PRELIMINARY PLAT  
**C5.1**

# Memo

**To:** Mayor Werner and City Council

**From:** John Hinzman, Planning Director

**Date:** July 1, 2002

**Subject:** Development Agreement – Westview Commons\Wendy's International

## REQUEST

The City Council is asked to approve the Development Agreement between the City and Reliance Development for the Preliminary and Final Plat of Westview Commons, a three lot commercial subdivision located at the southwest corner of Westview Drive and Highway 55, including a Wendy's restaurant. **Staff is working out final details of the development agreement with the developer and owner. The development agreement will be sent under a separate cover tomorrow, or will be deleted from the agenda on Monday.**

The City Council granted preliminary plat, final plat, and site plan approval on April 15, 2002, and a modification to easement vacations on July 1. As a condition of approval, the developer was required to enter into a development agreement with the city to memorialize conditions of the site plan and plat.



# Memo

**To:** Mayor Werner and City Council

**From:** John Hinzman, Planning Director

**Date:** July 1, 2002

**Subject:** Accept Industrial Park Board Resignations – Charles Caturia & Mike Cahill

## REQUEST

The City Council is asked to accept the resignations of Charles Caturia, and Mike Cahill from the Industrial Park Board. Both members cite the inability to regularly attend meetings due to time conflicts as reasons for dismissal.

# Memo

**To:** Mayor Werner and City Council

**From:** John Hinzman, Planning Director

**Date:** July 1, 2002

**Subject:** Appoint Industrial Park Board Members – Ron Toppin, and Roger Thorkelson

## REQUEST

The City Council is asked to appoint Ron Toppin and Roger Thorkelson to serve on the Industrial Park Board.

Ron Toppin has most recently served as an ex-officio member of the board in his position as Enterprise Facilitator for the Chamber of Commerce, and has recently taken a position in private business. Mr. Toppin would serve out Charles Caturia's remaining term to January 31, 2004.

Roger Thorkelson owns and operates Kusske Mechanical and insulation, an Industrial Park tenant. Mr. Thorkelson would serve out Mike Cahill's remaining term to January 31, 2003.

## ATTACHMENTS

- Advisory Board Application – Ron Toppin
- Advisory Board Application – Roger Thorkelson

# City of Hastings Commission Application

Thank you for your interest in serving the City of Hastings as an appointed official.

To help us have a better understanding of your interests and background, we ask candidates for some general information. Please complete the required information section in full and feel free to complete the desired information section; please sign the application.

Please type or print clearly.

## Required Information

Commission Applying For:

Hastings Housing and Redevelopment Authority

Name: Ronald L. Toppan

Address: 409 W. 7<sup>th</sup> St., Hastings, MN 55033

Phone Number: (651) 480-2226 (Day) (651) 437-7753 (Evening)

How long have you lived in Hastings? 23 years

Please provide a short paragraph summarizing why you are seeking an appointment to the commission

I am a new business owner in the downtown area and have <sup>seen</sup> the many positive changes occurring in this area over the past 5 years. I believe my experience in business, economic development and collaborative background would be a positive <sup>new</sup> member of this group.

## Desired Information

Employer: M. Christopher, Inc. / Hastings Enterprise Facilitation Program  
Occupation: Retail Business Owner / Facilitator

Prior Experience as public employee, elected or appointed official:

NONE

Briefly describe your background, experience, and any other information not previously given which you believe should be considered regarding the appointment you are seeking. May add separate page.

Retail management and ownership totals 29 years in leading groups from 5-75 employees. In the past 4 years I have gained additional experience in working as a staff person (coach) for the Hastings Enterprise Committee.

**Ordinance 2.81: City of Hastings Code of Ethics**

"Subd. 3 Responsibilities of Public Office. Public Officials are agents of public purpose and hold office for the benefit of the public. They are bound to uphold the Constitution of the United States, the Constitution of Minnesota, and to impartially carry out the laws of the nation, state, and the City of Hastings and thus foster respect for all government."

"Subd. 7. Public Disclosure. (1) Each public official... shall file... a sworn statement... which must contain... (1) The names of all businesses, corporations, companies, firms, partnerships, or other business enterprises, doing business with or in the City of Hastings, in which said public official is connected thereto as an employee, owner, director, officer, advisor, or consultant, or in which said public official has a continuing financial interest, through ownership of stock or as a beneficiary of any pension or retirement plan."

Please return to: City of Hastings  
101 Fourth Street East  
Hastings, MN 55033

Telephone: 651-437-4127  
Fax: 651-437-7082

For Office Use:

Date Received: \_\_\_\_\_  
Forwarded to: \_\_\_\_\_

### City of Hastings Commission Application

Thank you for your interest in serving on a City of Hastings appointed official.

To help us have a better understanding of your interests and background, we ask candidates for some general information. Please complete the required information section in full and feel free to complete the desired information section; please sign the application.

*Please type or print clearly.*

#### Required Information

Commission Applying For:

1. INDUSTRIAL PARK BOARD

Name: ROGER THORKELSON

Address: 1640 LOUIS LANE

Phone Number: 437-8404 (Day) 437-8047 (Evening)

How long have you lived in Hastings? 29 years

Please provide a short paragraph summarizing why you are seeking an appointment to a City of Hastings commission.

I AM A PROPERTY OWNER AND A BUSINESS OWNER IN THE HASTINGS INDUSTRIAL PARK. I FEEL I CAN ADD SOMETHING BECAUSE I DO OWN PROPERTY.

#### Desired Information

Employer: KUSSKE MECHANICAL / KUSSKE MECH INSULATION

Occupation: OWNER

City of Hastings  
Commission Application Form

Prior Experience as public employee, elected, or appointed official:

I DO NOT HAVE ANY EXPERIENCE AS A  
PUBLIC OFFICIAL.

Briefly describe your background, experience, and any other information not previously given which you believe should be considered regarding the appointment you are seeking. If needed, please add a separate page.

I HAVE OWNED A BUSINESS FOR THE PAST  
10 YEAR, 6 YEAR AT MY PRESENT LOCATION  
2651 INDUSTRIAL COURT. I AM PRESIDENT OF THE  
MN INSULATION CONTRACTORS ASSOC. AND ON THE BOARD OF  
DIRECTORS FOR INSULATION AND ASBESTOS WORKERS APPANTICE SCHOOL.

**Ordinance 2.81: City of Hastings Code of Ethics**

\*Subd. 3 Responsibilities of Public Office. Public Officials are agents of public purpose and hold office for the benefit of the public. They are bound to uphold the Constitution of the United States, the Constitution of Minnesota, and to impartially carry out the laws of the nation, state, and the City of Hastings and thus foster respect for all government.\*

\*Subd. 7. Public Disclosure. (1) Each public official...shall file...a sworn statement...which must contain...(1) The names of all businesses, corporations, companies, firms, partnerships, or other business enterprises, doing business with or in the City of Hastings, in which said public official is connected thereto as an employee, owner, director, officer, advisor, or consultant, or in which said public official has a continuing financial interest, through ownership of stock or as a beneficiary of any pension or retirement plan.\*

Please return to: City of Hastings  
101 Fourth Street East  
Hastings, MN 55033

Telephone: 651-437-4127  
Fax: 651-437-7082

For Office Use:  
Date Received: \_\_\_\_\_  
Forwarded to: \_\_\_\_\_

# Memo

**To:** Mayor Werner and City Council  
**From:** John Hinzman, Planning Director  
**Date:** July 1, 2002  
**Subject:** Approve Increase in Sale Price – Hastings Industrial Park Land

## REQUEST

The City Council is asked to approve an increase from \$1.00 per square foot to \$1.35 per square foot for the sale of land within the Hastings Industrial Park.

## INDUSTRIAL PARK BOARD REVIEW

The Industrial Park Board reviewed an appraisal report conducted by Metzen Appraisals at the April 25, 2002 meeting. Metzen recommended an increase to \$1.20 to \$1.35 per square foot. The Board recommended an increase to \$1.35. Members generally agreed that the maximum value should be adopted, and that reductions could be considered to offset site specific difficulties (utility extensions, soils, etc.). The last increase in sales price occurred in 1997.

## ATTACHMENTS

- Resolution

**HASTINGS CITY COUNCIL**

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HASTINGS  
APPROVING AN INCREASE IN THE SALES PRICE OF PROPERTY WITHIN THE  
HASTINGS INDUSTRIAL PARK, HASTINGS, MN**

Council member \_\_\_\_\_ introduced the following Resolution and moved its adoption:

**WHEREAS**, The City of Hastings has subdivided property legally described as HASTINGS INDUSTRIAL PARK, HASTINGS INDUSTRIAL PARK NO. 2, HASTINGS INDUSTRIAL PARK NO. 3, HASTINGS INDUSTRIAL PARK NO. 4, HASTINGS INDUSTRIAL PARK NO. 5, and HASTINGS INDUSTRIAL PARK NO. 6, Dakota County, Minnesota "Property" for the purpose of establishing developable lots in an Industrial Park; and

**WHEREAS**, The City of Hastings retains ownership of unsold lots within the Property; and

**WHEREAS**, The City of Hastings has in the past established a sales price for land within the Property; and

**WHEREAS**, an appraisal was conducted by Metzen Appraisals to determine the fair market value of land within the property; and

**WHEREAS**, The Industrial Park Board has reviewed said appraisal and recommends an increase in the sales price of land within the Property.

**NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HASTINGS:** that the following price is established for sale of all city-owned land within the Property:

- 1) That \$1.35 per square foot is hereby established as the sales price for all city-owned land within the Property.

Council member \_\_\_\_\_ moved a second to this resolution and upon being put to a vote adopted by \_\_\_\_\_ present.

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_



ATTEST:

\_\_\_\_\_  
Michael D. Werner, Mayor

\_\_\_\_\_  
Melanie Mesko Lee  
Administrative Assistant/City Clerk

I HEREBY CERTIFY that the above is a true and correct copy of resolution presented to and adopted by the City of Hastings, County of Dakota, Minnesota, on the 1<sup>st</sup> day of July, 2002, as disclosed by the records of the City of Hastings on file and of record in the office.

\_\_\_\_\_  
Melanie Mesko Lee  
Administrative Assistant/City Clerk

(SEAL)

This instrument drafted by:  
City of Hastings  
101 4th St. East  
Hastings, MN 55033

# Memo

**To:** Mayor Werner and City Council  
**From:** John Hinzman, Planning Director  
**Date:** July 1, 2002  
**Subject:** Accept Proposal – Hastings Industrial Park Sanitary Sewer and Water Improvements

## REQUEST

The City Council is asked to approve the attached proposal from Bolton & Menk, Inc. to extend sanitary sewer and water service to Lots 3, 6, and 7, Block 2, HASTINGS INDUSTRIAL PARK NO. 6.

## ATTACHMENTS

- Request for proposal

**BOLTON & MENK, INC.****Consulting Engineers & Surveyors**

1515 East Highway 13 • Burnsville, MN 55337-6857  
Phone (952) 890-0509 • FAX (952) 890-8065

June 27, 2002

Mr. John Hinzman  
City Planner  
101 Fourth Street East  
Hastings, MN 55033

Re: Request For Proposal  
Hastings Industrial Park Sewer and Water Extensions  
City of Hastings, Minnesota

Dear Mr. Hinzman:

Bolton & Menk, Inc., is pleased to offer you the following proposal for the above referenced project. This proposal is based on our discussions of this project on June 25 & 26, 2002. As a part of this proposal, we have reiterated the scope of work as we understand it and have included an estimate of fees for our professional engineering and surveying services.

**Scope of Work**

The City of Hastings is interested in extending sanitary sewer and watermain into Lots 3, 6, and 7, Block 2, Hastings Industrial Park No. 1. Lot 3 is adjacent to Commerce Drive, and Lots 6 and 7 are adjacent to 31<sup>st</sup> Street East. Currently there are existing sanitary sewer and watermain available along 31<sup>st</sup> Street which the City has indicated could serve these extensions.

Professional surveying services requested of Bolton & Menk, Inc., include the topographic mapping of 31<sup>st</sup> Street in front of Lots 6 and 7, and potentially the complete topographic mapping of Lots 3, 6, and 7. We believe that the scope of this surveying work could be decreased to a smaller utility corridor, depending on the amount of information required by the City. Details of the topographic survey will include all visible surface improvements, underground utility locations if they are marked in the field, and boundary information.

Professional engineering services requested of Bolton & Menk, Inc., include final design services for the sanitary sewer and watermain extensions, including construction plans and specifications. Final construction documents will illustrate existing and proposed sanitary sewers and watermains in plan and profile views and will detail surface restoration requirements. Construction specifications will reference the City of Hastings' standard specifications.

Construction observation and administration are not included in this proposal.

**Estimate of Fees**

The following is an itemization of fees we propose for this project.

A.	Topographic Survey	\$1,800.00
B.	Final Construction Plans and Specifications	<u>\$4,500.00</u>
	<b>Total Not-to-Exceed Estimate</b>	<b>\$6,300.00</b>

If the City elects to reduce the scope of the surveying work for this project, the estimated fee for this work may be negotiated to a lower fee.

Attached, please find our Terms of Proposal. If you find this proposal acceptable, please let us know so that we may draft a formal Agreement. We look forward to providing these professional engineering and surveying services to you on this project and appreciate your continued consideration of Bolton & Menk, Inc. Please contact us if you have any questions, need additional information, or wish to discuss this proposal.

Sincerely yours,  
BOLTON & MENK, INC.

*Marcus A Thomas*

Marcus A. Thomas, P.E., Associate  
Project Manager

Attachment

cc: Mark D. Kasma, P.E., Burnsville Office Manager

Version 11-30-98

## Terms of Proposal Bolton & Menk, Inc.

The accompanying Proposal (hereinafter referred to as "Proposal") is subject to the following terms and conditions. These Terms of Proposal (hereinafter referred to as "Terms") are an integral part of the Proposal as if stated directly therein. No change or deviation from these Terms will be binding without the written approval of Bolton & Menk, Inc. (BMI). Such changes may require an adjustment in the proposed fee, schedule or scope of the Proposal.

**A. Services:** BMI proposes to perform the services outlined in the Proposal for the stated fee arrangement. Changes required by the Client or other controlling entities (regulatory agencies, contractors, courts, etc.) from the scope or schedule of services described in the Proposal shall be considered "Additional Services" and will be invoiced on an hourly basis in addition to the stated fee arrangement.

**B. Information from Client:** Unless otherwise stated, Client agrees to provide BMI with all site information necessary to complete the proposed services. This information should include current site property descriptions (from abstract, title opinion or title commitment); other legal documents affecting the site; copies of previous surveys, maps, engineering studies and plans; existing or required soils and geotechnical reports; governmental, regulatory and utility reviews and determinations; and all other pertinent information. Client shall promptly inform BMI of any alleged defects in services provided or the project.

**C. Access to Site:** Unless otherwise stated, Client agrees to provide BMI with access to the site, including adjoining properties, for activities necessary for the performance of services. It is understood that in the normal course of work, property damage may occur due to excavations, tree and brush trimming, marking lines, etc. The cost to correct resulting damages has not been included in the fee. BMI will take precautions to minimize damage due to these activities and the Client agrees to reimburse BMI for any costs associated with required restoration work.

**D. Standard of Care:** Professional services provided under this Agreement will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of BMI's profession currently practicing under similar conditions. BMI makes no expressed or implied warranty with respect to its undertakings described herein.

**E. Certifications:** Any certification provided by BMI is a professional opinion based upon knowledge, information and beliefs available to BMI at the time of certification. Such certifications are not intended as and shall not be construed as a guarantee or warranty. BMI shall not be required to certify the existence of conditions whose existence BMI cannot reasonably ascertain.

**F Project Approvals:** Due to site limitations, code interpretations, regulatory reviews, political considerations and Client directed design and improvements, BMI makes no representations as to acceptability or approvability of the project; or, zoning requests, permit applications, site and development plans, plats and similar documents. Payment of fees to BMI is not contingent upon project approval.

**G. Opinions or Estimates of Project Costs:** Where included as part of project scope or otherwise, opinions or estimates of project cost will generally be based upon public construction cost information. Since BMI has no control over the cost of labor, materials, competitive bidding process, weather conditions and other factors affecting the cost of construction, all cost estimates are opinions for general information of the Client and BMI does not warrant or guarantee the accuracy of construction cost opinions or estimates. Project financing should be based upon actual, contracted construction costs with appropriate contingencies

Version 11-30-98

**Terms of Proposal**  
**Bolton & Menk, Inc.**  
(Continued)

**H. Construction Phase Services:** If construction phase engineering or staking services are included in this Proposal or subsequently authorized, Client is notified that BMI is not be responsible for means, methods, techniques or procedures of construction selected by any contractor employed on the project nor for the safety precautions or programs incident to the work of any contractor.

**I. Ownership and Alteration of Documents:** All documents, including reports, specifications, drawings, field data, notes and documents or electronic media prepared or furnished by BMI under this agreement shall remain the property of BMI. The Client may make and retain copies for its use in connection with this project. However, such documents are not intended for reuse by the Client on any other project or alteration of the project by others without the written consent of BMI. Electronic media may be furnished for convenience of Client; however, only signed and certified hard copies of submittals may be relied upon as documentation of professional services provided.

**J. Billings and Payments:** Invoices for BMI's services shall be submitted, at BMI's option, either monthly or upon completion of services. Invoices are due and payable within 30 days after the invoice date. If the invoice is not paid within 30 days, BMI may, without waiving any claim or right against the Client, and without liability whatsoever to the Client, terminate the performance of its services.

**K. Late Payments:** Accounts unpaid 30 days after the invoice date will be subject to a monthly service charge of 1.5 % on the unpaid balance. If any portion or all of an account remains unpaid 90 days after billing, the Client shall pay all costs of collection, including reasonable attorney's fees.

**L. Termination of Services:** This agreement may be terminated, upon written notice, by the Client or BMI should the other fail to perform its obligations hereunder. In the event of termination, the Client shall pay BMI for services rendered to the date of termination, all reimbursable expenses, and reimbursable termination expenses.

**M. Limitation of Liability:** In recognition of the relative risks, rewards and benefits of the project to both the Client and BMI, the risks have been allocated such that the Client agrees that, to the fullest extent permitted by law, BMI's total liability to the Client for any and all injuries, claims, losses, expenses, damages or claimed expenses arising out of the performance of this agreement from any cause or causes, shall not exceed \$ 6,300.00. Such claims include, but are not limited to, BMI's negligence, errors, omissions, strict liability, breach of contract, or breach of warranty, if any.

**N. Dispute Resolution:** Any claims or disputes made during or after the performance of services between BMI and the Client, with the exception of claims by BMI for non-payment of services rendered, shall be submitted to mediation and/or arbitration. This Proposal anticipates that BMI and the Client will include a similar requirement in all agreements with contractors, sub-contractors, suppliers, consultants and fabricators concerned with this project.

**O. Withdrawal of Proposal :** This Proposal constitutes a non-binding offer to perform services and BMI reserves the right to withdraw or modify this Proposal, without liability to the Client, at any time prior to receipt of written acceptance from the Client and execution of a signed agreement in accordance with Paragraph P.

**P. Agreement:** If the Proposal is accepted, the Client and BMI may enter into and execute an Agreement incorporating the Proposal, these Terms and such additional terms and conditions as may be mutually acceptable to BMI and Client. Upon request by the Client, BMI may, at its sole discretion and for the benefit of the Client, proceed with any proposed services prior to execution of a written agreement. In the absence of a executed written agreement, the accompanying Proposal and these Terms of Proposal shall constitute the whole and complete agreement between BMI and the Client.

# Memo

**To:** Mayor Werner and City Council

**From:** John Hinzman, Planning Director

**Date:** July 1, 2002

**Subject:** Preliminary Land Sale\Land Credit Application – Quality One Expansion– Lots 2 & 4, Block 6, HIP No. 2 (31<sup>st</sup> Street)

## REQUEST

Quality One seeks purchase of Lots 2 & 4, Block 6 and a portion of Outlot B, Hastings Industrial Park No. 2 for a 74,000 square foot expansion of their existing 27,000 square foot woodworking facility located northeast of 31<sup>st</sup> Street and Millard Avenue. A \$209,148 Land Credit is requested towards purchase of the following lots:

- Lot 2 (1.9 acres) – Parking and Ponding
- Lot 4 (2.9 acres) – Trailer Parking and future expansion.
- Outlot B (portion) – Drive access Road

## RECOMMENDATION

The Hastings Industrial Park Board recommended approval of preliminary property sale and land credit application at the June 20, 2002 meeting. Comments from the Board have been incorporated into the Conceptual Plan Review comments. Preliminary approval is subject to purchase finalization within 90 days, including addressing outstanding concept plan concerns in preparation of the final site and grading plans.

## ATTACHMENTS

- Land Credit Memo – John Grossman, HRA Director
- Location Map
- Conceptual Site Plan

## **BACKGROUND INFORMATION**

### **Comprehensive Plan Classification**

The use conforms to the 2020 Comprehensive Plan. The subject property is classified I, Industrial.

### **Zoning Classification**

The subject property is zoned I-1, Industrial Park. Manufacturing operations are a permitted use.

### **Adjacent Zoning and Land Use**

The Three Rivers Mobile Home Park is located directly across 31<sup>st</sup> Street from the site. All other property abutting the site is within the Industrial Park and zoned for Industrial Use.

### **Existing Condition**

The existing site is flat and treeless.

## **PROPERTY SALE**

### **Land Credit Program**

Although no building construction is planned for the lot at this time, the lot coverage for the existing facility\lot, planned expansion and the adjacent land is 23.9%, exceeding the 20% average set for the land credit program. The applicant would pay \$5 for the land, with the remaining \$209,148 (\$1/acre) given as credit.

	Existing Lot	Adjacent Lot	Proposed Expansion
Lot Size (acres)	4.9	4.8	9.7
Building Size (s.f.)	27,000	0	101,000
Lot Coverage Ratio	12.6%	0%	23.9%

### **Improved Valuation**

The estimated improved value is \$1.8 million or \$24.32 per square foot. 15 jobs would be created at \$12.00 hour for an increased payroll amount of \$300,000. Please see the attached memo from John Grossman, HRA Director for further information.



## **CONCEPTUAL SITE PLAN REVIEW**

### **Proposed Addition**

Quality One proposes a 74,000 square foot addition to the east side of its existing building to increase its manufacturing capacity. The expansion would bring the building south towards 31<sup>st</sup> Street, creating an “L” shape. Future additions are planned east of the building, which would encompass more of the proposed adjacent lot. The general location of the building and setbacks appear adequate.

### **Architectural Building Elevations**

A pre-engineered metal building is proposed. The applicant will need to provide more information concerning the treatment of exterior surfaces, and how existing and proposed elevations facing street right-of-ways will be treated to conform to Industrial Park appearance guidelines, before site plan approval.

### **Parking and Circulation**

Parking levels appear adequate. 110 spaces must be provided (101,000 s.f.:1,000 spaces). Drive aisle areas must be better delineated on Lot 2. All existing and newly constructed parking and drive areas, including the trailer storage area will need to be constructed to city standards including bituminous surfacing and curb.

### **Outlot B**

Outlot B was originally platted for rail service, which is not anticipated for the park. The portion of Outlot B abutting the park would be incorporated into the Quality One project, however the city would retain a drainage and utility easement over the outlot.

### **31<sup>st</sup> Street Residential Area**

Areas facing the residential area south of 31<sup>st</sup> Street will need to ensure compatibility. Particular emphasis will be placed upon the loading dock area. The Industrial Park Board directed construction of a six foot landscaped berm along 31<sup>st</sup> Street to screen all parking and loading areas, with six foot coniferous trees planted along the berm at 20 foot spacing. The board agreed that the berm could be lowered to account for the grade elevation difference from the site and 31<sup>st</sup> Street (the street is 3-6 feet below the existing grade). The applicant may also construct a decorative retaining wall to reduce the berm width. The berm shall be constructed within the property, and not encroach into the right-of-way.

### **Grading and Utility Plan**

The applicant will need submit more detailed grading and utility information prior to City Council consideration.

**Landscaping Plan**

The applicant will need to submit a landscaping plan during site plan review. Boulevard trees will be required at 40 foot spacing along all public roads. Greater densities will be needed along the 31<sup>st</sup> Street berm. Parking areas will need to incorporate plantings along the perimeter. The Industrial Park Board directed Quality One to provide an escrow account with a one-year guarantee to ensure planting viability.

**Trailer Parking and Staging**

More detailed information must be provided on the use of the parking and staging area located east of the building. The staging area shall be limited to trailer parking only. Any outside storage of materials and equipment must be contained within an opaque fence.

