



**City Council Work Session
Tuesday, January 2, 2024 at 6:00 PM
Public Meeting Room**

AGENDA

1. Call to Order

2. Items for Discussion

A. Annual Planning Session

1. Review Preliminary 2024 Meeting Calendar
2. Designation of Official Publication
3. City Administrator Purchasing and Contracting Limit
4. Appointment of Deputy City Administrator
5. Designation of Vice Mayor
6. Council Appointments to Boards and Commissions
7. Working List - 2024 Work Session Topics

B. Downtown (Viaduct Area) Park Update & Funding

3. Future Discussion

4. Adjournment

(The Council may meet as a group for dinner)

Please contact the City Administrator's Office if you need special accommodations while attending this meeting



Council Work Session Memorandum

TO: Mayor and City Council
THROUGH:
FROM: Tim Murray, City Administrator
MEETING DATE: January 2, 2024
SUBJECT: Annual Planning Session

Discussion:

At the first meeting of the year, referred to as the Annual Planning Session in the adopted City Council Rules and Procedures, the Council typically reviews a number of topics related to the conduct of its business. For this meeting, these include the setting of the 2024 Meeting Calendar (subject to change), the designation of the Official Newspaper, approval of City Administrator Purchasing and Contracting Authority, the appointment of a Deputy City Administrator, etc. A number of official actions will be taken at the first regular meeting (1/9/2024) to approve these types of items in accordance with the recommendations made and direction provided.

2.A.1. The preliminary meeting calendar for 2024 is attached. There are four (4) "5th Tuesdays" in 2024—January 30th, May 30th, August 29th, and October 31st. The draft calendar shows not holding work sessions on those nights. One main change from 2023 is the inclusion of a number of election dates, which results in several meetings pushed to Wednesdays. As always, the calendar is subject to revision, to either cancel or add meetings as warranted throughout the year.

2.A.2. Section 12.01 of the Faribault City Charter requires that the City Council annually designate a legal newspaper of general circulation in the city as its official newspaper. I am recommending that we continue using the Faribault Daily News as our official publication. In addition, we will continue to post notices and other documents on the City website. In a related matter, Staff will also be preparing the necessary action/notice for the next Council meeting to allow for the posting of project Bid Advertisements solely on the City website, as allowed under Statute 331A.03.

2.A.3. Section 6.05 of the Faribault City Charter requires that the City Council establish the purchasing and contracting limit for the City Administrator at least annually by resolution. In 2023, the Council set

spending limits of \$25,000 for items in the approved budget and/or Capital Improvement Plan, and \$10,000 otherwise. I am recommending that we continue with these limits for 2024.

2.A.4. I am recommending that Mark Duchene, City Engineer, be appointed as the Deputy City Administrator for 2024. Mr. Duchene served in this role in 2020, and also served as interim City Manager for Waseca prior to working for Faribault.

2.A.5. The City Council needs to designate a Vice Mayor, to act in the Mayor's absence, as specified by Section 2.06. of the City Charter. Councilmember van Sluis served in that role in 2023.

2.A.6. A number of boards and commissions include appointments of councilmembers. The listing showing the appointments from 2023 is attached. Although all the boards and commissions, with their full list of members, are attached, the discussion at this meeting is only for councilmember appointments. Non-councilmember appointments will be reviewed at the 1/16/2024 Work Session.

2.A.7. A working list of topics for discussion at 2024 Work Session meetings is also attached for review. It should be noted that those topics that are shown for specific dates may be rescheduled as warranted. I would also request that the Council provide items that they would like to see brought to Work Session meetings for discussion in 2024.

Attachments:

2024 City of Faribault Meeting Calendar*

January							February							March						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
	H	WS/PC	3	4	5	6					1	2	3						1	2
7	HRA/LB	CC	10	11	12	13	4	PC	WS	7	8	9	10	3	PC	E	WS	7	8	9
14	H	WS/PC	AB/HPC	EDA	19	20	11	HRA/LB	CC	14	EDA	16	17	10	HRA/LB	CC	13	14	15	16
21	EC	CC	PR	25	26	27	18	H	WS/PC	AB/CGB/HPC	22	23	24	17	PC	WS	AB/HPC	EDA	22	23
28	29	30	31				25	EC	E	CC PR	29			24/31	EC	CC	PR	28	29	30
April							May							June						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
	PC	WS	3	4	5	6				1	2	3	4							1
7	HRA/LB	CC	10	11	12	13	5	PC	WS	8	9	10	11	2	PC	WS	5	6	7	8
14	PC	WS	AB/HPC	EDA	19	20	12	HRA/LB	CC	AB/CGB/HPC	EDA	17	18	9	HRA/LB	CC	12	13	14	15
21	EC	CC	PR	25	26	27	19	PC/EC	WS	PR	23	24	25	16	PC	WS	H	EDA	21	22
28	29	30					26	H	CC	29	30	31		23/30	EC	CC	PR/HPC	27	28	29
July							August							September						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
	PC	WS	3	H	5	6					1	2	3	1	H	WS/PC	4	5	6	7
7	HRA/LB	CC	10	11	12	13	4	PC	Night to Unite	7	8	9	10	8	HRA/LB	CC	11	12	13	14
14	PC	WS	AB/HPC	EDA	19	20	11	HRA/LB	E	CC	EDA	16	17	15	PC	WS	AB/HPC	EDA	20	21
21	EC	CC	PR	25	26	27	18	PC	WS	AB/CGB/HPC	22	23	24	22	EC	CC	PR	26	27	28
28	29	30	31				25	EC	CC	PR	29	30	31	29	30					
October							November							December						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
		WS	2	3	4	5						1	2	1	PC	WS	4	5	6	7
6	PC	CC	9	10	11	12	3	PC	E	WS	7	8	9	8	HRA/LB	CC	11	12	13	14
13	HRA/LB	WS	AB/HPC	EDA	18	19	10	H	CC HRA	13	14	15	16	15	PC	WS	AB/HPC	EDA	20	21
20	PC	CC	PR	24	25	26	17	PC	WS	AB/CGB/HPC	EDA	22	23	22	CC/EC	24	H	26	27	28
27	EC	29	30	31			24	EC	CC	27	H	H	30	29	30	31				
PC=Planning Commission 6:00 pm						EC=Environmental Commission 6:00 pm						E=Election Related Event								
CC= City Council 6:00 pm				WS=Work Session 6:00 pm				HRA= Housing and Redevelopment Authority 6:00 pm					LB=Library Advisory Board 6:00pm							
AB=Airport Advisory Board 7:00 am				CGB=Charitable Gambling Board 6:00 pm				HPC= Heritage Preservation Commission 6:00 pm					*calendar subject to change							
EDA=Economic Development Authority 7:00 am						H=Holiday -City Hall Closed				PR= Parks and Recreation Advisory Board 7:00 pm										

Section 12.01. Official publication.

The council shall annually at its first meeting of the year designate a legal newspaper of general circulation in the City as its official newspaper, or some other official publication as authorized by Minnesota law, in which shall be published ordinances and other matters required by law to be so published, as well as such other matters as the council may deem it in the public interest to have published in this manner.

(Ord. No. 2011-21, § 1, 2-14-12)

CITY OF FARIBAULT

RESOLUTION #2024-001

APPROVE DESIGNATION OF OFFICIAL NEWSPAPER

WHEREAS, Section 12.01 of the Faribault City Charter requires that the City Council annually designate a legal newspaper of general circulation in the city as its official newspaper.

NOW, THEREFORE BE IT RESOLVED, that the Faribault Daily News be and hereby is designated as the official newspaper of the City of Faribault, Minnesota for the year 2024.

ALSO, BE IT RESOLVED, that if additional legal notices are required, the Owatonna People's Press or the Northfield News will be utilized.

Date Adopted: January 9, 2024

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator

331A.03 WHERE NOTICE PUBLISHED.

Subdivision 1. **Generally.** Except as provided in subdivision 2, a public notice shall be published in a qualified newspaper, and except as otherwise provided by law, in one that is likely to give notice in the affected area or to whom it is directed. When a statute or other law requires publication in a newspaper located in a designated political subdivision or area and no qualified newspaper is located there, publication shall be made in a qualified newspaper likely to give notice unless the particular statute or law expressly provides otherwise. If no qualified newspaper exists, then publication is not required.

Subd. 2. **Exception; certain cities of the fourth class.** A public notice required to be published by a statutory or home rule charter city of the fourth class located in the metropolitan area defined in section 473.121, subdivision 2, is not required to be published in a qualified newspaper if there is no qualified nondaily newspaper of general circulation in the city, provided the notice is printed in a newsletter or similar printed means of giving notice that is prepared by the city and either mailed or delivered to each household in the city.

Subd. 3. **Alternative dissemination of bids and requests.** (a) In addition to or as an alternative to the statutory requirements for newspaper publication, a political subdivision may disseminate solicitations of bids, requests for information, and requests for proposals by a means authorized in paragraph (b), if the political subdivision simultaneously publishes, either as part of the minutes of a regular meeting of the governing body or in a separate notice published in the official newspaper, a description of all solicitations or requests so disseminated, along with the means by which the dissemination occurred.

