CITY COUNCIL AGENDA

COUNCIL CHAMBERS	TUESDAY, JANUARY 9, 2024	6:00 PM

1. **Call to Order/Roll Call/Pledge of Allegiance**
2. **Presentations/Introductions – None**
3. **Approve minutes of the December 26, 2023 City Council Meeting**
   A. 2023-12-26 City Council Meeting Minutes
4. **Consent Agenda**
   A. List of Claims for Release
   B. Resolution 2024-001 Approve Designation of Official Newspaper
   C. Resolution 2024-002 Approve City Administrator Purchasing and Contracting Authority
   D. Resolution 2024-003 Appoint Deputy City Administrator
   E. Resolution 2024-004 Approve Designation of Authorized Signers, Official Depository and Broker/Dealers for City of Faribault
   F. Resolution 2024-005 Approve Street Closure and Use of Heritage Park for Straight River Art Festival
   G. Resolution 2024-006 Approve Hiring Receptionist
   H. Resolution 2024-007 Approve Hiring Police Officer
   I. Resolution 2024-011 Receive/File Feasibility Report and Establish Public Hearing for 2024 Street Overlay & Sidewalk Improvements - Contract 2024-02
   J. Approve 2024 Scope of Services with Clean River Partners (CRP)
   K. Accept Quote for Replacement UV Bulbs at Water Reclamation Facility
   L. Approve LG240B Application to Conduct Excluded Bingo
   M. Resolution 2024-012 Impose Monetary Fines and Suspension for Off-Sale, Club and/or On-Sale and Sunday Liquor Licensees for Compliance Check Failures
   N. Approve 2024 Appointments of Councilmembers to Boards, Commissions, and Committees
   O. Resolution 2024-014 Approve Intensive Comprehensive Peace Officer Education and Training (ICPOET) Grant Application
   P. Accept Quote for Activated Carbon at Water Reclamation Facility
   Q. Approve 2024 CIP Purchase - Antenna and Receiver
   R. Approve BJA Grant Funded Purchase of Community Public Safety Cameras
   S. Resolution 2024-015 Designating the City of Faribault Website as the 2024 Official Publication for Bids
5. **Requests to be Heard**
6. **Public Hearings – None**
7. **Items for Discussion**
   A. Approve Variances and Preliminary and Final Plats for Twin Oaks Subdivision

1. Resolution 2024-008 Approve Variances for Length of a Cul-de-sac and Number of Lots on a Cul-de-sac for Twin Oaks Subdivision
2. Resolution 2024-009 Approve the Preliminary and Final Plats for Twin Oaks Subdivision

B. Repeal River Ridge PUD Overlay Ordinances, Vacate a Part of a Right-of-Way, and Approve the Preliminary and Final Plats of River Ridge 4th Addition related to a Proposed City Park North of the Viaduct

1. Ordinance 2024-1 Repeal Planned Unit Development Ordinances Associated with River Ridge, River Ridge 2nd Addition, and River Ridge 3rd Addition Plats (First Reading)
2. Ordinance 2024-2 Vacate a Portion of the Right-of-Way at 2nd Street NE and Heritage Place (First Reading)
3. Resolution 2024-010 Approve the Preliminary and Final Plats for River Ridge 4th Addition

C. Resolution 2024-013 Order Improvements, Approve Plans and Specifications, and Establish Bid Date for Downtown (Viaduct Area) Park Improvements

8. Bids - None

9. Boards and Commissions Reports, Announcements and Project Updates

10. Adjournment

(The Council may meet as a group for dinner)

NOTE:

CC **Closed Captioning of Council meetings available on FCTV.**

Please contact the City Administrator's Office if you need special accommodations related to a disability while attending the City Council meeting.

CITY COUNCIL MINUTES

COUNCIL CHAMBERS	TUESDAY, DECEMBER 26, 2023	6:00 PM

Call to Order/Roll Call/Pledge of Allegiance
The meeting of the City Council was called to order by Mayor Kevin Voracek at 6:00 pm. Councilors in attendance included Sara Caron, Adama Doumbouya, Tom Spooner and Chuck Thiele. Councilors Royal Ross and Peter van Sluis were absent. Also in attendance was City Administrator Tim Murray, City Clerk Heather Slechta, Public Works Director Travis Block, Human Resources Director Kevin Bushard, Fire and Codes Service Director Dustin Dienst, Parks and Recreation Director Paul Peanasky, City Engineer Mark DuChene, Community and Economic Development Director David Wanberg and City Attorney Scott Riggs.

Presentations/Introductions – None

Approve minutes of the December 12, 2023 City Council Meeting and the December 12, 2023 Special City Council Meeting - Closed Session
Motion by Caron, seconded by Doumbouya to approve minutes of the December 12, 2023 City Council Meeting and the December 12, 2023 Special City Council Meeting - Closed Session and carried unanimously.

Consent Agenda

A. List of Claims for Release
B. Approve Software as a Service Agreement with Tyler Technologies, Inc.
C. Resolution 2023-248 Approve the Purchase of Squad Car Routers and Antennas for Police Utilizing Public Safety Aid Funds
D. Approve LG220 Application for Exempt Permit for Catholic United Financial Council 13SS Lawrence/Anne
E. Approve Application and Permit for a 1 Day to 4 Day Temporary On-Sale Liquor License for Bethlehem Academy
F. Approve Quote for Library Exterior Clean, Seal and Repair
G. Approve the Purchase of Camera Routers with BJA Grant Funds
H. Approve Sanitary Sewer Main Repair at Water Reclamation Facility
I. Approve Hangar Rental Agreement Renewals
J. Accept Biomass Grinding Quote
K. Approve Purchase of Fire Apparatus
L. Resolution 2023-249 Adopting Data Practices Policy and Designating Responsible Authority and Compliance Officer
M. Approve Purchase of Enclosed Equipment Trailer
N. Approve Earned Sick and Safe Time Policy
O. Approve Purchase of Toro Toolcat for Parks and Recreation Department and Revise CIP
P. Resolution 2023-250 Accept Donations to the City of Faribault
Q. Resolution 2023-251 Approve Rural Fire Association Agreement

Motion by Spooner, seconded by Thiele to approve Consent Agenda Items A-Q and carried unanimously.

Requests to be Heard – None

Public Hearings – None

Items for Discussion

Resolution 2023-247 Approve a Conditional Use Permit for Adaptive Reuse of an Institutional Building at 1132 6th St NW

Community and Economic Development Director David Wanberg informed the Council that Alee Services LLC, with the consent of Iglesia Neuva Vida En Cristo, the Property Owner, requested approval of a Conditional Use Permit (CUP) for the adaptive reuse of a former religious institution in the R-2, Low-Density Residential District at 1132 6th Street NW. Alee Services LLC intends to purchase and use the property for offices and services that assist those with disabilities. Alee Services LLC will have up to eight employees, some of whom will work full-time or part-time at the location, while others will work from home or at client residences. The office will be open from 8:00 AM to 8:00 PM on weekdays. Roughly one evening a month, Alee Services LLC will offer bingo or crafting events for up to 20 clients and staff.

The City's Unified Development Ordinance (the "UDO") requires the proposed use to have 15 parking spaces. The Property has no onsite parking; however, the UDO allows an applicant to have joint parking with another property within 300 feet of the subject property. The Lincoln Elementary School parking lot is directly across the street from Alee Services LLC, and Alee Services LLC and the school district intend to enter into a joint parking agreement that allows Alee Services LLC, to satisfy its parking requirements in return for the school's ability to use the property for an emergency shelter if needed.

Alee Services LLC does not anticipate significant exterior building renovations or site improvements. They plan to reface the existing signage and maintain the existing fence. Alee Services LLC must provide an accessible parking space and if the accessible space is in the school parking lot, Alee Services LLC must provide a crosswalk and an accessible route from the proposed parking lot to the Applicant's Property.

After proper notice, the Planning Commission held a public hearing on December 18, 2023, to consider the CUP request. The City received no public comments before or during the public hearing. The Planning Commission approved written findings in favor of the CUP and unanimously recommended that the City Council approve the CUP with the conditions outlined in the attached resolution.

Mayor Voracek asked if there could be on-street handicap parking. Wanberg explained that they looked at that option, it would be possible to do parallel parking, and a limited use agreement would need be required, however, it is an option.

Bids - None

Boards and Commissions Reports, Announcements and Project Updates

The Monthly Financial Report was provided as part of the Council meeting packet.
Mayor Voracek wished everyone a happy new year.

Adjournment

Motion by Thiele, seconded by Doumbouya to adjourn the City Council meeting and carried unanimously.

The meeting was adjourned at 6:12 pm.

Respectfully Submitted,

_____

Heather Slechta
City Clerk

Request for Council Action

TO:	Mayor and City Council
THROUGH:	Tim Murray, City Administrator
FROM:	Jeanne Schmuck, Finance Director
MEETING DATE:	January 9, 2024
SUBJECT:	List of Claims for Release

Background:

A copy of the list of claims is available for City Council review through the City Administrator, in the amount of $1,046,325.60, which includes check numbers 179471 to 179537 and automatic clearing house payments.

The description line for each claim provides information to assist readers in understanding the purpose of the purchase and the department making the purchase. Initials of the department making the purchase are included in the description when possible. At the bottom of each page is a key, listing the primary funds to help identify the fund associated with the claim.

Recommendation:

Approve the attached List of Claims for Release.

Attachments:

1. 01-09-2024 Council AP List

AP
AP Council Approval 01-09-2024

User: astadler
Printed: 1/4/2024 4:03:42 PM

Check Numb	Last Name	Acct 1	Amount	Description
179474	All America Pressure Washer Mfg Inc	101-45200-450-42210	175.00	Fuel Tank/Shut Off Valve
	All America Pressure Washer Mfg Inc		175.00	
179475	Amazon Capital Services	101-45500-450-42190	24.92	Books
179475	Amazon Capital Services	101-42220-420-42110	17.94	Emergency Light/Switch
179475	Amazon Capital Services	101-42110-420-42110	25.82	Frame for Department Photo Given to Faribault Foods
179475	Amazon Capital Services	101-45500-450-43130	34.98	Filament/Silica Gel Packets
179475	Amazon Capital Services	101-45110-450-42010	22.98	Calendar
179475	Amazon Capital Services	101-42110-420-43130	147.43	Bagpipe Practice Book / Matt S - Ress Donation
	Amazon Capital Services		274.07	
0	APG Media of Southern Minnesota LLC	101-41910-410-43510	59.58	Public Notice for Alee Services
0	APG Media of Southern Minnesota LLC	101-41110-410-43510	688.67	Legal Notices - December Publishing
0	APG Media of Southern Minnesota LLC	101-41910-410-43510	64.93	Public Notice for Twin Oaks
0	APG Media of Southern Minnesota LLC	101-41910-410-43510	64.93	Public Notice for Viaduct Park
	APG Media of Southern Minnesota LLC		878.11	
0	ArchiveSocial LLC	101-41350-410-43095	6,287.40	Social Media and Webpage Archiving Software
	ArchiveSocial LLC		6,287.40	
179476	Armed Forces Reserve Center	101-00000-000-20200	2,200.00	Armory Rental Hours - August to December
179476	Armed Forces Reserve Center	101-00000-000-20800	-2,200.00	Armory Rental Hours - August to December
179476	Armed Forces Reserve Center	101-45122-450-44160	2,200.00	Armory Rental Hours - August to December
	Armed Forces Reserve Center		2,200.00	
0	Arrow Electric LLC	602-49480-000-45400	38,652.11	Variable Frequency Drives
0	Arrow Electric LLC	101-45122-450-44010	891.63	Repair Exhaust Fan Restrooms & Control for Parking Lot Lights
0	Arrow Electric LLC	101-45122-450-44010	140.00	Repair Women's Locker Room Lights & Hallway Lights

KEY: General Fund (101), Airport (225), Water (601), Sewer (602), Storm (603)

Check Numb	Last Name	Acct 1	Amount	Description
	Arrow Electric LLC		39,683.74	
179477	ASCAP	101-45110-450-44390	500.00	2024 Music License Fee
	ASCAP		500.00	
0	Auto Value Parts Store	602-49450-000-42110	9.99	Silicone Utilities #7
0	Auto Value Parts Store	101-45110-450-42210	148.99	Radiator - Park & Rec #15
	Auto Value Parts Store		158.98	
179478	Axon Enterprise Inc	101-42123-420-44160	111,035.38	Yearly Plan - 2024
	Axon Enterprise Inc		111,035.38	
179479	Bauer Ryan	101-45126-450-44010	715.96	Replace Faucet Washington Rec
	Bauer Ryan		715.96	
0	BCM Construction Inc	602-49480-000-44050	40,217.03	Sanitary Sewer Repair
	BCM Construction Inc		40,217.03	
0	Berg-Johnson Associates Inc	602-49480-000-42210	306.82	LEL Sensor
	Berg-Johnson Associates Inc		306.82	
0	Bestul Janice	101-42124-420-43310	15.00	PLEAA Networking Lunch
	Bestul Janice		15.00	
0	BHE Renewables	602-49480-000-43810	8,188.59	Solar Energy - November
	BHE Renewables		8,188.59	
0	Border States Industries Inc	101-45500-450-42110	103.32	Light Bulbs
0	Border States Industries Inc	101-43121-430-42230	186.45	Light Bulbs
0	Border States Industries Inc	101-45122-450-42230	250.32	Light Bulbs
	Border States Industries Inc		540.09	
179471	c/o Teledoc Inc Healthiest You	101-00000-000-21707	910.00	Healthiest You - January 2024

Check Numb	Last Name	Acct 1	Amount	Description
	c/o Teledoc Inc Healthiest You		910.00	
179480	Cannon City Township	101-41910-410-44390	160.71	Ordinance 2022-11 Annexation Payment
	Cannon City Township		160.71	
179481	Canon Financial Services Inc	601-49430-000-44160	10.29	Copier Lease 12/1/23-12/31/23
179481	Canon Financial Services Inc	603-49500-000-44160	1.47	Copier Lease 12/1/23-12/31/23
179481	Canon Financial Services Inc	602-49450-000-44160	10.29	Copier Lease 12/1/23-12/31/23
179481	Canon Financial Services Inc	101-43121-430-44160	98.90	Copier Lease 12/1/23-12/31/23
	Canon Financial Services Inc		120.95	
0	Cintas Corporation	101-43121-430-44060	29.05	Uniform Cleaning Streets
0	Cintas Corporation	602-49450-000-44060	12.72	Uniform Cleaning Sewer
0	Cintas Corporation	602-49480-000-44060	48.44	Lab Towels/Floor Mats
0	Cintas Corporation	101-43126-430-44060	10.24	Uniform Cleaning Mechanics
0	Cintas Corporation	603-49500-000-44060	6.43	Uniform Cleaning Storm
0	Cintas Corporation	101-45200-450-44060	32.74	Laundry
0	Cintas Corporation	101-43126-430-44060	24.40	Shop Towels
0	Cintas Corporation	602-49480-000-44060	37.84	Uniform Laundry
0	Cintas Corporation	601-49430-000-44060	25.86	Uniform Cleaning Water
0	Cintas Corporation	101-45122-450-44060	14.79	Laundry Service - Mops
0	Cintas Corporation	602-49450-000-44060	12.72	Uniform Cleaning Sewer
0	Cintas Corporation	603-49500-000-44060	6.43	Uniform Cleaning Storm
0	Cintas Corporation	101-43121-430-44060	86.02	Uniform Cleaning Streets
0	Cintas Corporation	101-45200-450-44060	32.74	Laundry Services
0	Cintas Corporation	601-49430-000-44060	25.86	Uniform Cleaning Water
0	Cintas Corporation	602-49480-000-44060	37.84	Uniform Laundry
0	Cintas Corporation	602-49480-000-44060	6.43	Floor Mats
0	Cintas Corporation	101-43126-430-44060	10.24	Uniform Cleaning Mechanics
0	Cintas Corporation	101-43126-430-44060	24.40	Shop Towels
	Cintas Corporation		485.19	
179472	City of Faribault	101-00000-000-11500	41.59	PR Batch 00526.12.2023 Miscellaneous
	City of Faribault		41.59	
0	CivicPlus	101-41350-410-43095	8,474.19	Website Hosting and Updates/Support

Check Numb	Last Name	Acct 1	Amount	Description
	CivicPlus		8,474.19	
0	CL Bensen Company Inc	101-45122-450-42230	160.32	HVAC Air Filters
0	CL Bensen Company Inc	101-45122-450-42230	80.16	HVAC Air Filters
	CL Bensen Company Inc		240.48	
179482	Community Co-op Oil Assn	101-43126-430-42110	27.00	Propane Cylinder Exchange
	Community Co-op Oil Assn		27.00	
179483	Consolidated Communications	601-49430-000-43250	69.20	Water Plant DSL w/Static IP
179483	Consolidated Communications	101-41110-410-43250	12.78	Council Chambers TV Services
	Consolidated Communications		81.98	
179484	CRDVOTF	101-42121-420-43130	4,500.00	Annual Membership for 2024
	CRDVOTF		4,500.00	
179485	Cross Richard	601-00000-000-20200	61.76	Refund Check 024816-000, 1622 4 St NW
	Cross Richard		61.76	
0	Culligan	101-45122-450-42110	113.00	Softener Salt and Rust Remover Salt
0	Culligan	101-45200-450-42110	211.25	Softener Salt and Rust Remover Salt
0	Culligan	101-45126-450-42110	144.00	Softener Salt
0	Culligan	101-41940-410-44160	96.60	Water Equipment Rental 1/1/24-1/31/24
	Culligan		564.85	
0	Dakota Supply Group	601-49430-000-42110	3,083.21	Watermain Supplies
0	Dakota Supply Group	601-49430-000-42110	2,097.49	Watermain Supplies
0	Dakota Supply Group	601-49430-000-42110	1,242.51	Valve for Pressure Filter
	Dakota Supply Group		6,423.21	
179486	DeGrood Shane	601-00000-000-20200	118.49	Refund Check 019127-000, 2412 Johnny Ridge Rd
	DeGrood Shane		118.49	
179487	Deputy Registrar	101-42110-420-44390	16.25	Registration / #5