June <sup>25</sup>~~30~~, 2002

TO: The Honorable Mayor & Council  
FROM: John Grossman  
RE: Millard Ave Inc. (Quality One) application for land credit

**SUMMARY:** Millard Ave Inc. (Edward T. Rymer) proposes to build a 74,000 sq. ft. expansion on the existing Quality One Building. He needs two adjacent lots to meet the parking and building space needs for the combined buildings. The two lots total 4.8 acres. He proposes that Quality One will provide no less than 15 new jobs at \$12.00/hour. He is also one of the owners of that business.

**RECOMMENDATION:** Because the new jobs and new building value would meet the business subsidy criteria for the additional land the City can treat this expansion as if it were new land sale under the land credit program.

This application meets the City's criteria for the land credit program and business subsidy in the amount of \$209,148. The Industrial Park Board recommends this application to Council for preliminary approval.

**BACKGROUND:**

1. **Property:** Millard Ave. Inc, proposed acquisition of Lots 2 and 4, block 6, HIP #2, 4.8 acres, from the City under the land credit program. At \$1.00 sq.ft., the value of the land is \$209,153. Paying \$1.00 an acre down, the business subsidy (unpaid land value) will be \$209,148.
2. **Use, zoning:** A building expansion of 74,000 sq.ft. is proposed. The use is warehouse and assembly. Manufacturing is a permitted use to which the land credit applies.
3. **Financing:** Edward T. Rymer, the owner of Millard Ave Inc. has initiated a SBA financing application for expansion costs. The building and land will be owned by Millard Ave Inc.

**4. Jobs:** The tenant, Quality One Woodwork commits to increase their workforce on the site by 15 persons. The number is expected to be twice that. Salaries will be no less than \$12 including benefits. Fifteen jobs meets our expectation of two jobs per acre and meets the state's requirement for job creation. The increase in annual payroll is estimated to exceed \$300,000.

**5. Building:** The addition to the existing building is 74,000. The lot coverage for the site (including property they now own) is 24%. This meets our expectation for 20% lot coverage. The improvement costs is estimated to be \$1.8 million of which approximately \$1.45 is building cost (\$19.59 sq.ft.). The addition is mostly warehouse with some assembly.

**6. Credits:** The balance due on the land, payable in five years, will be \$209,148. As proposed, the payroll credit will be \$59,000 and the building credit will be \$180,000. The total credits will then exceed the subsidy, or unpaid balance.

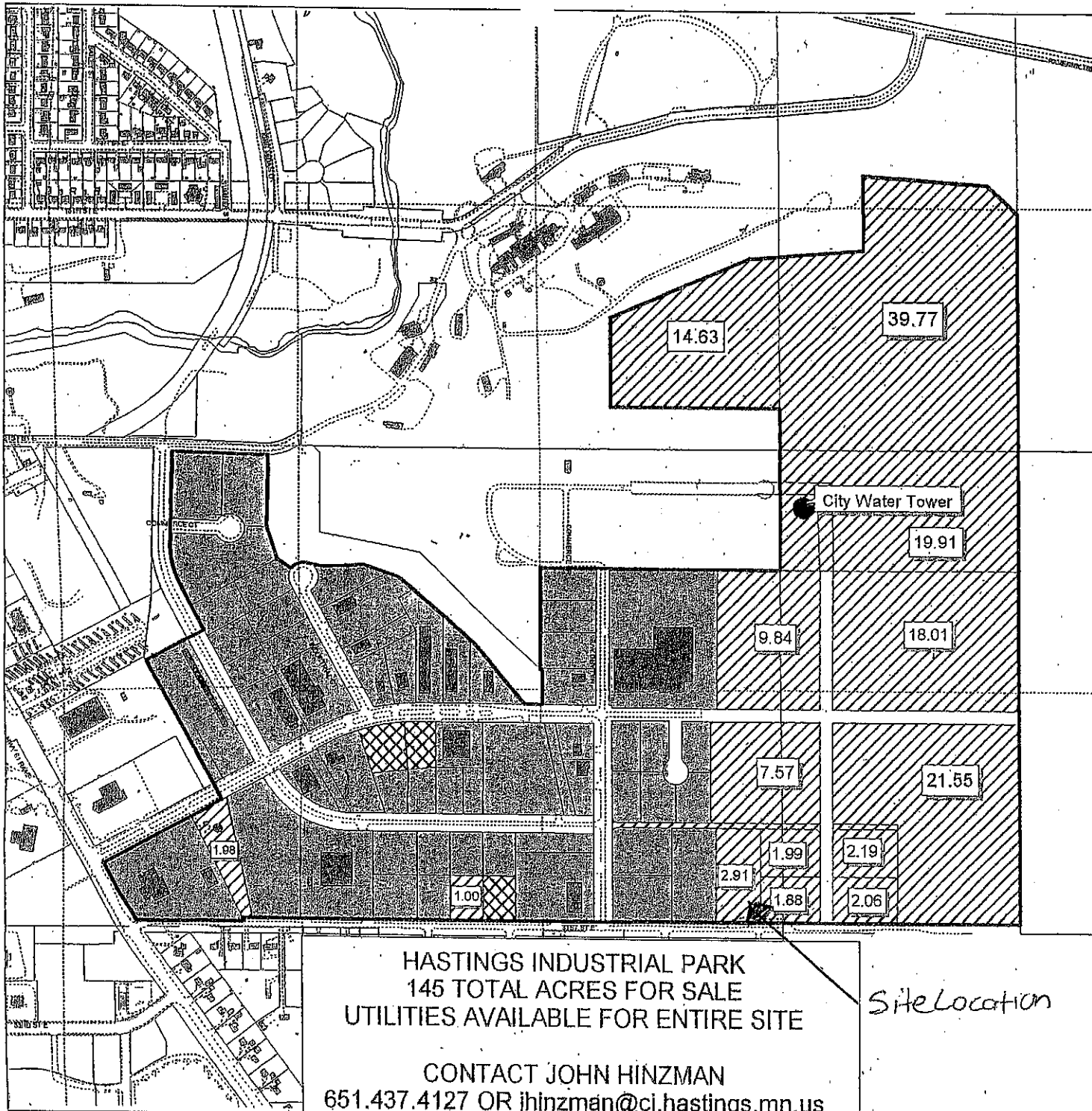
The owner of the property is also a partner in ownership of the business that is the tenant, Quality One Woodwork. This tenant will provide 100% of the jobs. However, the property owner is liable to the City for a prorated amount of the unpaid land value if the jobs are not created on time.

The business will have to remain on site for five years or a prorated value of the property will have to be repaid.





Because of the amount of subsidy, the Council will hold a public hearing on this proposal before final approval.

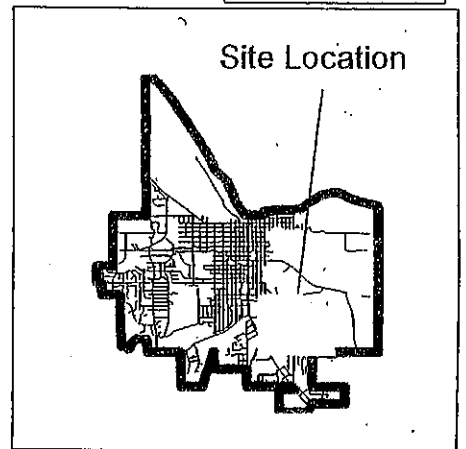
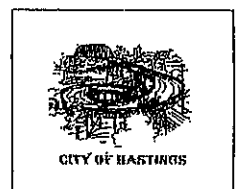
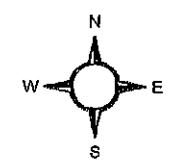
**ACTION:** Staff recommends preliminary approval for the sale under the Land Credit Program, a business subsidy. Between preliminary and final approval plans and agreements will be finalized.

# HASTINGS INDUSTRIAL PARK LAND FOR SALE



**Legend**

-  Industrial park available
-  Industrial park occupied
-  Industrial park pending
-  Buildings



HASTINGS INDUSTRIAL PARK  
145 TOTAL ACRES FOR SALE  
UTILITIES AVAILABLE FOR ENTIRE SITE

*Site Location*

CONTACT JOHN HINZMAN  
651.437.4127 OR [jhinzman@ci.hastings.mn.us](mailto:jhinzman@ci.hastings.mn.us)

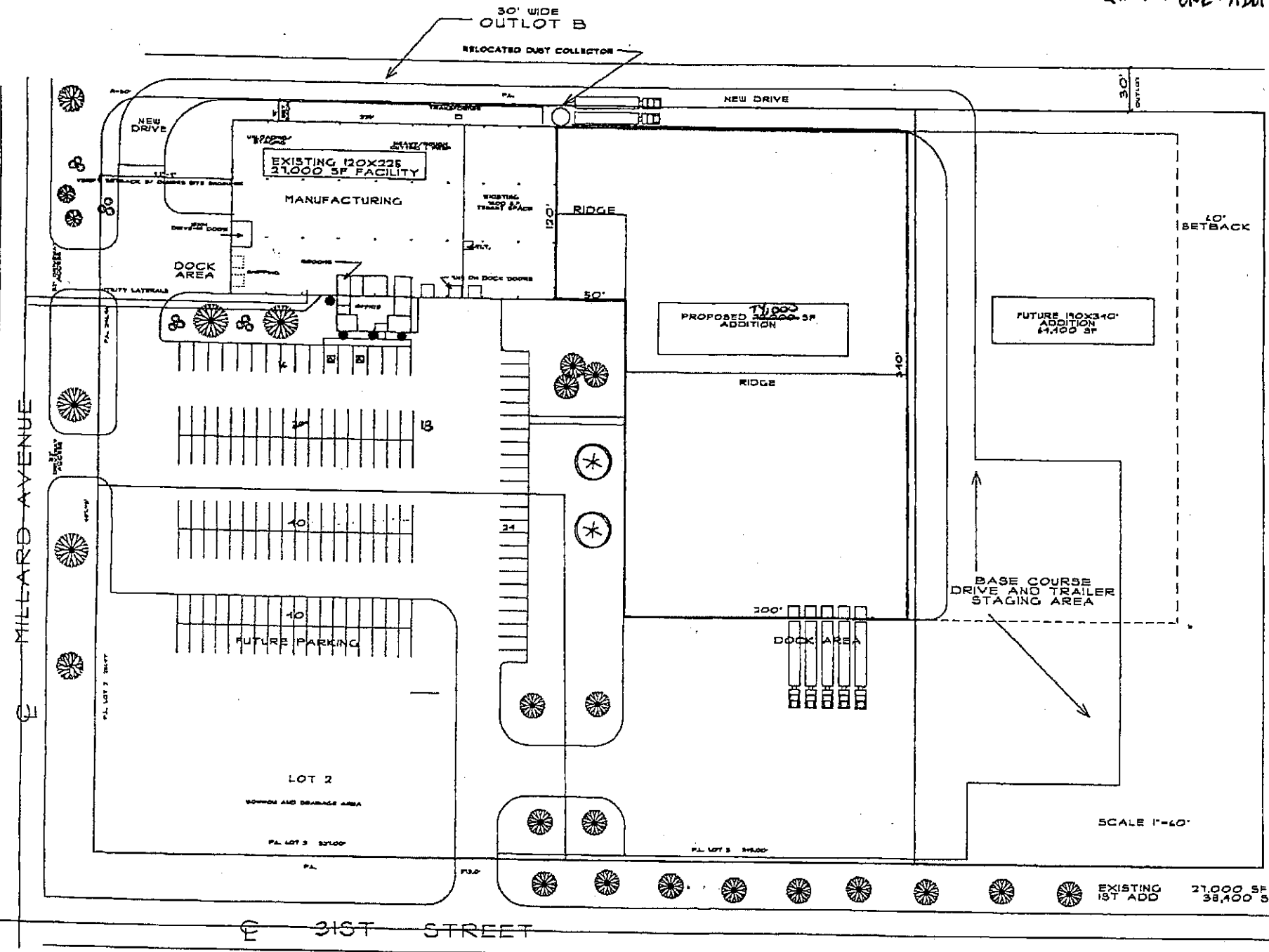
QUALITY ONE - ADDITION

Jun 10 02 11:09a

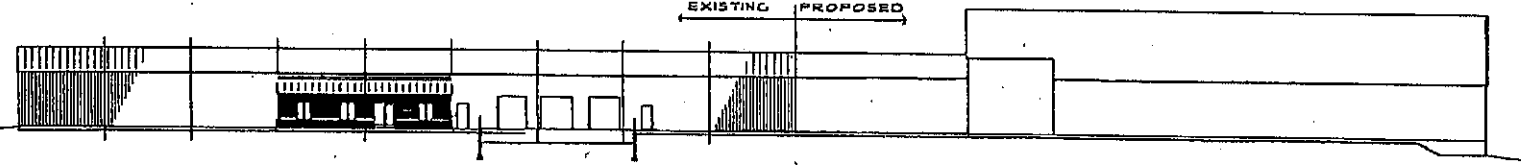
Durand Builders Service

715-672-8886

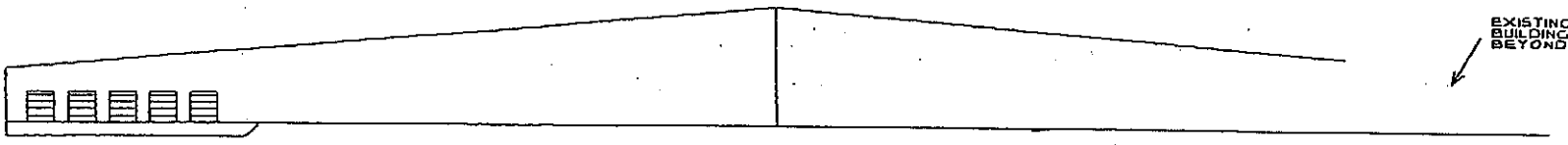
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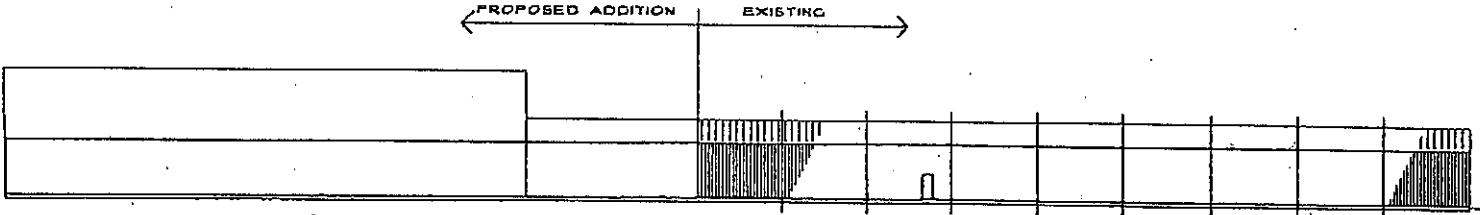
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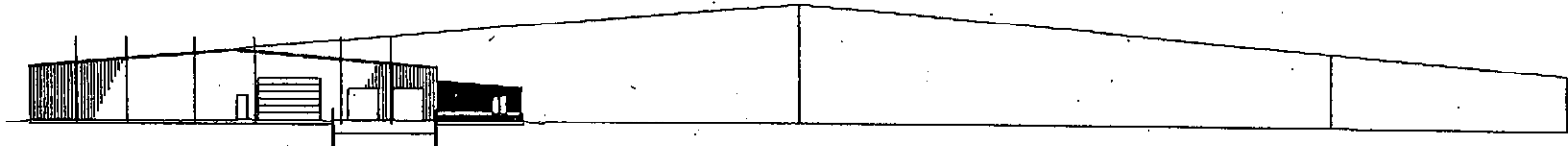
SOUTH ELEVATION



EAST ELEVATION



NORTH ELEVATION



WEST ELEVATION

**DURAND BUILDERS SERVICE, INC.**  
 P.O. BOX 10, Durand, WI 54736  
 Phone 715-672-8941 Fax 715-672-8886

QUALITY OR THE  
 WOODWORK  
 WASTINGS MIN

Date

Drawn by
Checked by
Scale
Project no.

# Memo

**To:** Mayor Werner and City Council

**From:** John Hinzman, Planning Director

**Date:** July 1, 2002

**Subject:** Preliminary Land Sale\Land Credit Application – C & A Properties  
– Lots 7-8, Block 2, HIP No. 6 (31<sup>st</sup> Street)

## REQUEST

C & A Properties seek preliminary land sale and land credit application to construct a 16,000 square foot spec warehouse building on Lots 7-8 (2.0 acres total) located on 31<sup>st</sup> Street. C & A is requesting a reduction in land price from \$43,560 and acre to \$33,000 an acre to cover additional grading, fill, and utility costs.

## RECOMMENDATION

The Hastings Industrial Park Board reviewed the request at the June 20, 2002 meeting. The board recommended payment of \$43,560 for one lot (no reduction, no land credit), and application of land credit for the other lot. Total due at closing would be \$43,561. The recommendation is subject to the applicant increasing the building size to achieve at least 20 percent building coverage for the combined two lots. C&A will have 90 days from preliminary approval to secure financing, site plan review, and address outstanding concerns contained in this memo.

## ATTACHMENTS

- Land Credit Memo – John Grossman, HRA Director
- Location Map
- Site Plan
- Letter from C & A



## **BACKGROUND INFORMATION**

### **Comprehensive Plan Classification**

The use conforms to the 2020 Comprehensive Plan. The subject property is classified I, Industrial.

### **Zoning Classification**

The subject property is zoned I-1, Industrial Park. Warehousing operations are a permitted use.

### **Adjacent Zoning and Land Use**

Residential development is located directly across 31<sup>st</sup> Street from the site. All other property abutting the site is within the Industrial Park and zoned for Industrial Use.

### **Existing Condition**

The existing site is flat and treeless.

## **PROPERTY SALE**

### **Sale Price Reduction**

C & A seek a reduction to \$33,000 an acre (\$0.75 per square foot) for purchase of the land. Please see the attached memo for further information. The Industrial Park Board reviewed the request and recommends denial of the reduction. The property would be subject to the existing \$1.00 per square foot price, and not the \$1.35 increase proposed by the Board.

### **Land Credit Program**

C & A seek approval of a land credit application to defer acquisition costs for five years. The Industrial Park Board supports application of land credit on one lot only. Please see the attached memo from John Grossman, HRA Director for further information.

### **Lot Coverage**

The project does not meet the 20 percent lot coverage standards used in granting land credit in the past. In order to be eligible for land credit, the Industrial Park Board directed C&A to increase the existing 18.3 percent building coverage to 20 percent.

### **Improved Valuation**

The estimated improved value is \$650,000. Two new jobs would be created at \$12.00 hour for an increased payroll amount of \$200,000.

## **CONCEPTUAL SITE PLAN REVIEW**

### **Proposed Building**

C & A proposes a 16,000 square foot warehouse building locate in the middle of lots 7 and 8. A 6,100 square foot future addition is depicted on the west side of the building. The building front and parking would face 31<sup>st</sup> Street and the adjacent residential area. Loading areas would be located behind the building. The positioning of the building provides a longer front façade on 31<sup>st</sup> Street, and screens truck parking and loading areas from the adjacent residential area.

### **Architectural Building Elevations**

The applicant will need to provide more information concerning the treatment of exterior surfaces, and how areas facing street right-of-ways will be treated to conform to Industrial Park appearance guidelines, before site plan approval.

### **Parking and Circulation**

Parking levels appear adequate. 16 spaces must be provided (16,000 s.f.:1,000 spaces). Perimeter drive aisle areas must be better delineated. All driveway entrances will need to align with any existing streets or entrances. All newly constructed parking and drive areas will need to be constructed to city standards including bituminous surfacing and curb.

### **31<sup>st</sup> Street\Residential Area**

Parking areas facing the residential area south of 31<sup>st</sup> Street will need further detail during Site Plan review to ensure compatibility. Parking areas should be pulled back further from the easement line to allow for landscape plantings. Shrub plantings are required, and should be planted 5' on center to ensure adequate diffusion of headlights.

### **Grading and Utility Plan**

The applicant will need submit more detailed grading and utility information prior to City Council consideration.

### **Landscaping Plan**

The applicant will need to submit a landscaping plan during site plan review. Boulevard trees will be required at 40 foot spacing along all public roads. Greater densities will be needed along the 31<sup>st</sup> Street. Parking areas will need to incorporate plantings along the perimeter.

### **Trailer Parking and Staging**

More detailed information must be provided on the use of the parking and staging area located north of the building. The staging area shall be limited to trailer parking only. Any outside storage of materials and equipment must be contained within an opaque fence.

**Combination of Parcels**

The proposed building would be constructed across a platted property line. A covenant would need to be recorded to bind both parcels together so that they could not be sold separately.

June 25, 2002

TO: The Honorable Mayor and Council  
FROM: John Grossman  
RE: C & A Properties application for land credit

**SUMMARY:**

C&A Properties, the developer, propose to build a 16,000 sq.ft. building on two one-acre lots. The value of the building would be approximately \$650,000. They have a tenant for half the space, Westburne Supply. They do not have a tenant for the other half at this time.

Unlike other Land Credits approved by the City, the developer has no ownership in the business that will generate the jobs. However State law requires that the owner be responsible to the City to provide the new jobs within two years and to see the business remains in the community for five years, or repay a pro-rated amount of the subsidy to the City.

The size of the building is just short of 20% lot coverage for a two acre site. The City normally expects 20% lot coverage.

They will commit to two new jobs. The City normally expects two new jobs for each acre of land, so the proposal is two jobs short.

**RECOMMENDATION:**

To bring this proposal in conformance with land credits approved in the past five years, the Industrial Park Board recommends that the City Council give preliminary approval to the transaction with the following conditions.

1. Sell one acre at the asking price, \$43,560 for cash.
2. Sell one acre on the land credit program. Place approximately 10,000 sq.ft. of a building on this lot, meeting the 20% coverage expected, or increase the size of the building to meet the coverage on the total lot size.

3. The business subsidy will be the value of one acre, \$43,560. This was the price (\$1.00 sq.ft.) at the time the developer made the proposal.
4. Reduce the value of the lot – and the business subsidy - if the developer pays to bring utilities across 31<sup>st</sup> Street. The reduction would be half the bid amount for bringing utilities across the street. Do not reduce the value for the cost of fill. All lots in the park need some granular fill. If the City brings the utilities across 31<sup>st</sup>, adjacent to this property as proposed at this Council Meeting, the value of the lot will not be reduced.
5. Accept two jobs for the Land Credit lot, meeting the city criteria for one acre. Accept a minimum of \$12.00 an hour wage.
6. Apply the building credit and the payroll credit to the Land Credit lot only. The building credit will be calculated on the size of building on the Land Credit lot. The payroll credit will be calculated on the jobs created by Westburne Supply. Require the developer to provide the City with annual reports on Westburne's employment at this site.
7. Require documentation of a five year lease with Westburne Supply to meet the state requirement that the business remain in the community for five years.
8. The appearance of the building will have to meet the Design standards adopted by the Industrial Park Board for Land Credits.

#### BACKGROUND:

1. Property: C & A (Matt Christianson and Ross Albertson) propose acquisition of lots 7 & 8, Block 2, Industrial Park No. 6, 1.0 acre each, from the City under the land credit program. The value of the land is 1.00 sq.ft. or \$87,120. They offer \$33,000 per lot or \$66,000. The reduction is requested to offset the cost of connecting to a sanitary sewer line on the south side of 31<sup>st</sup>, and bringing in fill to raise the lot high enough for good drainage. The estimates of costs are in their letter.

The Park Board has occasionally reduced the value of the land to compensate for soil conditions or has helped with unusual utility costs. However, when Dave Arnt recently requested a reduction for soil conditions last month, the Council did not approve that request.

2. Use, zoning: C & A proposes to lease half the space to Westburn Plumbing Supply (Ferguson) a wholesaler. The land credit policy authorizes the program for permitted uses in the I-2 zone, including wholesale. The use is warehouse, with a small office. Mr. Christianson tells me they do not have anyone in mind to rent the other half. C&A would have to come back to the City if a proposed tenants needs to get a special use permit if the use is not permitted in the I-2 zone.