(b) A political subdivision may use its website or recognized industry trade journals as an alternative means of dissemination. A dissemination by alternative means must be in substantially the same format and for the same period of time as a publication required by this chapter.

(c) For the first six months after a political subdivision designates an alternative means of dissemination, it must continue to publish solicitation of bids, requests for information, and requests for proposals in the official newspaper in addition to the alternative method. The publication in the official newspaper must indicate where to find the designated alternative method. After the expiration of the six-month period, an alternative means of dissemination satisfies the publication requirements of law for solicitation of bids, requests for information, and requests for proposals.

History: 1984 c 543 s 22; 1991 c 53 s 1; 2004 c 182 s 12,13

Section 6.05. Purchases and contracts.

The city administrator shall be the chief purchasing agent of the City. All city purchases and contracts shall be made or let by the city administrator when the amount involved does not exceed an amount established at least annually by the city council by resolution. All other purchases shall be made and all other contracts let by the council after the recommendation of the city administrator has first been obtained. Contracts shall be made in compliance with Minnesota law, and whenever competitive bids are required, the contract shall be let to the lowest responsible bidder consistent with Minnesota law. All contracts, bonds, and instruments of any kind to which the City is a party shall be signed by the mayor and the city administrator on behalf of the City and shall be executed in the name of the City. The council may by ordinance adopt further regulations for the making of bids and the letting of contracts.

(Ord. No. 2011-19, § 1, 12-27-11)

CITY OF FARIBAULT

RESOLUTION #2024-002

APPROVE CITY ADMINISTRATOR PURCHASING AND CONTRACTING AUTHORITY

WHEREAS, the Faribault City Charter Section 6.05 establishes the City Administrator's purchasing and contracting authority and states that City purchases and contracts shall be made or let by the City Administrator when the amount does not exceed an amount established at least annually by the City Council by resolution; and

WHEREAS, the most recent resolution authorizing the amount not to exceed \$10,000 for purchasing and contracting was approved by the City Council on January 10, 2023.

NOW, THEREFORE BE IT RESOLVED, that pursuant to the authority of Faribault City Charter Section 6.05, the City Council directs that all City purchases and contracts shall be made or let by the City Administrator when the amount involved does not exceed \$25,000 for items included in the approved 2023 Budget and/or 2023 Capital Improvement Plan and \$10,000 otherwise, except when necessary to pay monthly utility and credit card bills that produce late fees and interest charges if not paid prior to formal Council approval.

ALSO, BE IT RESOLVED, that consistent with the authority of Faribault City Charter Section 6.05, the City Council directs that the City purchasing and contracting amounts established in this resolution shall remain in effect until such time that the authority granted herein is changed by resolution consistent with the City Charter.

ALSO, BE IT RESOLVED, that the City Council directs that all administrative policies and requirements necessary for City purchases and contracts shall continue to be followed pursuant to the direction of the City Administrator and in compliance with the Faribault City Charter and Minnesota Law.

Date Adopted: January 9, 2024

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator

CITY OF FARIBAULT

RESOLUTION #2024-003

APPOINT DEPUTY CITY ADMINISTRATOR

WHEREAS, the City of Faribault desires to appoint a Deputy City Administrator to act in the absence of the City Administrator; and

WHEREAS, the City Administrator may from time to time be unavailable because of absence from the city, or for physical, mental, or legal reasons is unavailable to exercise the powers and discharge the duties of the position; and

WHEREAS, the City Administrator has the authority to notify the Deputy City Administrator when he/she shall serve as Acting City Administrator; and

WHEREAS, the City Administrator shall have the authority to compensate the Deputy City Administrator in the amount of \$100 per day for related duties; and

WHEREAS, this appointment shall remain in effect until a new appointment is approved by the City Council.

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Faribault, Minnesota, that the City Council appoint Mark Duchene, Director of Engineering Services/City Engineer, as Deputy City Administrator, to serve as Acting City Administrator at such times as the City Administrator is unavailable.

Date Adopted: January 9, 2024

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator

Section 2.06. The mayor and vice mayor.

The mayor shall preside at meetings of the council and shall have a vote as a member. The council shall choose from its members a vice mayor who shall hold office at the pleasure of the council. The vice mayor shall serve as mayor in the mayor's absence and as mayor in case of the mayor's disability or absence from the city. The mayor shall be recognized as head of the city government for all ceremonial purposes, by the courts for the purpose of serving civil process, and by the Governor for purposes of martial law, but the mayor shall have no administrative duties.

(Ord. No. 2011-15, § 1, 9-27-11)

2024 CITY COUNCIL COMMITTEES – Working Copy

JOINT COMMITTEE (Work Session) (7)

Meets the first and third Tuesday of every month at 6:00 pm. Other meetings as needed.

Members: Mayor and all City Councilmembers

ANNEXATION COMMITTEE (3)

Meets as needed.

Members: Mayor Voracek, Councilmembers Ross and Spooner

Staff Liaison: City Administrator & CED Director

LABOR COMMITTEE (2)

Meets as needed.

Members: Mayor Voracek and Councilmember Ross

Staff Liaison: City Administrator & Human Resources Director

AD HOC

Special committees established at Council discretion on an issue-by-issue basis. The Mayor serves on all established Ad Hoc Committees, along with two other Council members.

2024 COUNCIL APPOINTMENTS AND REPRESENTATIVES – Working Copy

Vice Mayor

Councilmember van Sluis

Committees/Boards/Commissions with all members appointed by City Council

<u>Committee Name</u>	<u>Council Appointees</u>	<u>Staff Rep.</u>
CHARITABLE GAMBLING ADVISORY BOARD	Caron	H. Slechta
ECONOMIC DEVELOPMENT AUTHORITY	Spooner, Mayor Voracek	D. Wanberg
HOUSING AND REDEVELOPMENT AUTHORITY	Caron	D. Wanberg
PARKS AND RECREATION ADVISORY BOARD	Thiele	P. Peanasky

Committees/Boards/Commissions with only Council/City representatives appointed by City Council

<u>Committee Name</u>	<u>Council Appointees</u>	<u>Staff Rep.</u>
ALEXANDER PARK COMMITTEE	Spooner, Mayor Voracek	P. Peanasky
BMX TRACK BOARD	Ross	P. Peanasky
BUCKHAM WEST (SENIOR CENTER)	Ross	P. Peanasky
FARIBAULT HOUSE BUILDING COMMITTEE	van Sluis	N/A
ICE ARENA BOARD	Thiele, Mayor Voracek	P. Peanasky
JOINT DISPATCH BOARD	van Sluis	D. Dienst
MAIN STREET COMMITTEE	Doumbouya	D. Wanberg
MILL TOWNS TRAIL BOARD	van Sluis, Doumbouya	M. Duchene
PARADISE CENTER FOR THE ARTS BOARD	van Sluis	N/A
RICE COUNTY COMMUNITY AND JUSTICE COUNCIL (RCCJC)	Caron	
RIVERBEND NATURE CENTER BOARD	Spooner	N/A

SOCCER COMPLEX BOARD	Thiele	P. Peanasky
TOURISM BOARD	Doumbouya	N/A
TOWNSHIP FIRE CONTRACT COMMITTEE	Spooner, Mayor Voracek	D. Dienst

Current Member - Application submitted for reappointment

Current Member - No Application submitted/notified City not reapplying

New Applicant

Councilmember/City Staff

AIRPORT ADVISORY BOARD – Ch. 3, Art. II, City Code of Ordinances (Ord. A-368, 76-09, 95-19, 2021-1); Seven (7) members (a minimum of 5 members who reside or work in the city, and up to 2 residents of the county); Advises the City Council and City Administrator on the construction, improvement, maintenance and operation of the municipal airport, and general aviation activities affecting the community.

AIRPORT ADVISORY BOARD	<u>Appointed</u>	<u>Term</u>	<u>Expiration</u>
1. Mike Brown, Sr.	12/22/2009	3 yrs.	1/31/2024
2. (Robert) Pete Johnson	4/27/1976	3 yrs.	1/31/2024
3. Stein Bruch	1/25/2022	3 yrs.	1/31/2025
4. William Smith	2/12/2019	3 yrs.	1/31/2025
5. Tom Waarvik	2/9/1993	3 yrs.	1/31/2026
6. (James) Carl Hooper (county resident)	9/13/2001	3 yrs.	1/31/2026
7. Brian Paczosa	1/24/2023	3 yrs.	1/31/2026

CHARTER COMMISSION - Resolution 2011-089. The Charter Commission is responsible for reviewing and revising the City Charter to ensure that it meets all applicable State and Federal laws and meets the needs of the citizens. Appointments made by District Chief Judge. All members must be qualified voters of the City per state statute.