Check Numb	Last Name	Acct 1	Amount	Description
179488	Deputy Registrar	101-42110-420-44390	21.25	Tabs / Cargo Trailer
	Deputy Registrar		37.50	
0	Dillon David	101-42110-420-43310	30.00	Lunch Per Diem / MSCIC Conference
	Dillon David		30.00	
0	E O Johnson Company Inc-Dallas	101-45500-450-44160	376.83	Lanier IM C2500 Copier
0	E O Johnson Company Inc-Dallas	101-45110-450-44160	270.83	Copier Lease Payment
	E O Johnson Company Inc-Dallas		647.66	
179489	Emergency Apparatus Maintenance Inc	101-42220-420-42210	307.06	Water Tank Transducer #2115
	Emergency Apparatus Maintenance Inc		307.06	
0	Empower Retirement-HCSP	101-00000-000-21720	1,442.49	PR Batch 00526.12.2023 Health Care Savings Plan 357
	Empower Retirement-HCSP		1,442.49	
0	Erickson Isaac	101-45200-450-42170	156.46	Safety Glasses Reimbursement
	Erickson Isaac		156.46	
179490	Fareway Stores Inc #126	101-41940-410-42115	39.96	Coffee
179490	Fareway Stores Inc #126	101-41800-410-44382	63.95	Employee Appreciation Lunch
179490	Fareway Stores Inc #126	101-41800-410-44382	199.97	Employee Appreciation Lunch
179490	Fareway Stores Inc #126	101-41800-410-44382	10.98	Ranch Dressing-Employee Xmas Appreciation
179490	Fareway Stores Inc #126	101-45110-450-42115	7.96	Coffee Creamer
	Fareway Stores Inc #126		322.82	
179491	Faribault Ace Hardware	602-49480-000-42230	14.38	Softener Salt
179491	Faribault Ace Hardware	602-49480-000-42410	559.99	Water Softener
179491	Faribault Ace Hardware	101-45200-450-42110	26.66	Tape/RV Antifreeze
179491	Faribault Ace Hardware	101-45122-450-42230	16.01	Mouse Traps and Metal Repair Tape
179491	Faribault Ace Hardware	602-49480-000-42110	18.43	Bolts
179491	Faribault Ace Hardware	602-49480-000-42110	43.20	Bolts
179491	Faribault Ace Hardware	101-45122-450-42110	30.57	Cleaner - Trash Bags - Water Nozzle
179491	Faribault Ace Hardware	602-49480-000-42110	35.96	Cleaning Supplies
179491	Faribault Ace Hardware	101-45122-450-42110	41.36	Paint Brushes
179491	Faribault Ace Hardware	602-49480-000-42110	46.24	Cleaning Supplies & Super Glu

Check Numb	Last Name	Acct 1	Amount	Description
179491	Faribault Ace Hardware	601-49430-000-42110	8.98	Plastic Pail
179491	Faribault Ace Hardware	602-49480-000-42110	26.92	Plumbing Supplies
179491	Faribault Ace Hardware	101-45122-450-42230	2.51	Elbow Tube Fitting
179491	Faribault Ace Hardware	602-49480-000-42110	41.41	Plumbing Supplies
179491	Faribault Ace Hardware	101-45122-450-42110	6.82	Rubber Leg Caps for Table
	Faribault Ace Hardware		919.44	
179492	Faribault Area Chamber of Commerce	101-41110-410-44384	8,865.93	Lodging Taxes-November
	Faribault Area Chamber of Commerce		8,865.93	
179493	Faribault Daily News	101-42110-420-44330	240.75	Yearly Subscription Renewal
	Faribault Daily News		240.75	
0	Faribault Fleet Supply Inc	601-49430-000-42110	18.57	Adhesive and Brush
0	Faribault Fleet Supply Inc	101-43121-430-42110	28.64	Chainsaw Supplies
0	Faribault Fleet Supply Inc	101-45200-450-42210	3.58	Fuel Line Hose
0	Faribault Fleet Supply Inc	601-49430-000-42110	3.99	Rod Coupler
0	Faribault Fleet Supply Inc	101-45200-450-42110	18.48	Jig Saw Blades/ Wood Glue
	Faribault Fleet Supply Inc		73.26	
179494	Faribault Ice Arena Association	431-45200-450-45400	100,000.00	Chiller Replacement Project - Payment #1
179494	Faribault Ice Arena Association	101-45130-450-43090	7,035.00	December Skating Hours
	Faribault Ice Arena Association		107,035.00	
179495	Faribault Investments LLC	601-00000-000-20200	20.05	Refund Check 014223-003, 127 14 St NW
	Faribault Investments LLC		20.05	
179496	Faribault Rental Equipment Inc	101-45200-450-44160	64.80	Lift Rental
	Faribault Rental Equipment Inc		64.80	
179497	FARO Technologies Inc	101-00000-000-15500	2,750.00	Scene 3D Point Cloud Software 3 Years-Public Safety Funds
179497	FARO Technologies Inc	101-42110-420-43095	1,375.00	Scene 3D Point Cloud Software 3 Years-Public Safety Funds
179497	FARO Technologies Inc	101-42110-420-42410	1,658.73	Camera - Camera Mount (Public Safety Funds)
179497	FARO Technologies Inc	101-42110-420-42410	31,117.95	Scanner/Tripod-Public Safety Funds
179497	FARO Technologies Inc	101-00000-000-15500	5,270.00	Maintenance Contract 3 Years-Public Safety Funds

Check Numb	Last Name	Acct 1	Amount	Description
	FARO Technologies Inc		42,171.68	
179498	Faul Kiri Ann	101-42220-420-43090	400.00	Firefighter Wellness - Donated Funds
179498	Faul Kiri Ann	101-42110-420-43090	800.00	Officer Wellness - Donated Funds
	Faul Kiri Ann		1,200.00	
179499	Ferguson Waterworks #2518	602-49450-000-42170	209.93	Gloves
179499	Ferguson Waterworks #2518	601-49430-000-42410	3,214.19	Milwaukee Power Tools
	Ferguson Waterworks #2518		3,424.12	
0	Fette Electronics Inc	101-45110-450-42110	600.00	Sauna and Fitness Room Key Cards
0	Fette Electronics Inc	601-49430-000-44010	384.00	Monthly Monitoring Sprinkler System 2024
	Fette Electronics Inc		984.00	
0	Gliem Brandon	101-42110-420-43310	30.00	Lunch Per Diem / MSCIC Conference
	Gliem Brandon		30.00	
0	Godfather's Pizza	101-45500-450-43130	71.18	J/YA Programming
	Godfather's Pizza		71.18	
179500	Goerdt Aaron	601-00000-000-20200	121.27	Refund Check 022228-000, 301 Frink Ave
	Goerdt Aaron		121.27	
0	Gopher State One Call	603-49500-000-43090	25.20	One Call Locate Tickets December 2023
0	Gopher State One Call	602-49450-000-43090	25.20	One Call Locate Tickets December 2023
0	Gopher State One Call	601-49430-000-43090	25.20	One Call Locate Tickets December 2023
	Gopher State One Call		75.60	
179501	Graf Christine	101-00000-000-20810	5.84	Refund - Sales Tax
179501	Graf Christine	101-00000-000-20816	0.43	Refund Rice County Tax
179501	Graf Christine	101-00000-450-34793	85.00	Refund - Fitness Membership
	Graf Christine		91.27	
0	Grainger Inc	101-45122-450-42410	275.05	Utility Cart

Check Numb	Last Name	Acct 1	Amount	Description
	Grainger Inc		275.05	
179502	Greater Minnesota Parks & Trails	101-45110-450-44330	250.00	2024 Membership Dues
	Greater Minnesota Parks & Trails		250.00	
0	Hawkins Inc	602-49480-000-42160	11,845.78	Ferric Phos Removal
0	Hawkins Inc	601-49430-000-42160	7,563.90	Ammonia Sodium/ Permanganate Sodium/ Silicate Fluoride
0	Hawkins Inc	601-49430-000-42160	4,204.00	Sodium Permanganate Sodium Silicate
	Hawkins Inc		23,613.68	
179503	HD Supply Inc	602-49450-000-42210	225.35	Tiger Tail for Vactor
	HD Supply Inc		225.35	
179504	Healy Construction Company Inc	101-45200-450-44010	4,100.00	Door and Frame Replacement
	Healy Construction Company Inc		4,100.00	
179505	Heartland Animal Hospital	101-42700-420-43090	468.00	Care of Strays
	Heartland Animal Hospital		468.00	
179506	Heselton Construction LLC	601-49430-000-44050	3,725.00	Hydrant Relocate 21st St NW/Watermain Break 3rd St NE
	Heselton Construction LLC		3,725.00	
0	Hiawathaland Transit	101-00000-000-20400	364.50	Bus Token Sales - December
	Hiawathaland Transit		364.50	
179507	Hillyard Hutchinson	101-42110-420-42230	154.14	Enmotion Towels - Tissue
179507	Hillyard Hutchinson	101-42110-420-42230	352.82	Trash Liners - Enmotion Towels - Tissue
	Hillyard Hutchinson		506.96	
0	Holm Connie	101-42110-420-43310	15.00	Lunch Per Diem / PLEAA Networking Lunch
	Holm Connie		15.00	
179508	Houston Engineering Inc	603-49500-000-43090	1,500.00	MS4 Software Subscription 2024

Check Numb	Last Name	Acct 1	Amount	Description
	Houston Engineering Inc		1,500.00	
179509	Howmedica Osteonics Corp	101-42110-420-42110	452.40	AED Pads
	Howmedica Osteonics Corp		452.40	
0	Imperial Supplies Holdings Inc	602-49480-000-42410	130.00	Bench Grinder
	Imperial Supplies Holdings Inc		130.00	
0	Innovative Office Solutions LLC	101-41940-410-42010	772.80	Copy Paper for City Hall - 16 Cases
0	Innovative Office Solutions LLC	101-42124-420-42010	38.78	Stacker Trays - Pens
0	Innovative Office Solutions LLC	101-45110-450-42010	21.13	Markers/Toothpicks/Calendar
0	Innovative Office Solutions LLC	101-45110-450-42010	11.76	Markers
0	Innovative Office Solutions LLC	101-45110-450-42010	360.89	Receipt Paper - Markers - Wall Calendar Board - Post Its
	Innovative Office Solutions LLC		1,205.36	
0	Insty-Prints	101-45110-450-42030	52.25	Business Cards
	Insty-Prints		52.25	
0	Internal Revenue Service	101-00000-000-21703	17,451.45	PR Batch 00526.12.2023 FICA Employer
0	Internal Revenue Service	101-00000-000-21703	17,451.45	PR Batch 00526.12.2023 FICA Employee
0	Internal Revenue Service	101-00000-000-21704	6,337.51	PR Batch 00526.12.2023 Medicare Employer
0	Internal Revenue Service	101-00000-000-21704	6,337.51	PR Batch 00526.12.2023 Medicare Employee
0	Internal Revenue Service	101-00000-000-21701	42,047.03	PR Batch 00526.12.2023 Federal Income Tax
	Internal Revenue Service		89,624.95	
0	Iowa Pump Works Inc	101-45127-450-44010	2,042.91	Lift Station Repairs
	Iowa Pump Works Inc		2,042.91	
0	Kimley-Horn and Associates Inc	601-49430-000-45300	4,248.05	Watermain Crossing 2023-09 Thru 11/30/23
0	Kimley-Horn and Associates Inc	404-45200-450-45200	117,653.01	Viaduct Park Planning
	Kimley-Horn and Associates Inc		121,901.06	
0	Larson Anthony	101-42123-420-43310	30.00	Lunch Per Diem / MSCIC Conference

Check Numb	Last Name	Acct 1	Amount	Description
	Larson Anthony		30.00	
179510	Laube Darryl & Alicia	290-46500-462-44600	2,300.00	Downtown Commercial Rehab Program
	Laube Darryl & Alicia		2,300.00	
179511	Leads Online	101-42110-420-43095	4,037.00	Investigation System Package (Pawn Minnesota)
	Leads Online		4,037.00	
0	Lexipol LLC	101-42110-420-43095	15,718.27	Annual Policy/Supplemental Manuals/Procedures for 2024
	Lexipol LLC		15,718.27	
179512	Library Ideas LLC	101-45500-450-43131	48.36	Read Out Loud Audio Book
	Library Ideas LLC		48.36	
179513	Loffler Companies Inc	602-49480-000-44045	30.48	Waste Water Print Fee
179513	Loffler Companies Inc	101-41800-410-44045	4.45	HR Print Fee
179513	Loffler Companies Inc	101-42110-420-44045	4.11	Police Administration Print Fee
179513	Loffler Companies Inc	101-45126-450-44045	0.01	Washington Rec Center Print Fee
179513	Loffler Companies Inc	101-41320-410-44045	1.67	Administration Print Fee
179513	Loffler Companies Inc	101-43126-430-44045	0.73	Public Works Maintenance Shop Print Fee
179513	Loffler Companies Inc	101-45110-450-44045	3.18	Community Center Back Desk/Paul Print Fee
179513	Loffler Companies Inc	101-42110-420-44045	3.71	Police Investigations Print Fee
179513	Loffler Companies Inc	101-45500-450-44045	2.41	Library Print Fee
179513	Loffler Companies Inc	101-42124-420-44045	11.13	Police Records & Evidence Print Fee
179513	Loffler Companies Inc	902-00000-000-23935	224.29	Print Subscription 11/27/23-12/26/23
179513	Loffler Companies Inc	101-45200-450-44045	0.05	Parks Print Fee
179513	Loffler Companies Inc	602-49450-000-44045	0.97	Utilities Desk in Back Print Fee
179513	Loffler Companies Inc	101-41510-410-44045	55.82	Finance Print Fee
179513	Loffler Companies Inc	902-00000-000-23935	-224.29	Print Subscription 11/27/23-12/26/23
179513	Loffler Companies Inc	101-43121-430-44045	0.02	Sign Shop Print Fee
179513	Loffler Companies Inc	101-42123-420-44045	105.55	Police Patrol Print Fee
179513	Loffler Companies Inc	101-41910-410-44160	56.13	Copier Charges 1/1/24 - 1/31/24
179513	Loffler Companies Inc	101-41940-410-44160	424.46	Copier Fees
179513	Loffler Companies Inc	101-42210-420-44160	27.41	Copier Charges 12/01/2023 to 12/31/2023
179513	Loffler Companies Inc	240-46210-460-44160	56.13	Copier Charges 1/1/24 - 1/31/24
	Loffler Companies Inc		788.42	

Check Numb	Last Name	Acct 1	Amount	Description
179514	Macheel Devon & Breanna	601-00000-000-20200	108.92	Refund Check 024169-000, 302 1 Ave SW
	Macheel Devon & Breanna		108.92	
0	MacQueen Equipment LLC	101-42220-420-42170	21,891.15	6 Sets of Turnout Gear
0	MacQueen Equipment LLC	602-49450-000-42210	3,777.52	Vactor Suction Hose
0	MacQueen Equipment LLC	101-42220-420-42210	56.08	MSA Parts
	MacQueen Equipment LLC		25,724.75	
0	Mantronics Mailing Systems Inc	101-41940-410-42110	184.00	Postage Machine Ink Cartridge
	Mantronics Mailing Systems Inc		184.00	
0	Matejcek Implement Company	101-45200-450-42210	7.76	Fittings/Capnuts/Plug
	Matejcek Implement Company		7.76	
0	McCarthy-Cray Brandon	101-42123-420-43310	135.00	Lunch Per Diem / DRE School
	McCarthy-Cray Brandon		135.00	
0	McNeilus Steel Inc	601-49430-000-42170	506.00	Metal For Safety Guards
	McNeilus Steel Inc		506.00	
179515	Menards	101-45130-450-42410	1,246.19	Shelving for Adult Sports Equipment
	Menards		1,246.19	
0	Met-Con Construction Inc	437-41940-410-45200	124,299.90	City Hall Renovations - Payment #1
	Met-Con Construction Inc		124,299.90	
0	Metronet Holdings LLC	240-46210-460-43250	342.12	Hosted Phone System-Robinwood
0	Metronet Holdings LLC	101-41580-410-43250	811.22	Hosted Phone System
0	Metronet Holdings LLC	101-43110-430-43250	294.87	Hosted Phone System
0	Metronet Holdings LLC	101-45126-450-43250	251.02	Hosted Phone System
0	Metronet Holdings LLC	101-42210-420-43250	287.87	Hosted Phone System
0	Metronet Holdings LLC	603-49500-000-43250	19.93	Hosted Phone System
0	Metronet Holdings LLC	101-41110-410-43250	29.33	Hosted Phone System
0	Metronet Holdings LLC	101-45200-450-43250	59.78	Hosted Phone System
0	Metronet Holdings LLC	101-42121-420-43250	160.66	Hosted Phone System

Check Numb	Last Name	Acct 1	Amount	Description
0	Metronet Holdings LLC	225-49810-430-43250	205.76	Hosted Phone System
0	Metronet Holdings LLC	240-46210-460-43250	227.50	Hosted Phone System
0	Metronet Holdings LLC	101-45110-450-43250	450.55	Hosted Phone System
0	Metronet Holdings LLC	602-49450-000-43250	49.26	Hosted Phone System
0	Metronet Holdings LLC	101-41800-410-43250	69.20	Hosted Phone System
0	Metronet Holdings LLC	101-42700-420-43250	85.60	Hosted Phone System
0	Metronet Holdings LLC	601-49430-000-43250	410.38	Hosted Phone System
0	Metronet Holdings LLC	101-42110-420-43250	879.33	Hosted Phone System
0	Metronet Holdings LLC	602-49480-000-43250	381.71	Hosted Phone System
0	Metronet Holdings LLC	101-41320-410-43250	39.86	Hosted Phone System
0	Metronet Holdings LLC	101-42123-420-43250	641.58	Hosted Phone System
0	Metronet Holdings LLC	902-00000-000-23935	8,330.89	Hosted Phone System
0	Metronet Holdings LLC	101-41910-410-43250	39.86	Hosted Phone System
0	Metronet Holdings LLC	101-41510-410-43250	128.98	Hosted Phone System
0	Metronet Holdings LLC	101-41940-410-43250	623.20	Hosted Phone System
0	Metronet Holdings LLC	101-43190-430-43250	213.61	Hosted Phone System
0	Metronet Holdings LLC	101-45125-450-43250	553.83	Hosted Phone System
0	Metronet Holdings LLC	101-43126-430-43250	115.04	Hosted Phone System
0	Metronet Holdings LLC	101-45500-450-43250	601.13	Hosted Phone System
0	Metronet Holdings LLC	101-42400-420-43250	59.78	Hosted Phone System
0	Metronet Holdings LLC	101-43121-430-43250	157.19	Hosted Phone System
0	Metronet Holdings LLC	101-42124-420-43250	140.74	Hosted Phone System
0	Metronet Holdings LLC	902-00000-000-23935	-8,330.89	Hosted Phone System
	Metronet Holdings LLC		8,330.89	
0	Midwest Tape LLC	101-45500-450-42192	14.24	Audio/Visual
0	Midwest Tape LLC	101-45500-450-42192	12.74	Audio/Visual
0	Midwest Tape LLC	101-45500-450-42192	35.98	Audio/Visual
0	Midwest Tape LLC	101-45500-450-43096	509.17	Hoopla
	Midwest Tape LLC		572.13	
179516	Minnesota Chiefs of Police Association	101-42110-420-42030	77.00	Permit to Purchase Cards
	Minnesota Chiefs of Police Association		77.00	
0	Minnesota Child Support Payment Center	101-00000-000-21716	711.11	PR Batch 00526.12.2023 Child Support
	Minnesota Child Support Payment Center		711.11	
0	Minnesota Department of Revenue	101-00000-000-21702	18,544.47	PR Batch 00526.12.2023 State Income Tax