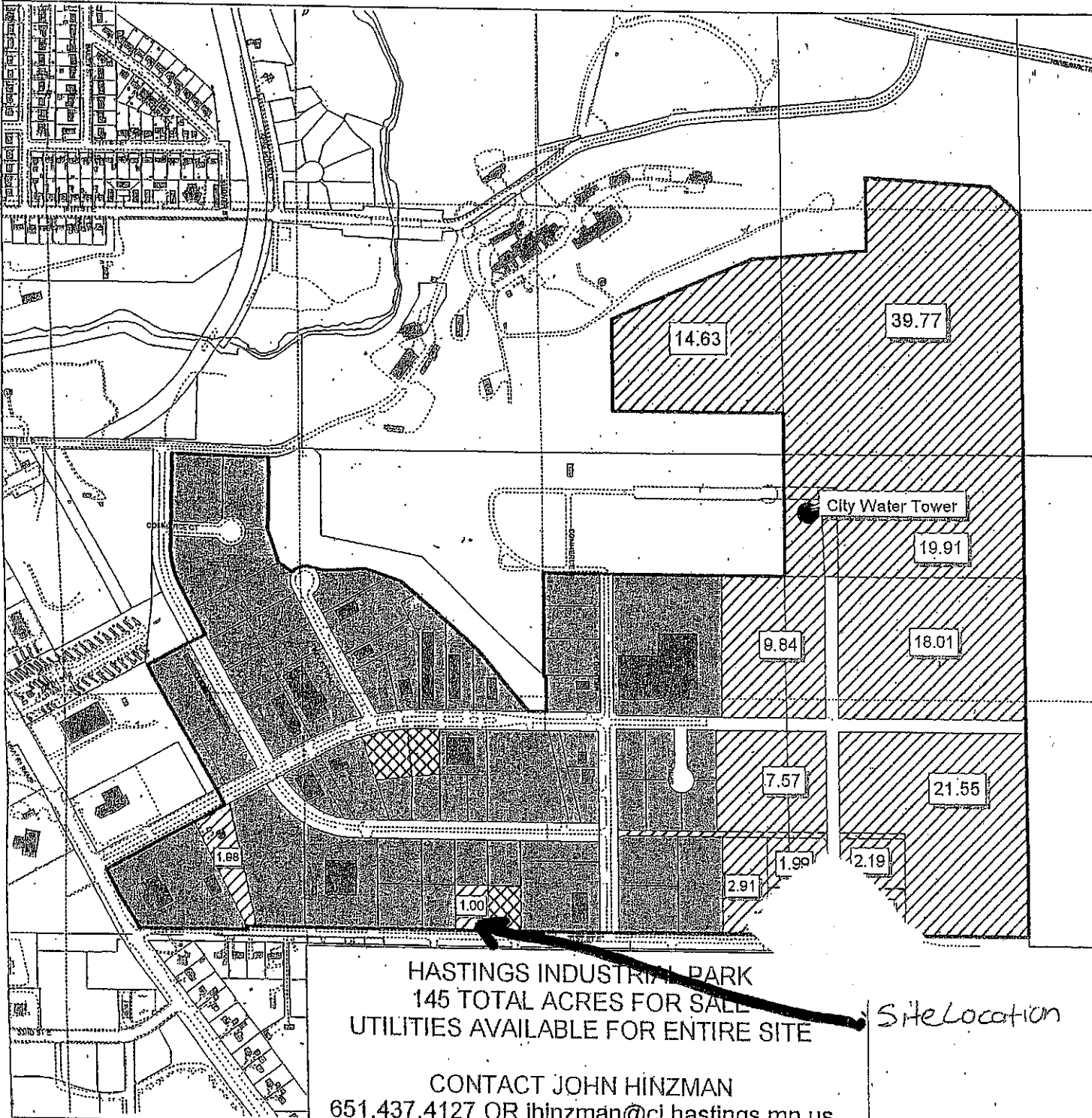
3. Financing: Matt Christiansen has approached Merchants Bank for financing the improvements. They are interested, pending the standard submittals.

4. Jobs. C & A proposes 4 jobs but specifies that 2 of the jobs will be generated by the tenant, Westburn. The other two jobs are unaccounted for. The wages will be no less than \$12.00 which meets city policy.





5. Building. The building will be 16,000 sq.ft. The lot coverage for two acres is 18%. The city expects 20%. The improvement cost is estimated to be around \$650,000 or \$40 sq.ft. A preliminary drawing of the exterior appearance has been provided, but the additional features required by the land credit program have not yet been added, so we cannot say it meets the design guidelines at this time.

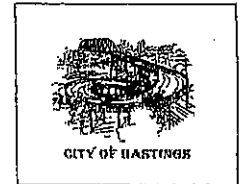
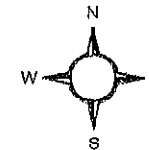
6. Credits. The balance due on the land, the subsidy, would be \$43,560 payable in five years. With two new jobs the payroll credit will be approximately \$10,000. The building credit will be around \$40,000. The total credits, approximately \$50,000, would exceed the subsidy. If not, the unpaid balance would be due the city.

# HASTINGS INDUSTRIAL PARK LAND FOR SALE

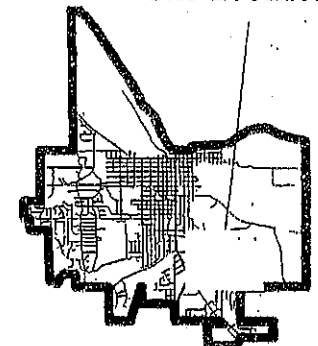


## Legend

-  Industrial park available
-  Industrial park occupied
-  Industrial park pending
-  Buildings



## Site Location



HASTINGS INDUSTRIAL PARK  
145 TOTAL ACRES FOR SALE  
UTILITIES AVAILABLE FOR ENTIRE SITE

*Site Location*

CONTACT JOHN HINZMAN  
651.437.4127 OR [jhinzman@ci.hastings.mn.us](mailto:jhinzman@ci.hastings.mn.us)

N00°24'26"E 241.18

PROPOSED DRIVEWAY

POSSIBLE FUTURE EXPANSION

80

PROPOSED DRIVEWAY

54

PROPOSED  
LOADING  
DOCK

200

PROPOSED BUILDING

80

PROPOSED DRIVEWAY

200

10

PROPOSED PARKING

20

PROPOSED PARKING

PROPOSED DRIVEWAY

24

PROPOSED DRIVEWAY

11

50

20

PROPOSED PARKING

30

11

10

11

EXISTING 10 FT. DRAINAGE  
& UTILITY EASEMENT

10

N89°34'57"W 360.00

EXISTING 10 FT. DRAINAGE  
& UTILITY EASEMENT

S00°24'26"W 241.04

EXISTING BITUMINOUS ROADWAY

31ST STREET EAST



# C & A PROPERTIES

1332 Featherstone Ct.  
Hastings, Mn 55033  
(612) 701-7029

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June 11, 2002

Mr. John Groseman  
City of Hastings  
101 4<sup>th</sup> Street East  
Hastings, MN 55033

Re: Industrial Park lots, 7 & 8

Dear Mr. Groseman:

C & A Properties, Inc. is requesting that the City of Hastings reassess the asking price of lots seven and eight located in the Industrial Park. At present each lot is priced at \$43,560.00. It is our judgment that this price would be reasonable if the lots did not need substantial re-structuring as detailed below.

- Currently lots seven and eight are at an unsuitable grade. They require extensive fill to manage drainage and to attain a grade that would be attractive for the structure.
- Utility connections must be made across the street from these lots. Not only is distance a costly factor, this would ultimately involve the removal and repair of the street black top.

These corrections necessitate additional significant cost and ultimately prompted our request. To give you an understanding of the costs involved, the fill and grading correction is approximately \$40,000.00 and the utility connection is approximately \$23,000.00.

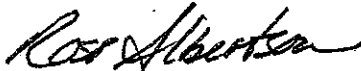
Based on this information C & A Properties, Inc. is offering a purchase price of \$33,000.00 for each lot. We believe this a fair and equitable proposal and hope that the city will give serious consideration to our request. We are prepared to purchase both lots and hope to initiate this project soon, so we look forward to your response.

If you have any questions regarding this information please do not hesitate to contact us.

Sincerely,



Matt Christenson, President



Ross Albertson, Vice President  
C & A Properties, Inc.

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# Memo

**To:** Mayor Werner and City Council

**From:** John Hinzman, Planning Director

**Date:** July 1, 2002

**Subject:** Preliminary Land Sale – Dadson’s Machining – Lot 1, Block 3, HIP No. 3 - East 180’ (SW Corner of Spiral Blvd and Enterprise Drive)

## REQUEST

Dadson’s Machining seeks approval of a preliminary land sale to construct a 20,000 square foot building on the east 180 feet of Lot 1, Block 3, Hastings Industrial Park No. 3. The 2.27 acre parcel is located on the southwest corner of Spiral Blvd and Enterprise Drive. A pre-engineered metal building is proposed.

A land credit application will be submitted at a later date. Upon approval, the balance due at closing would be \$2, with the remaining \$98,998 taken in land subsidy credit.

## RECOMMENDATION

The Hastings Industrial Park Board recommended unanimous approval of the preliminary land sale at the June 20, 2002 meeting. Dadson will have 90 days from City Council approval to secure financing, subdivision, site plan, and grading plan approval.

## ATTACHMENTS

- Location Map
- Site Plan

## **BACKGROUND INFORMATION**

### **Comprehensive Plan Classification**

The use conforms to the 2020 Comprehensive Plan. The subject property is classified I, Industrial.

### **Zoning Classification**

The subject property is zoned I-1, Industrial Park. Manufacturing operations are a permitted use.

### **Adjacent Zoning and Land Use**

All property abutting the site is within the Industrial Park and zoned for Industrial Use.

### **Existing Condition**

The existing site is flat and treeless.

## **PROPERTY SALE**

### **Land Credit Program**

A land credit program application has yet to be submitted. Dadson will need to provide information on the number of new jobs created exceeding \$10 per hour. The lot coverage ratio is 20, the minimum threshold established for past projects. Dadson would pay \$2 for the land, with the remaining \$98,998 (\$1 per acre) given as credit.

## **CONCEPT PLAN REVIEW**

Dadson has submitted a concept site plan based upon a site outside the City of Hastings.

### **Building Location**

Staff has directed Dadson to place the building near the corner of Enterprise and Commerce to shield parking views from Enterprise Drive.

### **Future Addition**

A 20,000 square foot (40,000 s.f. total) is proposed along the south side of the building

### **Architectural Building Elevations**

A pre-engineered metal building is proposed. Areas facing Spiral Boulevard and Enterprise Drive will need to be meet Industrial Park appearance guidelines including inclusion of brick or stone, windows, and entrance elements.

**Parking and Circulation**

20 parking stalls will be needed. Driveway entrance locations will need to align with exiting entrances. All parking areas will need to be concrete curb and bituminous surfaced.

**Grading and Utility Plan**

A grading and utility plan will need to be submitted for review during the Site Plan process.

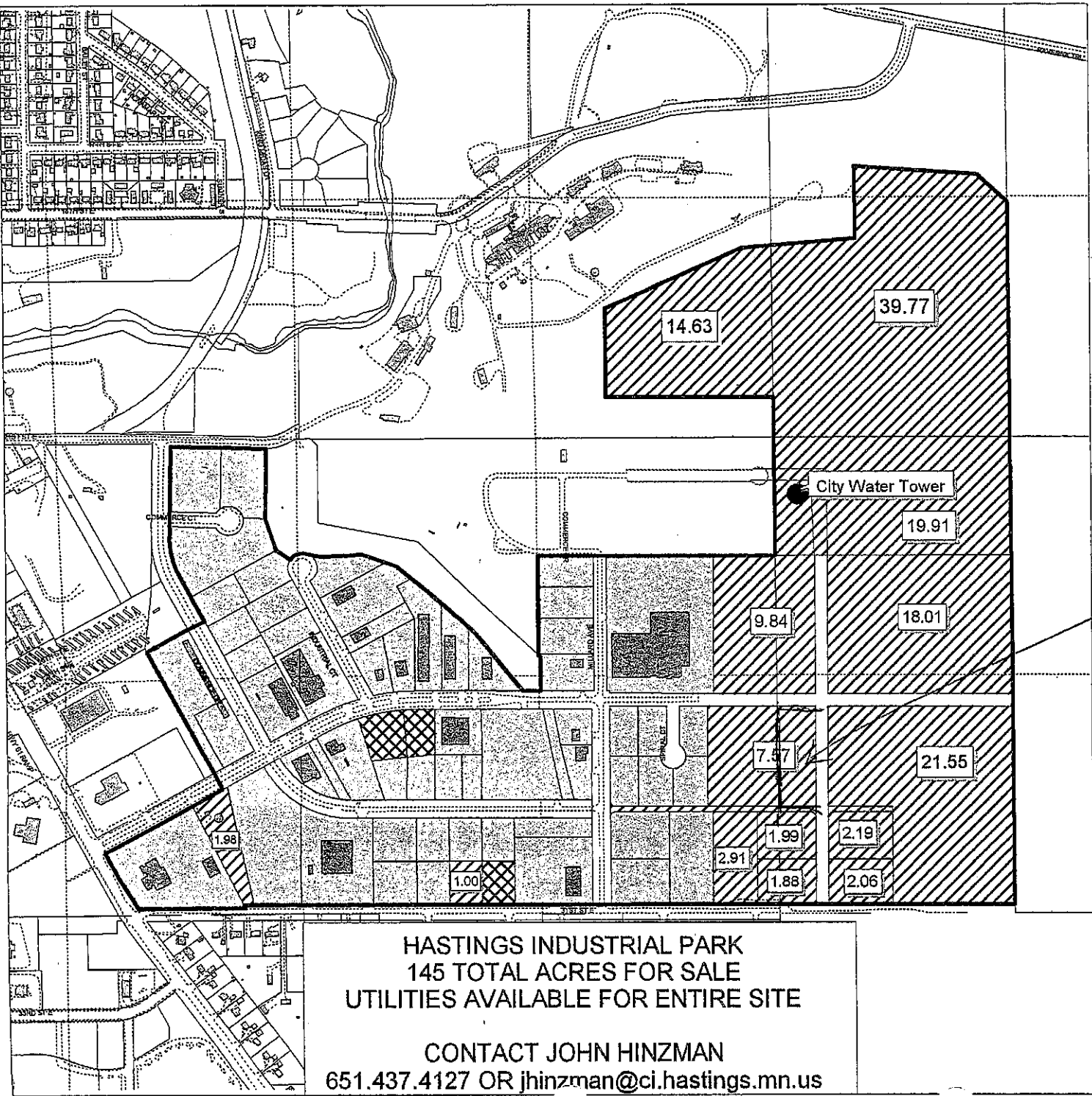
**Landscaping Plan**

Boulevard trees will be needed every 40 feet along both Enterprise and Spiral.





**Subdivision**

The proposed site will need to be subdivided from a larger parcel in conjunction with site plan review.

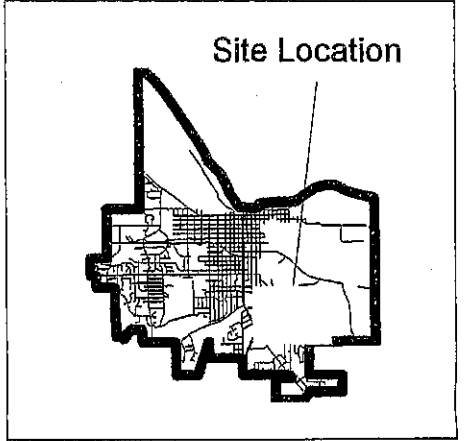
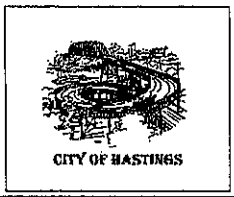
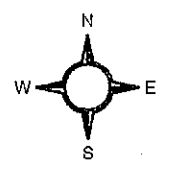
# HASTINGS INDUSTRIAL PARK LAND FOR SALE



### Legend

-  Industrial park available
-  Industrial park occupied
-  Industrial park pending
-  Buildings

*Site location*



**HASTINGS INDUSTRIAL PARK  
145 TOTAL ACRES FOR SALE  
UTILITIES AVAILABLE FOR ENTIRE SITE**

**CONTACT JOHN HINZMAN  
651.437.4127 OR [jhinzman@ci.hastings.mn.us](mailto:jhinzman@ci.hastings.mn.us)**

FUTURE STREET

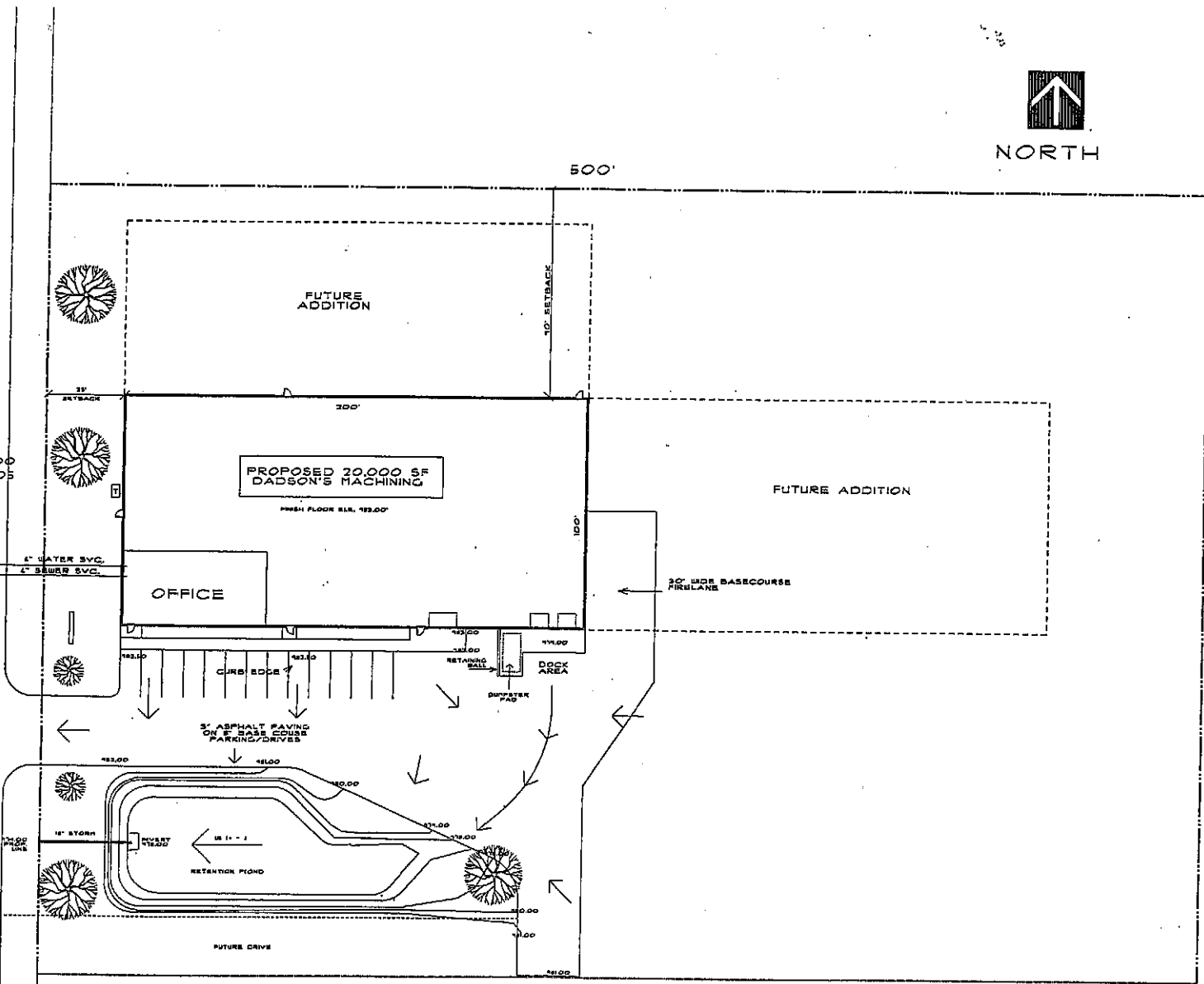
415+00  
978.85

414+00  
979.05

413+00  
979.85

412+00  
980.05

CL



500'

340'

PROPOSED 20,000 SF  
DADSON'S MACHINING

FUTURE  
ADDITION

FUTURE ADDITION

OFFICE

20' WDR BASECOURSE  
FIRELANE

3' ASPHALT PAVING  
ON 2' BASE COURSE  
PARKING/DRIVES

RETENTION POND

FUTURE DRIVE

SITEPLAN

REDUCED SCALE DRAWING

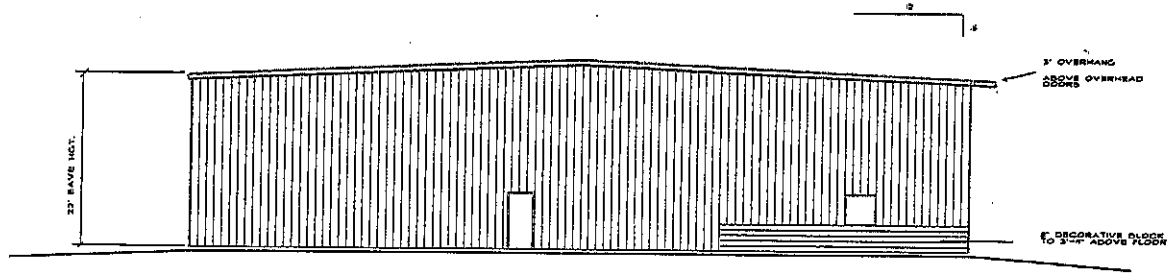
**DURAND BUILDERS  
SERVICE, INC.**  
P.O. BOX 10, Durand, WI 54736  
Phone: 715-472-5944 Fax: 715-472-8886

**DADSON'S MACHINING  
NEW RICHMOND WI**

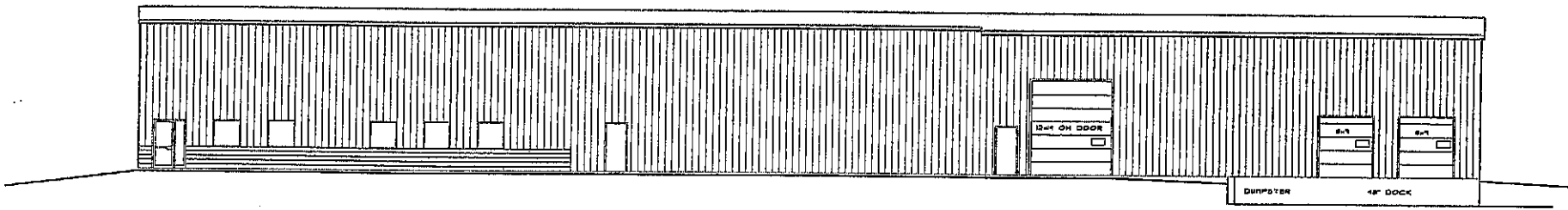
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Revised:	1/24/02
	1/25/02

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WEST ELEVATION



SOUTH ELEVATION

REDUCED SCALE DRAWING

DURAND BUILDERS  
SERVICE, INC.



P.O. BOX 10, Durand, WI 54736  
Phone: 715-472-5941 Fax: 715-472-8886

DADSON'S MACHINING  
NEW RICHMOND, WI

Project

Date: 1/30/02

Revised

Drawn by:

Checked by:

Scale: 1/8" = 1'-0"

Sheet no.

A 2

Job no.



## MEMORANDUM

To: Mayor Werner & City Councilmembers  
From: Melanie Mesko Lee, Administrative Assistant/City Clerk  
Date: June 27, 2002  
Re: Boundary Adjustment Request

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Council Action Requested

Council is requested to approve the attached resolution authorizing the City Clerk to submit an application to the Secretary of State for a boundary line adjustment.

Background Information:

As you may recall, when the ward boundaries were approved this past April, Wards 1 and 4 had to have two precincts added (one in each ward) to accommodate the state redistricting map which placed two recently annexed properties in Legislative District 36, while the rest of the City of Hastings is in Legislative District 57. State law allows cities to petition to the Secretary of State to amend this. For the 2002 election, Ward 1 & Ward 4 will still have the separate precincts, but the ballots will be identical. This change will assist election staff in administering the 2002 primary and general elections.

If you have any questions, please feel free to contact me.

**HASTINGS CITY COUNCIL**

**RESOLUTION NO. 07-\_\_-02**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HASTINGS  
APPROVING AN ELECTION DISTRICT BOUNDARY ADJUSTMENT**

**WHEREAS**, On April 15, 2002, the City of Hastings approved a new ward boundary map in compliance with Minnesota State Statues, following the 2000 census; and

**WHEREAS**, As a result of state redistricting, two parcels of property which were annexed into the Hastings City limits were placed in Legislative District 36 while the rest of the City is in Legislative District 57; and

**WHEREAS**, Ward 1 was divided into 3 Precincts and Ward 4 was divided into 2 Precincts to accommodate the differences in legislative districts; and

**WHEREAS**, Minnesota Statutes 204B.146, subdivision 3 states that a municipality may request that the Secretary of State order an adjustment to a congressional, legislative, or county commissioner district boundary to reestablish coterminous relationship with a municipal boundary after an annexation.

**NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL AS  
FOLLOWS:**

That the City Clerk is hereby authorized to submit application to request an election district boundary adjustment change moving parcels of land within the Hastings city limits that are located in Legislative District 36 to Legislative District 57, consistent with the rest of the City of Hastings located in Dakota County.