CHARTER COMMISSION	<u>Appointed</u>	<u>Term</u>	<u>Expiration</u>
1. Chuck Ackman	5/24/2011	4 yrs.	12/31/2024
2. Daniel Burns	5/24/2011	4 yrs.	12/31/2024
3. David Albers	5/23/2017	4 yrs.	12/31/2024
4. Tom Spooner (Council rep.)	1/12/2021	4 yrs.	12/31/2024
5. Kymn Anderson	5/24/2011	4 yrs.	12/31/2026
6. Dan Behrens	5/24/2011	4 yrs.	12/31/2026
7. John Jasinski	5/24/2011	4 yrs.	12/31/2026
8. Pat Rice	5/24/2011	4 yrs.	12/31/2026
9. Dave Miller	1/24/2023	4 yrs.	12/31/2026

ECONOMIC DEVELOPMENT AUTHORITY – Enabling Resolution 2016-239 (Res. 86-77, 2001-98, 2005-35, and 2008-015); The EDA has authority to take action on economic development programs for business and

industry. The EDA manages tax increment financing districts and multiple grant and loan programs. Its powers are defined by state law.

ECONOMIC DEVELOPMENT AUTHORITY

	<u>Appointed</u>	<u>Term</u>	<u>Expiration</u>
1. Mayor Kevin Voracek (Council Rep.)	1/8/2019	4 yrs.	1/14/2025
2. Rodney Gramse	2/11/2014	6 yrs.	1/28/2025
3. Tom Spooner (Council Rep.)	1/24/2023	4 yrs.	1/26/2027
4. Will Fort*	8/24/2021	6 yrs.	1/26/2027
5. David Campbell	1/25/2022	6 yrs.	1/25/2028
6. Andrew (AJ) Smith	4/12/2022	6 yrs.	1/23/2029
7. Christine Jeanes	6/13/2023	6 yrs.	1/23/2029

*Appointed to partial term to fill vacancy due to resignation

ENVIRONMENTAL COMMISSION – Ordinance 2020-3. The Commission advises the City Council on environmental issues and opportunities affecting the City while respecting the City's economic and social environments. – Ordinance 2020-3. The Commission advises the City Council on environmental issues and opportunities affecting the City while respecting the City's economic and social environments. (Ordinance 2022-6; 7 members, at least four (4) City Residents, up to three (3) residents of bordering townships).

ENVIRONMENTAL COMMISSION

	<u>Appointed</u>	<u>Term</u>	<u>Expiration</u>
1. Lee Nordmeyer*	4/12/2022	3 yrs.	1/31/2024
2. Sonny Wasilowski	1/26/2021	3 yrs.	1/31/2024
3. Martha Brown	1/25/2022	3 yrs.	1/31/2025
4. Theresa Demars*	1/24/2023	3 yrs.	1/31/2025
5. Richard Huston	4/14/2020	3 yrs.	1/31/2026
6. Cynthia Diessner	1/24/2023	3 yrs.	1/31/2026
7. VACANT		3 yrs.	1/31/2026

*Appointed to partial term to fill vacancy due to resignation

New - Debie Graham

New - Delia Denis

HERITAGE PRESERVATION COMMISSION - Ordinance 81-12, 83-05, 85-21, (Ord. 95-19 -7 members) The Commission advises City Council and staff on issues related to the preservation of the community's cultural, historical and architectural heritage. Must be a City resident (per MN Stat. 471.193, Subd. 5). The Commission is actively involved in a variety of educational efforts that highlight Faribault's past.

HERITAGE PRESERVATION COMMISSION

	<u>Appointed</u>	<u>Term</u>	<u>Expiration</u>
1. Cori Weems	1/26/2021	3 yrs.	1/31/2024
2. Ron Dwyer	2/23/2021	3 yrs.	1/31/2024
3. Rob Kuhlman	1/25/2022	3 yrs.	1/31/2025
4. Lee Nordmeyer	4/14/2020	3 yrs.	1/31/2025
5. David Sauer	1/14/2020	3 yrs.	1/31/2026

6.	Sam Temple	1/14/2020	3 yrs.	1/31/2026
7.	Colton Hogan	1/24/2023	3 yrs.	1/31/2026

HOUSING AND REDEVELOPMENT AUTHORITY – Resolution 2001-029, MN Statute 469.003; Per State law the HRA handles a variety of housing programs. It also manages public housing units and Robinwood Manor senior housing. Seven members, including one councilmember. Must be a resident of the city. Limited to maximum of three (3) consecutive five (5) year terms for a total of fifteen (15) years.

HOUSING AND REDEVELOPMENT AUTHORITY		<u>Appointed</u>	<u>Term</u>	<u>Expiration</u>
1.	Sara Caron (Council rep)	1/24/2023	1 yr.	1/31/2024
2.	Eric Delgado*	9/12/2023	5 yrs.	1/31/2024
3.	Colin Maltbie*	6/27/2023	5 yrs.	1/31/2025
4.	Loni Ahlers	2/26/2013	5 yrs.	1/31/2026
5.	Mandy Barnes*	2/28/2023	5 yrs.	1/31/2026
6.	Travis McColley	11/9/2021	5 yrs.	1/31/2027
7.	Travis Kath	2/22/2022	5 yrs.	1/31/2027

*Appointed to partial term to fill vacancy due to resignation

New - Edward Migilo

ICE ARENA BOARD (CITY REPRESENTATIVES) MEMBERS - The Ice Arena Board makes decisions regarding maintenance and operation for the Faribault Ice Arena, which is jointly owned by the City, School District, and Hockey Association, which each appoint three members to this board.

ICE ARENA BOARD (CITY REPS)		<u>Appointed</u>	<u>Term</u>	<u>Expiration</u>
1.	Mayor Kevin Voracek (Council rep)	1/24/2023	1 yr.	1/31/2024
2.	Chuck Thiele (Council rep)	2/28/2023	1 yr.	1/31/2024
3.	Paul Peanasky (City rep)	1/24/2023	3 yrs.	1/31/2026

LIBRARY ADVISORY BOARD – Ch. 13, Art. II, City Code of Ordinances, MN Statute 134.09; This Board advises the Council and the City Administrator regarding the maintenance and operation of Buckham Memorial Library. The Council appoints six (6) members to the board, who must be city residents. The Rice County Board may appoint one additional (seventh) member, or the Council may appoint a student from a city high school to a 1- or 2-year term as the seventh member of the board.

LIBRARY ADVISORY BOARD		<u>Appointed</u>	<u>Term</u>	<u>Expiration</u>
1.	Kate McGrogan*	4/25/2023	3 yrs.	1/31/2024
2.	Melissa Kuhl	1/9/2018	3 yrs.	1/31/2024
3.	Keri Simon	2/23/2016	3 yrs.	1/31/2025
4.	Jayne Spooner	1/22/2019	3 yrs.	1/31/2025
5.	Gordon Liu	1/25/2022	3 yrs.	1/31/2026
6.	Anneke Musselman	1/24/2023	3 yrs.	1/31/2026
7.	Luella Coulter (student)	1/24/2023	1 yr.	1/31/2024

*Appointed to partial term to fill vacancy due to resignation

New - Samuel Powell

New - Lisa Reuvers

PARK & RECREATION ADVISORY BOARD – Resolution 2021-009; Seven (7) members, made up of one (1) City Council Member, minimum of five (5) City Residents, up to one (1) non-city resident residing within the school district, plus one (1) student member; This Board advises the City Council and staff on parkland dedication, park improvements, and recreation programs.

PARK & RECREATION ADVISORY BOARD

	<u>Appointed</u>	<u>Term</u>	<u>Expiration</u>
1. Chuck Thiele (Council rep)	2/28/2023	1 yr.	1/31/2024
2. Sally Kramer	8/23/2011	3 yrs.	1/31/2024
3. Chad Kreager	11/22/2005	3 yrs.	1/31/2025
4. Troy Temple	1/22/2019	3 yrs.	1/31/2025
5. Lola Brand	7/14/1998	3 yrs.	1/31/2026
6. Mike Ross	1/14/2020	3 yrs.	1/31/2026
7. Carrissa Glarner	1/24/2023	3 yrs.	1/31/2026
8. VACANT (Student)	8/25/2020	1 yr.	1/31/2024

New - Sonny Wasilowski

PLANNING COMMISSION – Chapter 20, City Code of Ordinances, M.S. § 462.354, subd. 1. (Ord. A-405, 75-2, Ord 95-19 - 7 members); Makes recommendations to the City Council on land use related issues: variances, conditional use permits, subdivisions and zoning changes.

PLANNING COMMISSION

	<u>Appointed</u>	<u>Term</u>	<u>Expiration</u>
1. Chuck Ackman	12/22/2009	3 yrs.	1/31/2024
2. Michael Salt*	1/24/2023	3 yrs.	1/31/2024
3. David Campbell	10/11/2016	3 yrs.	1/31/2025
4. Sam Temple	1/14/2020	3 yrs.	1/31/2025
5. Steve White	12/10/1996	3 yrs.	1/31/2026
6. Barton Jackson	1/26/2021	3 yrs.	1/31/2026
7. Eric Delgado	1/24/2023	3 yrs.	1/31/2026

*Appointed to partial term to fill vacancy due to resignation

New - Ed Migilo

TREE BOARD – Est. 12/23/2008 - The Board advises the Park/Rec Board on issues related to trees.