Check Numb	Last Name	Acct 1	Amount	Description
	Minnesota Department of Revenue		18,544.47	
179517	Minnesota State Fire Department Association	101-42210-420-44330	495.00	2024 MSFDA Membership Dues
	Minnesota State Fire Department Association		495.00	
0	Minnesota Valley Testing Labs Inc	602-49480-000-43090	223.30	SIU Lab Testing
0	Minnesota Valley Testing Labs Inc	602-49480-000-43090	223.30	SIU Lab Testing
0	Minnesota Valley Testing Labs Inc	602-49480-000-43090	456.50	SIU Lab Testing
0	Minnesota Valley Testing Labs Inc	602-49480-000-43090	184.14	SIU Lab Testing
0	Minnesota Valley Testing Labs Inc	602-49480-000-43090	223.30	SIU Lab Testing
	Minnesota Valley Testing Labs Inc		1,310.54	
0	Mission Filtration LLC	602-49480-000-42210	1,049.60	Air Handling Filters
	Mission Filtration LLC		1,049.60	
179473	Mission Square 303492	101-00000-000-21706	50.00	PR Batch 00526.12.2023 Mission Square
	Mission Square 303492		50.00	
179518	MNIAAI	101-42210-420-44330	25.00	Membership Renewal Thru 12/31/2024
	MNIAAI		25.00	
0	Monsido LLC	101-41350-410-43095	5,000.00	Software-Website Monitoring to Improve Accessibility
	Monsido LLC		5,000.00	
0	Motor Parts & Equipment Corp	602-49480-000-42210	25.14	Filter Unit 115
0	Motor Parts & Equipment Corp	602-49480-000-42210	101.64	Air Exchanger Belts
0	Motor Parts & Equipment Corp	101-45200-450-42210	7.74	Electrical Terminals
	Motor Parts & Equipment Corp		134.52	
179519	MSCIC	101-42110-420-43140	300.00	2024 Conference / D Dillon and B Gliem
179519	MSCIC	101-42123-420-43310	200.00	2024 Conference / T Larson (Mn So Central Investigators)
	MSCIC		500.00	
0	Municipal Emergency Services Inc	101-42220-420-44045	75.00	FireProX Repair

Check Numb	Last Name	Acct 1	Amount	Description
	Municipal Emergency Services Inc		75.00	
179520	National Business Furniture LLC	437-41940-410-44050	9,587.46	City Hall Renovation - Table/Lounge Chairs
	National Business Furniture LLC		9,587.46	
179521	Olympic Fire Protection Corporation	101-41940-410-44010	205.00	2023 Annual Inspection - City Hall
	Olympic Fire Protection Corporation		205.00	
0	Orchard Trust Company	101-00000-000-21706	2,557.00	PR Batch 00526.12.2023 Roth Deferred Compensation
0	Orchard Trust Company	101-00000-000-21706	9,176.00	PR Batch 00526.12.2023 MN Deferred Comp
	Orchard Trust Company		11,733.00	
179522	Owatonna People's Press	101-45500-450-42191	245.95	Newspaper Subscription for 2024
	Owatonna People's Press		245.95	
0	Paape Companies Inc	101-45500-450-44010	3,581.88	Replaced Pump
0	Paape Companies Inc	101-45122-450-44010	150.00	Repaired Return Grill in Gym
0	Paape Companies Inc	101-45500-450-44010	1,385.25	Installed Filter on Boiler System - Library
0	Paape Companies Inc	101-45122-450-44010	55.00	Adjusted Programs for RTU
0	Paape Companies Inc	601-49430-000-44010	527.02	Controller Replacement 1200 Belview Trail
0	Paape Companies Inc	101-43121-430-44010	5,064.02	Controller Replacement 1200 Belview Trail
0	Paape Companies Inc	602-49450-000-44010	527.02	Controller Replacement 1200 Belview Trail
0	Paape Companies Inc	603-49500-000-44010	74.94	Controller Replacement 1200 Belview Trail
0	Paape Companies Inc	101-45122-450-44010	621.50	Repaired RTU Control/Outdoor Air Damper Family Changing Rooms
	Paape Companies Inc		11,986.63	
0	Pantheon Computer Systems Inc	101-41580-410-43090	10,500.00	January IT Services
	Pantheon Computer Systems Inc		10,500.00	
179523	Parks & Trails Council	101-45110-450-44330	35.00	2023 Membership Renewal
	Parks & Trails Council		35.00	
0	Public Employees Retirement Association	101-00000-000-21705	18,109.61	PR Batch 00526.12.2023 PERA Coordinated
0	Public Employees Retirement Association	101-00000-000-21705	17,628.36	PR Batch 00526.12.2023 PERA Police & Fire
0	Public Employees Retirement Association	101-00000-000-21705	26,442.52	PR Batch 00526.12.2023 PERA Police & Fire

Check Numb	Last Name	Acct 1	Amount	Description
0	Public Employees Retirement Association	101-00000-000-21705	20,895.74	PR Batch 00526.12.2023 PERA Coordinated
	Public Employees Retirement Association		83,076.23	
0	Real Estate Publishing Corporation	290-46500-462-44330	10,000.00	Annual Dues to Mn Real Estate Journal
	Real Estate Publishing Corporation		10,000.00	
179524	RTVision Inc	101-43190-430-43095	5,000.00	2024-2025 One Office License Renewal
	RTVision Inc		5,000.00	
179525	Safety-Kleen Systems Inc	101-43126-430-42110	103.15	Parts Washer Service
	Safety-Kleen Systems Inc		103.15	
0	Schirmer Walter D	101-45126-450-43090	75.00	Snow Removal
0	Schirmer Walter D	101-45200-450-43090	365.00	Snow Removal
	Schirmer Walter D		440.00	
179526	Schweisthal Nicole	101-00000-450-34700	80.00	Refund - Skating Lessons - Liliana
179526	Schweisthal Nicole	101-00000-450-34700	80.00	Refund - Skating Lessons - Luka
	Schweisthal Nicole		160.00	
179527	SEMLM	101-41110-410-44330	50.00	Annual Dues
	SEMLM		50.00	
179528	SESAC LLC	101-45110-450-43090	581.00	2024 License Fee
	SESAC LLC		581.00	
179529	Sign Solutions USA, LLC	101-43170-430-42240	526.02	Street Sign Tape
	Sign Solutions USA, LLC		526.02	
179530	Smith Real Estate LLC	601-00000-000-20200	76.00	Refund Check 025574-000, 1512 9 Ave SW Apt C
	Smith Real Estate LLC		76.00	
179531	Stantec Consulting Services Inc	401-43121-430-43090	5,261.02	Pedestrian Bridge Inspection

Check Numb	Last Name	Acct 1	Amount	Description
	Stantec Consulting Services Inc		5,261.02	
179532	Star Sports & Apparel LLC	101-41940-410-42180	10.00	City Logo Stitching
179532	Star Sports & Apparel LLC	101-41580-410-42180	32.00	LeAnna-IT Clothes
179532	Star Sports & Apparel LLC	101-42220-420-43090	8.00	Engraving
179532	Star Sports & Apparel LLC	101-42110-420-43130	1,058.75	T-Shirts - Medals / Ballen in the 'Bault -Community Funds Donat
179532	Star Sports & Apparel LLC	101-41350-410-42180	67.75	City-Branded Pullover and Vest
	Star Sports & Apparel LLC		1,176.50	
179533	States Manufacturing Corporation	602-49480-000-44045	1,000.00	Generator Maintenance
	States Manufacturing Corporation		1,000.00	
179534	Strong Foundations Investment Properties LLC	601-00000-000-20200	19.80	Refund Check 025721-000, 418 Willow St
	Strong Foundations Investment Properties LLC		19.80	
0	Utility Consultants Inc	602-49480-000-43090	702.92	Lab Testing
	Utility Consultants Inc		702.92	
179535	Verizon Wireless	902-00000-000-23935	3,472.48	Monthly Phone Bill-December
179535	Verizon Wireless	602-49450-000-43210	243.72	Cell Phone Service - Sewer Collection
179535	Verizon Wireless	101-41350-410-43210	41.23	Cell Phone Service - Communications
179535	Verizon Wireless	601-49430-000-43210	283.73	Cell Phone Service - Water Distribution
179535	Verizon Wireless	101-41940-410-43210	82.46	Cell Phone Service - Building Maintenance
179535	Verizon Wireless	101-42220-420-43210	123.69	Cell Phone Service - Fire Suppression
179535	Verizon Wireless	101-41510-410-43210	82.46	Cell Phone Service - Finance
179535	Verizon Wireless	101-45110-450-43210	139.15	Cell Phone Service - Parks & Rec
179535	Verizon Wireless	603-49500-000-43210	81.24	Cell Phone Service - Storm Water Utility
179535	Verizon Wireless	902-00000-000-23935	-3,472.48	Monthly Phone Bill-December
179535	Verizon Wireless	101-42210-420-43210	41.23	Cell Phone Service - Fire Administration
179535	Verizon Wireless	101-45500-450-43210	41.23	Cell Phone Service - Library
179535	Verizon Wireless	101-42400-420-43210	284.95	Cell Phone Service - Building Codes
179535	Verizon Wireless	101-45200-450-43210	40.01	Cell Phone Service - Parks
179535	Verizon Wireless	101-42121-420-43210	247.38	Cell Phone Service - Investigations
179535	Verizon Wireless	101-43190-430-43210	41.23	Cell Phone Service - Engineering
179535	Verizon Wireless	101-42700-420-43210	164.92	Cell Phone Service - Special Services
179535	Verizon Wireless	101-42110-420-43210	164.92	Cell Phone Service - Police Administration
179535	Verizon Wireless	101-41580-410-43210	94.46	Cell Phone Service - IT
179535	Verizon Wireless	101-42123-420-43210	1,152.00	Cell Phone Service - Patrol

Check Numb	Last Name	Acct 1	Amount	Description
179535	Verizon Wireless	101-43121-430-43210	41.23	Cell Phone Service - Streets
179535	Verizon Wireless	101-43110-430-43210	81.24	Cell Phone Service - PW Admin
	Verizon Wireless		3,472.48	
179536	Wal-Mart	101-45122-450-42110	23.22	Central Park Event Hot Chocolate
179536	Wal-Mart	101-45140-450-42110	146.02	Father Daughter Dance Supplies
179536	Wal-Mart	101-45140-450-42110	36.22	Father Daughter Dance Supplies
	Wal-Mart		205.46	
0	WT.Cox Information Services	101-45500-450-42191	6,080.30	Magazine Subscriptions
	WT.Cox Information Services		6,080.30	
179537	Xcel Energy	101-43160-430-43810	31.55	51-0297296-3 - 1990A Lyndale Ave N
179537	Xcel Energy	101-45200-450-43810	109.70	51-8498418-5 - 1800 Alexander Dr
179537	Xcel Energy	101-43160-430-43810	19,779.22	Street Lighting
	Xcel Energy		19,920.47	
			1,046,325.60	

Request for Council Action

TO:	Mayor and City Council
THROUGH:	
FROM:	Tim Murray, City Administrator
MEETING DATE:	January 9, 2024
SUBJECT:	Resolution 2024-001 Approve Designation of Official Newspaper

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Background:
Section 12.01 of the Faribault City Charter states that:

"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."

The attached resolution designates the Faribault Daily News as the City's official newspaper for 2024.

Recommendation:
Approve Resolution 2024-001

Attachments:
1. Resolution 2024-001 Approve Designation of Official Newspaper

State of Minnesota
County of Rice

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

Request for Council Action

TO:	Mayor and City Council
THROUGH:	
FROM:	Tim Murray, City Administrator
MEETING DATE:	January 9, 2024
SUBJECT:	Resolution 2024-002 Approve City Administrator Purchasing and Contracting Authority

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Background:

Section 6.05 of the Faribault City Charter requires that the amount for the City Administrator's purchasing and contracting authority be established at least annually by resolution. In 2023, the amount was set at $25,000 for purchases included in the approved 2023 Budget and/or Capital Improvement Plan, and remaining at $10,000 otherwise. Per discussion at the January 2, 2024 Council Work Session, the amounts for 2024 shall remain the same, and are outlined as such in the attached resolution.

Recommendation:

Approve Resolution 2024-002

Attachments:

1. Resolution 2024-002 Approve City Administrator Purchasing and Contracting Authority

State of Minnesota
County of Rice

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 $25,000 for items included in the approved 2023 Budget and/or 2023 Capital Improvement Plan and $10,000 otherwise 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 2024 Budget and/or 2024 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

Request for Council Action

TO:	Mayor and City Council
THROUGH:	
FROM:	Tim Murray, City Administrator
MEETING DATE:	January 9, 2024
SUBJECT:	Resolution 2024-003 Appoint Deputy City Administrator

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Background:

In order to have a designated individual available to act in the City Administrator's absence, the Council annually appoints a Deputy City Administrator. For 2024, I am recommending that the City Council appoint Mark Duchene, Director of Engineering Services/City Engineer, to this position. When he would serve as the Acting City Administrator, he would receive additional compensation in the amount of $100 per day in accordance with the attached resolution.

Recommendation:

Approve Resolution 2024-003

Attachments:

1. Resolution 2024-003 Appoint Deputy City Administrator

State of Minnesota
County of Rice

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

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Kevin F. Voracek, Mayor

ATTEST:

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Timothy C. Murray, City Administrator

Request for Council Action

TO:	Mayor and City Council
THROUGH:	Tim Murray, City Administrator
FROM:	Jeanne Schmuck, Finance Director
MEETING DATE:	January 9, 2024
SUBJECT:	Resolution 2024-004 Approve Designation of Authorized Signers, Official Depository and Broker/Dealers for City of Faribault

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Background:

In accordance with the Minn. Stat. 118A, and the City's Investment Policy, the Council is required to annually designate individuals as official signers and banking and financial institutions as official depositories and broker/dealers for the City for 2024. The banking and financial institutions proposed for these designations on the attached resolution.

Recommendation:

Approve Resolution 2024-004 Designation of Authorized Signers, Official Depository and Broker/Dealers for City of Faribault.

Attachments:

1. Resolution 2024-004 Approve Designation of Authorized Signers Official Depository and Broker Dealers for City of Faribault

State of Minnesota
County of Rice

CITY OF FARIBAULT

RESOLUTION #2024-004

APPROVE DESIGNATION OF AUTHORIZED SIGNERS, OFFICIAL DEPOSITORY AND BROKER/DEALERS FOR CITY OF FARIBAULT

WHEREAS, Minnesota State Statute 118A, and the City's Investment Policy requires that the City designate authorized signers and official depositories; and

WHEREAS, the listed financial institutions have agreed to follow the City of Faribault Investment Policy and have provided adequate collateralization for City funds.

NOW, THEREFORE BE IT RESOLVED, that the following individuals be designated as official signers for the City of Faribault:

Timothy C. Murray, City Administrator
Jeanne M. Schmuck, Finance Director
Ann M. Remold, Assistant Finance Director

ALSO, BE IT RESOLVED, that the following financial institutions be designated as depositories for the City of Faribault:

Citizens Community Federal
State Bank of Faribault
Wells Fargo Bank

ALSO, BE IT RESOLVED, that the following institutions be designated as broker/dealers for the investment of City funds:

RBC Capital Market, LLC.
Oppenheimer & Co. Inc.
League of Minnesota Cities 4M Fund

Date Adopted: January 9, 2024

Faribault City Council

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Kevin F. Voracek, Mayor

ATTEST:

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Timothy C. Murray, City Administrator

Request for Council Action

TO:	Mayor and City Council
THROUGH:	Tim Murray, City Administrator
FROM:	Paul J. Peanasky, Parks and Recreation Director
MEETING DATE:	January 9, 2024
SUBJECT:	Resolution 2024-005 Approve Street Closure and Use of Heritage Park for Straight River Art Festival

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Background:

Straight River Arts will be hosting the Straight River Art Festival on Saturday, May 18, 2024. As they have in past years, they have requested to use Heritage Park with all fees waived. This year, they would also like to close Fourth Street NE from First Avenue NE to Heritage Place, including the roundabout, to use for booths as well. As stated in the attached request, they contacted the area businesses regarding the street closure and received approval. They are requesting use of the park and the street closure from 6:00 a.m. to 6:00 p.m. to allow for preparation and cleanup.

Recommendation:

Approve Resolution 2024-005 as requested.

Attachments:

1. Resolution 2024-005 Approve Street Closure and Use of Heritage Park for Straight River Art Festival
2. Request Letter
3. Map

State of Minnesota
County of Rice

CITY OF FARIBAULT

RESOLUTION #2024-005

APPROVE STREET CLOSURE AND USE OF HERITAGE PARK FOR STRAIGHT RIVER ART FESTIVAL

WHEREAS, Straight River Arts is sponsoring the Straight River Art Festival at Heritage Park and the adjacent roundabout on Saturday, May 18, 2024; and

WHEREAS, the Faribault City Council is supportive of these events; and

WHEREAS, Section 15-57 of the Faribault Code of Ordinances provides for temporary parking restrictions by means of Council resolution.

NOW, THEREFORE BE IT RESOLVED, that Fourth Street NE from First Avenue NE to Heritage Place, including the roundabout, will be closed from 6:00 a.m. to 6:00 p.m. for the Straight River Art Festival on Saturday, May 18, 2024; and

ALSO, BE IT RESOLVED, that Heritage Park will be used from 6:00 a.m. to 6:00 p.m. for the Straight River Art Festival on Saturday, May 18, 2024, with all fees waived.