Adopted by the Hastings City Council on the 1<sup>st</sup> of July, 2002 by the following vote:

Ayes:

Nays:

Absent:

\_\_\_\_\_  
Michael Werner, Mayor

ATTEST:

\_\_\_\_\_  
Melanie Mesko Lee, Administrative Assistant/City Clerk

(City Seal)

CERTIFICATION

I HEREBY CERTIFY that the above is a true and correct copy of resolution presented to and adopted by the City of Hastings, County of Dakota, Minnesota, on July 1, 2002, as disclosed by the records of the City of Hastings on file and of record in the office.

\_\_\_\_\_  
Melanie Mesko Lee, Administrative Assistant/City Clerk

(SEAL)

This instrument drafted by:  
City of Hastings  
101 4th ST.  
Hastings, MN 55033

# Memo

**To:** Mayor Werner and City Council  
**From:** John Hinzman, Planning Director  
**Date:** July 1, 2002  
**Subject:** Development Agreement (Revised) – South Oaks of Hastings

## REQUEST

The City Council is asked to approve the attached Revised Development Agreement between the City and Greg J Homes for *South Oaks of Hastings*, a 65 unit townhome development located west of 35<sup>th</sup> Street and Leroy Avenue. Since City Council authorization of the Development Agreement on June 3, 2002 the developer has asked for a modification to Section 3, to allow the 31<sup>st</sup> Street culvert costs to be assessed against the Phase 2 lots (rather than escrowed at the time the final plat as originally proposed). Staff supports the modification.

The City Council granted final plat approval on February 6, 2002. As a condition of approval, the developer was required to enter into a development agreement with the city to memorialize conditions of the site plan and plat. A modification to the final plat resolution is being considered in conjunction with the development agreement

## ATTACHMENTS

- Letter from David C Vanney
- Development Agreement

DAVID C. VANNEY

ATTORNEY AT LAW

300 DEGREE OF HONOR BUILDING

325 CEDAR STREET

ST. PAUL, MINNESOTA 55101

FACSIMILE (651) 221-4012

TELEPHONE (651) 221-4010

June 25, 2002

SENT BY E-MAIL

Mr. John Hinzman, Planning Director  
City of Hastings  
101 4th Street East  
Hastings, MN 55033

Re: South Oaks Development Agreement  
Our File No. 105,000

Dear John:

On behalf of Greg Jablonske, I am writing to ask that the Development Agreement be amended so that the 31<sup>st</sup> Street culvert costs (paragraph 3 of the Agreement) be assessed against the Phase 2 lots (rather than escrowed at the time the final plat is signed by the City).

Thank you for your consideration.

Very truly yours,

David C. Vanney

cc Greg Jablonske

**DEVELOPMENT AGREEMENT  
SOUTH OAKS OF HASTINGS**

**THIS AGREEMENT**, is made and entered into this \_\_\_\_\_ day of July, 2002, by and between the **City of Hastings**, a Minnesota Municipal Corporation ("City"), and **Gregory J. Jablonske and Susan M. Jablonske**, husband and wife ("Developer").

**WHEREAS**, Developer plans to undertake the development and construction of a residential development on property which is proposed to be platted as **South Oaks of Hastings** in the City of Hastings, Dakota County, Minnesota ("Subject Property"); and

**WHEREAS**, public hearings have been held providing the opportunity for input by the neighbors and other interested persons; and

**WHEREAS**, the Hastings City Council has approved Developer's proposed plat and site plan, subject to Developer entering into this Development Agreement and otherwise complying with all conditions of City Council approval; and

**WHEREAS**, Developer is signing this Development Agreement fully expecting to bind the Subject Property to the extent set forth herein.

**NOW THEREFORE**, it is hereby agreed between the parties as follows:

1. **Application of Development Agreement.** This Development Agreement shall apply to the following property in the City of Hastings, Dakota County, Minnesota, legally described as:

**South Oaks of Hastings**, according to the plat thereof, to be filed in the Dakota County Recorder's Office.

All references in this Development Agreement to a lot, block or outlot, shall refer to a lot, block or outlot contained in the plat of **South Oaks of Hastings**, ("Subject Property").

2. **Authority to Make Agreement.** Developer warrants to the City they have full authority to enter into this Development Agreement and perform the conditions herein contained. Developer further warrants that this Development Agreement will be recorded against the Subject Property before any of the Subject Property is transferred or encumbered in any way.

3. **31st Street Culvert Cost.** Developer acknowledges the need to install a culvert under that part of 31st Street on the western edge of the Subject Property and that this culvert will benefit the Subject Property. Developer agrees that when any part of Phase II of the Subject Property (as shown the preliminary plat dated April 4, 2001, hereafter referred to as "Phase II") is replatted, 40% of the project costs for that culvert shall be assessed against the property in Phase II. Prior to the installation of the culvert, Developer agrees to sign a waiver of Developer's right to appeal the amount of that assessment. If Developer fails to sign the Waiver of Assessment Appeal at that time, Developer agrees their signature on this Development Agreement shall constitute Developer's waiver of all rights to appeal the amount of the assessment against Phase II for 40% of all project costs for the acquisition and installation of the 31st Street culvert.

4. **Park Dedication Fees.** At the time the final plat is signed by the City, Developer shall pay to the City \$55,250.00 in park dedication fees. This total represents \$850.00 per unit for 65 units.

5. **Interceptor Sewer Charges.** At the time the final plat is signed by the City, Developer shall pay to the City \$20,150.00 in interceptor sewer charges. This total represents \$310.00 per lot for 65 lots.

6. **Site Plan Approval.** No construction shall take place on the Subject Property until all appropriate site plan approvals have been obtained from the City. Any construction on the Subject Property must comply with the conditions of site plan approval.

7. **Storm Water Plan Implementation.** Developer shall implement the storm water plan approved by the City and shall incorporate into that plan all recommendations made by Barr Engineering in its letter dated \_\_\_\_\_. Developer shall reimburse the City for the cost of Barr Engineering's review of Developer's storm water plan, which costs shall not exceed \$ \_\_\_\_\_. These costs are to be reimbursed to the City at the time the final plat is signed by the City.

Additionally, any ponding basin in the Subject Property shall be designed as an infiltration basin.

8. **Trails.** Developer agrees to install, at Developer's cost, all trails identified on the preliminary plat of the Subject Property dated April 4, 2001. All such trails shall be constructed to City standards.

9. **Street Trees.** Before the City signs the final plat, the Developer shall submit to the City, for the City's approval, a tree plan identifying street trees every 50



linear feet. This plan is subject to the approval of the City's Forester. Anyone who builds in the Subject Property shall plant a boulevard tree according to the approved tree plan and shall also plant one front yard tree per lot. All trees required by the tree plan shall be at least two inches in diameter at the base and the species of the tree shall be on the City forester's list of approved trees. The tree plan shall also require trees to be planted in the backyards of those single family homes that back up to the overflow channel and trail. If any trees are unplanted at the time a certificate of occupancy is requested for any unit, the City may allow a certificate of occupancy to be issued if the escrow required by City Code is given to the City.

10. **Private Driveways and Private Utilities.** All private driveways and private utilities constructed in the Subject Property shall be designed and constructed according to all City specifications. The design of all private driveways and private utilities must be approved by the City's Public Works Director before they are constructed. All private driveways and private utilities must be maintained by a homeowners' association and not by the City. Before the final plat is signed by the City, Developer must provide proof that a homeowners' association will be created and that it will be responsible to maintain all private driveways, private utilities, as well as any cul-de-sac islands described in the following paragraph. All homeowners' association documents shall be recorded with the final plat and before any lots are sold or encumbered in any way.

11. **Cul-De-Sac Islands.** All cul-de-sac islands in the Subject Property shall be maintained by a homeowners' association and not the City. Before the final plat is signed by the City, the Developer must provide the City copies of the homeowners'

association documents required by paragraph 10. Developer agrees that the homeowners' association documents will be recorded with the final plat and this Development Agreement before any lots are sold or encumbered in any way.

12. **Flood Plain – Special Use Permit.** Developer understands and agrees that the City will not approve a replat of any outlot until Developer obtains all required special use permits and approvals so as to allow fill to be placed in the flood plain.

13. **LAWCON Property.** Developer agrees that Developer will not be able to replat any outlot in the Subject Property until the Hastings City Council, National Parks Service and possibly other governmental agencies have approved a land trade which would remove any City owned land from the LAWCON program in exchange for other lands. By the City allowing its land to be included in the Subject Property, shall not be in any way be construed as implying the City will subsequently agree to any proposed land trade in the future. The City retains full discretion on whether to approve any future land trade proposed by the Developer. If the City does not approve any future land trade, Developer agrees they be prohibited from including any City LAWCON property in any replats of outlots.

14. **Conservation Easement.** At the time the City signs the final plat, Developer shall convey to the City, at no cost, a 20 foot conservation easement along the rear of Lots 1 thru 6, Block 1, of the Subject Property. The purpose of the conservation easement is to protect the wooded hillside. Developer, at Developer's own expense, shall install permanent markers which identify the conservation easement area. Developer must obtain City approval of the design of the permanent easement

markers before they are installed. All costs of recording this conservation easement shall be paid by Developer.

If all required approvals are obtained for the land trade described in paragraph 13, then Developer shall convey to the City, at no cost, a 20 foot conservation easement along the rear of Lots 1 thru 8, Block 12, as shown in the preliminary plat dated April 4, 2001. Developer shall cause to be platted in this conservation easement area, a natural vegetative buffer, the contents of which are subject to the approval of the Hastings Natural Resources and Recreation Commission. Developer, at Developer's expense, shall install permanent monuments identifying this conservation easement area as well.

15. **Phasing of Development.** Developer agrees that only Phase I of the Subject Property as identified on the South Oaks Preliminary Plat dated April 4, 2001 ("Phase I") shall be developed until 31st Street has been constructed and improved so as to connect County Road No. 47. This improvement of 31st Street includes, but is not limited to, the construction of 31st Street to all City specifications, including curb, gutter and sidewalk or pedestrian trail if applicable. Developer agrees this extension of 31st Street to County Road No. 47 shall not be constructed until the right of way needed for 31st Street (including any sidewalks, trails or utilities) has been dedicated to the public or conveyed to the City, at no cost to the City. Developer understands no further development of the Subject Property beyond Phase I shall be allowed until 31st Street is extended to County Road No. 47.

16. **Lots Abutting Overflow Channel and Trail.** Developer, at Developer's expense, shall plant trees sufficient to screen the backyards of all single family homes

that abut the overflow channel and trail as shown on the plat of the Subject Property. Developer understands that no certificates of occupancy will be issued for such single family homes until the trees have been planted or the escrow requirements of City Code have been satisfied.

17. **Model Homes.** The City agrees that model homes may be allowed to be constructed after the plat has been recorded. These model homes shall not be occupied in any way until the model homes have been provided with full utilities and vehicular access as approved by the Hastings Public Works Director and received a temporary certificate of occupancy. No person shall stay over night in the model home until a permanent certificate of occupancy has been issued for that building.

18. **Successors and Assigns.** The terms of this Development Agreement shall run with the land and shall be binding upon Developer's heirs, successors and assigns to all or any part of the Subject Property.

19. **Recording of Agreement.** This Development Agreement shall be recorded against the Subject Property before any of the Subject Property is transferred or encumbered in any way. Developer shall pay all costs of recording this Development Agreement.

20. **Miscellaneous.**

A. Developer agrees that any breach of the terms of this Development Agreement shall be grounds for the denial of any building permit, certificate of occupancy or any other required City approvals with respect to the lot or lots to which breach directly relates. Developer shall be provided with notice of any

breach of the terms of this Development Agreement and shall be provided a period of 30 days in which to cure the breach.

B. If any portion of this Development Agreement is held invalid for any reason, that decision shall not affect the validity of the remaining portions of this Development Agreement.

C. The action or inaction of the City shall not constitute a waiver or amendment to the provisions of this Development Agreement. All amendments or waivers to this Development Agreement must be in writing, signed by all parties and approved by written resolution of the City Council.

D. All parties to this Development Agreement have participated freely in the negotiations and preparation hereof; accordingly, this Development Agreement shall not be construed more strictly against any one of the parties as a result thereof.

E. Any notice required by this Development Agreement shall be sent to the parties as follows:

**To the City:**

City of Hastings  
Attention: City Administrator  
101 East 4th Street  
Hastings, MN 55033

**To the Developer:**

Gregory J. Jablonske and Susan M. Jablonske  
1465 River Shore Drive  
Hastings, MN 55033

21. **Recording of Final Plat.** The final plat of the Subject Property, as approved by the City, shall be recorded with the Dakota County Recorder's Office before any building permit is issued.

22. **Other Conditions.** Nothing in this Development Agreement shall limit or modify in any way the conditions imposed by the Hastings City Council on February 24, 2002, June 3, 2002, and July 1, 2002, which conditions are on file at Hastings City Hall.

Dated this \_\_\_\_\_ day of July, 2002.

**CITY OF HASTINGS,  
a Minnesota Municipal Corporation**

By \_\_\_\_\_  
Michael D. Werner, Mayor

(SEAL)

By \_\_\_\_\_  
Melanie Mesko Lee, Administrative Assistant/  
City Clerk

**ACKNOWLEDGMENT**

STATE OF MINNESOTA )  
  ) ss.  
COUNTY OF DAKOTA )

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2002, by Michael D. Werner and Melanie Mesko Lee, the Mayor and Administrative Assistant/City Clerk of the City of Hastings, a Minnesota Municipal Corporation.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Gregory J. Jablonske

\_\_\_\_\_  
Susan M. Jablonske

**ACKNOWLEDGMENT**

STATE OF MINNESOTA )  
  ) ss.  
COUNTY OF DAKOTA )

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2002, by Gregory J. Jablonske and Susan M. Jablonske, husband and wife.

\_\_\_\_\_  
Notary Public

This Instrument Drafted By:

FLUEGEL & MOYNIHAN P.A.  
1303 South Frontage Road, Suite 5  
Hastings, MN 55033  
(651) 438-9777  
(SMM:skr)

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**HASTINGS**

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**POLICE DEPARTMENT****MEMO**

**TO:** Mayor Mike Werner  
Hastings City Council Members  
**FROM:** Chief Mike McMenemy *mm*  
**DATE:** 06/24/02  
**SUBJECT:** Consent Agenda-Rivertown Days/Reserve Pay

RECEIVED  
JUN 25 2002

This memo is to gain Council approval for a change in the procedure of payment for Hastings Police Reserves working the yearly Rivertown Days event.

As you know, each year the Hastings Police Reserves provide security for Rivertown Days, assisting with the overall 4 day city-wide event. In previous years the Rivertown Days committee has made a donation to the Hastings Police Reserve program, which would then go into a designated line item account in the City of Hastings. This year we are asking that Police Reserve members be paid individually by the City. Reserve members are occasionally paid individually for providing other security functions such as high school hockey games, City Hall security and contracted security. The rate of pay they would be individually paid for the Rivertown Days events would be \$12.00 per hour, which is the rate of pay they receive from the City for providing security at the high school hockey games.

The objective behind this change from previous procedure is to eliminate the yearly problem of Reserve members using that City account from donated money. There have been previous problems with Reserves wanting access to that account for non-public purpose issues such as the Police Reserve Scholarship program, Toys for Tots program, and yearly Christmas party program. If they are paid individually they will maintain these programs, but it will be by the individual members giving a percentage of the money they earn from the City to these programs as part of their membership in the Reserve unit.

This has been discussed with City Administrator Dave Osberg as well as Finance Director Lori Webster. Lori Webster advised that this would be no additional problem for her department, as they would just put the money for the Reserve program into the same account item that other City employees are paid for the Rivertown Days event, at the \$12.00 per hour hourly rate previously mentioned.

If you have any questions concerning this Consent Agenda item, please do not hesitate to contact me.

Thank you.



**CITY OF HASTINGS**  
DAKOTA COUNTY, MINNESOTA

Resolution No.

**RESOLUTION RECEIVING BIDS AND AWARDING CONTRACT FOR  
PROJECT 2002-8, MIDDLE SCHOOL WATERMAIN LOOP**

**WHEREAS**, pursuant to an advertisement for bids for Project 2002-8, Middle School Watermain Loop, were opened on June 18, 2002 and tabulated according to law, and the following bids were received:

<u>Bidder</u>	<u>Bid</u>
Otto Excavating	\$ 45,165.00
BNR Excavating	\$ 62,417.50

**WHEREAS**, it appears that Otto Excavating is the lowest responsible bidder;

**NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HASTINGS AS FOLLOWS**; that the Clerk and Mayor are hereby authorized and directed to enter into a contract with Otto Excavating in the amount of \$ 45,165.00 for Project 2002-8, Middle School Watermain Loop.

**ADOPTED BY THE CITY COUNCIL OF HASTINGS, MINNESOTA, THIS 1<sup>st</sup> DAY OF JULY, 2002.**

Ayes:

Nays:

ATTEST:

\_\_\_\_\_  
*Michael D. Werner, Mayor*

\_\_\_\_\_  
*Melanie Mesko Lee, City Clerk*

(Seal)

# MEMO

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**To:** Honorable Mayor and City Council  
**From:** Tom Montgomery  
**Date:** June 26, 2002  
**Re:** Chapter 4 Ordinance Revision, Final Grade Fee

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A public hearing is scheduled on a proposed ordinance change to Sec 4.17 of Chapter 4 that would establish a fee for conducting final survey inspections prior to issuance of occupancy permits. The final grade survey requirement was implemented last year with survey inspections performed by the Engineering Department with no additional charge to the builders. Unfortunately, the workload and public interaction needed to implement the final grade survey and inspection was woefully underestimated, and the surveys, rechecks, analysis and contractor discussions overwhelmed the Engineering Department.

As a result of last year's experience, the Engineering Department negotiated a final grade survey fee of \$100 with Bolton and Menk for the use of their survey crew. The use of consultants has greatly improved the service to the builders. The proposed ordinance change would institute a fee for final grade surveys and inspections that would be set by resolution of the Council. The fee charged is intended to be a pass through charge covering the cost of the consultant's survey expenses.

#### **COUNCIL ACTION REQUESTED**

Council is requested to adopt the Chapter 4 ordinance revisions instituting a fee for final grade inspections. Council is also requested to adopt the enclosed resolution setting the 2002 final grade inspection fee at \$100.



CITY OF HASTINGS

ORDINANCE NO. \_\_\_\_\_, SECOND SERIES

AN ORDINANCE OF THE CITY OF HASTINGS, MINNESOTA AMENDING  
**CHAPTER 4, CONSTRUCTION REGULATIONS SEC. 4.17** OF THE HASTINGS  
CITY CODE HAVING TO DO WITH FEES FOR SURVEY INSPECTIONS

BE IT ORDAINED by the City Council of the City of Hastings as follows:

**CHAPTER 4 CONSTRUCTION REGULATIONS SEC. 4.17** IS AMENDED WITH  
THE FOLLOWING TEXT CHANGES AND ADDITIONS:

SEC. 4.17 Survey inspections - The City shall require a top of block inspection and a final grade inspection. The top of block survey inspection ~~These inspections~~ shall be paid for as part of the building permit fee. The final grade inspection survey cost shall be an additional fee to be collected with building permit charges. The amount of the final grade inspection survey fee shall be set by the City Council by resolution.

# Memo

**To:** Mayor Werner and City Council  
**From:** Kris Jenson, Associate Planner  
**Subject:** Public Hearing – Hidden Lane Addition Preliminary Plat and Site Plan Review  
**Date:** June 26, 2002  
**CC:** Bob Kleis and Ted Kranz

Bob Kleis and Ted Kranz are requesting preliminary plat approval and site plan approval for an 8 lot subdivision consisting of a two - four unit townhomes and a common open space lot. The property is located off of Whispering Lane and legally described below:

Lot 8, Block 1, Whispering Meadows, Dakota County Minnesota.  
Containing 66,572 sq ft, more or less.

There would be a total of eight units constructed, and these units are required to get site plan approval because they are more than two attached units.

Included with this memo are the following: Preliminary Plat, Site plan, site location map.

## **BACKGROUND INFORMATION**

**Comprehensive Plan Designation:** The property is currently guided Urban Residential III and is located within the MUSA. The proposed development is being built at a lower density than this land use designation allows, but is permitted because the property is currently zoned R-3. The property is limited with site constraints such as drainage and utility easements that limit the buildable area.

**Zoning:** The site is currently zoned R-3 Planned Residential Development. Townhomes are a permitted use in this district. The project is meeting the minimum setbacks and lot area requirements for this district.

**Adjacent Land Uses:** There are townhomes and condos surrounding the property, and all surrounding land is also zoned R-3.

**Existing Conditions:** The property is currently undeveloped.

**Proposed Conditions:** The applicant is proposing to build eight townhomes in two buildings.

### **SITE PLAN REVIEW**

**Access:** A private drive would be constructed from Whispering Lane to serve these townhomes. A 20' wide bituminous road is planned as an access to the site. The width of this private drive is appropriate for this area and development. There is sufficient area on either side of the road for snow removal and green space.

**Parking:** Each unit shall have a two-car garage and parking spaces in front of the garage. There are four proposed parking spaces along the southeast side of the drive aisle in front of the homes.

**Landscaping:** The landscaping proposed for the site will enhance the site while providing some screening to it. There will be a variety of trees planted. Staff recommends that additional trees and shrubs be added along the south property line to soften the view to the neighboring properties.

**Grading and Utilities:** The grading plan proposes to sheet drain most of the impervious service (private drive, parking area, driveways) to drainage and utility easement that runs through the property. The grading and utility plans are being reviewed by the Public Works Director, and any comments will be forwarded to the developers and added as conditions to the approval of the site plan.

**Trash:** Each unit will be responsible for setting out their own trash, as is done in other single-family and townhome developments.

### **PRELIMINARY PLAT REVIEW**

**Lots:** There are nine proposed platted lots as part of this subdivision. There will be eight buildable lots and one large common open space lot. These lots meet the minimum lot requirements of the zoning and subdivision ordinances.

**Access:** The development will be served by a private drive connecting to Whispering Lane. Use of a private street avoids the need for large right-of-way dedication and allows for a narrower pavement width (20'). A condition of preliminary plat approval should be that this street and related utilities be designed and constructed according to City policies as determined by the Public Works Director. Furthermore, it should be required that the applicant provide evidence that the private street will be maintained by a homeowner's association and not by the City.

**Park Dedication:** The Hidden Lane Addition preliminary plat has been referred to the NRRC for comment. It is anticipated that the NRRC will recommend that the City require cash-in-lieu of land

to meet park dedication requirements. The cash in lieu of land fee would be \$850.00 per unit or \$6,800.00 for 8 units. The park dedication fee shall be agreed to upon in the development agreement.

**Interceptor Sewer:** The applicant shall be required to pay \$315.00 per lot in interceptor sewer charges, prior to the city releasing the final plat hardshells. The interceptor sewer charge for this project totals \$2,520.00 for 8 units.

**Planning Commission Action:** The Planning Commission held a public hearing regarding the preliminary plat at the May 28<sup>th</sup>, 2002 meeting. John Grossman, who lives adjacent to the proposed development, stated that he was not opposed to the development of the site, but wanted to reinforce the importance of the drainage swale through the existing drainage and utility easement, and the large amount of water that travels through the swale to drain the area. His major concern would be if the developers were to construct any structures on Lot 9 that would necessitate a drive access across the drainage swale, and the impacts that could have on the swale's effectiveness in draining the area. No other comments were received. The Commission voted unanimously (6-0) to recommend approval of the Preliminary Plat and the Site Plan.

**Applicant's Comments:** The applicants, Bob Kleis and Ted Kranz, have submitted a letter to the City regarding the recommendations made by Staff and the Planning Commission. This letter is attached for your review. They have asked for clarifications/modifications of the following conditions: #2/3 – Be provided a copy of the city codes and policies regarding the street and utilities design and final grading, #7 – limit the dollar amount of landscaping the Planning Director can recommend. Finally #9, that the original condition of no construction on Lot 9 was too restrictive. In regards to # 7, Staff is requesting that the applicant's add plantings along the southeast side of property, between the private drive and the drainage easement, of an opaque hedge (must be opaque year round) with a height of 36 inches (3 feet), interspersed with 2-3 deciduous trees to break up the hedge. Staff has drawn these areas on the landscaping plan to illustrate exactly what is being requested.