TREE BOARD

	<u>Appointed</u>
1. Ed Bastyr	12/23/2008
2. Pat Rice	12/23/2008
3. Pauline Schreiber	12/23/2008
4. Sally Kramer (Park/Rec Brd rep)	3/12/2019
5. Wendy Eckert	1/14/2020
6. Susan Erickson	1/14/2020

7. Mark Zentner	1/14/2020
8. Amanda Theis	1/25/2022
9. Elaine Feikema	1/24/2023
10. Kimberly Paczosa	1/24/2023

CHARITABLE GAMBLING ADVISORY BOARD – Ordinance 95-26 (Ord. 89-01) – The Board is made up of representatives of the holders of Gambling licenses. Board makes recommendations to Council on spending City's charitable gambling taxes.

CHARITABLE GAMBLING ADVISORY BOARD	<u>Appointed</u>	<u>Term</u>	<u>Expiration</u>
<i>City Council Representative</i>			
1. Sara Caron	1/24/2023	1 yr.	1/31/2024
<i>American Legion</i>			
1. Edward Little	2/14/2023	2 yrs.	1/31/2025
2. Alternate		2 yrs.	1/23/2024
<i>Bethlehem Academy – Carbone's, Grampa Al's, Country Club</i>			
1. Troy Marquardt	2017	2 yrs.	1/31/2025
2. Alternate		2 yrs.	1/31/2024
<i>Divine Mercy School – Signature Bar, Carbone's</i>			
1. Open		2 yrs.	1/31/2025
2. Phillip Parrish	11/14/2023	2 yrs.	1/31/2024
<i>Eagles</i>			
1. Jon Sirek	1/25/2012	2 yrs.	1/31/2024
2. Clayton LaCroix (Alternate)	2/28/2023	2 yrs.	1/31/2025
<i>Elks</i>			
1. Mike Donkers	6/8/2021	2 yrs.	1/31/2024
2. Alternate		2 yrs.	1/23/2025
<i>Faribault Hockey Association – Depot, Bashers, Joe's, Carbones</i>			
1. Rick Caron	9/13/2011	2 yrs.	1/31/2024
2. Alternate		2 yrs.	1/23/2025
<i>Faribault Wrestling Club – J&J Bowling Center</i>			
1. Jason Tobin	8/28/2007	2 yrs.	1/31/2024
2. Jamie Hausen (Alternate)	2/14/2023	2 yrs.	1/23/2025
<i>Knights of Columbus</i>			
1. Peter Dodge	1/9/2018	2 yrs.	1/31/2024
2. Alternate		2 yrs.	1/23/2025
<i>Moose</i>			
1. Horace Vogesaa	2/23/2021	2 yrs.	1/31/2024
2. David Schwichtenberg (Alternate)	2/28/2023	2 yrs.	1/31/2025
<i>Morristown Fire Relief - Our Place on 3rd</i>			
1. Terry Meschke	3/12/2019	2 yrs.	1/31/2024
2. Johnathan Chmelik (Alternate)	2/14/2023	2 yrs.	1/31/2025
<i>Defeat of Jesse James Days Committee – Corks and Pints</i>			
1. Shelia Radtke	3/12/2019	2 yrs.	1/23/2025

2. Alternate		2 yrs.	1/23/2024
<i>Faribault Youth Rotary Services – Boxer's</i>			
1. Brenda DeMars	6/8/2021	2 yrs.	1/23/2025
2. Chad Koepke (Alternate)	6/8/2021	2 yrs.	1/23/2024

Subject	Date	Staff	
Annual Planning Session	01/02/2024	Admin	
- 2024 Meeting Calendar; Official Publication; Appointment of Deputy City Administrator; Council Board and Commission Appointments; etc.			
Review Council Rules of Operation		Admin	
Downtown (Viaduct Area) Park Update & Funding		Admin	
Review RBNC Lease and Operating Agreement	01/16/2024	Parks	
Citizen Board and Commission Appointments		Admin	
** No Meeting Scheduled **	01/30/2024		
TH 60 West Side Master Plan Review	02/06/2024	CED	Joint w/ Planning Commission??
Oak Ridge Cemetery Operations		Parks	
Great River Greening Update (Emerald Ash Borer Removal)		Parks	
Review Draft Administrative Citations Ordinance	02/20/2024	Admin	Following Special Council Meeting
2023 Investment Report	03/06/2024	Finance	Wednesday meeting
	03/19/2024		
2023 Annual Report Presentation	04/02/2024	All	
	04/16/2024		
City Council Annual Retreat (1:00pm start)	04/30/2024	All	Location = tbd
Community Survey Scope/Content	05/06/2024	Admin	
	05/20/2024		
Council Bus Tour	06/04/2024	All	
Budget Work Session #1 - Overview	06/18/2024	Finance	
Budget Work Session #2 - LTFMP	07/02/2024	Finance	
Budget Work Session #3	07/16/2024	Finance	

** No Meeting Scheduled **	07/30/2024		
Night to Unite (No Work Session meeting)	08/06/2024		
Council Budget Work Session #4	08/20/2024	Finance	
Council Budget Work Session #5	09/03/2024	Finance	
Council Budget Work Session #6	09/17/2024	Finance	
	10/01/2024		
	10/15/2024		
** No Meeting Scheduled **	10/29/2024		
Review Snow and Ice Control Guidelines	11/06/2024	Public Work	Wednesday meeting
Budget Work Session #7 (Final)	11/19/2024	Finance	
	12/03/2024		
Council/Staff Holiday Gathering	12/17/2024		Location = tbd
** No Meeting Scheduled **	12/31/2024		

Working List of Potential Topics

Utility Franchise Agreement Renewals
Strategic Communications and Engagement Plan
Crisis Communications Plan
Proposed THC Products Licensing Ordinance(s)
Draft 2024-2026 Strategic Plan
Legislative Update (Sen. Jasinski/Rep. Daniels)
Unified Development Ordinance Revisions
Future Fire Station Options
Prairie Wildflower Trail - Joint Powers Agreement/MOU
Cost Recovery Analysis of Recreation Programs
Traffic Studies

Department(s)

Admin
Admin
Admin
Admin
Admin
Admin
CED
Fire
Parks
Parks
Public Works



Council Work Session Memorandum

TO: Mayor and City Council
THROUGH:
FROM: Tim Murray, City Administrator
MEETING DATE: January 2, 2024
SUBJECT: Downtown (Viaduct Area) Park Update & Funding

Discussion:

The consultant team (led by Kimley-Horn) has been working with City staff to finalize the construction plans and specifications for the Downtown (Viaduct Area) Park improvements. The project has been divided into three separate bid packages:

Bid Package 1 (BP-1)	Multipurpose Building
Bid Package 2 (BP-2)	Site Improvements & Splash Pad
Bid Package 3 (BP-3)	Skate Loop

A project schedule is attached, with some key dates in the next couple of months. First, Council will be asked to approve plans/specifications and authorize bidding at the January 9 City Council meeting. Second, the bid opening date for all three packages is currently set for February 14. Depending on results, construction could begin as early as April.

Following are the most recent construction-only cost estimates we have for the project, although we will get another update in conjunction with finalizing of the construction plans and specifications:

BP-1 - Multipurpose Building	\$3,432,692
BP-2 - Site Improvements & Splash Pad	\$2,531,427
BP-3 - Skate Loop	<u>\$2,936,056</u>
Total	\$8,900,175

Given the significant investment being made, the City will need to borrow to pay for the construction of this park. In speaking with the Finance Director, it is feasible to make an internal loan, rather than going with a traditional bond issuance (which would result in increased costs). The primary revenue source to cover most or all of the debt service payments will come from the franchise fees that the City collects, which have been structured to provide up to \$650,000 annually.

How much this will cover will depend upon the interest rate the City would set (for example, at a discounted rate of 3%, \$650,000/year for 15 years would cover \$7.75M in debt service, while at 5% it would only cover \$6.75M). Any debt amount not covered by the franchise fees would be picked up as part of the general fund debt levy amount. I would suggest having a further, more detailed discussion of this once bids on the project are actually received, so we have a much better idea of the actual costs to be incurred. Of course, getting funding from the State and/or through the fundraising efforts being undertaken by the Faribault Foundation will reduce the amount of borrowing by the City.

Debt service payments are not proposed to start until 2025, so the \$650,000 available from franchise fees in 2024 will be used to cover other project costs, such as consultant fees for construction phase services and the purchase of some of the equipment and furnishings that are not included in the various bid packages.