Date Adopted: January 9, 2024

Faribault City Council

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Kevin F. Voracek, Mayor

ATTEST:

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Timothy C. Murray, City Administrator

STRAIGHT RIVER ART FESTIVAL

To Whom it may concern,

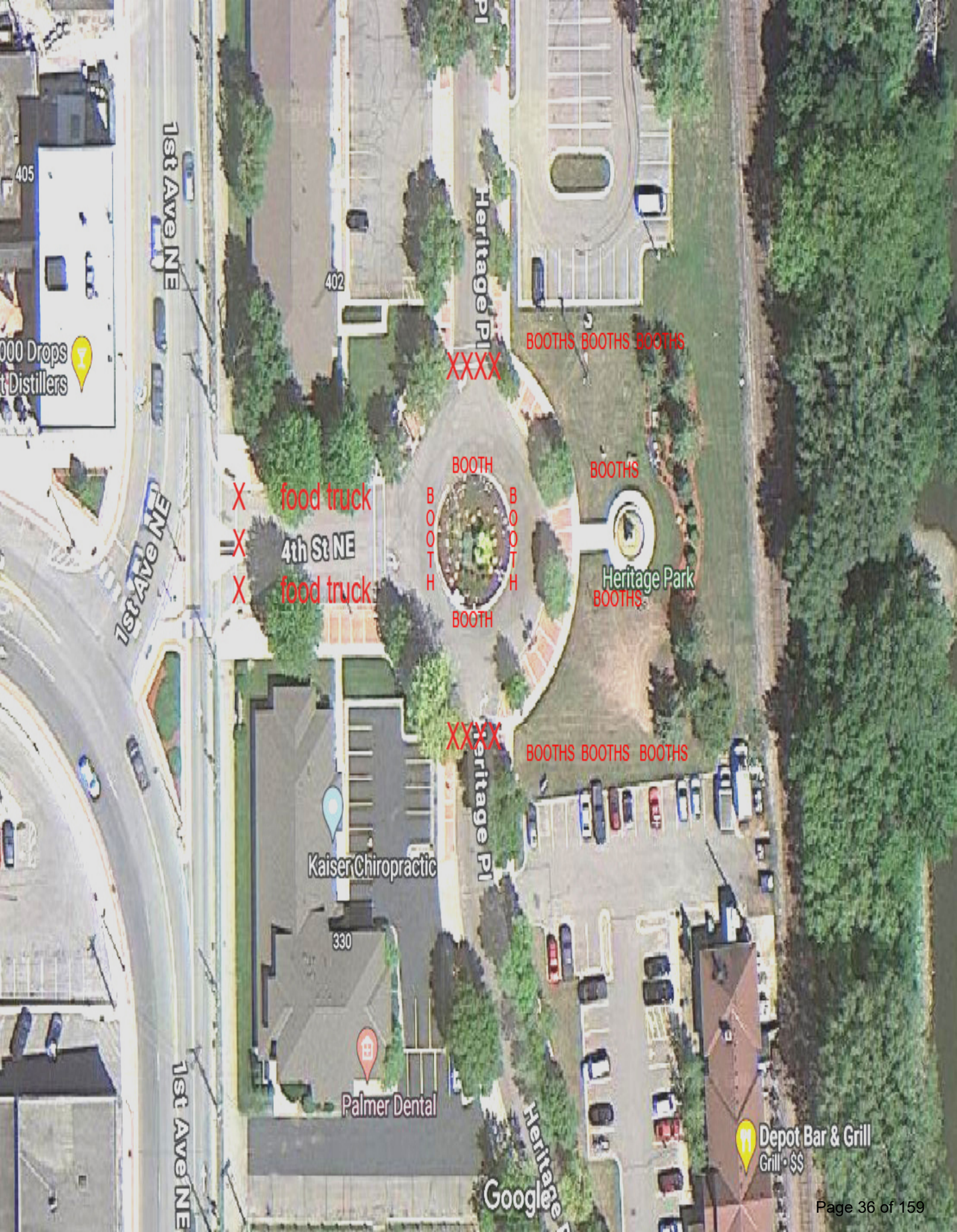
Straight River Art Festival is off to a great start for May 18, 2024 in Heritage Park. We hope you will approve our festival date, place and will support the use of picnic tables and a portapotty. We are growing and our artists have started applying for the festival. This year we would like to expand our grounds in Heritage Park to include the roundabout (traffic circle). A map has been included to share with the area described.

We have canvassed the area businesses and have received an arousing approval. These businesses either surround the traffic circle or are in the general vicinity. And almost all are closed on the date of the festival:
The Depot Restaurant- open, with access to both parking lot entrances from the south.
Gray Companies at 330 Heritage Pl
Cenneidigh, Inc. at 402 Heritage Pl
Midwest Dental at 412 Heritage Pl
KCQ, Inc. at 402 Heritage Pl
American Legion at 112 5th St NE

The map shows are intention to place food trucks up to the curb of 4th St NE and 10x10' booths would hug the center to allow any emergency vehicle to enter if needed:
Emerging Arts- a collaborative group of young artists, ages 14-22
Paradise Center for the Arts- hands on young children's art projects
Information tent

We hope you will consider our plans to close the traffic circle from 6AM to 6PM. We look forward to a great 3rd year at Straight River Art Festival.

Paula Person
Jess Prill
Tami Resler
Straight River Arts 501c3
328 10th St NW
Faribault MN 55021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Request for Council Action

TO:	Mayor and City Council
THROUGH:	Tim Murray, City Administrator
FROM:	Kevin Bushard, Human Resources Director
MEETING DATE:	January 9, 2024
SUBJECT:	Resolution 2024-006 Approve Hiring Receptionist

Background:

Due to a termination, there is a need to fill a Receptionist position at the Community Center. The position was posted from October 27, 2023 to December 14, 2023.

Thirty-nine applications were received for this position. All applications were reviewed and scored. From that review, fifteen applicants were selected for an interview. The interview panel consisted of Devin Pewowaruk, Recreation Coordinator, Kevin O'Brien, Recreation Superintendent, and Paul Peanasky, Parks and Recreation Director. From that interview process, the panel selected Lori Endres as the recommendation for hire.

Resolution 2024-006 recommends the hiring of Lori Endres. Lori would be hired at Grade B Step 1 per the Local 70 CBA for 2022-2024.

Recommendation:

Approve Resolution 2024-006, approving the hiring of Lori Endres as Receptionist.

Attachments:

1. Resolution 2024-006 Approve Hiring Receptionist

State of Minnesota
County of Rice

CITY OF FARIBAULT

RESOLUTION #2024-006

APPROVE HIRING RECEPTIONIST

WHEREAS, the City of Faribault (the "City") presently has a vacant Receptionist position that needs to be filled by a qualified candidate; and

WHEREAS, the City has advertised and interviewed for the Receptionist position with the City; and

WHEREAS, the City Council desires to fill the vacant Receptionist position.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Faribault, Minnesota, that Lori Endres shall be extended an offer of employment to fill the vacant Receptionist position.

Date Adopted: January 9, 2024

Faribault City Council

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Kevin F. Voracek, Mayor

ATTEST:

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Timothy C. Murray, City Administrator

Request for Council Action

TO:	Mayor and City Council
THROUGH:	Tim Murray, City Administrator
FROM:	Kevin Bushard, Human Resources Director
MEETING DATE:	January 9, 2024
SUBJECT:	Resolution 2024-007 Approve Hiring Police Officers

Background:
Due to resignations, there is a need to hire Police Officers within the Police Department. The position has been posted until filled since 2020.

Applicants have been reviewed and scored as they apply for the position. Interview panels consist of Police Officers, Sergeants, Police Administration and Human Resources. From the most recent interview processes, Leonel Garcia Pina, Isaac Caron and Hayleigh Van Heuveln were recommended for hire.

Resolution 2024-007 recommends the hiring of Leonel Garcia Pina, Isaac Caron and Hayleigh Van Heuveln. They will be hired at grade J step 1 per the LELS CBA 2022-2024.

Recommendation:
Approve Resolution 2024-007, approving the hiring of Leonel Garcia Pina, Isaac Caron and Hayleigh Van Heuveln as Police Officers.

Attachments:
1. Resolution 2024-007 Approve Hiring Police Officers

State of Minnesota
County of Rice

CITY OF FARIBAULT

RESOLUTION #2024-007

APPROVE HIRING POLICE OFFICERS

WHEREAS, the City of Faribault (the "City") presently has vacant Police Officer positions that need to be filled by a qualified candidate; and

WHEREAS, the City has advertised and interviewed for the Police Officer positions with the City; and

WHEREAS, the City Council desires to fill the vacant Police Officer positions.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Faribault, Minnesota, that Leonel Garcia Pena, Isaac Caron and Hayleigh Van Heuveln shall be extended offers of employment to fill the vacant Police Officer positions.

Date Adopted: January 9, 2024

Faribault City Council

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Kevin F. Voracek, Mayor

ATTEST:

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Timothy C. Murray, City Administrator

Request for Council Action

TO:	Mayor and City Council
THROUGH:	Tim Murray, City Administrator
FROM:	Mark DuChene, City Engineer
MEETING DATE:	January 9, 2024
SUBJECT:	Resolution 2024-011 Receive/File Feasibility Report and Establish Public Hearing for 2024 Street Overlay & Sidewalk Improvements - Contract 2024-02

Background:

Attached is the feasibility report detailing the proposed improvements for the 2024 Street Overlay & Sidewalk Improvements project (Contract 2024-02), including curb and gutter replacement, concrete sidewalk construction/replacement, storm sewer repairs, casting adjustment/ replacement, pavement milling, bituminous paving, pavement markings, and related improvements.

The streets proposed to be included in this project are as follows:

Colonial Circle	(6th Street SW to South End)
Conliffe Avenue	(5th Street SW to South End)
6th Street SW	(Faribault Road to Conliffe Avenue)
Hulett Avenue*	(TH 60/4th Street NW to 7th Street NW)
Franklin Avenue	(7th Street NW to North End)
George L. Street	(Lincoln Avenue NW to Hulett Avenue)
Lincoln Avenue	(7th Street NW to North End)
8th Street NW	(Lincoln Avenue NW to East End)
Prairie Avenue	(17th Street SW to 21st Street SW)
21st Street SW	(Prairie Avenue to 9th Avenue SW)
Cornelia Court	(Legacy Drive to End)
Poehler Court	(Legacy Drive to End)
Goldenray Drive	(Legacy Drive to Ivy Way)
Goldenray Circle	(Goldenray Drive to End)
Legacy Drive	(14th Street NE to End)

* Includes new sidewalk.

The preliminary total estimated cost of the improvements, including 5%

contingency and 15% engineering, is $1,534,200.00. Proposed funding for the project is as follows:

Street Improvement Fund (401)	$ 1,033,400.00	67.3%
Water Utility Fund (601)	$ 10,600.00	0.7%
Sanitary Sewer Utility Fund (602)	$ 51,200.00	3.3%
Storm Water Utility Fund (603)	$ 439,200.00	28.6%
Total	$ 1,534,200.00	100.0%

The attached resolution also establishes a Public Hearing before the City Council for this project on February 13, 2024. Prior to the hearing, a virtual informational meeting will be conducted with the abutting property owners to review the proposed improvements. It is tentatively planned to receive bids on this project in March 2024, with construction to begin in May/June 2024, and be substantially completed by the end of August 2024.

Recommendation:

Approve Resolution 2024-011 Receive/File Feasibility Report and Establish Public Hearing for 2024 Street Overlay and Sidewalk Improvements - Contract 2024-02

Attachments:

1. Resolution 2024-011 Receive/File Feasibility Report and Establish Public Hearing for 2024 Street Overlay & Sidewalk Improvements - Contract 2024-02
2. (2024-02) Feasibility Report

State of Minnesota
County of Rice

CITY OF FARIBAULT

RESOLUTION #2024-011

RECEIVE/FILE FEASIBILITY REPORT AND ESTABLISH PUBLIC HEARING FOR 2024 STREET OVERLAY & SIDEWALK IMPROVEMENTS - CONTRACT 2024-02

WHEREAS, a report has been prepared by the City Engineering Department with reference to the 2024 Street Overlay & Sidewalk Improvements project (Contract 2024-02), including curb and gutter replacement, concrete sidewalk construction/replacement, storm sewer repairs, casting adjustment/ replacement, pavement milling, bituminous paving, pavement markings, and related improvements on the following streets:

Colonial Circle	(6th Street SW to South End)
Conliffe Avenue	(5th Street SW to South End)
6th Street SW	(Faribault Road to Conliffe Avenue)
Hulett Avenue*	(TH 60/4th Street NW to 7th Street NW)
Franklin Avenue	(7th Street NW to North End)
George L. Street	(Lincoln Avenue NW to Hulett Avenue)
Lincoln Avenue	(7th Street NW to North End)
8th Street NW	(Lincoln Avenue NW to East End)
Prairie Avenue	(17th Street SW to 21st Street SW)
21st Street SW	(Prairie Avenue to 9th Avenue SW)
Cornelia Court	(Legacy Drive to End)
Poehler Court	(Legacy Drive to End)
Goldenray Drive	(Legacy Drive to Ivy Way)
Goldenray Circle	(Goldenray Drive to End)
Legacy Drive	(14th Street NE to End)

* Includes new sidewalk.

NOW, THEREFORE BE IT RESOLVED, that the Council will consider the 2024 Street Overlay & Sidewalk Improvements project (Contract 2024-02), including curb and gutter replacement, concrete sidewalk construction/replacement, storm sewer repairs, casting adjustment/ replacement, pavement milling, bituminous paving, pavement markings, and related improvements on the following streets:

Colonial Circle	(6th Street SW to South End)
Conliffe Avenue	(5th Street SW to South End)
6th Street SW	(Faribault Road to Conliffe Avenue)
Hulett Avenue*	(TH 60/4th Street NW to 7th Street NW)
Franklin Avenue	(7th Street NW to North End)
George L. Street	(Lincoln Avenue NW to Hulett Avenue)
Lincoln Avenue	(7th Street NW to North End)
8th Street NW	(Lincoln Avenue NW to East End)
Prairie Avenue	(17th Street SW to 21st Street SW)
21st Street SW	(Prairie Avenue to 9th Avenue SW)
Cornelia Court	(Legacy Drive to End)
Poehler Court	(Legacy Drive to End)
Goldenray Drive	(Legacy Drive to Ivy Way)
Goldenray Circle	(Goldenray Drive to End)
Legacy Drive	(14th Street NE to End)

* Includes new sidewalk.

in accordance with the feasibility report.

ALSO, BE IT RESOLVED, a public hearing shall be held on such proposed improvements on the 13th day of February 2024, in the Council Chambers of the City Hall at 6:00 p.m. and the Administrator shall give mailed and published notice of such hearing of improvements as required by law.

Date Adopted: January 9, 2024

Faribault City Council

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Kevin F. Voracek, Mayor

ATTEST:

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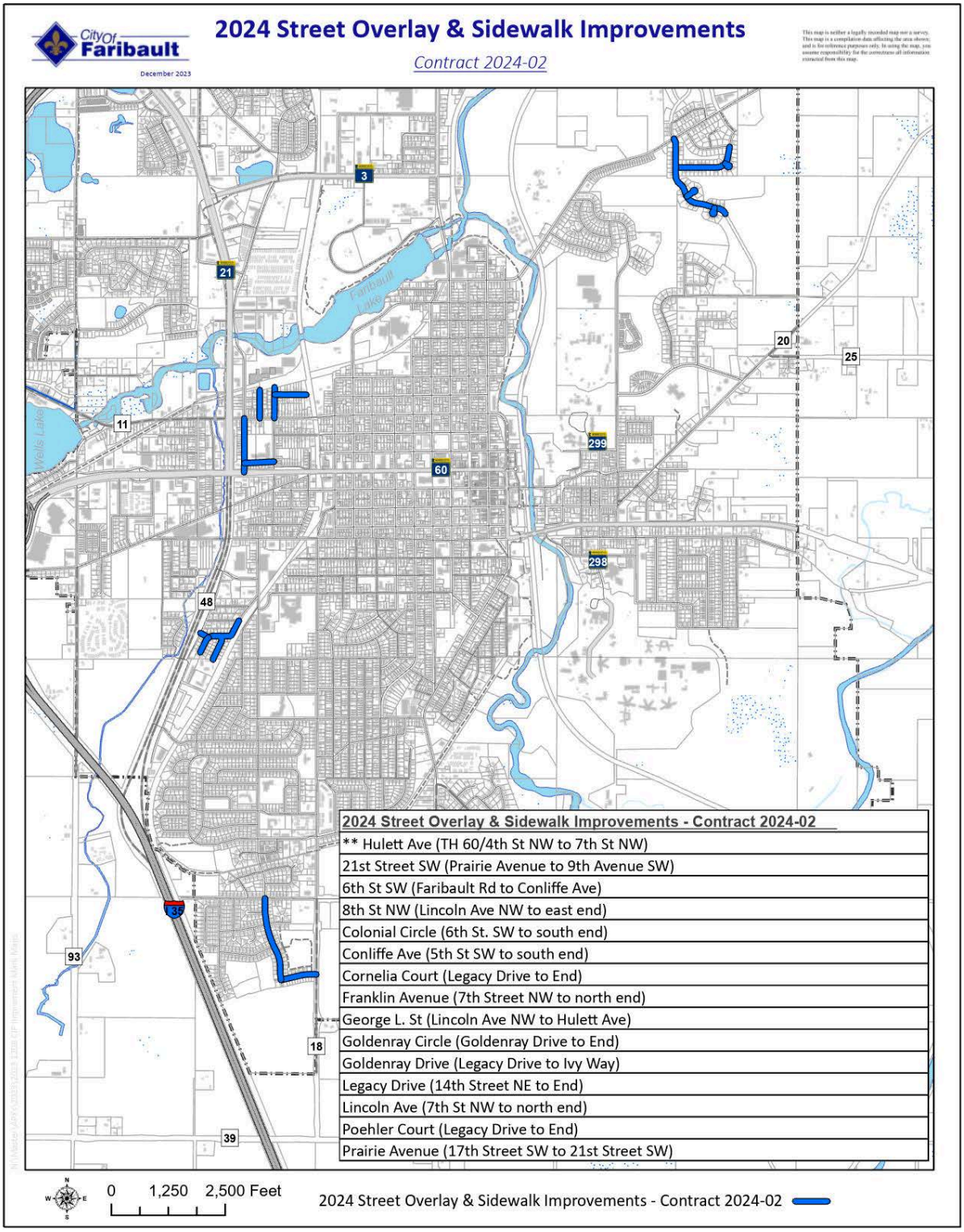
Timothy C. Murray, City Administrator

2024 STREET OVERLAY & SIDEWALK IMPROVEMENTS

FEASIBILITY REPORT
Contract 2024-02



Project Initiation

This project was initiated by the passage of Resolution 2023-242 on December 12, 2023. These improvements are non-petitioned, and proposed to be funded by the City's new franchise fee revenues instead of special assessments. A simple majority vote of the City Council is required to proceed. In general, street overlay improvements are programmed annually and included in the Capital Improvement Plan and Budget based on the age of the streets coupled with an inspection of the existing pavements.

While every street ages uniquely depending upon multiple factors like traffic, soil conditions, construction practices, and other issues, the City has established a general life cycle for streets, based upon a total pavement life of 50-60 years. Within this life cycle, two mill and overlay improvements are programmed to preserve, strengthen, and extend the life of the pavement.