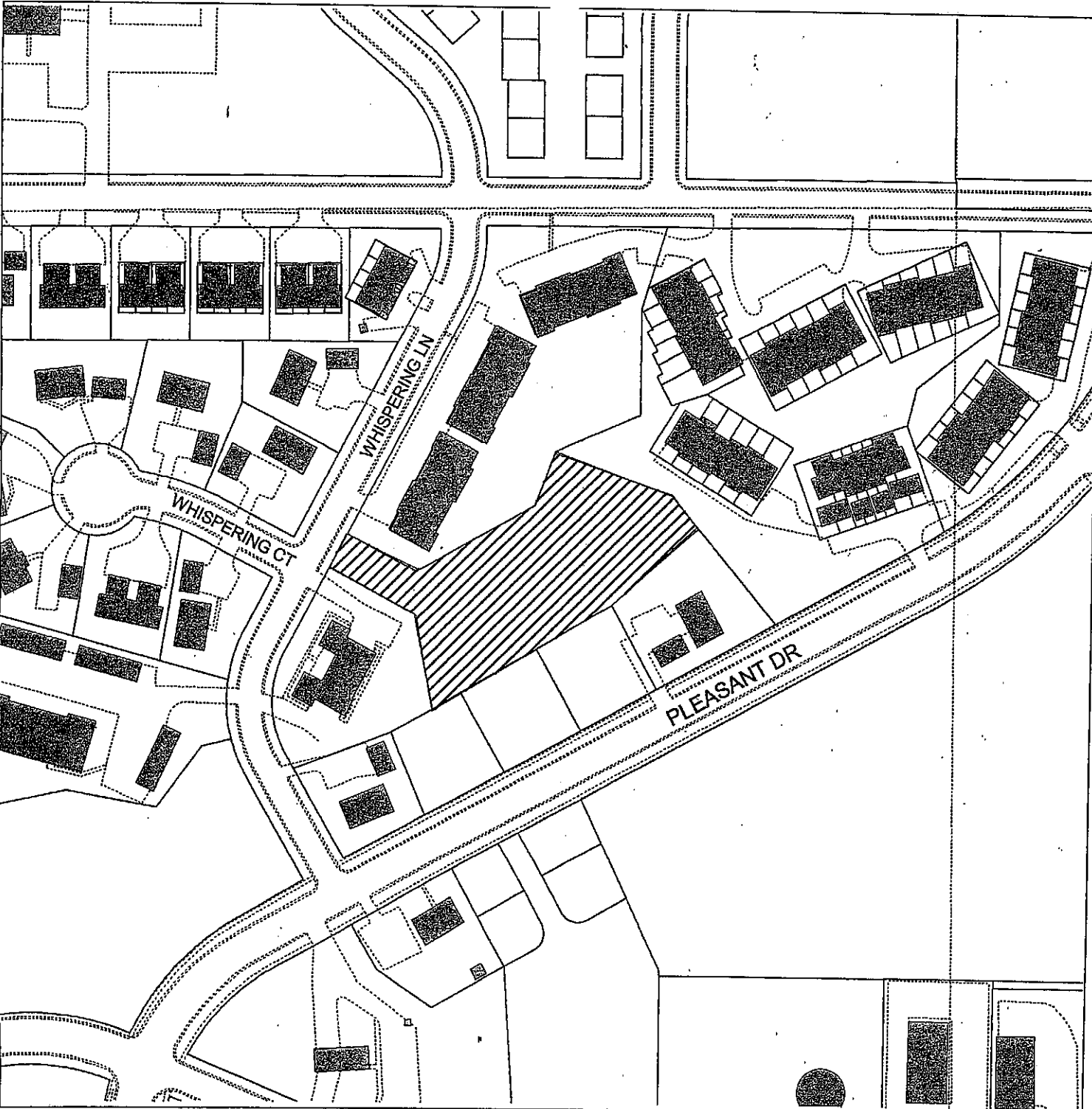
In regards to Condition 9, the applicants, at this time, are not requesting to build any structures on Lot 9, Block 1. However, they would like to keep the possibility open. Staff's original condition of no structure constructed on Lot 9 arose out of the critical nature of the drainage swale that runs through the north and east sides of the property. Any structure on lot 9 that required vehicle access would have to cross the swale, thus disturbing the critical grading of the swale. Staff is willing to modify the condition to allow construction on Lot 9 provided that prior to the issuance of any building permit for Lot 9, Block 1, a full site plan review would be required before the Planning Commission and City Council, and should include notification of the neighbors per Minnesota State Statute.

**Requested Action:**

Approve Hidden Lane Addition preliminary plat and site plan, subject to the following conditions:

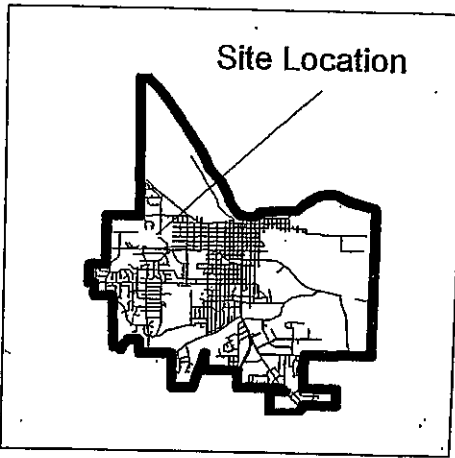
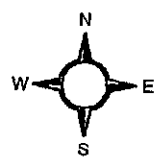
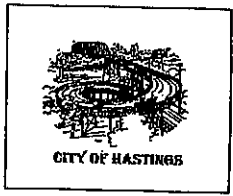
1. That the applicant's provide evidence that the private street and common areas will be maintained by a homeowner's association and not by the City.
2. That the street and related utilities be designed and constructed according to City policies as determined by the Public Works Director.
3. That final grading and utility comments by the Public Works Director be incorporated into the plans.
4. That the Developer shall pay the required per residential interceptor sewer fee of \$315.00 per unit, for a total of \$2,520.00, prior to release of final plat hardshells.
5. That approval of the preliminary plat and any final plat shall be subject to park/public land dedication requirements as recommended by the City of Hastings Natural Resources and Recreation Commission and approved by the Hastings City Council.
6. The developer shall plant a hedge and the 24 trees at least one and one-half inches in diameter as indicated on the landscape plan.
7. That any structure proposed to be constructed on Lot 9, Block 1 shall be subject to site plan review before the Planning Commission and City Council with notification to neighboring property owners in accordance with Minnesota State Law.
8. The Developer shall enter into a development agreement with the City of Hastings Documenting conditions of approval for Hidden Lane Addition. The Development agreement shall be signed prior to the City releasing the final plat hard shells.

# Hidden Lane Preliminary Plat



### Legend

- Buildings
- Roads
- Parcels





LAND USE APPLICATION

PAID

APR 24 2002

CITY OF HASTINGS

101 4th Street East, Hastings, MN 55033  
Phone (651)437.4127 Fax (651)427.7082

CITY OF HASTINGS

Address of Property Involved: ?? Whispering Lane, Hidden Lane Additions

Legal Description of Property Involved: Lot 8, Block 1, Whispering Meadows, Dakota Co., MN

Applicant:

Name Ted Kranz & Bob Klers  
Address 1456 Blueberry Ln.  
Hastings, MN 55033  
Phone 651-437-7389 or cell 612-590-5331  
Fax \_\_\_\_\_

Official Use Only
Date Rec'd _____
File No. _____
Fee Paid _____
Rec'd by _____
Ordinance # _____
Section _____

Owner (If different from Applicant):

Name \_\_\_\_\_  
Address \_\_\_\_\_  
Phone \_\_\_\_\_

Request: \_\_\_\_\_  
Rezone: \_\_\_\_\_  
Comp Plan Amend: \_\_\_\_\_  
Site Plan: \_\_\_\_\_  
Variance: \_\_\_\_\_

Special Use: \_\_\_\_\_  
Subdivision: X  
Vacation: \_\_\_\_\_  
Other: \_\_\_\_\_  
TOTAL: \_\_\_\_\_

Description of Request (include site plan, survey, and/or plat if applicable):

Subdivide into 8 townhome lots.

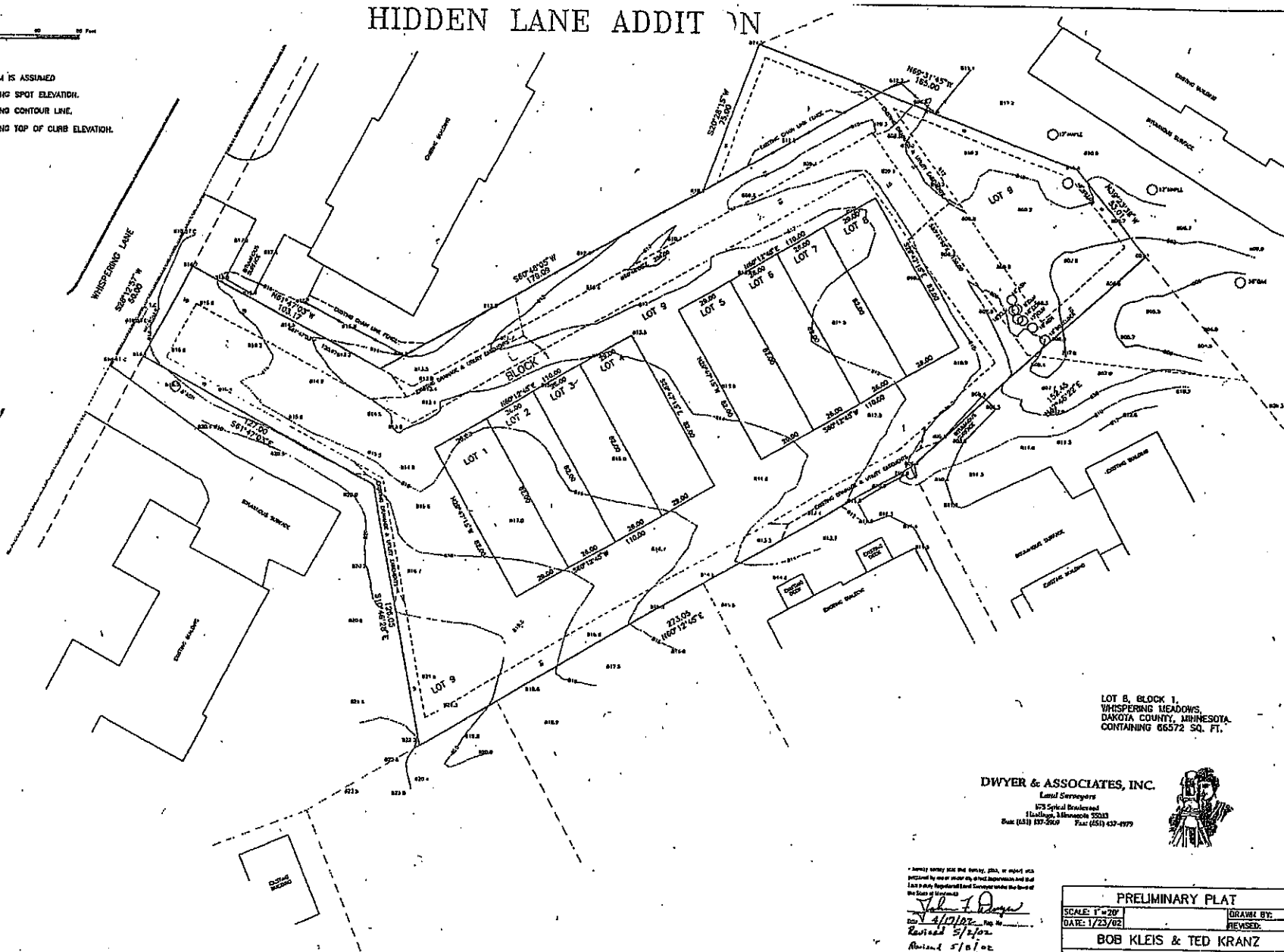
Ted A. Kranz 4-19-02  
Signature of Applicant Date

\_\_\_\_\_  
Signature of Owner Date

# HIDDEN LANE ADDITION

0 10 20 30 40 Feet

- BEARING SYSTEM IS ASSUMED
- 8155 DENOTES EXISTING SPOT ELEVATION.
- DENOTES EXISTING CONTOUR LINE.
- 8151.6 DENOTES EXISTING TOP OF CURB ELEVATION.



LOT 1	2378 SQ. FT.
LOT 2	2132 SQ. FT.
LOT 3	2132 SQ. FT.
LOT 4	2378 SQ. FT.
LOT 5	2378 SQ. FT.
LOT 6	2132 SQ. FT.
LOT 7	2132 SQ. FT.
LOT 8	2378 SQ. FT.
LOT 9	48632 SQ. FT.

LOT 8, BLOCK 1,  
WHISPERING MEADOWS,  
DAKOTA COUNTY, MINNESOTA.  
CONTAINING 66372 SQ. FT.

**DWYER & ASSOCIATES, INC.**  
 Land Surveyors  
 173 Spical Boulevard  
 Hastings, Minnesota 55033  
 Phone (501) 437-2609 Fax (501) 437-4977

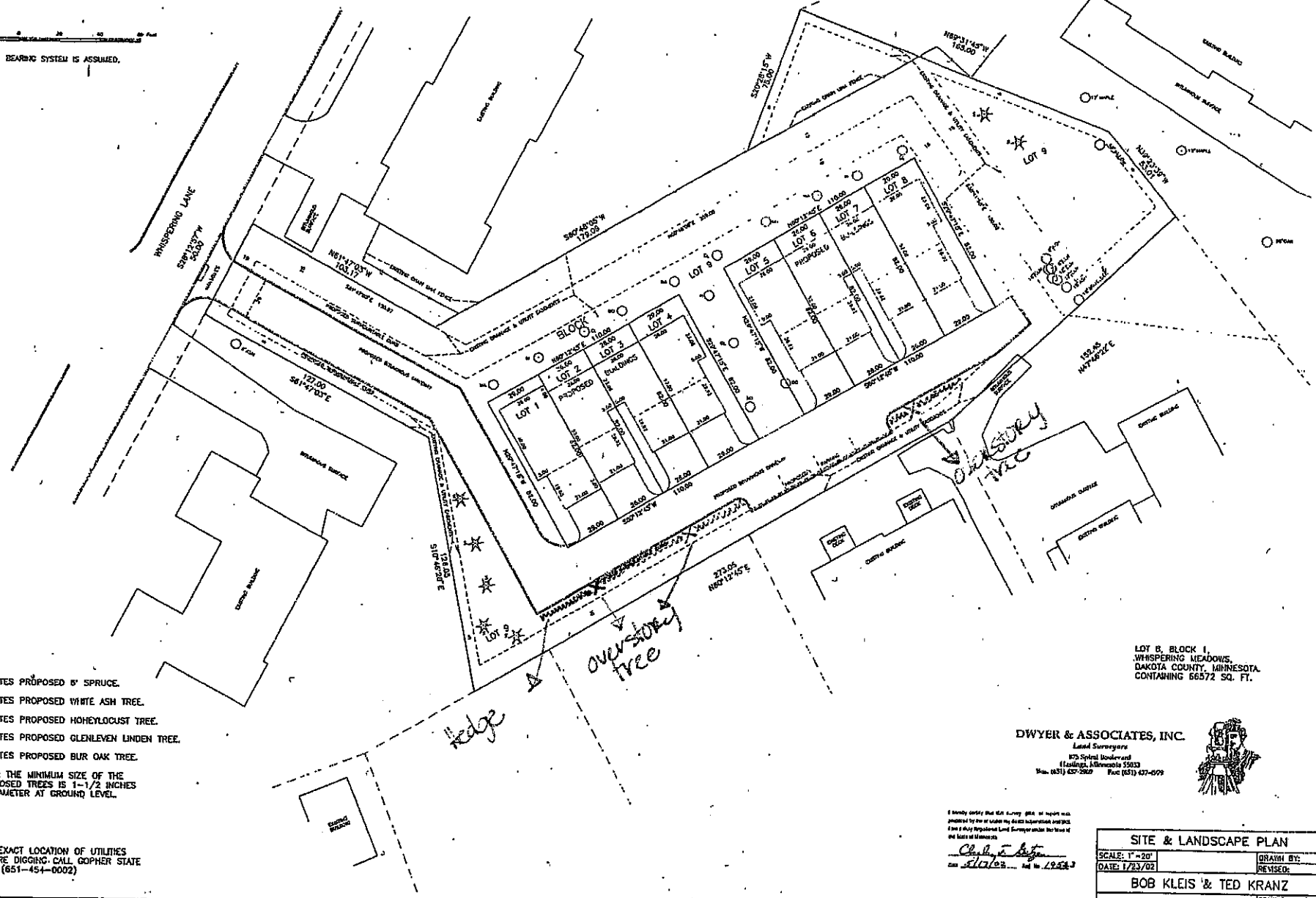


Survey done and plat filed, etc. as per law  
 provided by me or under my direct supervision and that  
 I am a duly Registered Land Surveyor under the laws of the  
 State of Minnesota  
*Bob Kleis*  
 Revised 5/1/02  
 Revised 5/1/02  
 Revised 5/1/02

PRELIMINARY PLAT	
SCALE: 1"=20'	DRAWN BY:
DATE: 1/23/02	REVISED:
<b>BOB KLEIS &amp; TED KRANZ</b>	
HASTINGS, MINNESOTA.	
DRAWING NUMBER: 2002-012	

# HIDDEN LANE ADDITION

BEARING SYSTEM IS ASSUMED.



- \* DENOTES PROPOSED SPRUCE.
- DENOTES PROPOSED WHITE ASH TREE.
- ⊕ DENOTES PROPOSED HONEYLOCUST TREE.
- ⊗ DENOTES PROPOSED GLENLEVEN LINDEN TREE.
- ⊠ DENOTES PROPOSED BUR OAK TREE.

NOTE: THE MINIMUM SIZE OF THE PROPOSED TREES IS 1-1/2 INCHES IN DIAMETER AT GROUND LEVEL.

FOR EXACT LOCATION OF UTILITIES BEFORE DIGGING CALL GOPHER STATE ONE. (651-454-0002)

LOT 8, BLOCK 1, WHISPERING MEADOWS, SAKOYA COUNTY, MINNESOTA, CONTAINING 66572 SQ. FT.

DWYER & ASSOCIATES, INC.  
 Land Surveyors  
 875 Spruce Boulevard  
 Hastings, Minnesota 55033  
 Tel. (651) 437-2827 Fax (651) 437-0799



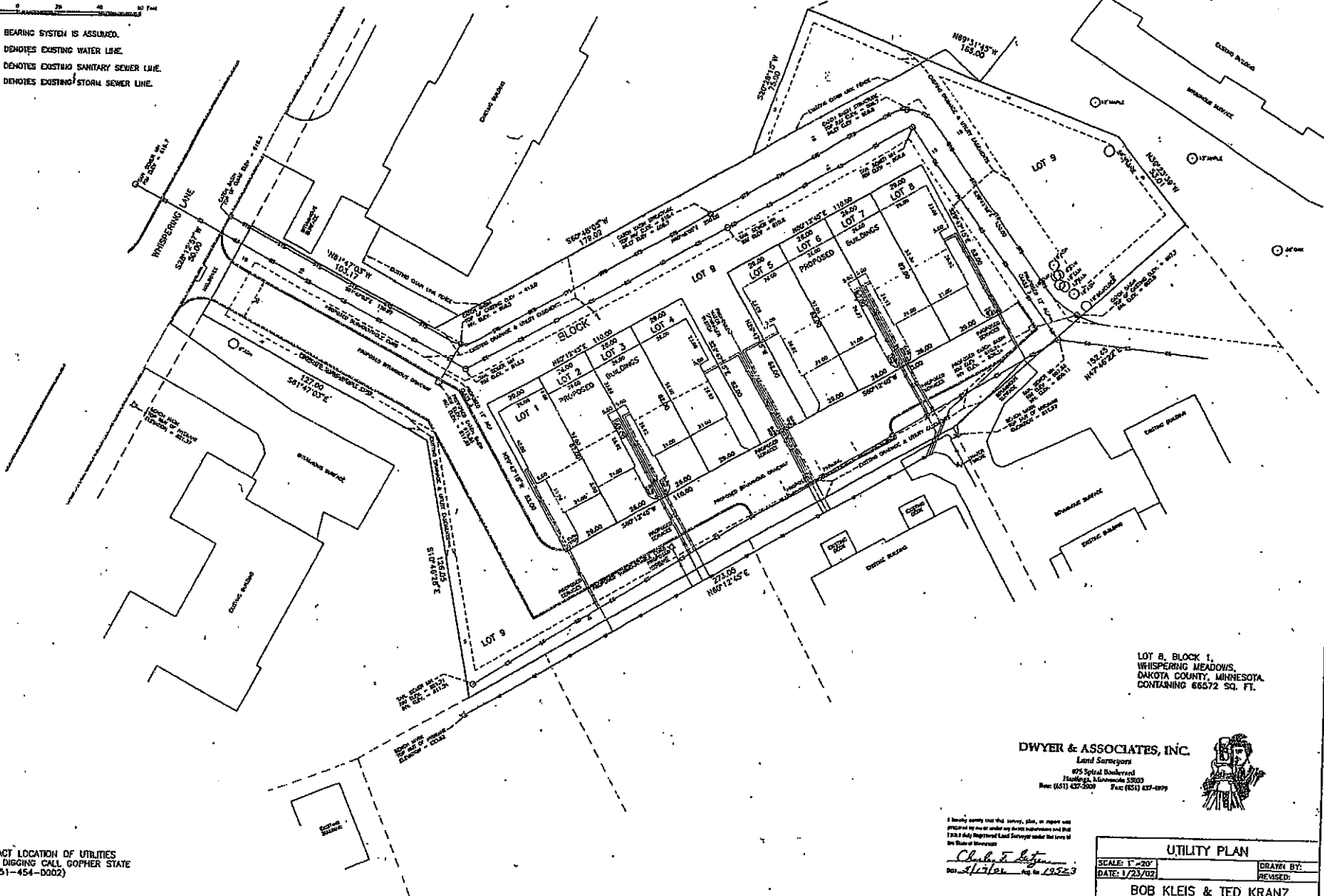
I hereby certify that this Survey was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

*Charles J. Dwyer*  
 Date 1/23/02 and in 1954

SITE & LANDSCAPE PLAN	
SCALE: 1" = 30'	DRAWN BY:
DATE: 1/23/02	REVISED:
BOB KLEIS & TED KRANZ	
HASTINGS, MINNESOTA.	DRAWING NUMBER: 2002-012

# HIDDEN LANE ADDITION

- BEARING SYSTEM IS ASSUMED.
- DENOTES EXISTING WATER LINE.
  - DENOTES EXISTING SANITARY SEWER LINE.
  - DENOTES EXISTING STORM SEWER LINE.



FOR EXACT LOCATION OF UTILITIES  
BEFORE DIGGING CALL GOPHER STATE  
ONE. (651-454-0002)

LOT 8, BLOCK 1,  
WHISPERING MEADOWS,  
DAKOTA COUNTY, MINNESOTA.  
CONTAINING 66572 SQ. FT.