From the early stages of the development of this project, the City intended to request State funding assistance through their capital bonding program. Staff submitted an application in 2023 requesting \$2.7M, and presented the project to both the House and Senate Capital Investment Committees, receiving positive feedback. However, with the most recent budget projections (in which the State is projected to go from a \$17 billion surplus in the last biennium to facing a deficit in the next), the passage of a robust bonding bill in 2024 is seen as unlikely. The attached article is representative of a number of articles following the last budget forecast. The same expectation (of a limited bonding bill) has also been conveyed by Sen. Jasinski, who sits on the Senate Capital Investment Committee.

Attached are the three plan set cover sheets from the 95% submittal documents, representing each of the bid packages. Just these are included, as the total number of plan sheets for the three packages exceeds 170, and the three specification manuals include nearly 1600 pages.

Attachments:

1. Downtown Park Schedule - 2024-01-02
2. 2023-12-06 US News Article
3. Cover Page - Bid Package 1 - MultiPurpose Building Plans
4. Cover Page - Bid Package 2 - Site Work and Splash Pad Plans
5. Cover Page - Bid Package 3 - Skate Loop Plans



Latest Revision
1/2/2024

DOWNTOWN (VIADUCT AREA) PARK DEVELOPMENT

Design/Construction Schedules (Three Bid Packages)			
Date	BP 1 - Multipurpose Building	BP 2 - Site Work/Splash Pad	BP 3 - Skate Loop
August 15, 2023	Review Project Status/Approach at Work Session		
October 2, 2023	PMT Meeting #5 (Finalize Site Plan)		
October 11, 2023	Submit Predesign Document to State		
October 13, 2023	Update Capital Budget System Submittal		
October 16, 2023	50% Plans for Review		
October 19, 2023	Predesign Document Approved by State		
October 24, 2023	House Bonding Tour Presentation (South Central College)		
October 31, 2023	PMT Meeting #6 (Plan Comments)		
November 7, 2023	Review Project Status/Approach at Work Session		
November 29, 2023	Senate Bonding Tour Presentation (City Hall)		
December 1, 2023	95% Plans and Specs for Final Review		
December 12, 2023	PMT Meeting #7 (Page Turn Review)		
November 7, 2023	Review Project Status/Approach at Work Session		
January 2, 2024	Review Project Status/Approach at Work Session		
January 9, 2024	Approve Final P&S/Authorize Bidding		
January 10, 2024	Advertisement for Bid		
February 14, 2024	Receive/Open Bids		
February 27, 2024	Award Contract (Early)		
March 26, 2024	Award Contract (Late)		
April 1, 2024	Begin Construction (Early)		
May 6, 2024	Begin Construction (Late)		
May 20, 2024	Decision on State Bonding Request		
November 22, 2024		Substantial Completion - Sitework	
March 31, 2025	Substantial Completion/TCO		
May 2025		Open Splash Pad	
November 2025			Open Skate Loop
December 2025	Final Completion		

State Legislature Action

City Council Action

City Staff/Contractor Action

Minnesota budget surplus grows slightly to \$2.4B. But officials warn of potential trouble ahead



BY STEVE KARNOWSKI

Updated 5:25 PM CST, December 6, 2023

ST. PAUL, Minn. (AP) — Minnesota's [budget picture](#) remains stable in the near term, with a slightly higher than expected surplus heading into the 2024 legislative session. But there are clouds on the horizon, officials announced Wednesday.

An [updated forecast](#) from Minnesota Management and Budget projects a surplus of \$2.4 billion in the [two-year budget](#) period that runs through June of 2025. That is up \$808 million from the estimate [at the end of the legislative session](#) in May. The bigger surplus still accounts for just a fraction of the \$72 billion budget.

But budget officials also warned of potential problems for the next two-year budget period, which begins in July 2025. Higher estimates for spending for programs for disabled people, and for education, are the biggest drivers of a projected \$2.3 billion shortfall.

Budget Commissioner Erin Campbell called it a "significant structural imbalance" and insisted it is not fair to call it a deficit because surpluses from previous years will blunt the impact and allow the state to maintain spending levels without going into a deficit, but she conceded that a deficit is possible in the future, depending on what lawmakers do in the upcoming session and what happens with future spending and tax collections.

Republican legislative leaders disputed her characterization, saying the potential \$2.3 billion shortfall is a deficit no matter what Democrats call it.

But there was agreement on all sides that lawmakers won't have a lot of extra money to work with when they return to the Capitol in February, and that the potential shortfall farther out will limit their options.

"The underlying structural imbalance is something we need to continue to monitor and be mindful of when we make budget decisions during the next legislative session and beyond," Campbell said at a briefing for reporters.

Democratic Gov. Tim Walz agreed that his administration and the Legislature "need to be measured" as they debate what to do with the current surplus. But he portrayed the slight rise in the budget surplus as vindication for the initiatives that he and the Democratic-controlled Legislature passed in the 2023 session.

"We've navigated the most volatile economic situation since the Great Depression, and we've done so by balancing the budget with (a) surplus while investing heavily in the middle class and cutting taxes for the middle class," Walz said.

Democratic House Speaker Melissa Hortman, of Brooklyn Park, said the state is already seeing the benefits of the last session, the first time in eight years that Democrats controlled the governor's office and both houses of the Legislature.

"The policies that we enacted with Democratic leadership in the House, Senate and governor's office have resulted in economic success and stability," Hortman said. "Policies like paid family medical leave, earned safe and sick time, and increased worker protections, whether you work in a warehouse or a refinery, gave workers the peace of mind they need to choose to participate in the workforce."

But GOP leaders accused Democrats of squandering the \$17 billion surplus they had going into last session and setting up the state for future deficits.

"If we do nothing, we will just barely be keeping the budget in balance," said Rep. Kristin Robbins, of Maple Grove, an assistant minority leader. "And clearly there are all these requests coming in daily for new spending. We cannot afford it."

Walz expressed pride that, for the first time in decades, under a change that lawmakers approved earlier this year, the forecast includes projections for how inflation will affect future spending. It amounts to a projected \$880 million impact on the next budget.

One of the top issues for the 2024 session is whether lawmakers should approve a public infrastructure borrowing package commonly known as a bonding bill. Lawmakers passed a record \$2.6 billion package in May. Campbell said the forecast assumes that the state can safely borrow \$830 million for a new package.

The state got bad news this week when federal officials ruled that the \$260 tax rebate checks that went out to Minnesotans earlier this year will be subject to \$26 in federal income taxes. Walz expressed his disappointment with an expletive. He said he told White House Chief of Staff Jeff Zients that Minnesota was being treated unfairly because it missed a cutoff by 15 days, while states that acted sooner qualified.



DOWNTOWN AREA PARK Bid Package #1 – Multi-Purpose Building

1ST AVE NE, FARIBAULT MN 55021

CONSTRUCTION DOCUMENTS-95% SET

NOVEMBER 30, 2023

GENERAL NOTES

1. CONTRACTOR SHALL VERIFY ALL DIMENSIONS, CONDITIONS ETC. AND REPORT ANY DISCREPANCIES TO THE ARCHITECT.
2. CONTRACTOR SHALL OBTAIN ALL PERMITS REQUIRED FOR CONSTRUCTION AND PAY ALL INSPECTION FEES FOR ALL PORTIONS OF THE WORK.
3. CONTRACTOR SHALL VISIT THE SITE (INCLUDING MECHANICAL & ELECTRICAL SUB-CONTRACTORS) TO VERIFY ALL EXISTING CONDITIONS AND TO DETERMINE THE FULL EXTENT OF THE WORK REQUIRED TO COMPLETE THE DESIGN SHOWN ON THE PLANS.
4. ALL CONTRACTORS SHALL MEET OR EXCEED ALL STATE OF MINNESOTA AND CITY OF FARIBAULT CODES AND STANDARDS. EXISTING CODE REQUIREMENTS SHALL TAKE PRECEDENCE OVER WHAT IS SHOWN ON PLANS.
5. CONTRACTOR SHALL PROVIDE ADEQUATE VENTILATION FOR WORKERS & ALL EMPLOYEES WHEN PAINTING OR USING ADHESIVES OR TOXIC CHEMICALS. PAINTING MAY HAVE TO BE DONE ON WEEKENDS IN OCCUPIED AREAS.
6. CONTRACTOR IS RESPONSIBLE FOR REPAIRING ALL SURFACES DAMAGED DUE TO CONSTRUCTION.

CONTRACTOR REQUIREMENTS

THIS WORK FOR THIS PROJECT INCLUDES ALL WORK NECESSARY TO COMPLETE THE GENERAL CONSTRUCTION.