Following is the City's general street life cycle projection used as part of its pavement management program:

Street Life Cycle

Program Basis; 50-60 year Service Life

Action	Year
Original Construction	0
1st Seal Coat	5 to 8
2nd Seal Coat	12 to 15
1st Overlay	20 to 25
3rd Seal Coat	25 to 28
4th Seal Coat	32 to 35
2nd Overlay	40 to 45
5th Seal Coat	45 to 48
Reconstruction	50 to 60

Project Locations

Colonial Circle	(6th Street SW to South End)
Conliffe Avenue	(5th Street SW to South End)
6th Street SW	(Faribault Road to Conliffe Avenue)
Hulett Avenue*	(TH 60/4th Street NW to 7th Street NW)
Franklin Avenue	(7th Street NW to North End)
George L. Street	(Lincoln Avenue NW to Hulett Avenue)
Lincoln Avenue	(7th Street NW to North End)
8th Street NW	(Lincoln Avenue NW to East End)
Prairie Avenue	(17th Street SW to 21st Street SW)
21st Street SW	(Prairie Avenue to 9th Avenue SW)
Cornelia Court	(Legacy Drive to End)
Poehler Court	(Legacy Drive to End)
Goldenray Drive	(Legacy Drive to Ivy Way)
Goldenray Circle	(Goldenray Drive to End)
Legacy Drive	(14th Street NE to End)

* Includes new sidewalk.

Project Scope

Area 1:

Prairie Avenue	**(17th Street SW to 21st Street SW)**
21st Street SW	**(Prairie Avenue to 9th Avenue SW)**

These streets are located in the Prairie Ridge First, Third and Sixth Additions. Prairie Avenue from 17th Street SW to 75' South of 19th Street SW was last overlaid in 2006. Prairie Avenue from 75' South of 19th Street SW to 21st Street SW as well as 21st Street SW were originally constructed in 2006 as part of the Prairie Ridge Sixth Addition improvements. The streets widths are 37-ft (back-to-back of curb), with B618 concrete curb and gutter, 9" aggregate base, and 3" of bituminous mixture, except the segment of Prairie Avenue SW from 17th Street SW to 19th Street SW which has 5" of bituminous mixture.

Area 1 Pavement Examples

It is proposed to do a full width mill on Prairie Avenue from 17th Street SW to 19th Street SW (typical for a second overlay) and a 1 ½" overlay. It is proposed to do an edge mill on Prairie Avenue from 19th Street SW to 21st Street SW and on 21st St SW (typical for a first overlay) and a 1 ½" overlay. The mill and overlays are following the replacement of any curb in damaged/poor condition, repair of drainage structures as needed, and replacement/adjustment of utility castings. It is also proposed to install a roadway drain tile system on the street side of the curb to help with drainage of the underlying soils as the pavement distresses shown are typical of a poorly drained subgrade. This is similar to drain tile installations in nearby streets. The drain tile system and a large rcp culvert repair are proposed to be bid as an add alternate to the project as these costs were not originally included in the adopted 2024-2028 Capital Improvement Plan or adopted 2024 Budget but should be considered for budget amendments if bid prices are reasonable. Defective or hazardous sidewalk panels will also be replaced as part of the overlay, and pedestrian curb ramps not in compliance with current ADA standards will also be improved. Following this overlay, the next improvements are anticipated to be a seal coat in 3-5 years, with a second seal coat in 10-12 years, followed by a second mill and overlay in approximately 15-20 years.

Area 2:

Colonial Circle	**(6th Street SW to South End)**
Conliffe Avenue	**(5th Street SW to South End)**
6th Street SW	**(Faribault Road to Conliffe Avenue)**

These streets are located in the Colonial Heights plat area. These streets were last overlaid in 1999 . The streets are 37 feet wide (back-to-back of curb), with B618 concrete curb and gutter, 6" aggregate base, and 5" of bituminous mixture. These streets were last seal coated in 2008.

Area 2 Pavement Examples

It is proposed to do a full width mill on these streets (typical for a second overlay) and a 1 ½" overlay, following the replacement of any curb in damaged/poor condition, repair of drainage structures as needed, and replacement/adjustment of utility castings. Defective or hazardous sidewalk panels will also be replaced as part of the overlay, and pedestrian curb ramps not in compliance with current ADA standards will also be improved. Other work will include bituminous patching as warranted for any failed pavement areas, casting adjustments, and storm sewer structure repairs. Following this overlay, the next improvements are anticipated

to be a seal coat in 3-5 years, with a second seal coat in 10-12 years, followed by a reconstruction in approximately 20 years.

Area 3:

Hulett Avenue*	**(TH 60/4th Street NW to 7th Street NW)**
Franklin Avenue	**(7th Street NW to North End)**
George L. Street	**(Lincoln Avenue NW to Hulett Avenue)**
Lincoln Avenue	**(7th Street NW to North End)**
8th Street NW	**(Lincoln Avenue NW to East End)**

Area 3 streets are primarily in the Auditors Plat No 1 36-110-21 and Gohilkes Addition and were last constructed between 1982-1993. The streets vary between 31-47.34 feet wide (back-to-back of curb) and were constructed with 6" aggregate base, and 3.0" of bituminous mixture. This street was last seal coated in 2004. It is proposed to do edge mill on these streets (typical for a first overlay) and construct a 1 ½" bituminous overlay, following the replacement of any curb in damaged/poor condition, repair of drainage structures as needed, and replacement/adjustment of utility castings. Defective or hazardous sidewalk panels will also be replaced as part of the overlay, and pedestrian curb ramps not in compliance with current ADA standards will also be improved. Other work will include bituminous patching as warranted for any failed pavement areas, casting adjustments, and storm sewer structure repairs. New sidewalk will also be constructed on Hulett Avenue from TH 60 to George L Street and from the northwest corner of the Lincoln Elementary School property to 7th Street NW completing gaps in the City's sidewalk network and as identified on the City's Comprehensive Sidewalk and Trails Plan.

Following this overlay, the next improvements are anticipated to be a seal coat in 3-5 years, with a second seal coat in 10-12 years, followed by a second mill and overlay in approximately 15-20 years.

Area 3 Pavement Examples

Area 4:

Cornelia Court	**(Legacy Drive to End)**
Poehler Court	**(Legacy Drive to End)**
Goldenray Drive	**(Legacy Drive to Ivy Way)**
Goldenray Circle	**(Goldenray Drive to End)**
Legacy Drive	**(14th Street NE to End)**

These streets were originally constructed in 2002-2003 as part of The Meadows and Green View Estates subdivisions. These streets are 37 feet wide (back-to-back of curb) and were constructed with 6" aggregate base, and 3.5" of bituminous mixture. These streets were last seal coated in 2009. It is proposed to do edge mill on these streets (typical for a first overlay) and construct a 1 ½" bituminous overlay, following the replacement of any curb in damaged/poor condition, repair of drainage structures as needed, and replacement/adjustment of utility castings. Defective or hazardous sidewalk panels will also be replaced as part of the overlay, and pedestrian curb ramps not in compliance with current ADA standards will also be improved. Other work will include bituminous patching as warranted for any failed pavement areas, casting adjustments, and storm sewer structure repairs.

Following this overlay, the next improvements are anticipated to be a seal coat in 3-5 years, with a second seal coat in 10-12 years, followed by a second mill and overlay in approximately 15-20 years.

Area 4 Pavement Examples

Project Financing

It is estimated that the total cost of the improvements will be $1,534,400.00 including engineering fees (15%) and contingencies (5%).

Valve/hydrant replacements or adjustments, sanitary sewer replacements/repairs, casting replacements/adjustments, storm sewer structure replacement/repair costs, and other miscellaneous utility related work will be funded from the corresponding utility enterprise fund (Funds 601, 602, and 603). The remainder of the project costs will be paid from the Street Improvement Fund (401).

This results in an overall financing summary as follows:

Street Improvement Fund (401)	$ 1,033,400.00	67.3%
Water Utility Fund (601)	$ 10,600.00	0.7%
Sanitary Sewer Utility Fund (602)	$ 51,200.00	3.3%
Storm Water Utility Fund (603)	$ 439,200.00	28.6%
Total	$ 1,534,400.00	100.0%

Project Feasibility

From a technical standpoint, street overlay projects are fairly routine in nature, and this project is considered to be technically feasible. The bituminous overlays, which serve to both protect and strengthen the existing roadway, are intended to extend the design life of the streets a minimum of 10 to 15 years. The new pavement surface, like the existing pavement, will develop cracks. Early cracks develop due to the expansion and contraction that the surface undergoes with the large variations in temperature. Also, existing cracks will "reflect" through the new pavement over time.

The project will be funded from a combination of the City's street improvement fund, and the utility enterprise funds, and the project is deemed to be financially feasible. Based upon the information presented in this report, the City Council is hereby advised in a preliminary way that the proposed improvements are necessary, cost-effective and feasible, and should be made as recommended in this report.

Project Schedule

The preliminary project schedule is as follows:

Initiate Project Order Feasibility Report	December 12, 2023
Receive/File Feasibility Report	January 9, 2024
Informational Meeting	Virtual
Order Improvements Order Preparation of Plans and Specifications	February 13, 2024
Approve Plans and Specifications Establish Bid Date	February 27, 2024
Bid Opening Date	March 20, 2024
Receive Bids Award Contract	March 26, 2024
Begin Construction	May/June 2024
Final Completion	August 30, 2024

Dated: January 5, 2024
Prepared By: Mark W. DuChene, City Engineer

I hereby certify that this report 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.

Mark DuChene Digitally signed by Mark DuChene Date: 2024.01.05 13:19:07 -06'00'

Mark W. DuChene, P.E. Reg. No. 46594 1/5/2024 Date

2024 STREET OVERLAY AND SIDEWALK IMPROVEMENTS - CONTRACT 2024-02

FEASIBILITY REPORT ENGINEER'S ESTIMATE

PART 1: PRAIRIE AVENUE AREA

(21ST ST. SW FROM 9TH AVE. SW TO PRAIRIE AVE., PRAIRIE AVE. FROM 21ST ST. SW TO 17TH ST. SW)

Line	Number	Description	Unit	Quantity	Estimated Price	Estimated Total
1	2021.501/	MOBILIZATION	LS	1	$20,000.00	$20,000.00
2	2104.503	REMOVE SEWER PIPE (STORM)	L F	92	$30.00	$2,760.00
3	2104.503/	REMOVE CURB & GUTTER	L F	420	$9.00	$3,780.00
4	2104.504	REMOVE BITUMINOUS PAVEMENT	S Y	110	$12.00	$1,320.00
5	2104.518/	REMOVE CONCRETE SIDEWALK	S F	1,550	$3.00	$4,650.00
6	2211.507	AGGREGATE BASE (CV) CLASS 5	C Y	50	$30.00	$1,500.00
7	2232.604/	MILL BITUMINOUS SURFACE TYPE 1	SQ YD	5,200	$2.10	$10,920.00
8	2360.509/	TYPE SP 9.5 WEARING COURSE MIX (3,B)	TON	985	$90.00	$88,650.00
9	2360.604	IRREGULAR WIDTH PAVING	SQ YD	1,000	$22.00	$22,000.00
10	2502.503	4" PVC PIPE DRAIN	L F	350	$17.00	$5,950.00
11	2503.503	42" RC PIPE SEWER	L F	80	$250.00	$20,000.00
12	2503.602	CONNECT TO EXISTING STORM SEWER	EACH	36	$800.00	$28,800.00
13	2504.602/	ADJUST GATE VALVE & BOX	EACH	10	$300.00	$3,000.00
14	2506.502/	ADJUST FRAME & RING CASTING SANITARY	EACH	9	$600.00	$5,400.00
15	2506-602	REPAIR SANITARY MANOLE	EACH	3	$1,000.00	$3,000.00
16	2506.602/	CASTING ASSEMBLY SPECIAL	EACH	1	$350.00	$350.00
17	2506.602/	REPAIR DRAINAGE STRUCTURE	EACH	15	$1,500.00	$22,500.00
18	2521.518/	4" CONCRETE WALK	S F	1,200	$11.00	$13,200.00
19	2521.518/	6" CONCRETE WALK	S F	350	$13.00	$4,550.00
20	2531.503/	CONCRETE CURB & GUTTER DESIGN B618	L F	410	$50.00	$20,500.00
21	2531.603/	CONCRETE CURB DESIGN V	L F	10	$62.00	$620.00
22	2531.618/	TRUNCATED DOMES	S F	36	$55.00	$1,980.00
23	2563.601/	TRAFFIC CONTROL	LS	1	$7,000.00	$7,000.00
24	2573.502/	STORM DRAIN INLET PROTECTION	EACH	26	$300.00	$7,800.00
25	2575.603	SEEDING (W/ TOPSOIL AND FERTILIZER)	LIN FT	700	$5.00	$3,500.00
						$303,730.00

PART 1: PRAIRIE AVENUE AREA

(21ST STREET S.W. FROM 9TH AVENUE S.W. TO PRAIRIE AVENUE, PRAIRIE AVENUE FROM 21ST STREET S.W. TO 17TH STREET S.W.)

Line	Number	Description	Unit	Quantity	Estimated Price	Estimated Total
26	2105.507	SELECT GRANULAR BORROW (CV)	C Y	110	$24.00	$2,640.00
27	2501.502	42" RC PIPE APRON	EACH	2	$4,000.00	$8,000.00
28	2502.503	6" PERF PVC PIPE DRAIN	L F	5,190	$35.00	$181,650.00
29	2502.602	6" PVC PIPE DRAIN CLEANOUT	EACH	12	$400.00	$4,800.00
30	2503.602	6"X4" PVC WYE	EACH	51	$500.00	$25,500.00
31	2511.507	RANDOM RIPRAP CLASS III	C Y	19	$150.00	$2,850.00
						$225,440.00

PART 2: CONLIFFE AREA (6TH ST. SW FROM FARIBAULT RD TO CONLIFFE AVE., CONLIFFE AVE. FROM 5TH ST. SW TO SOUTH END, COLONIAL CIRCLE FROM 6TH ST. SW TO SOUTH END)

Line	Number	Description	Unit	Quantity	Estimated Price	Estimated Total
32	2021.501/	MOBILIZATION	LS	1	$7,000.00	$7,000.00
33	2104.503/	REMOVE CURB & GUTTER	L F	350	$9.00	$3,150.00
34	2232.604/	MILL BITUMINOUS SURFACE TYPE 2	SQ YD	8,067	$2.10	$16,940.70
35	2360.509/	TYPE SP 9.5 WEARING COURSE MIX (3,B)	TON	724	$90.00	$65,160.00
36	2360.604	IRREGULAR WIDTH PAVING	SQ YD	400	$22.00	$8,800.00
37	2504.602/	ADJUST GATE VALVE & BOX	EACH	4	$300.00	$1,200.00
38	2506.502	CASTING ASSEMBLY - SANITARY	EACH	2	$1,000.00	$2,000.00
39	2506.502/	ADJUST FRAME & RING CASTING SANITARY	EACH	7	$600.00	$4,200.00
40	2506-602	REPAIR SANITARY MANOLE	EACH	2	$1,000.00	$2,000.00
41	2531.503/	CONCRETE CURB & GUTTER DESIGN B618	L F	350	$50.00	$17,500.00
42	2531.604	8" CONCRETE VALLEY GUTTER	S Y	80	$70.00	$5,600.00
43	2563.601/	TRAFFIC CONTROL	LS	1	$7,000.00	$7,000.00
44	2573.502/	STORM DRAIN INLET PROTECTION	EACH	5	$300.00	$1,500.00
45	2575.603	SEEDING (W/ TOPSOIL AND FERTILIZER)	LIN FT	350	$5.00	$1,750.00
						$143,800.70

PART 3: LINCOLN AVENUE AREA (HULETT AVE. FROM TH-60 TO 7TH ST. NW, GEORGE L ST. FROM HULETT AVE. TO LINCOLN AVE., FRANKLIN AVE. FROM 7TH ST. NW TO NORTH END, LINCOLN AVE. FROM 7TH ST. NW TO NORTH END, 8TH ST. NW FROM LINCOLN AVE. TO EAST END)

Line	Number	Description	Unit	Quantity	Estimated Price	Estimated Total
46	2021.501/	MOBILIZATION	LS	1	$12,000.00	$12,000.00
47	2104.503/	REMOVE CURB & GUTTER	L F	750	$9.00	$6,750.00
48	2104.518	REMOVE CONCRETE WALK	S F	850	$3.00	$2,550.00
49	2104.518	REMOVE CONCRETE DRIVEWAY PAVEMENT	S F	300	$12.00	$3,600.00
50	2232.604/	MILL BITUMINOUS SURFACE TYPE 1	SQ YD	6,990	$2.10	$14,679.00
51	2360.509/	TYPE SP 9.5 WEARING COURSE MIX (3,B)	TON	1,165	$90.00	$104,850.00
52	2360.604	IRREGULAR WIDTH PAVING	SQ YD	500	$22.00	$11,000.00
53	2504.602	ADJUST GATE VALVE & BOX	EACH	2	$300.00	$600.00
54	2506.502	CONST DRAINAGE STRUCTURE DESIGN SPECIAL	EACH	2	$3,600.00	$7,200.00
55	2506.502/	ADJUST FRAME & RING CASTING SANITARY	EACH	6	$600.00	$3,600.00
56	2506-602	REPAIR SANITARY MANOLE	EACH	4	$1,000.00	$4,000.00
57	2506.602	REPAIR DRAINAGE STRUCTURE	EACH	3	$1,500.00	$4,500.00
58	2521.518	4" CONCRETE WALK	S F	1,800	$9.00	$16,200.00
59	2521.518	6" CONCRETE WALK	S F	400	$13.00	$5,200.00
60	2531.503/	CONCRETE CURB & GUTTER DESIGN B618	L F	640	$50.00	$32,000.00
61	2531.503	CONCRETE CURB & GUTTER DESIGN B624	L F	110	$52.00	$5,720.00
62	2531.618	6" CONCRETE DRIVEWAY PAVEMENT	SQ FT	300	$15.00	$4,500.00
63	2531.618	TRUNCATED DOMES	S F	48	$55.00	$2,640.00
64	2563.601/	TRAFFIC CONTROL	LS	1	$7,000.00	$7,000.00
65	2573.502	STORM DRAIN INLET PROTECTION	EACH	6	$300.00	$1,800.00
66	2575.603	SEEDING (W/ TOPSOIL AND FERTILIZER)	LIN FT	1,760	$5.00	$8,800.00
						$259,189.00

PART 4: LEGACY DRIVE AREA (LEGACY DRIVE FROM EAST END TO 14TH ST. NE, GOLDENRAY DRIVE & GOLDENRAY CIRCLE FROM LEGACY DRIVE TO IVY WAY, POEHLER & CORNELIA COURT FROM LEGACY DRIVE TO END)