**DWYER & ASSOCIATES, INC.**  
Land Surveyors  
675 Spiral Boulevard  
Hastings, Minnesota 55033  
Ph: (651) 437-5900 Fax: (651) 437-4979



I hereby certify that this survey, plan, or report was  
prepared by me or under my direct supervision and that  
I am a duly Registered Land Surveyor under the laws of  
the State of Minnesota.  
*Charles E. Dwyer*  
1/23/02 Reg. No. 29523

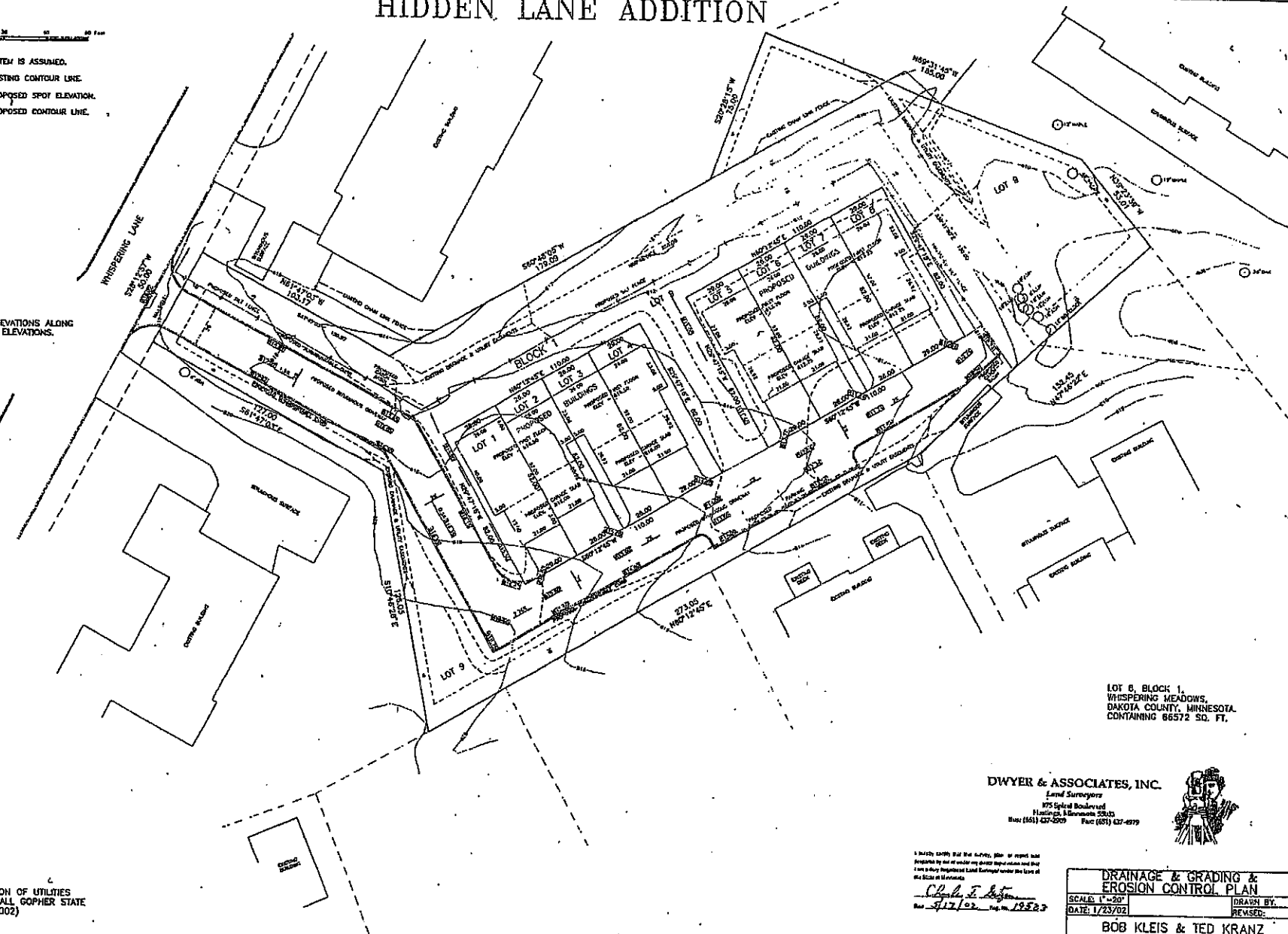
UTILITY PLAN	
SCALE: 1"=20'	DRAWN BY:
DATE: 1/23/02	REVISED:
<b>BOB KLEIS &amp; TED KRANZ</b>	
HASTINGS, MINNESOTA.	
SHEET 4 OF 4 SHEETS	

# HIDDEN LANE ADDITION



- BEARING SYSTEM IS ASSUMED.
- DENOTES EXISTING CONTOUR LINE.
- DENOTES PROPOSED SPOT ELEVATION.
- DENOTES PROPOSED CONTOUR LINE.

NOTE: THE PROPOSED ELEVATIONS ALONG THE CURBS ARE GUTTER ELEVATIONS.



LOT 8, BLOCK 1,  
WHISPERING MEADOWS,  
DAKOTA COUNTY, MINNESOTA.  
CONTAINING 66572 SQ. FT.

**DWYER & ASSOCIATES, INC.**  
 Land Surveyors  
 175 Spinal Boulevard  
 Hastings, Minnesota 55033  
 Phone (651) 437-2000 Fax (651) 437-4777



I hereby certify that the above plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.  
*Charles E. Dwyer*  
 Date 5/17/02 reg. no. 19523

FOR EXACT LOCATION OF UTILITIES BEFORE DIGGING CALL GOPHER STATE ONE. (651-454-0002)

<b>DRAINAGE &amp; GRADING &amp; EROSION CONTROL PLAN</b>	
SCALE: 1"=20'	DRAWN BY:
DATE: 1/23/02	REVISED:
<b>BOB KLEIS &amp; TED KRANZ</b>	
HASTINGS, MINNESOTA.	
DRAWING NUMBER: 2002-012	

# Kleis & Kranz Properties

1521 Brittany Road  
1456 Blueberry Lane  
Hastings, MN  
Dakota

---

June 10, 2002

City of Hastings  
Mayor Mike Werner and City Council  
101 4th Street East  
Hastings, MN 55033

Dear Mayor and City Council:

We have received a copy of the Staff Report for the Hidden Lane Addition final plat. We would like further clarification on the following conditions prior to the City Council meeting.

**Condition 2** Copy of city codes and policies regarding private townhouse drives.

**Condition 3** Copy of comments regarding final grading and utilities from Public Works Director.

**Condition 7** Limit the dollar amount of landscaping the Planning Director can recommend.

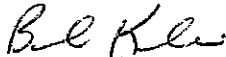
**Condition 8** We think the condition that no structure may be constructed on Lot 9 is too restrictive. This was added due to concerns that neighbors, (John Grossman) and City Staff had regarding crossing and interfering with the flow of water in the drainage easement on the north end of the property.

We have had considerable discussions with City Staff about this. The Public Works Director, Tom Montgomery agreed with us that it was possible with proper engineering and cautions regarding the drainage easements, to cross this easement. He was going to recommend to the Planning Department to change item 8 to read, Any proposed building on Lot 9 should be subject to full site plan review and significant engineering to ensure the drainage easement continues to function as designed.

The drainage easement is important to our development also. At this time we have no plans for any structures on lot 9. We do feel the present condition of no structure to be constructed on lot 9 should be changed to the conditions noted above.

Sincerely,

Bob Kleis



Ted Kranz



CC: Tom Montgomery, Public Works Director  
John Hinzman, Planning Director

# MEMO

---

**To:** Honorable Mayor and City Council  
**From:** Tom Montgomery  
**Date:** June 26, 2002  
**Re:** Chapter 4 Ordinance Revision, Final Grade Fee

---

A public hearing is scheduled on a proposed ordinance change to Sec 4.17 of Chapter 4 that would establish a fee for conducting final survey inspections prior to issuance of occupancy permits. The final grade survey requirement was implemented last year with survey inspections performed by the Engineering Department with no additional charge to the builders. Unfortunately, the workload and public interaction needed to implement the final grade survey and inspection was woefully underestimated, and the surveys, rechecks, analysis and contractor discussions overwhelmed the Engineering Department.

As a result of last year's experience, the Engineering Department negotiated a final grade survey fee of \$100 with Bolton and Menk for the use of their survey crew. The use of consultants has greatly improved the service to the builders. The proposed ordinance change would institute a fee for final grade surveys and inspections that would be set by resolution of the Council. The fee charged is intended to be a pass through charge covering the cost of the consultant's survey expenses.

## **COUNCIL ACTION REQUESTED**

Council is requested to adopt the Chapter 4 ordinance revisions instituting a fee for final grade inspections. Council is also requested to adopt the enclosed resolution setting the 2002 final grade inspection fee at \$100.



CITY OF HASTINGS

ORDINANCE NO. \_\_\_\_\_, SECOND SERIES

AN ORDINANCE OF THE CITY OF HASTINGS, MINNESOTA AMENDING  
**CHAPTER 4, CONSTRUCTION REGULATIONS SEC. 4.17** OF THE HASTINGS  
CITY CODE HAVING TO DO WITH FEES FOR SURVEY INSPECTIONS

BE IT ORDAINED by the City Council of the City of Hastings as follows:

**CHAPTER 4 CONSTRUCTION REGULATIONS SEC. 4.17** IS AMENDED WITH  
THE FOLLOWING TEXT CHANGES AND ADDITIONS:

SEC. 4.17 Survey inspections - The City shall require a top of block inspection and a final grade inspection. The top of block survey inspection ~~These inspections~~ shall be paid for as part of the building permit fee. The final grade inspection survey cost shall be an additional fee to be collected with building permit charges. The amount of the final grade inspection survey fee shall be set by the City Council by resolution.



## VIII-A-2

**CITY OF HASTINGS**  
Dakota County, Minnesota

Resolution No.

**RESOLUTION SETTING THE 2002 FINAL GRADE SURVEY CHARGE**

**WHEREAS**, Chapter 4, Sec 4.17 of the Hasting City Code establishes a charge for final grade survey and inspections to be set by City Council resolution, and

**WHEREAS**, the Hastings Engineering Department has negotiated a \$100 survey charge with engineering consultant Bolton and Menk for each final survey and each final survey reinspection performed by Bolton and Menk personnel.

**NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HASTINGS AS FOLLOWS**; that the final inspection survey fee to be charged on building permits shall be \$100, and the charge for reinspecting failed grading shall be \$100. This fee shall remain in effect until changed by subsequent City Council action.

**ADOPTED BY THE CITY COUNCIL OF HASTINGS, MINNESOTA, THIS 1<sup>st</sup> DAY OF JULY, 2002.**

Ayes:

Nays:

Michael D. Werner, Mayor

ATTEST:

Melanie Mesko Lee, City Clerk

(Seal)

# Memo

**To:** Mayor Werner and City Council

**From:** Kris Jenson, Associate Planner

**Date:** June 26, 2002

**Subject:** Ind. School District #200 - Site Plan Review #2002-41 to erect maintenance shed at Hastings High School

## REQUEST

Ind. School District 200 of Hastings is requesting site plan approval to erect a maintenance shed to house sprinkler controls at the Hastings High School.

This item was previously approved by the Planning Commission and City Council. The School District now wishes to increase the size of the building from 10' x 20' to 20' x 30'.

Approval of the site plan is recommended subject to the attached conditions.

## BACKGROUND INFORMATION

### Comprehensive Plan Classification

The use conforms to the 2020 Comprehensive Plan. The subject property is classified P (Public). Education facilities are permitted in the district.

### Zoning Classification

The subject property is zoned R-3, Medium High Density Residence. The proposed development is a permitted use in the R-3 District.

### Adjacent Zoning and Land Use

The following land uses abut the property:

<u>Direction</u>	<u>Existing Use</u>	<u>Zoning</u>	<u>Comp Plan</u>
North	Athletic Fields	R-3 – Med. High Density	P - Public
East	High School Bldg	R-3 – Med. High Density	P - Public
South	Athletic Fields	R-3 – Med. High Density	P - Public
West	Atheletic Fields	R-3 – Med. High Density	P - Public

**Existing Condition**

The existing site is grass and open space.

**SITE PLAN REVIEW**

**Maintenance Shed**

The shed measures 20' x 30', with 8' sidewalls. A single overhead garage door is located on the front, and a pedestrian access door is located on the south side of the building. The building will have cedar siding and brown aluminum soffit and fascia.

**Zoning Setbacks**

The shed meets minimum zoning setbacks. It is located within the middle of the high school complex, just off the access road to the rear of the school.

**Building Permit Review**

The Building Department issued a permit for the original approved size, and the applicant has submitted an amended permit for the new structure. A permit cannot be issued until the site plan is approved.

**RECOMMENDED ACTION**

Motion to recommend approval of the Ind. School District 200 maintenance shed at Hastings High School, subject to the following conditions:

1. Approval of a building permit.

**ATTACHMENTS**

- Location Map




# High School Maintenance Shed 20' x 30'

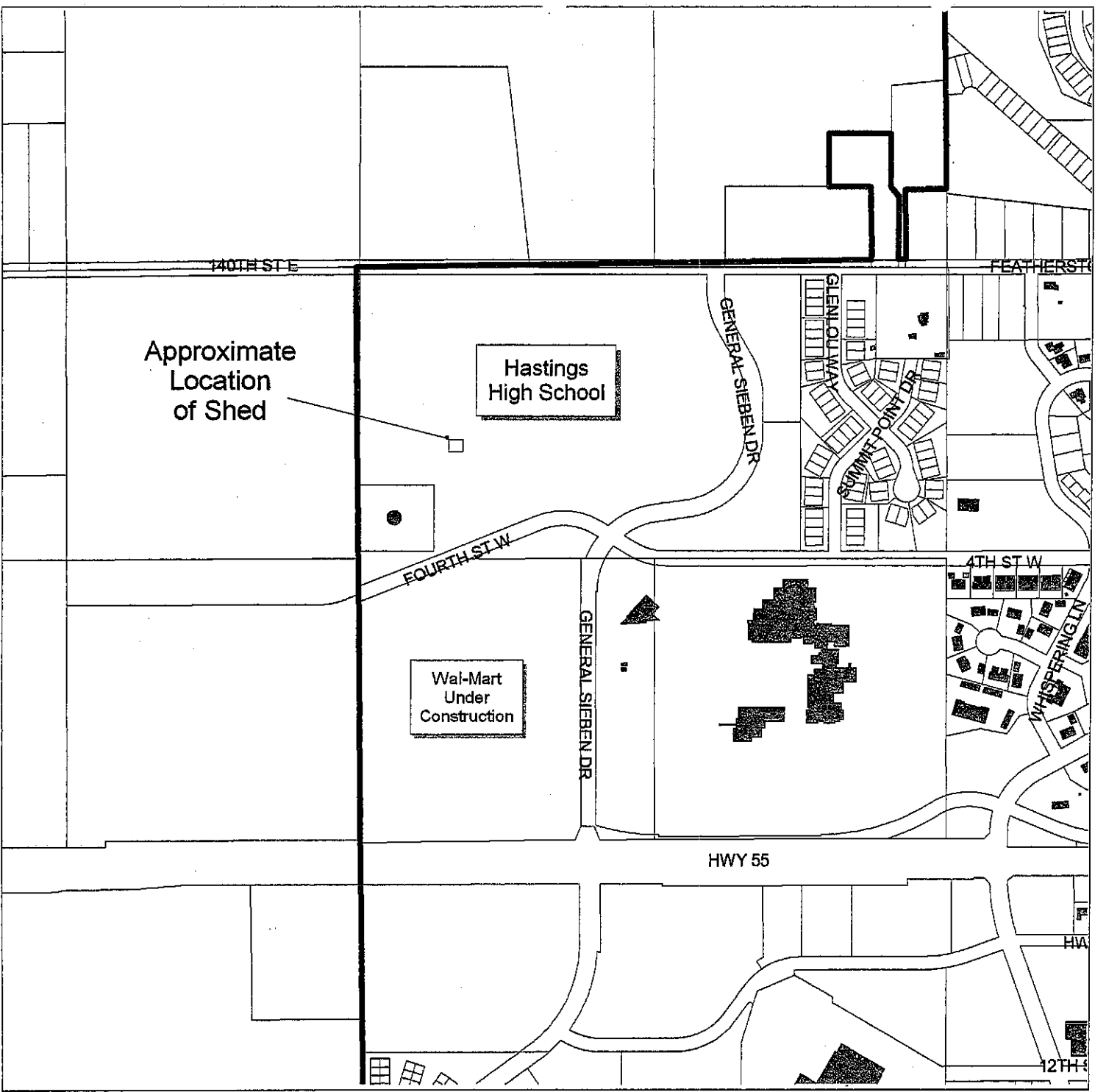
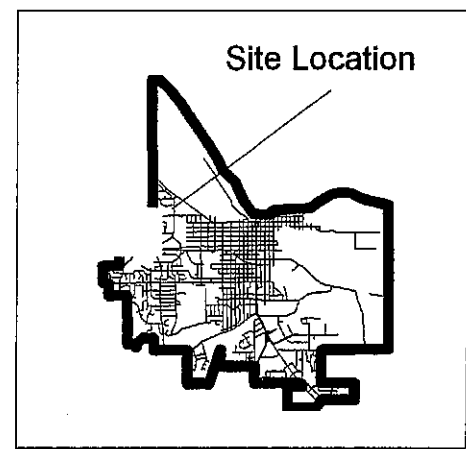
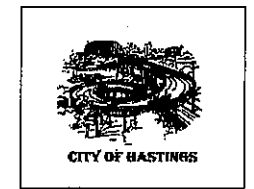
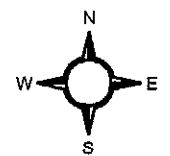
Approximate  
Location  
of Shed

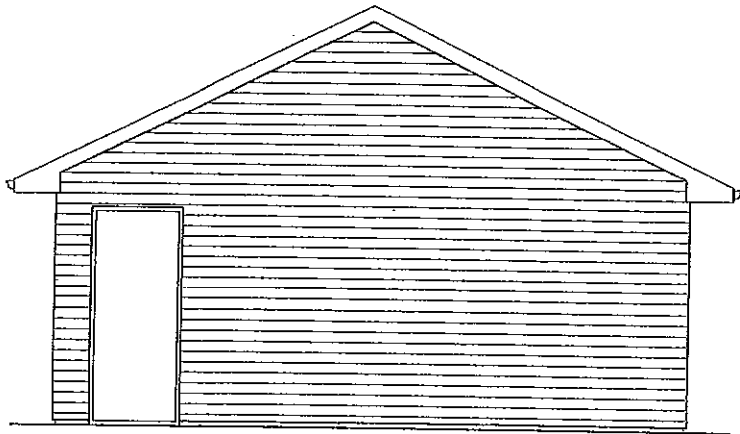
Hastings  
High School

Wal-Mart  
Under  
Construction

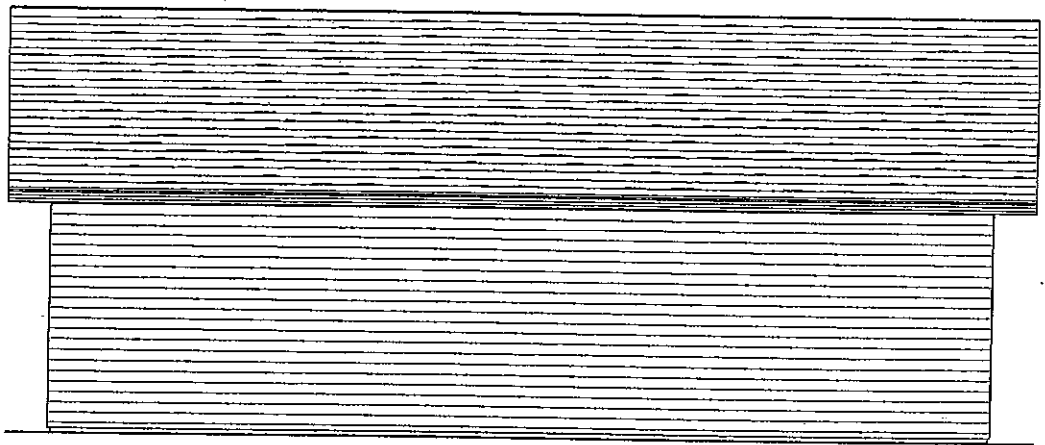
### Legend

-  Buildings
-  Roads
-  Parcels

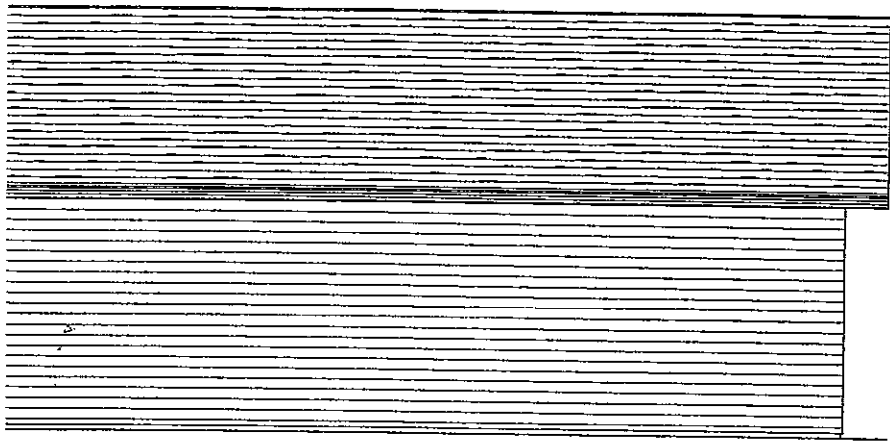




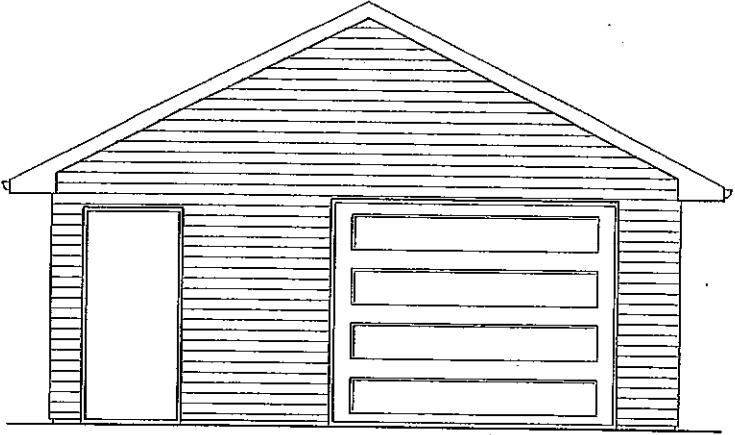
REAR ELEVATION  
1/4" = 1'-0" SCALE




LEFT ELEVATION  
1/4" = 1'-0" SCALE



**RIGHT ELEVATION**  
1/4" = 1'-0" SCALE



**FRONT ELEVATION**  
1/4" = 1'-0" SCALE

PLANS FOR: <b>DISTRICT 200- 20' X 30' IRRIGATION SHED</b>  SCALE: 1/4" = 1'-0" DRAWN BY: RHETT BORNER			<b>UNITED BUILDING CENTERS</b> 66311 487476 412 E. 3RD ST. P.O. BOX 661 HASTINGS, MN 55033-0661		<b>CONSTRUCTION WARRANTY:</b> BECAUSE OF THE IMPOSSIBILITY OF PROVIDING A PERSONAL AND/OR ON SITE CONSULTATION OF CONSTRUCTION AND BECAUSE OF THE VARIANCES IN LOCAL BUILDING CODE REQUIREMENTS INCLUDING STRUCTURAL FAILURES DUE TO ANY DEFICIENCIES, OMISSIONS OR ERRORS IN THE DESIGN OR BLUEPRINTS. IT IS RECOMMENDED THAT YOU CONSULT A LOCAL BUILDING OFFICIAL PRIOR TO THE START OF CONSTRUCTION. THE OWNER'S CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS, PLAN CHANGES, AND SPECIFICATIONS THAT AFFECT ORDERING AND DELIVERY OF MATERIALS.	THE DESIGNS AND PLANS INDICATED ON THIS DRAWING ARE THE PROPERTY OF UNITED BUILDING CENTERS-HASTINGS, MN. NO PARTS OF THESE DESIGNS OR PLANS WILL BE REPRODUCED OR SPECIFIED IN ANY FORM OR BY ANY MEANS WITHOUT WRITTEN PERMISSION OF UNITED BUILDING CENTERS-HASTINGS, MN.
	PRELIM DATE: 5.2.2002 REVISIONS 1 DATE: 6.18.2002 REVISIONS 2 DATE:	REVISIONS 3 DATE: REVISIONS 4 DATE: FINAL DATE:				

# Memo

**To:** Mayor Werner and City Council

**From:** John Hinzman, Planning Director

**Date:** July 1, 2002

**Subject:** Glendale Heights EAW – Approve Negative Declaration Resolution for an Environmental Impact Statement

## REQUEST

The City Council is asked to approve the attached resolution of negative declaration to conduct an Environmental Impact Statement (EIS) for Glendale Heights. The project is located east of the Hastings Industrial Park and involves the construction of 622 residential units on 79.59 acres. Comments received have been reviewed to determine the need for a more intensive EIS. Staff is satisfied that the environmental impacts generated by the project can either be mitigated or do not rise to the level necessary to prepare an EIS.

## BACKGROUND

An Environmental Assessment Worksheet (EAW) has been prepared, notice published in the Environmental Quality Board (EQB) Monitor and copies distributed to interested agencies for comment. On June 3, 2002 the City Council officially closed the 30-day comment period for review and directed staff to address comments and determine a need for an EIS.

## COMMENTS RECIEVED

Comments were received by the following agencies:

- Dakota County Soil and Water
- Metropolitan Council
- Minnesota DNR
- Minnesota Historical Society
- Minnesota Pollution Control Agency (MPCA)
- Minnesota Department of Transportation

The most significant questions and comments focused on the elimination of woodland, storm water quality and quantity issues, and erosion. Staff has worked with the developer in formulating a comment response letter.

## RESPONSE TO COMMENTS

The following responses have been prepared to address EAW comments received by Minnesota Historical Society, State Historic Preservation Office (SHPO), Dakota County SWCD, Metropolitan Council, MnDNR, MnPCA, and MnDOT. Item numbers refer to sections of the original EAW.

### **An Archaeological Reconnaissance (Phase I) Survey was completed**

**By; Matthew L. Murray, IMA Consulting, May 2002**

**SHPO Number 2002-2013, IMA Consulting Report No. 02-04**

The survey found no significant archaeological remains were identified and that no additional archaeological investigations are recommended.

A copy of the report will be forwarded from the city to the SHPO office.

**Item 08: Permits and Approvals Required, Dakota County SWCD, Metropolitan Council.** *Add to the approvals required, amendment to the city's comprehensive Plan and extension of the MUSA boundary.* The City is in the process of submitting a Comprehensive Plan Amendment to Metropolitan Council.