UNDER THIS CONTRACT THE CONTRACTOR SHALL:

1. COORDINATE USE OF PREMISES WITH THE OWNER AND SITE GENERAL CONTRACTOR.
2. CONTRACTOR'S WORK SHALL CONFORM TO THE OWNER'S WORK RULES AND SPECIFICATIONS.
3. REPAIR OR REPLACE SITE DAMAGE TO CONDITIONS WHICH EXISTED PREVIOUS TO STARTING WORK.
4. PLAN WORK SEQUENCE WITH OWNER AND ARCHITECT AND OBTAIN THEIR APPROVAL BEFORE STARTING WORK.
5. NOTIFY OWNER AND ARCHITECT OF EXISTING SITE CONDITIONS THAT ARE IN CONFLICT WITH THE INTENT OF THESE DOCUMENTS.
6. COORDINATE ALL WORK ON THE PROJECT. GENERAL CONTRACTOR SHALL PROVIDE A PROJECT SUPERINTENDENT TO MANAGE AND SUPERVISE THE WORK.
7. EACH CONTRACTOR AND SUB-CONTRACTOR SHALL BE RESPONSIBLE FOR ALL CUTTING AND PATCHING REQUIRED TO COMPLETE THEIR WORK.
8. CONTRACTOR SHALL ASSUME FULL RESPONSIBILITY FOR PROTECTION AND SAFEKEEPING OF PRODUCTS UNDER THIS CONTRACT.
9. IT IS THE RESPONSIBILITY OF SUPPLIERS TO PROVIDE MANUFACTURER'S SPECS AND SHOP DRAWINGS FOR FIXTURES AND EQUIPMENT TO THE ARCHITECT FOR APPROVAL. IT IS THE RESPONSIBILITY OF THE RELATED SUB-CONTRACTORS FOR FIELD VERIFICATION AND REVIEW OF SHOP DRAWINGS PRIOR TO FABRICATION APPROVAL OR FIELD CONSTRUCTION OF ANY RELATED WORK.
10. PROVIDE A WASTE CONTAINER AND PAY FOR REMOVAL SERVICE OF ALL REFUSE AND WASTE MATERIALS GENERATED BY ALL PRIME CONTRACTORS AND SUB-CONTRACTORS. EACH SUB-CONTRACTOR WILL BE RESPONSIBLE FOR CLEAN-UP AND REMOVAL OF THEIR OWN WASTE MATERIALS FROM THE SITE. LEAVE THE SPACE VACUUM AND BROOM CLEAN, CLEAN ALL GLASS AND MIRRORS.
11. RECEIVE AND VERIFY ALL OWNER SUPPLIED MATERIALS AND EQUIPMENT. ALL SHORTAGES AND DAMAGES SHALL BE DOCUMENTED ON RECEIVING TICKETS AND REPORTED TO OWNER AND ARCHITECT IMMEDIATELY UPON RECEIPT.
12. FINAL CLEANING SHALL BE DONE BY A PROFESSIONAL CLEANING SERVICE OR EQUAL.
13. PROVIDE OWNER WITH LABOR AND MATERIAL WARRANTIES AND SERVICE CONTRACTS FROM ALL SUB-CONTRACTORS AND EQUIPMENT AND MATERIAL MANUFACTURERS. THESE WARRANTIES SHALL BE IN EFFECT FOR A PERIOD OF ONE (1) YEAR FROM INSTALLATION DATE.

SHEET INDEX - ARCHITECTURAL	
SHEET NUMBER	SHEET NAME
a0.0	COVER SHEET
a2.1cr	CODE REVIEW
a2.1	FIRST FLOOR PLAN
a2.1fe	FIRST FLOOR FURNITURE & EQUIPMENT PLAN
a2.1i	FIRST FLOOR FINISH PLAN
a2.2	ROOF PLAN & DETAILS
a3.1	EXTERIOR ELEVATIONS
a4.1	BUILDING SECTIONS
a5.1	EXTERIOR WALL SECTIONS
a5.2	EXTERIOR DETAILS
a5.3	EXTERIOR DETAILS
a5.4	EXTERIOR DETAILS
a5.5	EXTERIOR DETAILS
a5.6	PERGOLA DETAILS
a5.7	INTERIOR PIT DETAILS
a6.1	SHIPS LADDER PLAN AND DETAILS
a7.1	INTERIOR ENLARGED PLANS & ELEVATIONS
a7.2	INTERIOR ENLARGED PLANS & ELEVATIONS
a7.3	INTERIOR ENLARGED PLANS & ELEVATIONS
a8.1	DOOR SCHEDULE & DETAILS
a8.2	MILLWORK DETAILS
a9.1	REFLECTED CEILING PLAN

SHEET INDEX - STRUCTURAL	
SHEET NUMBER	SHEET NAME
s0.0	STRUCTURAL COVER SHEET
s0.1	GENERAL STRUCTURAL NOTES
s0.2	TYPICAL DETAILS - FOUNDATION
s0.3	TYPICAL DETAILS - FOUNDATION
s0.4	TYPICAL DETAILS
s0.5	TYPICAL DETAILS - WOOD
s2.1	FIRST FLOOR FOUNDATION PLAN
s2.2	ROOF FRAMING PLAN
s3.1	FRAME ELEVATIONS & DETAILS
s4.1	FOUNDATION DETAILS
s4.2	FOUNDATION DETAILS
s5.1	FRAMING DETAILS
s5.2	FRAMING DETAILS
s5.3	FRAMING DETAILS

SHEET INDEX - MECHANICAL	
SHEET NUMBER	SHEET NAME
m0.0	MECHANICAL TITLE SHEET
m0.2	MECHANICAL SITE PLAN
m1.0	PLUMBING UNDERGROUND PLAN
m1.1	PLUMBING PLAN
m2.1	HVAC PLAN
m3.1	PIPING PLAN
m4.1	MECHANICAL ROOF PLAN
m5.1	MECHANICAL SECTIONS AND GAS RISER DIAGRAM
m6.1	PLUMBING RISER DIAGRAMS
m7.1	MECHANICAL DETAILS
m7.2	MECHANICAL DETAILS
m7.2	MECHANICAL DETAILS
m8.1	MECHANICAL SCHEDULES
m8.2	MECHANICAL SCHEDULES
m8.2	MECHANICAL SCHEDULES
m9.1	MECHANICAL CONTROLS
m9.2	MECHANICAL CONTROLS
m9.3	MECHANICAL CONTROLS
m9.4	MECHANICAL CONTROLS
m9.5	MECHANICAL CONTROLS

SHEET INDEX - ELECTRICAL	
SHEET NUMBER	SHEET NAME
e0.0	ELECTRICAL TITLE SHEET
e0.1	ELECTRICAL GENERAL NOTES
e0.2	ELECTRICAL SITE PLAN
e1.1	LIGHTING PLAN
e2.1	POWER AND SYSTEMS PLAN
e2.2	POWER AND SYSTEMS PLAN - ROOF
e3.1	ELECTRICAL LARGE SCALE PLANS
e4.1	ELECTRICAL DETAILS
e5.1	ELECTRICAL ONE-LINE DIAGRAM
e6.1	ELECTRICAL SCHEDULES
e6.2	ELECTRICAL SCHEDULES
e6.3	ELECTRICAL SCHEDULES

SHEET INDEX - TECHNOLOGY	
SHEET NUMBER	SHEET NAME
t0.00	TECHNOLOGY - INDEX SHEET
t0.00	TECHNOLOGY - INDEX SHEET
t0.10	TECHNOLOGY - SITE PLAN
t0.10	TECHNOLOGY - SITE PLAN
t2.10	TECHNOLOGY - FIRST FLOOR
t2.10	TECHNOLOGY - FIRST FLOOR
t5.00	TECHNOLOGY - DETAILS
t5.01	TECHNOLOGY - DETAILS
t5.01	TECHNOLOGY - DETAILS
t5.02	TECHNOLOGY - DETAILS
t5.02	TECHNOLOGY - DETAILS
t5.03	TECHNOLOGY - DETAILS
t5.03	TECHNOLOGY - DETAILS
t6.00	TECHNOLOGY - SECURITY DETAILS
t6.00	TECHNOLOGY - SECURITY DETAILS
t6.01	TECHNOLOGY - SECURITY DETAILS
t6.01	TECHNOLOGY - SECURITY DETAILS
t6.02	TECHNOLOGY - SECURITY DETAILS
t6.02	TECHNOLOGY - SECURITY DETAILS
t6.03	TECHNOLOGY - SECURITY DETAILS
t6.03	TECHNOLOGY - SECURITY DETAILS
t7.00	TECHNOLOGY - AV DETAILS
t7.00	TECHNOLOGY - AV DETAILS
t7.01	TECHNOLOGY - AV DETAILS
t7.01	TECHNOLOGY - AV DETAILS
t7.02	TECHNOLOGY - AV DETAILS
t7.02	TECHNOLOGY - AV DETAILS

FARIBAULT DOWNTOWN AREA PARK BID PACKAGE(S) DESCRIPTION & SCOPE

BID PACKAGE #1:

- MULTI-PURPOSE BUILDING

BID PACKAGE #2:

- ALL SITE WORK INCLUDING SOIL STRENGTHENING (R.A.P. WORK), UTILITIES, LANDSCAPING, SPLASH PAD, AND SITE ELECTRICAL WORK SCOPES

BID PACKAGE #3:

- REFRIGERATED SKATE LOOP WITH REFRIGERATION EQUIPMENT



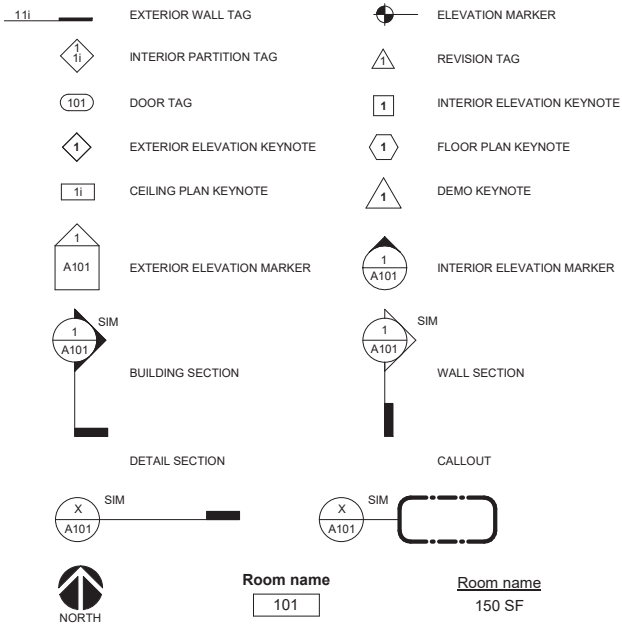
1 SITE LOCATION
1" = 1'-0"

ABBREVIATIONS INDEX	
ABBREVIATION	COMPONENT
ACT	ACOUSTICAL CEILING TILE
ADA	AMERICANS WITH DISABILITIES ACT
ADJ	ADJACENT
AFF	ABOVE FINISH FLOOR
AHJ	AUTHORITY HAVING JURISDICTION
ALT	ALTERNATE
ALUM	ALUMINUM
APPROX	APPROXIMATELY
ARCH	ARCHITECT / ARCHITECTURAL
AVG	AVERAGE
BD	BOARD
BLDG	BUILDING
BLKG	BLOCKING
BRG	BEARING
C/C	CENTER TO CENTER
CAB	CABINET
CFMF	COLD FORMED METAL FRAMING
CG	CORNER GUARD
CIP	CAST IN PLACE
CJ	CONTROL JOINT
CL	CENTER LINE
CLG	CEILING
CLR	CLEAR
CMU	CONCRETE MASONRY UNIT
COL	COLUMN
CONC	CONCRETE
CONST	CONSTRUCTION
CONT	CONTINUOUS
CONTR	CONTRACTOR
CORR	CORRIDOR
CPT	CARPET
CT	CERAMIC TILE
CTR	CENTER
CUH	CABINET UNIT HEATER
DBL	DOUBLE
DEPT	DEPARTMENT
DET	DETAIL
DF	DRINKING FOUNTAIN
DIA	DIAMETER
DIAG	DIAGONAL
DN	DOWN
DOOR	DOOR
DS	DOWNSPOUT
DWG	DRAWING

ABBREVIATIONS INDEX	
ABBREVIATION	COMPONENT
EIFS	EXTERIOR INSULATION & FINISH SYSTEM
EJ	EXPANSION JOINT
ELEC	ELECTRICAL
ELEV	ELEVATION
EQ	EQUAL
EQUIP	EQUIPMENT
EXIST	EXISTING
EXT	EXTERIOR
F/T	FIRE TREATED
FD	FLOOR DRAIN
FE	FIRE EXTINGUISHER
FEC	FIRE EXTINGUISHER CABINET
FIN	FINISH
FIX	FIXTURE
FLR	FLOOR
FT	FEET
GALV	GALVANIZED
GYP	GYPSUM
HB	HOSE BIBB
HD	HAND DRYER
HDW	HARDWARE
HM	HOLLOW METAL
HORIZ	HORIZONTAL
HR	HOUR
HVAC	HEATING, VENTING AND AIR CONDITIONING
INSUL	INSULATION
INT	INTERIOR
JAN	JANITOR
LAV	LAVATORY
LF	LINEAR FEET
LVL	LEVEL
M.O.	MASONRY OPENING
MAINT	MAINTENANCE
MAX	MAXIMUM
MECH	MECHANICAL
MFR	MANUFACTURER
MH	MANHOLE
MIN	MINIMUM
MTL	METAL
NIC	NOT IN CONTRACT
NO	NUMBER
NOM	NOMINAL
NTS	NOT TO SCALE
OC	ON CENTER

ABBREVIATIONS INDEX	
ABBREVIATION	COMPONENT
OPNG	OPENING
PART	PARTITION
PERP	PERPENDICULAR
PLAM	PLASTIC LAMINATE
PLBG	PLUMBING
PLYWD	PLYWOOD
PREFIN	PREFINISHED
PROJ	PROJECTION / PROJECTOR
QT	QUARRY TILE
RB	RESILIENT BASE
RCP	REFLECTED CEILING PLAN
RD	ROOF DRAIN
REC	RECOMMENDATION / RECORD
REF	REFERENCE
REINF	REINFORCED
RM	ROOM
RO	ROUGH OPENING
ROW	RIGHT OF WAY
SCH	SCHEDULE
SIM	SIMILAR
SPEC	SPECIFICATIONS
ST STL	STAINLESS STEEL
STL	STEEL
STOR	STORAGE
STRUCT	STRUCTURAL
TOPO	TOPOGRAPHY
TOS	TOP OF STEEL
TOW	TOP OF WALL
TWF	THRU WALL FLASHING
TYP	TYPICAL
UG	UNDERGROUND
UH	UNIT HEATER
VB	VINYL BASE
VCT	VINYL COMPOSITION TILE
VERT	VERTICAL
VEST	VESTIBULE
VFY	VERIFY
VIF	VERIFY IN FIELD
VWC	VINYL WALL COVERING
W/	WITH
W/O	WITHOUT
WC	WATER CLOSET
WDW	WINDOW
YD	YARD

ANNOTATION LEGEND



I hereby certify that this drawing was prepared by me or under my direct supervision and that I am a duly registered architect under the laws of the State of Minnesota.

Title: XXXX Date: XXXX

Registration Number: XXXX



REVISION	DATE	DESCRIPTION
	05/31/2023	DD SET
	10/16/2023	50% CD SET
	11/30/2023	95% CD SET



CITY OF FARIBAULT, MINNESOTA

DESIGN DEVELOPMENT PLANS FOR

DOWNTOWN AREA PARK

BID PACKAGE 2 - SITE IMPROVEMENTS

ENGINEER
KIMLEY-HORN AND ASSOCIATES, INC.



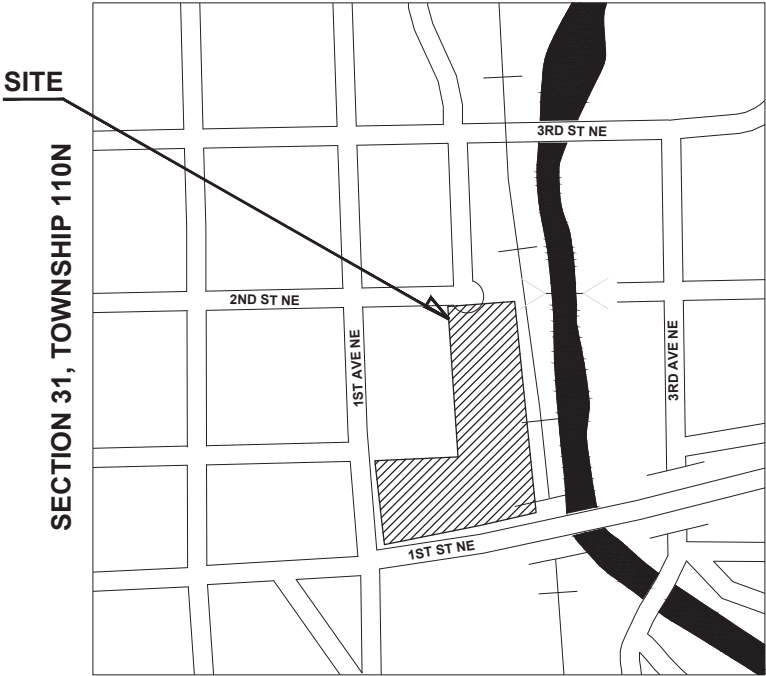
PREPARED BY: DANIEL J. COYLE, PE
323 S BROADWAY
ROCHESTER, MN 55904
TELEPHONE (507) 424-3887

LEGEND

	EXISTING GATE VALVE
	EXISTING HYDRANT
	EXISTING CURB BOX
	EXISTING WATERMAIN MANHOLE
	EXISTING SANITARY MANHOLE
	EXISTING STORM MANHOLE
	EXISTING CATCH BASIN
	EXISTING GAS VALVE
	EXISTING UTILITY MANHOLE
	EXISTING HANDHOLE
	EXISTING ELECTRICAL PEDESTAL
	EXISTING ELECTRICAL MANHOLE
	EXISTING ELECTRICAL TRANSFORMER
	EXISTING LIGHT POLE
	EXISTING STREET SIGN
	EXISTING TREE
	EXISTING WATERMAIN
	EXISTING SANITARY SEWER
	EXISTING STORM SEWER
	EXISTING GAS MAIN
	EXISTING UNDERGROUND COMMUNICATIONS LINE
	EXISTING POWER
	EXISTING CURB AND GUTTER
	EXISTING PAVEMENT
	EXISTING RIGHT-OF-WAY
	PROPOSED SANITARY SEWER
	PROPOSED MANHOLE
	PROPOSED CATCH BASIN
	PROPOSED STORM SEWER
	PROPOSED GATE VALVE
	PROPOSED HYDRANT
	PROPOSED WATERMAIN
	PROPOSED CURB AND GUTTER



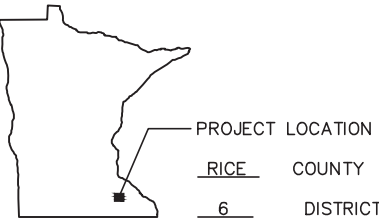
VICINITY
N.T.S.