Line	Number	Description	Unit	Quantity	Estimated Price	Estimated Total
67	2021.501/	MOBILIZATION	LS	1	$12,000.00	$12,000.00
68	2104.503/	REMOVE CURB & GUTTER	L F	700	$6.50	$4,550.00
69	2104.518/	REMOVE CONCRETE WALK	S F	2,000	$3.00	$6,000.00
70	2232.604/	MILL BITUMINOUS SURFACE TYPE 1	SQ YD	8,110	$2.10	$17,031.00
71	2360.509	TYPE SP 9.5 WEARING COURSE MIX (3,B)	TON	1,525	$90.00	$137,250.00
72	2360.604	IRREGULAR WIDTH PAVING	SQ YD	1,000	$22.00	$22,000.00
73	2504.602	ADJUST GATE VALVE & BOX	EACH	10	$300.00	$3,000.00
74	2506.502/	ADJUST FRAME & RING CASTING SANITARY	EACH	22	$600.00	$13,200.00
75	2506.502/	ADJUST FRAME & RING CASTING STORM	EACH	1	$600.00	$600.00
76	2506-602	REPAIR SANITARY MANOLE	EACH	5	$1,000.00	$5,000.00
77	2506.602	CASTING ASSEMBLY SPECIAL	EACH	1	$950.00	$950.00
78	2506.602/	REPAIR DRAINAGE STRUCTURE	EACH	23	$1,500.00	$34,500.00
79	2521.518/	4" CONCRETE WALK	S F	1,500	$9.00	$13,500.00
80	2521.518	6" CONCRETE WALK	S F	500	$13.00	$6,500.00
81	2531.503/	CONCRETE CURB & GUTTER DESIGN B618	L F	700	$54.00	$37,800.00
82	2531.618	TRUNCATED DOMES	S F	120	$55.00	$6,600.00
83	2563.601/	TRAFFIC CONTROL	LS	1	$2,000.00	$2,000.00
84	2573.502/	STORM DRAIN INLET PROTECTION	EACH	30	$300.00	$9,000.00
85	2575.603	SEEDING (W/ TOPSOIL AND FERTILIZER)	LIN FT	1,400	$5.00	$7,000.00
						$338,481.00

ESTIMATED CONSTRUCTION TOTAL	**$1,270,640.70**
5% CONTINGENCY	**$63,532.04**
5% ENGINEERING FEES	**$200,125.91**
ESTIMATED PROJECT TOTAL	**$1,534,298.65**

Request for Council Action

TO:	Mayor and City Council
THROUGH:	Tim Murray, City Administrator
FROM:	Mark DuChene, City Engineer
MEETING DATE:	January 9, 2024
SUBJECT:	Approve 2024 Scope of Services with Clean River Partners (CRP)

Background:

On January 25, 2022, the City of Faribault entered into a two-year consultant services contract with CRP for education services related to the City's Municipal Separate Storm Sewer System (MS4) permit. Per the contract, the services may be extended up to an additional two years and the scope of services and associated fees are to be negotiated annually between each party. Attached is the 2024 Scope of Services which includes a slight increase from the 2023 fees. This is due to inflationary increases as well as a minor addition to the scope but is within the 2024 budget for these services.

Recommendation:

Approve 2024 Scope of Services with Clean River Partners (CRP)

Attachments:

1. 2024 Faribault Stormwater Scope of Services

CITY OF FARIBAULT EDUCATION & OUTREACH

SCOPE OF SERVICES

January 1, 2024 - December 31, 2024

(version created on 12/15/23)

Subject to the terms of the CONTRACT, the CONSULTANT, Clean River Partners, shall perform the following services:

TASK	DESCRIPTION	DELIVERABLES	PROPOSED COVID-19 ADAPTATIONS	ESTIMATED COMPLETION DATE	TASK COST	
A. STORMWATER POLLUTION PREVENTION ACTIVITIES						
1	Plan, coordinate, staff, host, and evaluate the effectiveness of one City of Faribault Stormwater Pollution Prevention public participation opportunity to be held in conjunction, and for the duration of, the Rice County Fair. Compile public comment(s) on the City's Stormwater Program in accordance with the MPCA	Event summary including: public comment(s) received, dates of event, digital copies of exhibit and event photos taken, estimation of exhibit attendance for event duration, digital copies and the quantity of stormwater pollution prevention educational materials distributed, summary of event effectiveness, and description of assessment mechanism utilized.	If the Rice County Fair does not take place in 2024, CRP will work with City of Faribault staff to create an appropriate event that addresses this item. Possible options include an online Zoom "Open House" where participants could learn about City of Faribault Stormwater Activities and learn how to comment on the SWPPP.	8/31/2024	$2,183	
2	In cooperation with the River Bend Nature Center, develop, coordinate, implement (where invited), and evaluate the effectiveness of the Clean River Rangers program (stormwater pollution prevention) for all 4th and 5th grade students during the 2024-2025 school year, in private and public schools in the Faribault community. While the goal is to reach every 4th and 5th grade classroom, the success metric is to reach at least 50% of 4th and 5th grade classrooms in 2024. ***($5,265 to RBNC, $2,010 to CRP)***	Program summary including: copy of lesson plan(s); curriculum/class implementation schedule including date, school, grade level, teacher name, and number of students; description of assessment mechanism utilized; summary of program evaluation and effectiveness; copies of and quantity of any assessment surveys distributed, returned, and participant responses; digital copies of any photos taken; documentation of Clean River Ranger badges distributed.	If schools are not allowing visitors in 2024, River Bend and CRP staff will work with City of Faribault to either create an alternative plan, or remove this item from the contract.	12/31/2024	$7,275	Cost estimates for 2024 CRR: $280 for printing $1050 for program supplies $50 for travel Reallocated $2,215 from the poster contest to this project
3	Plan, coordinate, staff, and host an exhibit at, and evaluate the effectiveness of youth stormwater pollution prevention education and outreach for the Cannon River Science, Technology, Engineering and Mathematics (STEM) School annual environmental fair.	Event summary including: date of event, digital copies of photos taken, estimation of event attendance, digital copies and quantity of stormwater pollution prevention educational materials distributed, summary of program evaluation and effectiveness, and description of assessment mechanism utilized.	This event will take place in person, or via a Zoom call with STEM school classrooms.	6/1/2024	$1,456	
4	Assist the City of Faribault with planning, coordination, recruitment of volunteers and staffing and supervision of volunteer events. This will include a maximum of 15 hours to recruit participants and **conduct two volunteer events** with activities to include: storm drain stenciling or decal application and distribution of public education materials, litter pickup, installation of native plantings, or other activity approved by the City.	Summary of each volunteer event including: digital copies of photos taken, date and location of event, number of participants and community groups present at each event (including copy of attendance/registration list), summary of event activity including metrics of event accomplishments (i.e. number of storm drains stenciled, number of educational materials distributed, pounds of waste collected, etc.), summary of event evaluation and effectiveness, and description of assessment mechanism utilized. In the event that no volunteers are recruited, provide a summary of recruitment activities taken including: date, name of	If youth groups are not meeting in 2024 due to COVID-19, then CRP will once again recruit families to do stenciling in their neighborhoods.	11/1/2024	$1,456	
5	Sponsorship of CRP Watershed Cleanup, for the Faribault location. Faribault will be a "Sponsor" level supporter of the event. CRP will invest a minimum of 8 hours staff time to recruit Faribault community groups to take part in this event in 2023.	Event summary including: date and clean-up location for Faribault event, digital copies of photos taken at Faribault location, total event participation and number of participants (including copy of attendance/registration list) for the Faribault location, summary of event activity including # of shoreline miles cleaned for the total event and at the Faribault location, summary of event evaluation and effectiveness, and description of evaluation mechanism utilized.	This event will take place in person, as it did in 2023, with volunteers practicing social distancing.	10/31/2024	$728	

6	Write and submit five stormwater pollution prevention related news articles, on City of Faribault SWPPP high priority topics, of approximately 300 words each with a photo, for 2023 quarterly issues of the Faribault Buckham Bulletin.	Date and copy of article and content submitted. Copy of actual article published (where applicable). Topics to include: Illicit Discharge (April), Rain Barrels and Pollinator Gardens (May), Pet Waste (August), Yard Care (October), Salt Use (December).	This event will take place as scheduled.	Quarterly throughout 2024, 12/31/2024	$1,456
7	Assist with development of and distribution method(s) for a citizen survey that attempts to gauge the effectiveness of the City's overall Stormwater Pollution Prevention Education and Outreach Program.	Copy of assessment survey and summary of recommended method(s) of distribution.	If the Rice County Fair does not take place in 2024, CRP will work with City of Faribault staff to create an appropriate event that addresses this item. Possible options include an online survey with up to 3 survey particpants winning a rain barrel.	9/30/2024	$2,910
B. SOURCE WATER PROTECTION					
1	Coordinate with Rice County Soil and Water Conservation District to plan, coordinate, staff, promote and implement one event that promotes agricultural BMPs and programs (event/workshop topic approved by the City). The event must target and be promoted to growers/producers within the City's drinking water supply management area. CRP will manage the event registration and also evaluate	Event summary including: summary of event topic and educational goals, date(s) and location(s) of event, digital copies of photos taken, copy of event attendance/registration list, copy of event schedule/itinerary, copy and quantity of educational resources distributed, summary of event effectiveness, and description of assessment mechanism utilized. Deliverables will also include copies of event press release(s) and promotional materials (e.g.	This event will take place again in 2024. If COVID-19 is still an issue for large gatherings, we will again schedule an outdoor field day with masks and physical distancing.	11/30/2024	$2,530
C. WATER CONSERVATION EDUCATION AND OUTREACH					
1	Plan, coordinate, staff, host, and evaluate the effectiveness of one community presentation or public education class. Topic to include: water conservation, residential leak detection, or other topic approved by the City.	Event summary including: date and location of event, event topic and educational goals, event itinerary, digital copies of photos taken, copy of event attendance list, copy of presentation, copies and quantity of educational materials distributed, summary and evaluation of event effectiveness, and description of evaluation mechanism utilized. Deliverables will also include copies of event press release(s) and promotional materials provided to the City a	This event will take place either in person, or via a Zoom presentation, in cooperation with the Buckham Memorial Library and/or the City of Faribault school system.	11/30/2024	$1,456
D. PROJECT MEETINGS AND REPORTING					
1	Prepare summary of contract activities completed including all deliverables as described within the 2024 scope of services. This also includes reporting on contract activities in the City's MS4 Front software program.	Hard copy summary report of annual contract progress and task deliverables as described. Data/documentation entry into the City's MS4 Front program for all 2023 contract activities.	This will happen as scheduled.	12/31/2024	$1,265
2	Project Meetings. CRP will schedule two project meetings with the City to discuss contract progress, updates, and schedule. Each meeting will last 2 hours or less. At city staff disgression, one of those meetings could be with the City of Faribault Environmental Quality Commission.		This will happen as scheduled, either in person or via video chat or by phone.	5/31/2024, 12/31/2024	$633
					$23,348

Request for Council Action

TO:	Mayor and City Council
THROUGH:	Tim Murray, City Administrator
FROM:	Travis Block, Public Works Director
MEETING DATE:	January 9, 2024
SUBJECT:	Accept Quote for Replacement UV Bulbs at Water Reclamation Facility

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Background:

The 2024 budget has funds allocated for the purchase of replacement bulbs for the ultraviolet (UV) disinfection system at the Water Reclamation Facility (WRF). The bulbs are used to treat wastewater by disinfection between April 1st and November 1st annually, per the discharge permit from the Minnesota Pollution Control Agency (MPCA).

The bulbs have exceeded their useful life and need replacement. Staff obtained a quote for bulbs and related equipment from Great Northern Environmental, Oakdale, MN for $34,342.50. The quote is for factory authorized replacement bulbs. Previously, staff had purchased aftermarket bulbs and found them to be inferior in performance.

Recommendation:

Accept Quote for UV Bulbs from Great Northern Environmental, Oakdale, MN

Attachments:

1. Trojan - Faribault, MN Quote

Great Northern Environmental

1300 Helmo Avenue N
Oakdale, MN 55128

QUOTE

Date	Estimate #
12/30/2023	23120006

Name / Address
City of Faribault 208 1ST AVE NW Faribault, MN 55021

Ship To
Faribault WWTP 214 14th Street NE Faribault, MN 55021

Item	Description	Qty	Rate	Total
Trojan - 794447-ORD	Lamp, GA64T6HE Angle Base	70	434.50	30,415.00T
Trojan - 316136-004	Sleeve, Quartz UV3+ 28x25x1950 (4 pack)	1	601.50	601.50T
Trojan - 327122-010	Wiper seal kit, UV3+07 CAN 010 BULK	7	369.00	2,583.00T
Trojan - 302839-072	Plug Assy, UV3+ 6P 16AWG 6 FT	2	202.50	405.00T
Trojan - 914343	RECEPTACLE, UV3+ PDC (7 PIN)	2	169.00	338.00T

Freight not included.

Subtotal	$34,342.50
Sales Tax (0.0%)	$0.00
Total	$34,342.50

Request for Council Action

TO:	Mayor and City Council
THROUGH:	Tim Murray, City Administrator
FROM:	Heather Slechta, City Clerk
MEETING DATE:	January 9, 2024
SUBJECT:	Approve LG240B Application to Conduct Excluded Bingo

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Background:

Staff received an LG240B Application to Conduct Excluded Bingo from Infants Remembered in Silence for an event that will be held on February 18, 2024, at the American Legion. If approved, staff will forward the application to the Gambling Control Board for review and final approval.

Recommendation:

Approve LG240B Applicaiton

Attachments:

1. IRIS - Bingo Application

RECEIVED JAN 0 2 2024

MINNESOTA LAWFUL GAMBLING

LG240B Application to Conduct Excluded Bingo

No Fee

ORGANIZATION INFORMATION

Organization Name: Infants Remembered In Silence, Inc. (IRIS)

Previous Gambling Permit Number: [redacted]

Minnesota Tax ID Number, if any:

Federal Employer ID Number (FEIN), if any: [redacted]

Mailing Address: 218 3rd Ave. NW

City: Faribault State: MN Zip: 5 5021 County: Rice

Name of Chief Executive Officer (CEO): Diana Kelley

CEO Daytime Phone: 507-334-4748 CEO Email: diana@irisRemembers.com

(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): support@irisRemembers.com

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☑ Other Nonprofit Organization

Attach a copy of at least one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

☑ **Current calendar year Certificate of Good Standing**

Don't have a copy? This certificate must be obtained each year from:

MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103

Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767

☑ **Internal Revenue Service-IRS income tax exemption 501(c) letter in your organization's name**

Don't have a copy? Obtain a copy of your federal income tax exempt letter by having an organization officer contact the IRS at 877-829-5500.

☐ **Internal Revenue Service-Affiliate of national, statewide, or international parent nonprofit organization (charter)**

If your organization falls under a parent organization, attach copies of both of the following:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

EXCLUDED BINGO ACTIVITY

Has your organization held a bingo event in the current calendar year? ☐ Yes ☑ No

If yes, list the dates when bingo was conducted:

The proposed bingo event will be:

☑ one of four or fewer bingo events held this year. Dates: 2/18/2024

-OR-

☐ conducted on up to 12 consecutive days in connection with a:

☐ county fair Dates:

☐ civic celebration Dates:

☐ Minnesota State Fair Dates:

Person in charge of bingo event: Diana Kelley Daytime Phone: 507-334-4748

Name of premises where bingo will be conducted: Faribault American Legion

Premises street address: 112 5th St. NE

City: Faribault, MN If township, township name: County: Rice

Request for Council Action

TO:	Mayor and City Council
THROUGH:	Tim Murray, City Administrator
FROM:	Heather Slechta, City Clerk
MEETING DATE:	January 9, 2024
SUBJECT:	Resolution 2024-012 Impose Monetary Fines and Suspension for Off-Sale, Club and/or On-Sale and Sunday Liquor Licensees for Compliance Check Failures

Background:

The Faribault Police Department executed compliance checks at licensed liquor establishments on December 4, 2023. Alcohol was sold to a person under the age of 21 at the following locations:

Vaping Studios Inc dba Slim's Liquor – Off-Sale
B-Macs Inc dba Carriage House Liquor – Off-Sale
American Legion Post 43 - Club/Sunday

Section 4-23 of the Faribault City Code and Minnesota Statutes, Section 340A.503 expressly prohibit selling alcoholic beverages to any person under 21 years of age and pursuant to the penalties outlined in Section 4-24 of the Faribault City Code, and further authorized in Minnesota Statutes, Section 340A.415, a suspension or a monetary fine of the above-referenced liquor licenses is warranted.

On December 18, 2023, Staff mailed a written notice to each licensee informing them of the City's intent to suspend or fine each licensed establishment. The notices also informed each licensee of its right to request a hearing in writing within 10 days. No written requests for a hearing were received.

Staff contacted each licensee, the American Legion Post 43 and B-Macs Inc dba Carriage House Liquor requested that a monetary fine be imposed for their violation. Vaping Studios Inc dba Slim's Liquor requested that a one-day suspension be imposed for their violation. Since the violation occurred on Monday, December 4, 2023, staff are recommending that the one-day suspension take place on the same day of the violation, Monday, January 22, 2024.

Recommendation:
Approve Resolution 2024-012

Attachments:
1. 2024-012 Impose Monetary Fines for Off-Sale and_or On-Sale and Sunday Liquor Licensees for Compliance Check Failures

State of Minnesota
County of Rice

CITY OF FARIBAULT

RESOLUTION #2024-012

IMPOSE MONETARY FINES AND SUSPENSION FOR OFF-SALE, CLUB AND/OR ON-SALE AND SUNDAY LIQUOR LICENSEES FOR COMPLIANCE CHECK FAILURES

WHEREAS, the City of Faribault (the "City") recently received notice from the Faribault Police Department that on December 4, 2023, alcohol was sold to a person under the age of 21 at the following three licensed establishments during a compliance check:

Vaping Studios Inc dba Slim's Liquor – Off-Sale
B-Macs Inc dba Carriage House Liquor – Off-Sale
American Legion Post 43 - Club/Sunday

; and

WHEREAS, the City, as the local liquor licensing authority, is responsible for ensuring that licensees within its jurisdiction comply with state and local laws related to alcohol sales; and

WHEREAS, Sec. 4-23 of the Faribault City Code and Minnesota Statutes, Section 340A.503 expressly prohibit selling alcoholic beverages to any person under 21 years of age; and

WHEREAS, pursuant to the penalties outlined in Sec. 4-24 of the Faribault City Code, and as further authorized in Minnesota Statutes, Section 340A.415, a $500.00 fine for B-Macs Inc dba Carriage House Liquor, Off-Sale; and

WHEREAS, pursuant to the penalties outlined in Sec. 4-24 of the Faribault City Code, and as further authorized in Minnesota Statutes, Section 340A.415, a one-day suspension on Monday, January 22, 2024, for Vaping Studios Inc dba Slim's Liquor – Off-Sale; and

WHEREAS, pursuant to the penalties outlined in Sec. 4-24 of the Faribault City Code, and as further authorized in Minnesota Statutes, Section 340A.415, a $1,000 fine American Legion Post 43 - Club/Sunday is warranted for a second violation in 36-months; and

WHEREAS, on December 18, 2023, City staff mailed written notice to each licensee informing them of the City's intent to either suspend each license for one day or fine the establishment $500.00 for a first-time violation or

suspend each license for two days or fine the establishment $1,000.00 for a second violation in 36-months pursuant to the aforementioned authority; and

WHEREAS, said mailed notices also informed each licensee of its right to request a hearing in writing within 10 days; and

WHEREAS, none of the licensees have made a written request for a hearing.