**Item 09: Land Use, Metropolitan Council** - *Issues raised on this item are a concern about increased runoff, impacts to the Sand Coulee, and the adjacent Wildlife Management Area.*

The runoff is addressed under Item 17.

The Sand Coulee impact is a result of running the roads through the ravine. The city has identified the road connection as vital and necessary for the community. While avoiding the impact to the coulee is desired, it is in conflict with the identified needs. The road is proposed in the ravine because it is the only opportunity for the city to accomplish the road connection in the vicinity.

We will require the developer to notify the potential buyers that hunting will occur in the WMA, and that posting will be required. Please note that the WMA is bordered on three sides by the city limits. As the city continues to grow it is apparent that hunting in this area may need to be discontinued.

The developer will be required to notify the potential buyers that the adjacent land is public land and they shall not alter vegetation, establish structures, deposit leaves, brush or other debris on public land, posting will be required.

**Item 10: Cover Types, Dakota County SWCD, and Metropolitan Council**

*Concern about cover types raised pertains to the removal of 10 acres of trees and the increased runoff potential from 23 acres of impervious surface.*

The runoff is addressed under Item 17.



The proposed development is designed to protect and preserve the existing trees. The removal of the trees is predominately created by the road proposed in the ravine. While the road construction does remove 10 acres of woodland the project results in the planting of more trees than being removed. The city has identified the road connection as vital and necessary for the community. While avoiding the impact to the coulee is desired, it is in conflict with the identified needs. The road is proposed in the ravine because it is the only opportunity for the city to accomplish the road connection in the vicinity.

**Item 11: Fish, Wildlife and Ecologically Sensitive Resources, Dakota County SWCD, MnDNR**

See response under Item 09: Land Use

See response under Item 17: Water Quality and Quantity – Surface Water Runoff  
The response was using the recommendations in the DNR letter dated February 20, 2002.

**Item 16: Erosion and Sedimentation, Dakota County SWCD, Metropolitan Council**  
We have studied the alternate road alignment as suggested by the DNR. If the road were to be shifted north, excavation would be required to bring the road down the hill. The result would be that we would be exposing the same soil horizons that we are trying to avoid. It is apparent to us that we would not be accomplishing the goal of avoiding the “Waukegan” silt loams. Construction of the road in this area requires comprehensive erosion control practices be followed.

**Item 17: Water Quality and Quantity – Surface Water Runoff, Dakota County SWCD, and MnPCA**

An extensive storm water study was completed for this project. The proposed storm water detention basins are designed to allow for retention of a half inch of runoff from the new impervious surface as well as rate control for all storm events 1, 2, 5, 10, 50 and 100 yr. when compared to existing conditions. This study included the increased runoff from the road running down the ravine. In addition to the retention the ponds are will have a sand bottom type allowing for infiltration. The soil type is very sandy and the ponds will be very effective infiltration basins. There is an existing pond adjacent the property that has demonstrated the effectiveness of this type of pond in the area.

The County Road 91 ditch collects most of the water leaving the site. The ditch will serve to improve water quality prior to the runoff reaching the Vermillion River.

**Item 20: Groundwater – Potential for Contamination, Dakota County SWCD**

The project is designed to minimize impacts to the lower watershed area. Six infiltration ponding basins are planned on the interior of the project designed to contain contaminants and sediments before leaving the site.

**Item 25: Scenic Views and Vistas, Metropolitan Council**

Revise the Scenic Views and Vistas to be yes.

Access to Vistas is provided via proposed trail and will be preserved.

Revise the Other unique resources to be yes.

Portions of the site have slopes over 25%.

Preservation of the steep slopes is proposed.

**ATTACHMENTS**

- Resolution
- EAW (upon request – Please contact me if you prefer a copy)

**HASTINGS CITY COUNCIL**

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HASTINGS  
RECORDING A NEGATIVE DECLARATION ON THE NEED TO PREPARE AN  
ENVIRONMENTAL IMPACT STATEMENT FOR GLENDALE HEIGHTS, HASTINGS,  
MINNESOTA**

Council member \_\_\_\_\_ introduced the following Resolution and moved its adoption:

**WHEREAS**, The City of Hastings has prepared and Environmental Assessment Worksheet (EAW) for Glendale Heights (Proposal), a proposed residential subdivision consisting of 622 residential units on 79.59 acres; and

**WHEREAS**, The Proposal meets the minimum threshold for a mandatory EAW as stipulated under Minnesota State Statutes, Section 1166D.04 and 1166D.045, and Minnesota Rules, parts 4410.0200 to 4410.7800; and

**WHEREAS**, Notice of Proposal has been published in the Environmental Quality Board (EQB) Monitor; and

**WHEREAS**, The City Council has officially closed the thirty (30) day review period for public comment; and

**WHEREAS**, The City has reviewed comments received and conducted an investigation of the potential for significant environmental effects to determine the need for an Environmental Impact Statement as outlined under Minnesota Rules Part 4410.1700.

**NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HASTINGS AS FOLLOWS:** That upon investigation of the significance of environmental effects, the City Council of the City of Hastings hereby records a negative declaration on the need to prepare an Environmental Impact Statement.

Council member \_\_\_\_\_ moved a second to this resolution and upon being put to a vote adopted by \_\_\_\_\_ present.

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Michael D. Werner, Mayor

\_\_\_\_\_  
Melanie Mesko Lee  
Administrative Assistant/City Clerk

I HEREBY CERTIFY that the above is a true and correct copy of resolution presented to and adopted by the City of Hastings, County of Dakota, Minnesota, on the 1<sup>st</sup> day of July, 2002, as disclosed by the records of the City of Hastings on file and of record in the office.

\_\_\_\_\_  
Melanie Mesko Lee  
Administrative Assistant/City Clerk

( SEAL )

This instrument drafted by:  
City of Hastings  
101 4th St. East  
Hastings, MN 55033

# Memo

**To:** Mayor Werner and City Council

**From:** John Hinzman, Planning Director

**Date:** July 1, 2002

**Subject:** Approve Site Plan\ Land Credit & Property Sale – APL Fabricators – Manufacturing Building – Lot 3, Block 2, HIP No. 6 (Commerce Drive)

## REQUEST

APL Fabricators seeks approval of a site plan, land credit application, and property sale to construct a 9,600 square foot manufacturing building on Lot 3, Block 2, Hastings Industrial Park No. 6. The one-acre lot is located on Commerce Drive, adjacent to the Forpack Building. A pre-engineered metal building is proposed. Rock face veneer and windows would be used to break up the building front to meet Industrial Park Appearance Guidelines. Under the Land Credit program the balance due at closing would be \$1, with the remaining \$58,805 taken in land subsidy credit.

The request is submitted in conjunction with an action to accept the proposal of Bolton Menk to extend sanitary sewer and water to the site.

## RECOMMENDATION

The Industrial Park Board recommended unanimous approval of the request at the June 20, 2002 meeting, subject review of the final grading plan by the Public Works Director. The City Council approved the preliminary agreement on May 6.

## ATTACHMENTS

- Land Credit Memo – John Grossman, HRA Director
- Resolution approving Land Credit
- Resolution approving Site Plan
- Location Map
- Site Plan

## **BACKGROUND INFORMATION**

### **Comprehensive Plan Classification**

The use conforms to the 2020 Comprehensive Plan. The subject property is classified I, Industrial.

### **Zoning Classification**

The subject property is zoned I-1, Industrial Park. Manufacturing operations are a permitted use.

### **Adjacent Zoning and Land Use**

All property abutting the site is within the Industrial Park and zoned for Industrial Use.

### **Existing Condition**

The existing site is flat and treeless.

## **PROPERTY SALE**

### **Land Credit Program**

A land credit program application has been submitted. APL proposes to create two full time jobs at no less than \$12 an hour in the next two years. The value exceeds the state minimum of \$10 an hour. The lot coverage ratio of 22 percent is above the average set for the land credit program. APL would pay \$1 for the land, with the remaining \$58,805 (\$1.35 x 43,560 s.f.) given as credit.

### **Improved Valuation**

The estimated improved value is \$500,000 or \$51.00 per square foot. In five years the credit for the building at \$500,000 would be \$50,000, which would cover the balance due. In addition, an increase in payroll of \$50,000 (2 jobs at \$12) would add \$10,300 to the credits.

## **SITE PLAN REVIEW**

### **Future Office Addition**

APL is showing a potential 4,800 square foot addition and parking lot along the north side of the building. The general location appears adequate, however the eastern parking lot must be set back at least 5 feet from the eastern property line.

### **Architectural Building Elevations**

A pre-engineered metal building is proposed. The northern elevation facing Commerce Drive would be finished in rock face veneer at the corner windows. Additional windows would be added to break up the front. The main entrance along the western elevation would be treated with rock face veneer with a decorative metal canopy.

### **Parking and Circulation**

Parking and circulation is adequate. Ten parking spaces are required by ordinance, 14 are provided. All parking areas must be set back at least 5 feet from the property line. Ingress and egress to the loading area is adequate. Concrete curb and bituminous surfacing is proposed.

### **Building Location**

Building location and setbacks are adequate.

### **Grading Plan**

The Public Works Director has conducted a cursory review of the grading plan. A condition has been added requiring final grading review be conducted to the satisfaction of the Public Works Director

### **Utility Plan**

Sanitary Sewer and Water would be extended to the site from 31<sup>st</sup> Street to the south. A proposal has been submitted by Bolton Menk in conjunction with the application to extend services to the property.

Fire hydrants will be needed on the site. No point of the building may be more than 250 feet from a fire hydrant. The Assistant Fire Chief has indicated that one or two will be necessary.

### **Landscaping Plan**

The Landscape Plan is adequate. Two-inch ash trees planted at 40-foot spacing are proposed along Commerce Drive.

June 25, 2002

TO: The Honorable Mayor & Council  
FROM: John Grossman for the Industrial Park Board  
RE: APL Properties Land Credit and Subsidy Agreement

City Council gave preliminary approval to this transaction on May 6, 2002. The Land Credit is offered under the business subsidy criteria adopted by Council on December 20, 1999. State Law requires that the city approve at a public meeting the terms of agreements which provide assistance to businesses.

A summary of the terms of the development agreement and subsidy agreement, and a Resolution are attached. The basic facts are as follows.

- Todd M. Spaeth is the owner of APL Fabricators, a cabinetry manufacturing company that will occupy the building. Ownership of the land will be in the name of APL Properties.
- APL will receive title to a one acre lot on Commerce Drive for \$1.00. The balance of the land value, \$58,805, will be deferred for five years.
- APL agrees to construct a 9,600 sq. ft. building value \$500,000 on the lot within 12 mo.
- APL agrees to hire two additional employees at a wage of no less than \$12.00 per hour within two years. APL has to provide the two jobs and remain in business in the city for five years or repay the City a pro-rated share of the land value.
- If APL completes the building and increases his payroll as proposed he will be authorized a credit of about \$60,000 against the unpaid value of the land. If the total credits do not exceed the value of the land, the balance will be due and if not paid can be assessed against the land.

**ACTION REQUESTED:** Adopt Resolution approving the terms of the business subsidy and the language of the agreements and authorizing the Mayor and City Clerk to execute the documents.



## SUMMARY OF LAND PRICE SUBSIDY AGREEMENT

RECIPIENT OF THE SUBSIDY: APL Properties, Inc. Todd M. Spaeth,

DESCRIPTION OF THE LAND: Lot 3, Block 2, HIP #6, 654 Commerce Dr.

USE OF LAND: Manufacturing, a permitted use in the Industrial Park.

VALUE OF THE SUBSIDY IN THE FORM OF LAND: \$58,805, or \$1.35 per sq.ft. less \$1.00 payment at closing. The Industrial Park Board is recommended an increase in the asking price of land from \$1.00 to \$1.35 per sq.ft. Mr. Spaeth wants the new price to be applied to this sale.

SIZE AND VALUE OF BUILDING: 9,600 sq. ft building valued at \$500,000. The building covers 22% of the lot which exceeds minimum expectations.

JOB AND WAGE GOALS TO BE MET IN TWO YEARS. 2 new jobs at \$12 an hour. This meets the City's expectation of 2 jobs per acre of land at no less than \$10 an hour.

BUSINESS RESPONSIBLE FOR CREATING JOBS: APL Fabricators, Inc.

PARENT CORPORATION: None

OTHER BUSINESS SUBSIDIES: None

### PUBLIC PURPOSES:

1. Development of underutilized property, expanding the tax base of the City.
2. Creating new job opportunities within Hastings at competitive wages.
3. Facilitating the expansion of a local business.

### REASON FOR THE SUBSIDY:

Reduction of the land price lowers the front end costs of the business expansion, freeing available cash and credit for construction and for operations, reducing the risk of failure and facilitating the expansion.

### FINANCIAL OBLIGATIONS OF THE RECIPIENT IF THE GOALS ARE NOT MET:

1. If the job goal is not met in two years, or three with extension, a pro-rated portion of the subsidy must be repaid to the City.
2. If the building is not completed, a pro-rated portion of the subsidy must be repaid to the City.
3. If the building credit and payroll credit do not exceed the balance due on the land, the difference must be repaid to the City.

RECOMMENDATION: The application meets the City's criteria for the land credit program and business subsidy in the amount of \$58,805.

**HASTINGS CITY COUNCIL**

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION OF THE HASTINGS CITY COUNCIL APPROVING A BUSINESS  
SUBSIDY IN RELATION TO INDUSTRIAL PARK PROPERTY AND A.P.L.  
PROPERTIES, INC.**

**Dated July 1, 2002**

Council Member \_\_\_\_\_ introduced the following Resolution and moved its adoption:

WHEREAS: A.P.L. Properties (applicant) have presented plans for the construction of an office-manufacturing plant (the project) on Lot 3, Block 2, Hastings Industrial Park No. 6 (the property) owned by the City and have asked for approval of transfer of the property under the City's Land Credit Program;

AND WHEREAS, the applicants have demonstrated that the project is feasible only if the City deeds the lot at below market value, the difference being \$58,805(the business subsidy);

AND WHEREAS, the applicants will create two new jobs within two years at no less than \$12.00 an hour and commit to remain in business at the site for five years;

AND WHEREAS, the applicants will construct the project with an assessed value of no less than \$500,000 within one year of taking ownership;

AND WHEREAS, the applicant will execute a development and business subsidy agreement with conditions providing that a prorated amount of the business subsidy will be paid to the City if the project is not completed or other subsidy conditions not met;

THEREFORE BE IT RESOLVED, that the project meets the criteria of the City's Business Subsidy Criteria adopted December 20, 1999;

THEREFORE BE IT FURTHER RESOLVED that the Mayor and City Clerk are hereby authorized to execute the deed, development agreement, business subsidy agreement and amendments thereto, as are necessary to implement the project on behalf of the applicant.

Council Member \_\_\_\_\_ made a second to the foregoing Resolution and upon being put to a vote, the following council members voted in favor of said Resolution:

Ayes:

Nays:

Absent:

WHEREUPON, the Mayor declared the Resolution to be duly passed.

CITY OF HASTINGS

By \_\_\_\_\_  
Michael D. Werner, Mayor

ATTEST:

\_\_\_\_\_  
Melanie Mesko Lee  
Administrative Assistant/City Clerk

CERTIFICATION

I, Melanie Mesko Lee, Administrative Assistant/City Clerk, of the City of Hastings hereby certify that the foregoing Resolution is a true and correct copy of the Resolution that was duly adopted at a regular meeting of the City Council of the City of Hastings held July 1, 2002

\_\_\_\_\_  
Melanie Mesko Lee  
Administrative Assistant/City Clerk

SEAL

**HASTINGS CITY COUNCIL**

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HASTINGS  
APPROVING THE SITE PLAN REVIEW OF APL FABRICATORS TO CONSTRUCT  
A MANUFACTURING BUILDING ON LOT 3, BLOCK 2, HASTINGS INDUSTRIAL  
PARK NO. 6 , HASTINGS, MN**

Council member \_\_\_\_\_ introduced the following Resolution and moved its adoption:

**WHEREAS**, APL Fabricators has petitioned for site plan approval to construct a 9,600 square foot manufacturing building located on Commerce Drive legally described as Lot 3, Block 2, HASTINGS INDUSTRIAL PARK NO. 6, Dakota County, Minnesota; and

**WHEREAS**, on June 20, 2002, review was conducted before the Industrial Park Board of the City of Hastings, as required by state law, city charter and city ordinance; and

**NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HASTINGS AS FOLLOWS:**

That the City Council hereby approves the site plan for APL Fabricators subject to the following:

1. Adherence to the Architectural Elevations prepared by Elliot Architects dated April 15, 2002.
2. Review of final grading and utility plan to the satisfaction of the Public Works Director.
3. The disturbed areas of the site shall be maintained to the requirements of the City's property maintenance ordinance.
4. Tree spacing along Commerce Drive must be no less than 40 feet on center.
5. Addition of Fire Hydrants to the satisfaction of the Assistant Fire Chief.
6. Accessibility of sanitary sewer and water connections.

**BE IT FURTHER RESOLVED**, that a copy of this resolution shall be filed with the Dakota County Recorder's Office by the Hastings City Clerk.

Council member \_\_\_\_\_ moved a second to this resolution and upon being put to a vote adopted by \_\_\_\_\_ present.

Ayes: \_\_\_\_\_  
Nays: \_\_\_\_\_  
Absent: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Michael D. Werner, Mayor

\_\_\_\_\_  
Melanie Mesko Lee  
Administrative Assistant/City Clerk

I HEREBY CERTIFY that the above is a true and correct copy of resolution presented to and adopted by the City of Hastings, County of Dakota, Minnesota, on the 1<sup>st</sup> day of July, 2002, as disclosed by the records of the City of Hastings on file and of record in the office.





\_\_\_\_\_  
Melanie Mesko Lee  
Administrative Assistant/City Clerk

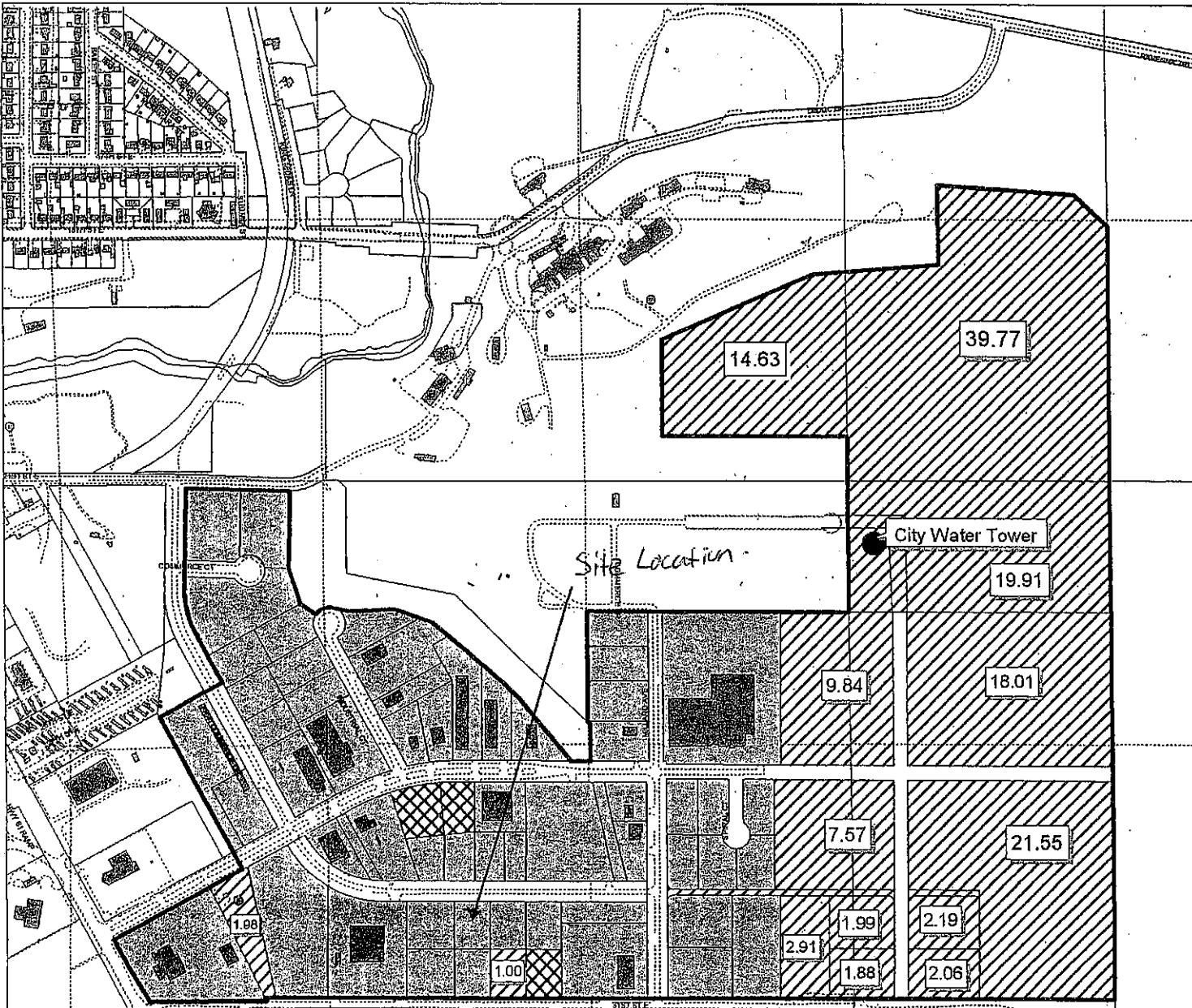
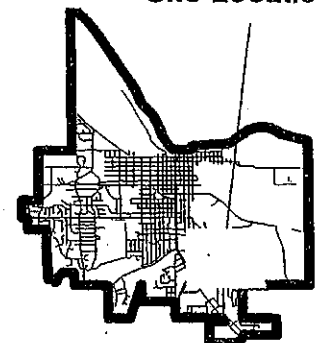
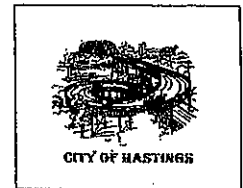
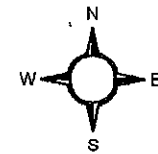
(SEAL)

This instrument drafted by:  
City of Hastings  
101 4th St. East  
Hastings, MN 55033

# HASTINGS INDUSTRIAL PARK LAND FOR SALE

## Legend

-  Industrial park available
-  Industrial park occupied
-  Industrial park pending
-  Buildings



HASTINGS INDUSTRIAL PARK  
145 TOTAL ACRES FOR SALE  
UTILITIES AVAILABLE FOR ENTIRE SITE

CONTACT JOHN HINZMAN  
651.437.4127 OR [jhinzman@ci.hastings.mn.us](mailto:jhinzman@ci.hastings.mn.us)

INV. ELEV. = 831.6

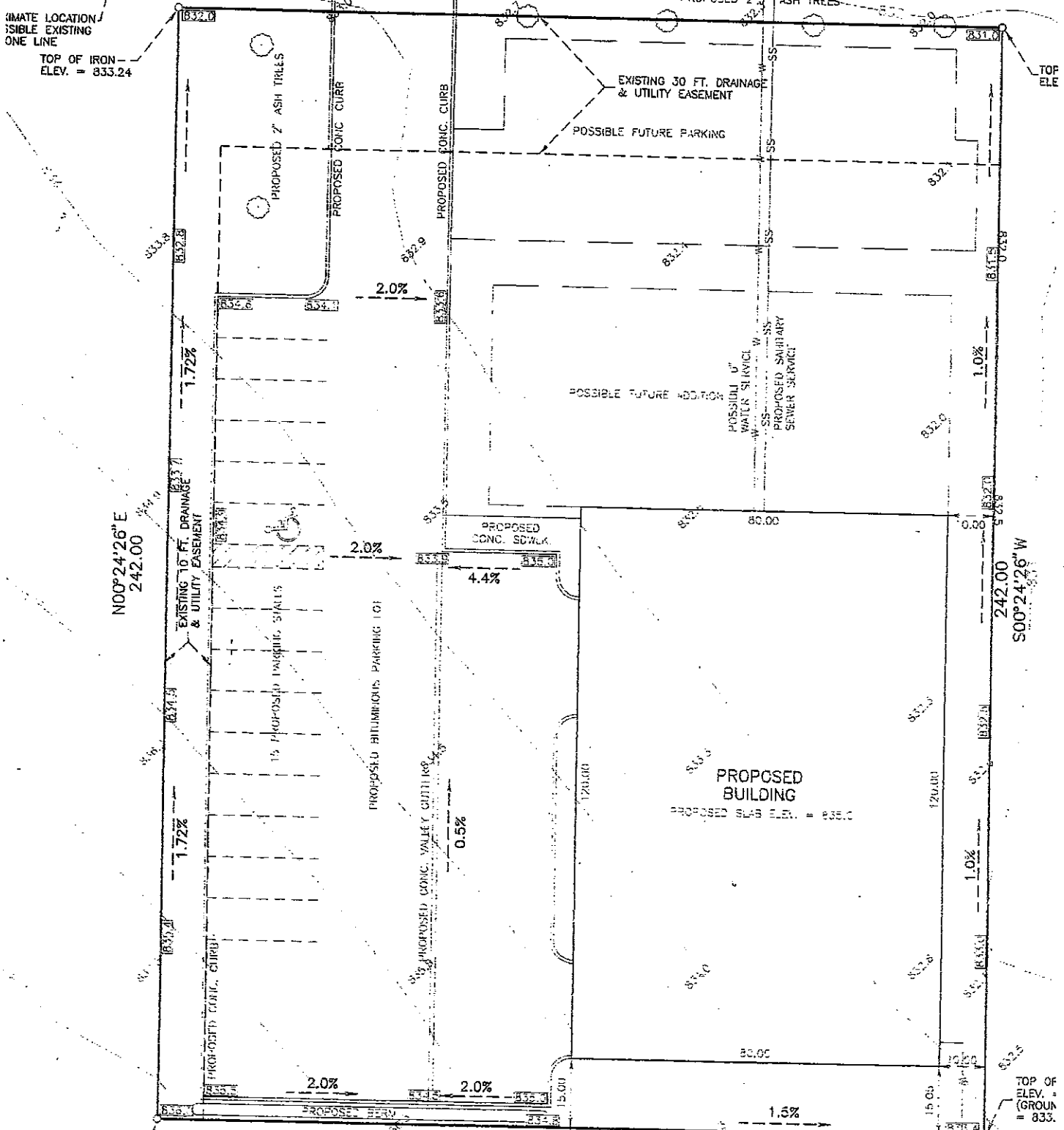
OF 18" CMP CULVERT.  
INV. ELEV. = 831.3