SECTION 31, RANGE 20W

PLAN SET SCALES

LOCATION MAP	
PLAN	
ALIGNMENT	



Know what's below.
Call before you dig.

NOTE:
THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS UTILITY QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA".

THE EXACT LOCATION OF UNDERGROUND UTILITIES SHOWN IN THIS PLAN SET ARE UNKNOWN. THE CONTRACTOR SHALL CONTACT GOPHER STATE ONE PRIOR TO STARTING ANY EXCAVATION.

GOPHER STATE ONE CALL SYSTEM.....1-800-252-1166

No.	Date	Revisions	App.

GOVERNING SPECIFICATIONS

THE 2020 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" SHALL GOVERN. ALL TRAFFIC CONTROL SIGNING AND DEVICES SHALL CONFORM TO THE MnMUTCD, INCLUDING THE FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS.

SHEET INDEX

SHEET NO.	DESCRIPTION
C0.1	COVER SHEET
C1.1 - C1.2	GENERAL NOTES
C2.1	TYPICALS
C3.1 - C3.2	TURF ESTABLISHMENT AND EROSION CONTROL PLANS
C4.1 - C4.3	STORM WATER POLLUTION PREVENTION PLAN
C5.1 - C5.2	EXISTING CONDITIONS & REMOVAL PLANS
C6.1 - C6.2	PAVEMENT PROFILE PLANS
C7.1 - C7.2	STORM PROFILE PLANS
C8.1 - C8.3	ALIGNMENT PLAN AND TABULATION
C9.1 - C9.6	SITE PLAN
C10.1 - C10.2	GRADING PLAN
C11.1 - C11.6	UTILITY PLAN
L1.1 - L1.15	LANDSCAPE PLAN
HE0.1 - HE2.1	ELECTRICAL PLAN
A-001 - FT-001	SPLASHPAD PLANS

THIS PLAN SET CONTAINS 77 SHEETS

NOT FOR CONSTRUCTION



2022 KIMLEY-HORN AND ASSOCIATES, INC.
323 SOUTH BROADWAY, ROCHESTER MN, 55904
PHONE: (507) 216-6223
WWW.KIMLEY-HORN.COM

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DATE 11/30/2023 LIC. NO. 44821

ENGINEER

APPROVED CITY OF FARIBAULT ENGINEER 2023

SHEET NO. C0.1 OF 77 SHEETS

CITY OF FARIBAULT, MINNESOTA

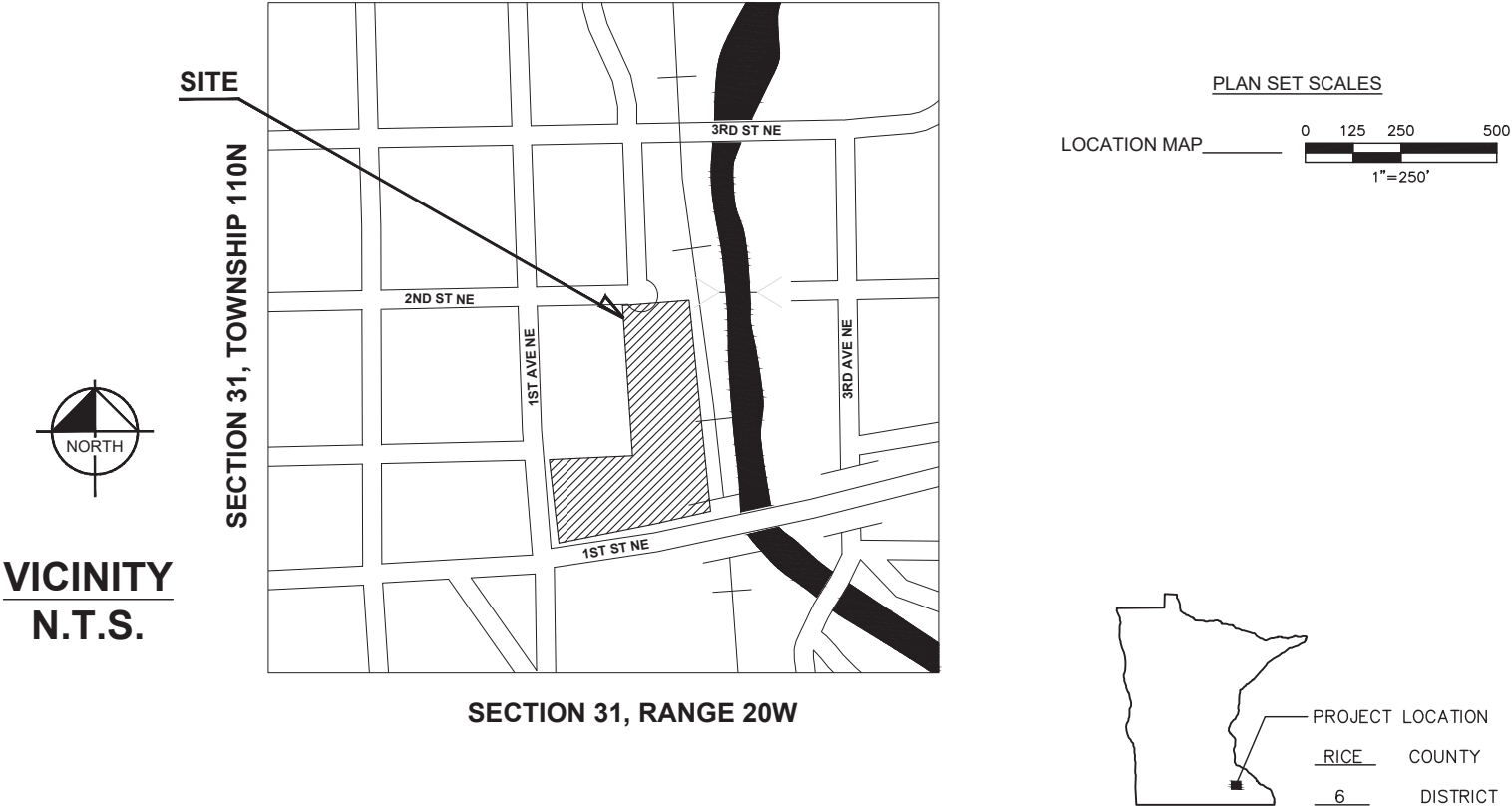
DESIGN DEVELOPMENT PLANS FOR

DOWNTOWN AREA PARK

BID PACKAGE 3 - SKATE LOOP

ENGINEER
B32 ENGINEERING GROUP

332°
Engineering Group
PREPARED BY: SCOTT A. WARD
2211 O'NEIL ROAD
HUDSON, WI 54016
TELEPHONE (651) 256-3090



NOTE:
THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS UTILITY QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA".

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No.	Date	Revisions	App.

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SHEET INDEX

SHEET NO.	DESCRIPTION
R0.0	COVER SHEET
R0.1	SKATING LOOP LEGEND, SYMBOLS, AND ABBREVIATIONS
R1.0	SKATING LOOP FLOOR PLAN
R1.1 - R1.3	ICE SKATE LOOP ZONE PIPE PLAN
R2.0	REFRIGERATION AND RESURFACER ROOM PLAN
R5.0 - R5.2	SKATING LOOP DETAILS AND SECTIONS
RF5.3	SKATING LOOP DETAILS AND SCHEDULE
R6.0	SECONDARY REFRIGERATION FLOW DIAGRAM
DB1.0	ICE SKATING LOOP DASHER/RAILING PLAN
DB5.0 - DB5.1	RAILING DETAIL AND SECTIONS

THIS PLAN SET CONTAINS 15 SHEETS

NOT FOR CONSTRUCTION

332°
Engineering Group
B32 ENGINEERING GROUP
2211 O'NEIL ROAD, HUDSON, WI 54016
PHONE: (651) 256-3090
WWW.B32ENG.COM

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DATE 11/30/2023 LIC. NO. 40921

ENGINEER

APPROVED CITY OF FARIBAULT ENGINEER 2023