NOW, THEREFORE BE IT RESOLVED, that the above recitals are adopted as the City Council's express findings of fact and each recital is incorporated into this Resolution as if fully set forth herein.

NOW, THEREFORE BE IT FURTHER RESOLVED, that the three liquor licensees named above shall be fined $500.00 or one-day suspension for their first violation or $1,000.00 for their second violation pursuant to Sec. 4-24 of the Faribault City Code.

NOW, THEREFORE BE IT FINALLY RESOLVED, that City staff shall mail a copy of this Resolution to each licensee affected and inform them of the fine or suspension. City staff, including the Faribault Police Department, shall take reasonable steps to enforce this Resolution as it deems necessary.

Date Adopted: January 9, 2024

Faribault City Council

_____

Kevin F. Voracek Mayor

ATTEST:

_____

Timothy C. Murray, City Administrator

Request for Council Action

TO:	Mayor and City Council
THROUGH:	
FROM:	Tim Murray, City Administrator
MEETING DATE:	January 9, 2024
SUBJECT:	Approve 2024 Appointments of Councilmembers to Boards, Commissions, and Committees

---

Background:

At the Work Session on January 2, 2024 (the "Annual Planning Session"), the Mayor and City Councilmembers discussed their appointments to those committees, boards, and commissions that include one or more Council representatives. The attached list reflects the appointments determined at that meeting.

Recommendation:

Approve Councilmember appointments to boards, commissions, and committees

Attachments:

1. 2024 Council Board-Commission-Committee Appointments

2024 COUNCIL BOARD, COMMISSION, AND COMMITTEE APPOINTMENTS – January 9, 2024

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.
Membe: 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 Spooner

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

Committee Name	Council Appointees	Staff Rep.
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

Committee Name	Council Appointees	Staff Rep.
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, Doumbouya	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

Request for Council Action

TO:	Mayor and City Council
THROUGH:	Tim Murray, City Administrator
FROM:	John Sherwin, Chief of Police
MEETING DATE:	January 9, 2024
SUBJECT:	Resolution 2024-014 Approve Intensive Comprehensive Peace Officer Education and Training (ICPOET) Grant Application

---

Background:

The Minnesota Office of Justice Programs (OJP), Minnesota Department of Public Safety, is seeking proposals to fund the Intensive Comprehensive Peace Officer Education and Training (ICPOET) grant program. The program is intended to address a critical shortage of peace officer candidates throughout Minnesota by providing grants to law enforcement agencies that have developed a plan to recruit, educate, and train highly qualified two-and four-year college graduates to become license-eligible peace officers in the state. Law enforcement agencies may apply for reimbursement grants up to $50,000 per eligible candidate for the cost of educating, training, and paying an eligible peace officer candidate until the candidate is licensed by the board as a peace officer. The candidate will attend a Minnesota State Colleges and University designated cohort, likely Hennepin Technical College, from October 2024 to March 2025 while being employed by the city. Once the 6-month cohort is complete, the candidate will be eligible of Police Officer licensing and become a Faribault Police Officer.

The department will be seeking two $50,000 grant awards in an attempt to reach full staffing (35 sworn officers). During the past three years, the department has not been able to reach authorized strength due to retirements, resignations, terminations, and most importantly - a lack of qualified applicants. If this award is received, it will also allow the department to seek qualified candidates who represent the entire community. One challenge for Minnesota law enforcement agencies looking to represent the communities they serve is that the demographics of traditional law enforcement students are not representative of the state population as a whole. This is particularly true when looking at the demographics of Faribault.

ICPOET grant awards fully reimburse the city for incurred expenses during the award period up to $50,000. There are no matching funds required.

Recommendation:
Approve Resolution 2024-014

Attachments:
1. Resolution 2024-014 Approve Intensive Comprehensive Peace Officer Education and Training (ICPOET) Grant Application
2. ICPOET Grant Program Description
3. Grant Tracking Form ICPOET

State of Minnesota
County of Rice

CITY OF FARIBAULT

RESOLUTION #2024-014

APPROVE INTENSIVE COMPREHENSIVE PEACE OFFICER EDUCATION AND TRAINING (ICPOET) GRANT APPLICATION

WHEREAS, the Faribault Police Department desires to reach the authorized staffing of 35 sworn officers; and

WHEREAS, the Minnesota Office of Justice Programs has allocated grant funds for police departments to address the critical shortage of peace officers in the state through the ICPOET grant program; and

WHEREAS, the Faribault Police Department has developed a plan to recruit, educate, and train highly qualified two-and four-year college graduates; and

NOW, THEREFORE BE IT RESOLVED, that the Faribault Police Department wishes to apply for two grant awards seeking $50,000 per award to pay for the training, education, and salary of applicants to become licensed police officers in Faribault; and

ALSO, BE IT RESOLVED, that the Police Chief is hereby authorized to execute such agreements necessary to accept a grant award(s) on behalf of the applicant.

Date Adopted: January 9, 2024

Faribault City Council

_____
Kevin F. Voracek, Mayor

ATTEST:

_____
Timothy C. Murray, City Administrator

,

Department of Public Safety

Minnesota Office of Justice Programs

2024 Intensive Comprehensive Peace Officer Education and Training (ICPOET) Grant Program

GRANT REQUEST FOR PROPOSALS (RFP)

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Request for Proposals (RFP) Part 1: Overview

1.1 General Information

- Grant Name: Intensive Comprehensive Peace Officer Education & Training (ICPOET)
- Minnesota Office of Justice Programs (OJP) Website
- Open for Applications: December 19, 2023
- Application Due Date: January 31, 2024

1.2 Program Description

The Minnesota Office of Justice Programs (OJP), MN Department of Public Safety, is requesting proposals to fund the Intensive Comprehensive Peace Officer Education and Training (ICPOET) grant program. The program is intended to address the critical shortage of peace officers in the state by providing grants to law enforcement agencies that have developed a plan to recruit, educate, and train highly qualified two-and four-year college graduates to become license-eligible peace officers in the state. Law enforcement agencies may apply for reimbursement grants up to $50,000 per eligible candidate for the cost of educating, training, and paying an eligible peace officer candidate until the candidate is licensed by the board as a peace officer. The candidate will attend a Minnesota State Colleges and Universities-designated cohort at either Hennepin Technical College or Alexandria Technical and Community College to receive the Professional Peace Officer Education (PPOE) objectives as required by the Minnesota Peace Officer Standards & Training (POST) Board.

1.3 Minnesota's Commitment to Diversity and Inclusion

It is State of Minnesota policy to ensure equity, diversity, and inclusion in making competitive grant awards. See Executive Order 19.01.

The Policy on Rating Criteria for Competitive Grant Review establishes the expectation that grant programs intentionally identify how the grant serves diverse populations, especially populations experiencing inequities and/or disparities. See OGM Policy 08-02.

1.4 Funding and Project Dates

Funding

Funds authorized by MN Laws, Chapter 52, 2023 Minnesota Session Laws. The initial funding available is $2,500,000 with opportunities for subsequent funding after the first year. Final award amounts may be lower than requested. It is anticipated that OJP will award funding for up to 50 candidates, with maximum award amount of $50,000 per candidate. An agency may submit for more than one candidate but not more than 5 candidates. The funding is a cost reimbursement only grant. Award decisions will consider geographic diversity in grant distribution based on grant applications received.

Project Dates

This is a 15-month grant period, from on or around April 1, 2024, through June 30, 2025.

1.5 Eligible Applicants

Local units of government and tribal governments are eligible to apply including county sheriff's offices, police departments and tribal public safety agencies. A group of law enforcement agencies may collaborate on a joint application with one organization serving as the fiscal agency. Colleges and universities that operate law enforcement training programs are not eligible applicants.

1.6 Questions, Technical Assistance, and Information Sessions

Please submit any questions regarding this RFP by email to Mary.Vukelich@state.mn.us. Questions and answers will be updated on the ICPOET RFP Question Answer (QA) document on the grants page of the OJP website each Friday during the window for RFP applications.

Application Information Sessions

OJP will offer two online information sessions. Staff will provide a brief background on the Intensive Comprehensive Peace Officer Education and Training (ICPOET) grant program, provide an overview of the RFP and application requirements, provide an overview of the application review process, and answer questions. Prospective applicants are encouraged to participate in at least one information session. Questions and answers from both information sessions will be posted on the ICPOET RFP Question Answer (QA) document on the grants page of the OJP website.

- ICPOET Session I: Thursday, January 4, 2024, from 1:30-2:15 pm Register Here
- ICPOET Session II: Tuesday, January 16, 2024, from 10:45-11:30 am Register Here

RFP Part 2: Background Information

2.1 Project Overview

The ICPOET program is intended to address the critical shortage of peace officers in the state by providing grants to law enforcement agencies that have developed a plan to recruit, educate, and train highly qualified two-and four-year college graduates to become license-eligible peace officers in the state. Law enforcement agencies may apply for reimbursement grants up to $50,000 per eligible candidate for the cost of educating, training, and paying an eligible peace officer candidate until the candidate is licensed by the board as a peace officer. An agency may apply for more than one candidate up to a maximum of 5 candidates.

Minnesota requires those aspiring to work in law enforcement to complete an educational program certified by the Minnesota Peace Officer Standards and Training (POST) Board at a Professional Peace Officer Education (PPOE) certified institution and pass the state board exam. Licensing itself only occurs when eligible candidates are appointed to a peace officer position and certain selection standards are met.

Grantees identify eligible candidates that meet the standards for admission to a board-certified Professional Peace Officer Education (PPOE) program as well as standards for license eligibility. The eligible candidates are then registered for a cohort, by each agency executing a contract with the selected academic provider. The two schools designated as approved providers for the ICPOET program are Hennepin Technical College and Alexandria Technical and Community College. The inaugural cohorts will start in October 2024 and end in March 2025.

The Peace Officer Licensing Exam is administered to individuals who possess a post-secondary degree from a regionally accredited college or university and successfully complete a Minnesota PPOE program from a POST Board certified school. Tuition to the designated cohort hosted by one of the two approved education providers are eligible grant expenses for the grantee agency to seek reimbursement. Other eligible expenses, which are anticipated to be included in the total education cost, include books, equipment, uniforms, and other associated academic expenses.

Candidates shall be employed by the grantee during PPOE enrollment. Salary and fringe benefits for candidates are eligible grant expenses.

RFP Part 3: Application Process and Instructions

3.1 Application Deadline

Applications must be submitted using the e-grants web-based system by 4:00 pm on January 31, 2024. Applications cannot be submitted after this time. No paper submissions will be accepted.

3.2 Application Submission Instructions

Applications must be submitted via e-grants, the Office of Justice Programs (OJP) online grants management system. E-grants can also be accessed via the Office of Justice Programs website. If you have never applied for a grant with the Office of Justice Programs, create a user account by clicking on the purple “New User” option in the login box in the upper right corner of the e-grants website and follow instructions to fill out the profile. Contact the e-grants Helpdesk at 1-800-820-1890 if you have login issues.

3.3 Terms and Conditions, Grant Program Guidelines, OJP Grant Manual

As part of submitting this application in e-grants the applicant agency agrees to the Terms and Conditions of OJP Grantees for applicants as well as the ICPOET Grant Program Guidelines 2024. Applicants are encouraged to print and review these documents with the appropriate agency staff prior to submitting the application in e-grants. If selected for funding, the grantee will need to submit required certifications. Grantees agree to follow the OJP Grant Manual, which provides basic information on policies and procedures for grant administration. These documents become, by reference, part of the formal grant contract agreement.

3.4 Application Content

The application consists of the following required parts; any missing part will prevent the application from submission.

A. Project Information Form

Input this information directly into the form in e-grants and it will be used as the cover sheet for the application. You will need:

- Contact information for the Fiscal Agent, including federal and state identification numbers.
- Authorized representative information (the person/s responsible for signing the grant agreement)
- Contact information for agency representative designated as project contact
- Financial agent contact information
- Project information

B. Intensive Comprehensive Peace Officer and Training Information Form

This form includes information around candidate recruitment (and identification), department's authorized and actual hiring levels, and the anticipated preferred education provider.

C. Narrative (20 points):

Address the following in a three-page maximum Word document with ¾" margins, single-spaced and with a 12-point font size. When ready to submit, **upload the narrative as an attachment in e-grants.** The narrative should address the following issues:

- Elaborate on any information provided in ICPOET Information Form.
- Description of your plan to recruit, educate and train highly qualified two- and four-year college graduates for the Intensive Comprehensive Peace Officer Education & Training program; include details around recruitment and selection process.
- Overview of department and community demographics and any intentional recruitment of candidates reflected in Section 1.3 of the RFP.

D. Budget (5 Points):

Budget information will be entered directly into e-grants.

- Budget line items will generally include program, salary, & fringe; anticipate $25,000 for program (tuition & related supplies) and $25,000 for salary & fringe.
- Tuition expenses should be listed under program expenses. More specifics will be available after grants awarded.
- Each candidate requested should have individual line items for program, salary & fringe.
- Include candidate's actual pay & fringe calculations for the position.
- Note that source documentation will be required for all items reimbursed.

Enter the budget directly into e-grants. Directions for entering the budget are available in the Application Guide.

E. Organizational Financial Information Form

This Information will be entered into e-grants form.

1. *OJP Grantee Status (active grant in last 12 months or not)*
2. *Fiscal Information*
   A. Accounting basis.
   B. Organization's Fiscal year time-period.
   C. Total revenue last completed fiscal year.
   D. Total federal expenditures (only from federal sources) last completed fiscal year.
   E. How often financial document are produced.
   F. Nonprofits only: Most Recent IRS Form 990.
   G. Nonprofits only: Date and status of annual financial filing
   H. Nonprofits only: Upload evidence of good standing with the Secretary of State
   I. Allocation method document (if applicable)
3. *Financial Document*
   Upload the financial document(s) applicable to your organization:
   - Agency with annual revenue under $50,000
     - Statement of Financial Position (Balance Sheet)
     - Statement of Activity (Income and Expense Statement)
   - Agency with total annual revenue of over $750,000, but with federal expenditures less than $750,000
     - Certified Financial Audit
     - Certified Financial Audit Management Letter
     - Corrective Action Plan (if applicable)
   - Agency that spent $750,000 or more in federal funds during fiscal year
     - Single Audit
     - Single Audit Management Letter
     - Corrective Action Plan (if applicable)
   - Audit Information
     - Name of Auditors
     - Type of Audit
     - Description of Audit Findings
4. *Administrative Systems*
   Answer yes or no to the following statements:
   - Our organization has had an instance of misuse or fraud in the past 36 months.
   - Our organization has current or pending lawsuit against the organization.

- Our organization is currently designated as s high risk grant recipient by the federal government.
- Current principals (defined as a public official, a board member or staff with the authority to access funds provided by this agency or determine how funds are used) have been convicted of a felony financial crime in the last 10 years.
- We have separate accounts for different programs/revenue sources to prevent co-mingling of funds.
- Our organization uses a daily time tracking log for each position being paid using multiple sources of funding.
- Our organization has a paid bookkeeper.
- Our organization has an approval process that requires multiple approvals before funds can be expended.
- Our organization has written policies and procedures for accounting, purchasing and payroll.
- Our organization's accounting system can identify and track grant program-related income and expenses separate from all other income and expenses.
- We can easily retrieve original receipts for expenses that are reimbursed by the grant.
- Nonprofits only: Our Board of Directors meets at least every month.
- Our organization has a Conflict-of-Interest Policy.

5. *Grant Management Experience*
    - We have had more than one administrative turnover in the past 12 months (defined as anyone involved in working on or managing grants)
    - Select an option that applies to your organization:
        - Monitored funding and completed reporting for non-federal and/or only federal grants
        - Monitored funding and completed reporting for only non-federal grants
        - Monitored funding and completed reporting for contracts but not grants
        - No prior experience monitoring and reporting for contracts and/or grants

WHAT AN APPLICATION MUST INCLUDE TO BE FORWARDED FOR REVIEW:
(E-grants will not allow the application to be submitted if any of these are missing.)

- **Project Information form** must be completed
- **ICPOET Information form** must be completed
- **Narrative** addressing questions listed above must be uploaded
- **Budget** with calculations included
- **Organization Financial Information form** must be completed

RFP Part 4: Application Review Process

This is a competitive application process. A review committee will read and rate applications using a 25-point scale. The reviewers will meet and discuss the proposals and then put forth their recommendations. The Commissioner of Public Safety will make the final funding decisions and award notification will be by email to applicants.

RFP Part 5: Post Award Requirements

- **Pre-Award Risk Assessment and Financial Review.** In accordance with state and federal grant management policies it is required to consider a grant applicant's past performance before awarding subsequent grants to them.
- **Minnesota's Commitment to Diversity and Inclusion in Procurement**
  The State of Minnesota is committed to diversity and inclusion in its public procurement process. The goal is to ensure that those providing goods and services to the State are representative of our Minnesota communities and include businesses owned by minorities, women, veterans, and those with substantial physical disabilities. Creating broader opportunities for historically under-represented groups provides for additional options and greater competition in the marketplace, creates stronger relationships and engagement within our communities, and fosters economic development and equality.
  To further this commitment, the Department of Administration operates a program for Minnesota-based small businesses owned by minorities, women, veterans, and those with substantial physical disabilities. For additional information on this program, or to determine eligibility, please call 651-296- 2600 or go to the OEP website.
- **Grant Contract Process.** After being selected for funding, OJP staff will work with the applicant to negotiate a final budget. The formal grant contract consists of the Grant Agreement, the Terms and Conditions, the Program Guidelines, and budget. The Grant Agreement will be initiated, signed by grantee and OJP, and once fully executed it is then a legally binding agreement. Grant agreements not signed within 30 days of receipt may be canceled.
- **Progress Reporting.** Grantees will be required to submit quarterly progress and expense reports with supporting reimbursement documentation and one final report with the POST number for each candidate and any outstanding supporting reimbursement documentation.
- **Grant Payments.** This is a cost reimbursement grant. Grantees will only be paid for eligible expenses that are incurred and are consistent with the negotiated budget.
- **OJP Grant Manual.** Grantees, grantee subgrants and contracts agree to follow the OJP Grant Manual as part of the application process. The manual is a resource for how our office manages grants and covers topics such as grant administration policies, program modification policies, general accounting requirements, etc. OJP Grant Manual

RIGHT OF CANCELLATION

The State reserves the right to cancel this solicitation if it is considered to be in its best interest. The State reserves the right to negotiate modifications to the application or to reject any and all applications received as a result of this Request for Proposals. The State does not intend to award a grant contract solely on the basis of any response made to this request or pay for information solicited or obtained.