OF 18" CMP CULVERT.  
INV. ELEV. = 830.5

APPROXIMATE LOCATION  
VISIBLE EXISTING  
ONE LINE

TOP OF IRON -  
ELEV. = 833.24

TOP  
ELE



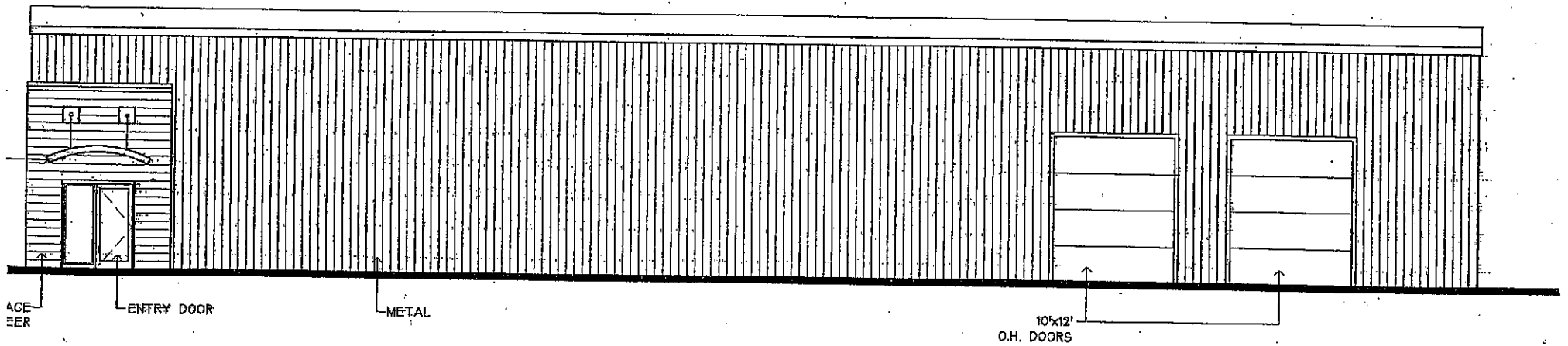
TOP OF IRON  
ELEV. = 837.9  
(GROUND ELEV.  
= 838.2)

180.00  
 $N89^{\circ}33'33''W$

TOP OF  
ELEV. =  
(GROUND  
= 835.

POSSIBLE 6"  
WATER SERVICE

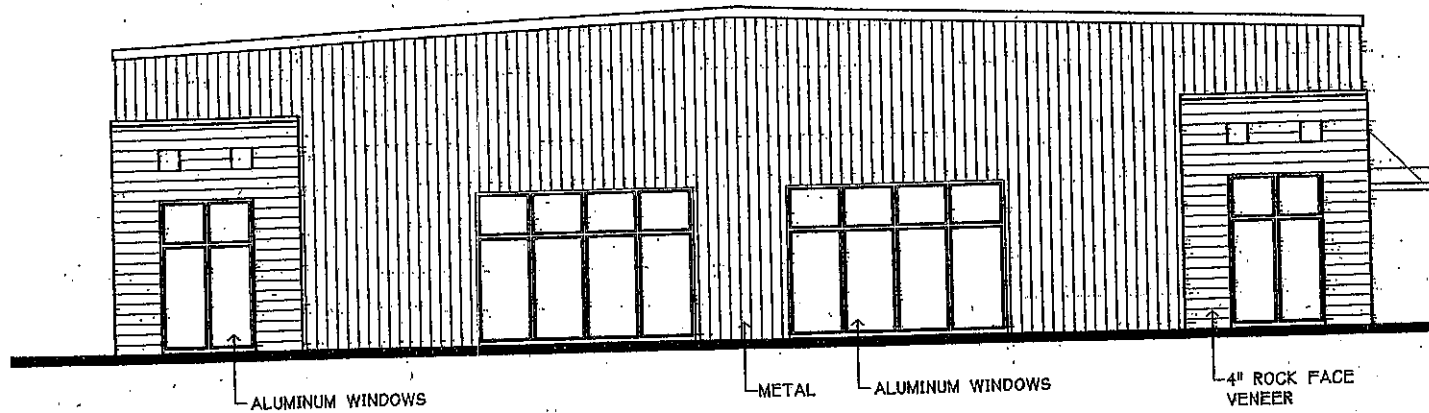
1 NORTH ELEVATION  
A2 S.C.A.L.E.: 1/8" = 1'-0"



WEST ELEVATION

S.C.A.L.E.: 1/8" = 1'-0"





1  
A2 NORTH ELEVATION  
S. C. A. L. E.: 1/8" = 1'-0"

# A.P.L. Properties, Inc.

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*P.O. Box 368, Hastings, MN 55033. (651) 438-2223/Bus. (651) 438-1199/Fax*

This letter is to notify the Hastings Industrial Park Board of my business APL Properties Inc. interest in purchasing Lot # 3 of block 2 in the Hastings Industrial Park #6. This is our only Choice of lots in the Industrial Park at this first construction stage. It is our plan to expand our company in the next two years on to the property Lot #6 of block 2 in the Hastings Industrial Park #6. The actual purchaser of the land will be represented by APL Properties Inc.

This is understood that the value of the 1-acre is \$43,560 but I would like to apply for the land credit program to purchase the land for \$1. I will complete the necessary paperwork to move this request forward.

The proposed building will be 9600 square feet. The APL Fabricators Inc. will be occupying the whole building, 1600 office space, and 8000 manufacturing space. The building will have one-office entrants, and two overhead doors for shipping and receiving. Any other doors will be according to city codes.

I am hoping to present the written offer to the Industrial Park Board at the April 25, 2002 meeting. If you have any questions please feel free to contact me at 651-438-2223.

Thank you



Todd M. Spaeth

## MEMORANDUM

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Dave Osberg, City Administrator  
**DATE:** June 27, 2002  
**SUBJECT:** Xcel Energy Property Annexation Ordinance

**Recommended City Council Action**

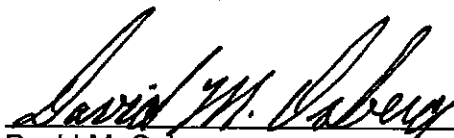
It is recommended that the City Council take action approving the first reading and schedule a public hearing for Monday August 5, 2002 to consider the annexation of certain property owned by Xcel Energy, into the City of Hastings.

**Background**

The City Council has approved a site plan for North American Properties for Hastings Marketplace West, which includes a grocery store, restaurant and retail space, located at the southwest corner of General Sieben Drive and Highway #55. A site plan of the area is attached as reference.

As the City Council will note from the site plan, the intent is to have an access road that abuts the western most portion of the site, thus the need for annexation of a small piece of property owned by Xcel Energy, near the sub-station. One of the conditions of the site plan approval was the "acquisition of ingress and egress rights of property along west of the Hastings Marketplace West plat and City limits of Hastings and Nininger Township."

The enclosed petition for annexation of the property begins the process, and since the property is less than sixty acres, it can be annexed by ordinance, with certain conditions being met, such as proper notification of abutting property owners and conducting a public hearing. The public hearing will be conducted on August 5, 2002, after the 30-day notification.



David M. Osberg  
City Administrator

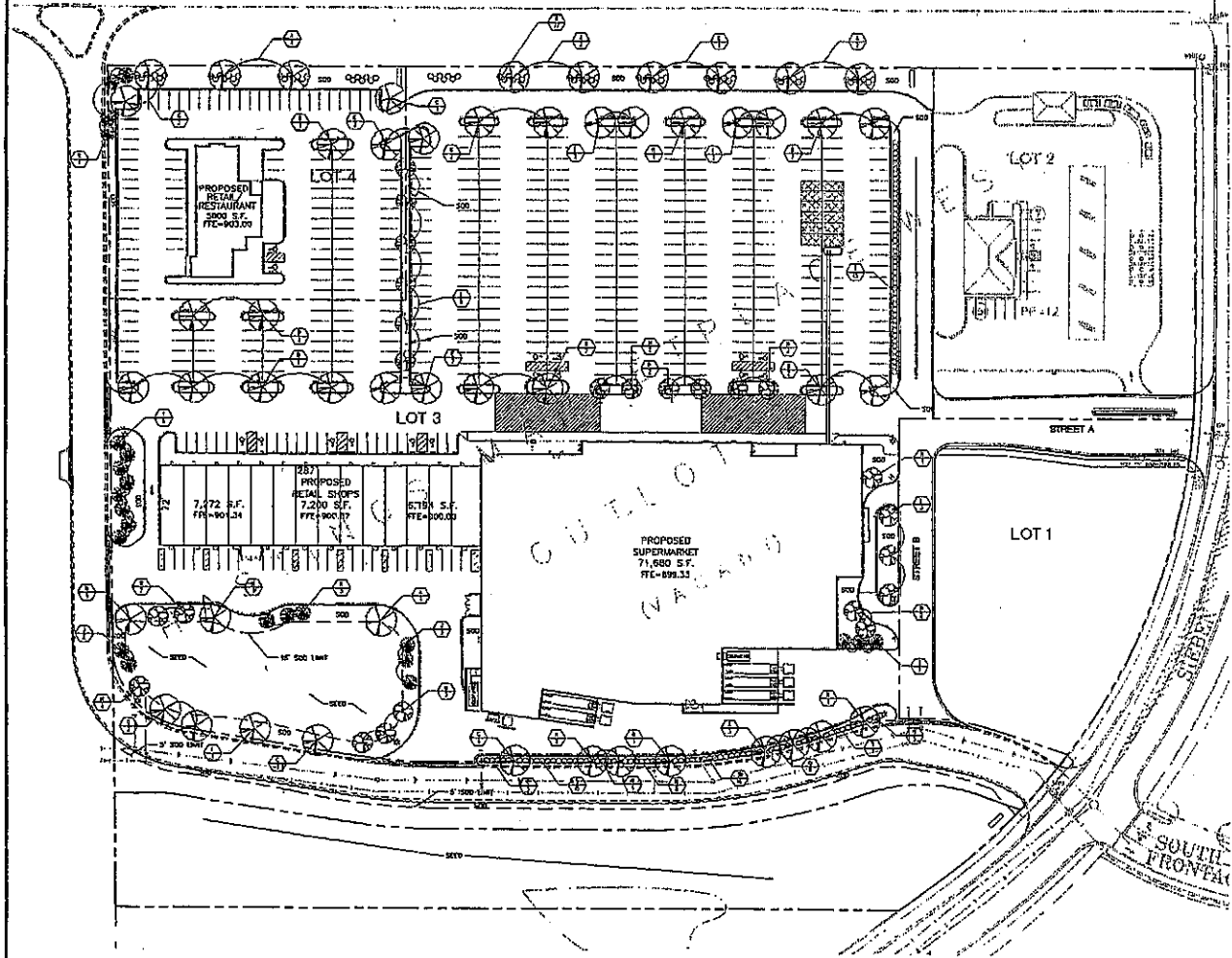
PLANT SCHEDULE

CODE	QTY	COMMON NAME/LATIN NAME	SIZE	ROOT	REMARKS
A	12	SUGAR MAPLE	2 1/2"	B&B	Straight Leader
B	15	RED SUNSET MAPLE	2 1/2"	B&B	AND FULL GROWN
C	5	AURUM BLAZE™ ASH	2 1/2"	B&B	Straight Leader
D	3	Yewm americana Autumn Blaze	2 1/2"	B&B	AND FULL GROWN
E	2	SHARONDACTH NORTHOUST	2 1/2"	B&B	Straight Leader
F	1	AMERICAN LINCOLN	2 1/2"	B&B	Straight Leader
G	1	Tig americana	2 1/2"	B&B	AND FULL GROWN
H	1	STAMP WHITE OAK	2 1/2"	B&B	Straight Leader
I	1	Quercus bicolor	2 1/2"	B&B	Straight Leader
J	1	NORTHERN RED OAK	2 1/2"	B&B	Straight Leader
K	1	Quercus rubra	2 1/2"	B&B	AND FULL GROWN
L	1	WHITE FIR	2 1/2"	B&B	Straight Leader
M	1	ABIES CONCOLA	2 1/2"	B&B	AND FULL GROWN
N	1	GREEN SPRUCE	2 1/2"	B&B	Straight Leader
O	1	Pice pungens	2 1/2"	B&B	Straight Leader
P	1	Pinus strobus	2 1/2"	B&B	AND FULL GROWN
Q	1	Pinus obo	2 1/2"	B&B	AND FULL GROWN
R	1	SHUNGBERRY	2 1/2"	B&B	AND FULL GROWN
S	1	Amelanchier canadensis	2 1/2"	B&B	AND FULL GROWN
T	1	WINDLESS COCKSPUR HAWTHORN	2 1/2"	B&B	AND FULL GROWN
U	1	Crataegus crus-galli var. nana	2 1/2"	B&B	AND FULL GROWN
V	1	PRINCE OF WALES YEW	2 1/2"	B&B	MULTI-STEM
W	1	Red Yew	2 1/2"	B&B	AND FULL GROWN
X	1	CANADA RED SELECT CHERRY	2 1/2"	B&B	AND FULL GROWN
Y	1	Prunus virginiana Shadow Select	2 1/2"	B&B	AND FULL GROWN
Z	1	Spicing Snow CRABAPPLE	2 1/2"	B&B	AND FULL GROWN
AA	1	Malus Spring Snow	2 1/2"	B&B	AND FULL GROWN
AB	1	AMERICAN CRANBERRYBUSH	2 1/2"	B&B	PLANT 5'-6" D.C.
AC	1	Viburnum trilobum	2 1/2"	B&B	PLANT 5'-6" D.C.
AD	1	GLOSSY BLACK CHOKEBERRY	2 1/2"	B&B	PLANT 5'-6" D.C.
AE	1	Aronia melanocarpa var. elata	2 1/2"	B&B	PLANT 5'-6" D.C.
AF	1	BRIDAL WEAVER SPirea	2 1/2"	B&B	PLANT 5'-6" D.C.
AG	1	Spirea umbrata	2 1/2"	B&B	PLANT 5'-6" D.C.
AH	1	WISCONSIN BLUEBERRY	2 1/2"	B&B	PLANT 5'-6" D.C.
AI	1	Eucalyptus alatus Compactus	2 1/2"	B&B	PLANT 5'-6" D.C.

NOTE: THE ABOVE LANDSCAPE TOTALS ARE GIVEN AS A CONVENIENCE TO THE LANDSCAPE CONTRACTOR. LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR VERIFYING QUANTITIES WITH LANDSCAPE PLAN.

LANDSCAPE NOTES

- ALL PLANT MATERIAL, SUCH AS, SOO AND SEED AREAS SHALL BE IRRIGATED UNLESS OTHERWISE NOTED.
- REFER TO LANDSCAPE DETAIL SHEET FOR GENERAL PLANTING NOTES, IRRIGATION NOTES AND PLANTING DETAILS.
- ALL PARKING LOT ISLANDS SHALL RECEIVE 4"-6" OF SHREDED HARDWOOD MULCH OVER LANDSCAPE FABRIC UNLESS OTHERWISE NOTED. PARKING LOT ISLANDS WITH PLANT MATERIAL SHALL RECEIVE IRRIGATION.
- LANDSCAPE CONTRACTOR SHALL SUBMIT A SHOP DRAWING OF IRRIGATION PLAN TO THE LANDSCAPE ARCHITECT FOR APPROVAL.
- SOO 5' BEHIND ALL CURB LINES UNLESS OTHERWISE NOTED. SEED REMAINING AREAS.
- ALL TREES NOT IN PLANTING BEDS TO RECEIVE MULCH FRINGS 3" IN DIA.
- PROVIDE PVC SLEEVES UNDER DRIVE FOR IRRIGATION AND ELECTRIC POWER.

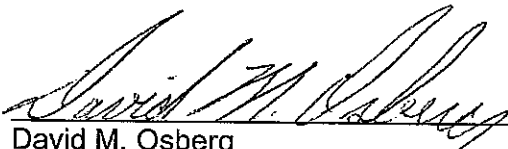


RIK CONSULTANTS  
 1500 Prairie Center Drive Suite 225  
 Eden Prairie, MN 55344  
 SURVEY: [ ] DESIGN: [ ] DRAWN: [ ] CHECKED: [ ]  
 REVISIONS: [ ]  
 NORTH AMERICAN PROPERTIES  
 300 Prairie Center Drive Suite 225  
 Eden Prairie, MN 55344  
 HASTINGS MARKETPLACE  
 HASTINGS, MINNESOTA  
 LANDSCAPE PLAN  
 SHEET 7/11  
 PROJECT NO. 20072504  
 DATE 7/11/07

MEMORANDUM

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Dave Osberg, City Administrator  
**DATE:** June 27, 2002  
**SUBJECT:** Xcel Energy Annexation Petition

The City Council meeting on Monday July 1, 2002 includes action to approve the first reading of an Ordinance annexing certain property owned by Xcel Energy to accommodate the Marketplace West development. The attached letter shall serve as the petition. You will note in the letter several conditions related to the annexation petition. Staff will confirm their acceptance prior to the August 5, 2002 City Council meeting. Provided they are acceptable, the City Council will be asked to approve the corresponding Resolution at the meeting on August 5, 2002, at the same meeting of the second reading of the annexation Ordinance and the public hearing.



---

David M. Osberg  
City Administrator



Kent T. Larson  
State Vice President  
MN, ND and SD  
825 Rice Street  
St. Paul, Minnesota 55117  
Telephone (651) 229-2259

June 26, 2002

Mr. David Osberg  
City Administrator  
City of Hastings  
101 -- 4<sup>th</sup> Street East  
Hastings, MN 55033

SUBJECT: Petition for Annexation of TH 55 Access Road  
Xcel Energy Substation Site

Dear Mr. Osberg:

Xcel Energy has been approached by North American Properties and the City of Hastings regarding the improvement of our access road off of Trunk Highway 55. North American Properties has agreed to pay for these improvements (curb, gutter and asphalt pavement) which will also be utilized by Hastings Marketplace II. The City, in turn, will accept the improved road as a public street and will accept an easement for public roadway from Xcel Energy with conditions as described below. We request that Xcel Energy's grant of easement be formally accepted by city council resolution. It is further our understanding that the City of Hastings would take over the maintenance of this road once it is constructed and annexed into the City of Hastings corporate limits. Furthermore, it is our understanding that there will not be any assessments to Xcel Energy for these improvements.

Therefore, it is Xcel Energy's desire to have the easterly 50 feet of the property described on the attached Exhibit A be annexed into the City of Hastings as right of way for a public access road to TH 55.

The grant of easement for a public road will be subject to the following conditions which we understand are acceptable to the City of Hastings:

- (1) The public street may be temporarily closed upon written request of Xcel Energy for a period not to exceed 20 days in order to allow Xcel Energy to use the access for moving transformers and other equipment located on the substation property immediately west of the easement; and
- (2) Xcel Energy will have 24-hour access to its substation facility during the Hastings Marketplace II construction process for maintenance purposes.

We realize that Hastings Marketplace II is beginning construction and that it is important that the annexation process be completed as soon as possible.

Future concerns regarding the annexation process should be directed to Diane Ablan of our Real Estate Department at (612) 215-5384 or Colette Jurek, Community Relations Manager, at (651) 458-1228.

*Received 6/27/02 D.M.S.*

Page two

Thank you for your consideration of our annexation request.

Sincerely,

A handwritten signature in black ink, appearing to read "Kent T. Larson". The signature is fluid and cursive, with a long horizontal stroke at the end.

Kent T. Larson  
State Vice President - MN, ND & SD

cc: Steve Johnson, North American Properties  
Bob Rotty, Nininger Township  
Diane Ablan, Xcel Energy Real Estate Department  
Dave Callahan, Xcel Energy Siting and Land Rights Department  
Harold Bagley, Xcel Energy Law Department

**AN ORDINANCE OF THE CITY OF HASTINGS EXTENDING ITS  
CORPORATE LIMITS TO INCLUDE CERTAIN LAND ABUTTING  
THE CITY WHICH IS OWNED BY  
XCEL ENERGY**

**PREAMBLE**

Xcel Energy has represented to the City of Hastings that they are the sole owners of property described as:

Part of the southeast quarter of Section 30, Township 115, Range 17;  
Beginning at a point on the east line of said southeast quarter, 153.9 feet south of the  
northeast corner of said southeast quarter  
(point being on the right-of-way line of Trunk Highway #55).  
Thence south 603 feet on said east line; thence deflecting right 90 degrees,  
495 feet; thence deflecting right 90 degrees to said south  
right-of-way line; thence east on said right-of-way line to the point  
of beginning.

That the property is unincorporated; it abuts the limits of the City of Hastings; is not included within any other municipality; is not included in any area that has already been designated for orderly annexation pursuant to Minn. Stat. 414.0325; and is approximately .692 acres in size.

**Section 1.** The City Council hereby determines and finds that the property described above abuts the City of Hastings; that the area to be annexed is 60 acres or less; that the property is not included in any area that has already been designated for orderly annexation pursuant to Minn. Stat. 414.0325; that the City of Hastings received a properly prepared Petition for Annexation signed by all the owners of the property; and that the Petition for Annexation complies with all of the provisions of Minn. Stat. 414.033.

**Section 2.** The property is urban or suburban in character and is in need of City services which can be provided by the City of Hastings.

**Section 3.** The corporate limits of the City of Hastings are hereby extended to include the property described above, and that same property is hereby annexed to and included within the City of Hastings, as if the property had originally been a part of the City.

**Section 4.** The City Clerk is hereby directed to file a certified copy of this Ordinance with the Minnesota Office of Planning; Nininger Township; Dakota County and the Minnesota Secretary of State.



**Section 5.** The Ordinance shall become effective upon its passage, seven days after its publication; the filing of the certified copies as directed in Section 4. and upon approval of this Ordinance by the Minnesota Office of Planning.

Adopted by the City Council of the City of Hastings, this \_\_\_\_\_ day of \_\_\_\_\_, 2002.

Ayes:  
Nays:  
Absent:

\_\_\_\_\_  
Michael D. Werner  
Mayor

ATTEST:

\_\_\_\_\_  
Melanie Mesko Lee  
City Clerk

**Certification**

Melanie Mesko Lee, City Clerk of the City of Hastings, does hereby certify that the foregoing Ordinance is a true and correct copy of the Ordinance that was adopted at Regular meeting of the City Council of the City of Hastings on \_\_\_\_\_

\_\_\_\_\_  
Melanie Mesko Lee  
City Clerk

-seal-

**CITY OF HASTINGS  
CITY COUNCIL  
PUBLIC HEARING NOTICE**

Notice is hereby given that the Hastings City Council will conduct a public hearing on Monday August 5, 2002 at 7:00 PM in the Council Chambers at the Hastings City Hall, 101 E. 4<sup>th</sup> Street, to consider the adoption of an Ordinance of the City of Hastings Extending its Corporate Limits to Include Certain Land Abutting the City Which is Owned by Xcel Energy. All persons interested in commenting on the proposed Ordinance will be given an opportunity to do so at the Public Hearing. A copy of the Ordinance is available for review at the Hastings City Hall during normal business hours.

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David M. Osberg  
City Administrator

Publication Date: July 4, 2002