GRANT SUMMARY FORM

Pre-Application ☑ Application ☐ Award Acceptance ☐ Amendment ☐

Department: Police

Contact Person: John Sherwin, Chief of Police

Grant Name: 2024 Intensive Comprehensive Peace Officer Education and Training (ICPOET)

Grantor: Dept. of Public Safety - Minnesota Office of Justice Programs

Total Project Cost: $ 0.00 Total Award Amount: $ 100,000.00

Total Cash Match: $ 0.00 Total In-Kind Match: $ 0.00

Application Date: 01/31/24 Grant Period From 04/01/24 To 06/30/25

Funding Type (Federal, State, Other): State

CFDA Number: _____ Electronic or Hardcopy Submission: Electronic

Project Description

This is an RFP style grant award through the Minnesota Office of Justice Programs. Proposals are intended to address critical shortages of peace officers in Minnesota and will be awarded to agencies that have established plans to recruit, educate, and train two and four-year college graduates to become license-eligible officers. Law Enforcement agencies may apply for reimbursement grants up to $50k per eligible

How is the Match Amount Determined::

No match

Fixed Amount: _____ or % of project cost 0.00% or Other ☑

Explanation of Other:

If our proposal is accepted, we will be hiring two law enforcement students who will be city employees and paid to attend school starting in October of 2024. The grant reimburses the city for the expense of the cohort education and salary incurred (up to $50,000 per student). Reimbursement starts immediately, so there will be no budgetary

For this City fiscal year, how much of the required local cash match amount is:

Already In Department Budget: _____ Not Budgeted: _____

Proposed Source of Match: _____

Director Approval

Administrator Approval

Request for Council Action

TO:	Mayor and City Council
THROUGH:	Tim Murray, City Administrator
FROM:	Travis Block, Public Works Director
MEETING DATE:	January 9, 2024
SUBJECT:	Accept Quote for Activated Carbon at Water Reclamation Facility

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Background:

The 2024 budget has funds allocated for the purchase of replacement activated carbon media used in the odor control system at the Water Reclamation Facility. The system treats odorous air from the headworks building and trickling filter biological process.

The media has exceeded its useful life and needs replacement. Staff obtained a quote for the media from Continental Carbon Group for $66,700.00.

Staff has previously purchased media from the vendor with satisfactory results. The quote includes freight and there is no sales tax on the purchase. The Sanitary Sewer Fund (602) will provide the funding.

Recommendation:

Accept Quote for Activated Granular Carbon from Continental Carbon Group

Attachments:

1. Carbon Quote

Estimate

Estimate# EST-001603

Continental Carbon Group Inc.
1100 South Service Rd, Suite 321
Stoney Creek, Ontario, L8E 0C5
Canada

Bill To
City of Faribault
208 NW 1st Ave
Faribault, MN
55021
USA

Estimate Date : 2024/01/02

Reference# : Odor Control Carbon

#	Item & Description	Qty
1	CC-Centaur HSV4X6 Catalytic granular activated carbon for odor control, in supersacks	17,000.00 lb
2	Freight Shipping to Faribault, MN	1.00 unit

Sub Total 66,700.00

Total **USD$66,700.00**

Terms & Conditions

1) Price is in US Dollars.
2) Freight and any applicable taxes are not included.
3) Items not listed in scope above are not included in pricing.
4) Site services (start-up/training) have not been included at this time.
5) Installation by others.
6) Delivery: 2-3 weeks after order
7) Quote validity: 30 days
8) CCG Standard Terms and Conditions apply.

Request for Council Action

TO:	Mayor and City Council
THROUGH:	Tim Murray, City Administrator
FROM:	Travis Block, Public Works Director
MEETING DATE:	January 9, 2024
SUBJECT:	Approve 2024 CIP Purchase - Antenna and Receiver

Background:

The 2024 Capital Improvement Plan (CIP) and budget have approved $55,000.00 for the purchase of an antenna and receiver to be added to the water meter radio read system. The additional antenna and receiver will improve reception for the system.

Staff obtained a quote from Core & Main, Eden Prairie, MN for $62,789.14. Core & Main is the vendor for the radio read system. The cost is slightly above the budgeted amount due to costs increasing since the time the expense was budgeted. A budget adjustment to Fund 601-49430-000-45400 is necessary. Funding will be provided by the Water Fund (601).

Recommendation:

Approve 2024 CIP Purchase – Antenna and Receiver from Core & Main, Eden Prairie, MN, and Budget Adjustment to 601-49430-000-45400

Attachments:

1. Antenna CIP Sheet
2. Core & Main Quote

Project #	WAT E 24-02
Project Name	Antenna & Receiver
Capital Asset #	
Unit #	

Department	Water
Contact	Public Works Director
Type	Equipment
Useful Life	10 years
Category	Equipment-Miscellaneous
Priority	1 High

Description

Addition of a second antenna and receiver to the water meter radio read system.

Justification

Improve reception for the radio read system.

Expenditures	2024	2025	2026	2027	2028	Total
Equipment	55,000					55,000
Total	**55,000**					**55,000**

Funding Sources	2024	2025	2026	2027	2028	Total
Water Fund (601)	55,000					55,000
Total	**55,000**					**55,000**

Bid Proposal for Faribault AMI Tower #2

FARIBAULT CITY OF
Job Location: Faribault, MN
Bid Date: 12/01/2023 04:00 pm
Core & Main 2722283

Core & Main
15800 W 79th St
Eden Prairie, MN 55344
Phone: 952-937-9666
Fax: 952-937-8065

Seq#	Qty	Description	Units	Price	Ext Price
10	1	M400B2 BASE STATION 200KHZ PCS WALL MOUNT 539-63-537-04319	EA	29,789.14	29,789.14
20	1	TGB M400 INSTALLATION	EA	32,500.00	32,500.00
30	1	SENSUS PROPAGATION STUDY NS PROP STUDY	EA	500.00	500.00
50		**M400 INSTALLATION PRICE IS EST**			
60		**AND CAN VARY BASED ON**			
70		**REQUIREMENTS. PRICE DOES NOT**			
80		**INCLUDE ENGINEERED DRAWINGS**			
90		**INTERNET BACKHAUL TO BE**			
100		**SUPPLIED BY CUSTOMER.**			
				Sub Total	**62,789.14**
				Tax	0.00
				Total	**62,789.14**

UNLESS OTHERWISE SPECIFIED HEREIN, PRICES QUOTED ARE VALID IF ACCEPTED BY CUSTOMER AND PRODUCTS ARE RELEASED BY CUSTOMER FOR MANUFACTURE WITHIN THIRTY (30) CALENDAR DAYS FROM THE DATE OF THIS QUOTATION. CORE & MAIN LP RESERVES THE RIGHT TO INCREASE PRICES TO ADDRESS FACTORS, INCLUDING BUT NOT LIMITED TO, GOVERNMENT REGULATIONS, TARIFFS, TRANSPORTATION, FUEL AND RAW MATERIAL COSTS. DELIVERY WILL COMMENCE BASED UPON MANUFACTURER LEAD TIMES. ANY MATERIAL DELIVERIES DELAYED BEYOND MANUFACTURER LEAD TIMES MAY BE SUBJECT TO PRICE INCREASES AND/OR APPLICABLE STORAGE FEES. THIS BID PROPOSAL IS CONTINGENT UPON BUYER'S ACCEPTANCE OF SELLER'S TERMS AND CONDITIONS OF SALE, AS MODIFIED FROM TIME TO TIME, WHICH CAN BE FOUND AT: https://coreandmain.com/TandC/

Request for Council Action

TO:	Mayor and City Council
THROUGH:	Tim Murray, City Administrator
FROM:	John Sherwin, Chief of Police
MEETING DATE:	January 9, 2024
SUBJECT:	Approve BJA Grant Funded Purchase of Community Public Safety Cameras

Background:

During the October 10, 2023 Council Meeting, Resolution #2023-187 was adopted authorizing the Faribault Police Department to accept a grant award from the Bureau of Justice Assistance (BJA) Rural and Small Department Violent Crime Reduction Program. As part of the grant application and subsequent award, a community public safety camera network was identified as technology to be purchased to help reduce and solve violent crime. Working with City IT, the department identified specifications and equipment to expand a public safety camera network in downtown Faribault.

The attached quote from SHI covers the cost of 12 cameras and mounts. The total cost to be paid with BJA grant funds is $53,808.

Recommendation:

Approve the purchase of Community Public Safety Cameras

Attachments:

1. SHI Quote-Community Public Safety Cameras

Pricing Proposal
Quotation #: 24338683
Created On: 1/4/2024
Valid Until: 1/31/2024

MN-City of Faribault

Ben Mueller
208 FIRST AVENUE NW
FARIBAULT, MN 55021
United States
Phone: 507-209-3543
Fax:
Email: bmueller@ci.faribault.mn.us

Inside Account Executive

Joseph Ratner
290 Davidson Ave
Somerset, NJ 08873
Phone: 732-564-8504
Fax:
Email: joey_ratner@shi.com

All Prices are in US Dollar (USD)

	Product	Qty	Your Price	Total
1	CH52 Outdoor Multi-sensor dome Camera, 1TB, 30 Days Max Verkada - Part#: CH52-1TBE-HW Contract Name: Open Market Contract #: Open Market	12	$2,329.00	$27,948.00
2	5-Year Camera License Verkada - Part#: LIC-5Y Contract Name: Open Market Contract #: Open Market	1	$582.00	$582.00
3	PoE++ (802.3bt-2018) Injector, GigE Verkada - Part#: ACC-POE-60W Contract Name: Open Market Contract #: Open Market	12	$97.00	$1,164.00
4	PoE Plus (802.3at) Injector, GigE Verkada - Part#: INJ-POE-PLUS Contract Name: Open Market Contract #: Open Market	12	$84.00	$1,008.00
5	5-Year CH52 Multisensor Camera License Verkada - Part#: LIC-CH52-5Y Contract Name: Open Market Contract #: Open Market	12	$1,747.00	$20,964.00
6	Arm Mount Verkada - Part#: ACC-MNT-2 Contract Name: Open Market Contract #: Open Market	12	$58.00	$696.00
7	Pendant Cap Mount Verkada - Part#: ACC-MNT-8 Contract Name: Open Market Contract #: Open Market	12	$45.00	$540.00

8	CB52-E Outdoor Bullet Camera, 256GB, 30 Days Max Verkada - Part#: CB52-256E-HW Contract Name: Open Market Contract #: Open Market	1	$906.00	$906.00

Subtotal	$53,808.00
Total	$53,808.00

Additional Comments

Please note, if Emergency Connectivity Funds (ECF) will be used to pay for all or part of this quote, please let us know as we will need to ensure compliance with the funding program.

Hardware items on this quote may be updated to reflect changes due to industry wide constraints and fluctuations.

The products offered under this proposal are Open Market and resold in accordance with the terms and conditions at SHI Online Customer Resale Terms and Conditions.

Request for Council Action

TO:	Mayor and City Council
THROUGH:	Tim Murray, City Administrator
FROM:	Mark DuChene, City Engineer
MEETING DATE:	January 9, 2024
SUBJECT:	Resolution 2024-015 Designating the City of Faribault Website as the 2024 Official Publication for Bids

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Background:

Minnesota Statutes, section 471.345 requires published notice for contracts meeting dollar thresholds involving the sale or purchase of supplies, materials, equipment or the rental thereof, or the construction, alteration, repair or maintenance of real or personal property and, pursuant to Resolution 2024-001, the City Council has designated the Faribault Daily News as the official newspaper ("Official Newspaper") for the 2024 publication of official proceedings and public notices. In recent years, the amount of bidding traffic generated from publications in the Official Newspaper has dwindled to near zero as most public entities have moved towards electronic bid documents and electronic bidding procedures which allow interested parties to sign up for accounts that automatically notify them of new postings.

Minnesota Statutes, section 331A.03 and Minnesota Statutes, section 331A.12 provide that the City of Faribault website may be designated as the designated alternative method and official publication location for the publication of requests for bids, proposals or contracts, removing the need to publish the advertisements and similar solicitations in the Official Newspaper. Not only is the alternative method saving the City money in publication costs, the alternative method is also more flexible as the alternative method is not restricted to only certain publication dates and notices can be published at any time. Per statutes, the alternative method of publication must conform to substantially the same format and same period of time as is required for publication in an official newspaper and a permanent record of such publications shall be maintained by the City of Faribault in a form accessible by the public. The state statutes also require that the City must continue to publish ads for bids and similar requests in the Official Newspaper for at least 6 months after designating an alternative method.

Staff is recommending that the City of Faribault City Council designates the City of Faribault Website, www.ci.faribault.mn.us, as the 2024 Official Publication for the public notices required for bids, requests for proposals, and contracts and that a notice be published in the Official Newspaper and on the City of Faribault Website that any advertisements for bids, requests for proposals or contracts will be published on the City of Faribault Website. The City will continue to publish solicitation of bids, requests for information, and requests for proposals in the Official Newspaper in addition to the City of Faribault website and the publication in the Official Newspaper will indicate where to find the designated alternative method until July 13, 2024.

Recommendation:

Approve Resolution 2024-015 Designating the City of Faribault Website as the 2024 Official Publication for Bids

Attachments:

1. Resolution 2024-015 Designating the City of Faribault Website as the 2024 Official Publication for Bids

State of Minnesota
County of Rice

CITY OF FARIBAULT

RESOLUTION #2024-015

DESIGNATING THE CITY OF FARIBAULT WEBSITE AS THE 2024 OFFICIAL PUBLICATION FOR BIDS

WHEREAS, public notice concerning governmental activities helps to ensure that the citizens of Faribault are informed; and

WHEREAS, public notice of bids, proposals or contracts also facilitates the goal of obtaining the best product or services at the lowest responsive price; and

WHEREAS, Minnesota Statutes, section 471.345 requires published notice for contracts meeting dollar thresholds involving the sale or purchase of supplies, materials, equipment or the rental thereof, or the construction, alteration, repair or maintenance of real or personal property; and

WHEREAS, pursuant to Resolution 2024-001, the City Council has designated the Faribault Daily News as the official newspaper ("Official Newspaper") for the 2024 publication of official proceedings and public notices; and

WHEREAS, Minnesota Statutes, section 331A.03 and Minnesota Statutes, section 331A.12 provide that the City of Faribault website may be designated as the designated alternative method and official publication for the publication of requests for bids, proposals or contracts; and

WHEREAS, until July 13, 2024, the City will continue to publish solicitation of bids, requests for information, and requests for proposals in the Official Newspaper in addition to the City of Faribault website and the publication in the Official Newspaper will indicate where to find the designated alternative method; and

WHEREAS, after July 13, 2024, the designated alternative means of dissemination satisfies the publication requirements of law for solicitation of bids, requests for information, and requests for proposals and is in lieu of any other required form of publication; and

WHEREAS, website publication for bids, request for proposals and

contracts, shall conform to substantially the same format and same period of time as is required for publication in an official newspaper; and

WHEREAS, a permanent record of such publications shall be maintained by the City of Faribault in a form accessible by the public.

NOW, THEREFORE BE IT RESOLVED that the City of Faribault City Council designates the City of Faribault Website www.ci.faribault.mn.us as the 2024 Official Publication for the public notices required for bids, requests for proposals, and contracts.

NOW, THEREFORE BE IT FURTHER RESOLVED that a notice be published in the Official Newspaper and on the City of Faribault Website that any advertisements for bids, requests for proposals or contracts will be published on the City of Faribault Website.

Date Adopted: January 9, 2024

Faribault City Council

_____

Kevin F. Voracek, Mayor

ATTEST:

_____

Timothy C. Murray, City Administrator

Request for Council Action

TO:	Mayor and City Council
THROUGH:	Tim Murray, City Administrator
FROM:	David Wanberg, Community and Economic Development Director
MEETING DATE:	January 9, 2024
SUBJECT:	Approve Variances and Preliminary and Final Plats for Twin Oaks Subdivision

Background:

The Rice County Housing and Redevelopment Authority (RCHRA) (the "Applicant") requests variances and preliminary and final plat approvals for Twin Oaks Subdivision. The proposed subdivision is for a 6.9-acre parcel north of the new Rice County Public Safety Center, which is currently under construction. It includes 22 single-family residential lots and a City park. The lots will provide owner-occupied single-family homes for households earning less than 115 percent of the area's median income, which is $106,000.00 for a family of four.

The Applicant also requests variance approvals to allow the proposed Twin Oaks Court cul-de-sac to be roughly 775 feet long (as opposed to the maximum 650-foot length allowed by the City's Unified Development Ordinance) and to serve 22 residential lots (as opposed to the maximum 20 lots allowed by the Ordinance). Refer to the attached Planning Commission report for additional information.

The Planning Commission held a public hearing on January 2, 2024, to consider the Applicant's requests. The Planning Commission listened and responded to questions and comments from several neighboring property owners concerned about grading and drainage, flooding, and buffering between the proposed subdivision and the Rice County Public Safety Center. The Planning Commission concluded that the Applicant's proposal adequately addresses the concerns raised by the neighboring property owners.

The Planning Commission approved written findings in favor of the variances and plats and recommended that the City Council approve the requests. One Planning Commissioner voted against approval of the variances and plats. He stated his concerns over the additional density permitted by the variance, the potential impact on sanitary sewer services,

and increased runoff into the nearby river. Again, City Staff and the majority of Commissioners present concluded that the Applicant's proposal adequately addresses the expressed concerns.

Recommendation:

1. Approve Resolution 2024-008 Approve Variances for Length of Cul-De-Sac and Number of Lots on a Cul-De-Sac for Twin Oaks Subdivision
2. Approve Resolution 2024-009 Approve the Preliminary and Final Plats for Twin Oaks Subdivision

Attachments:

1. Planning Commission Packet

Staff Report to the Planning Commission

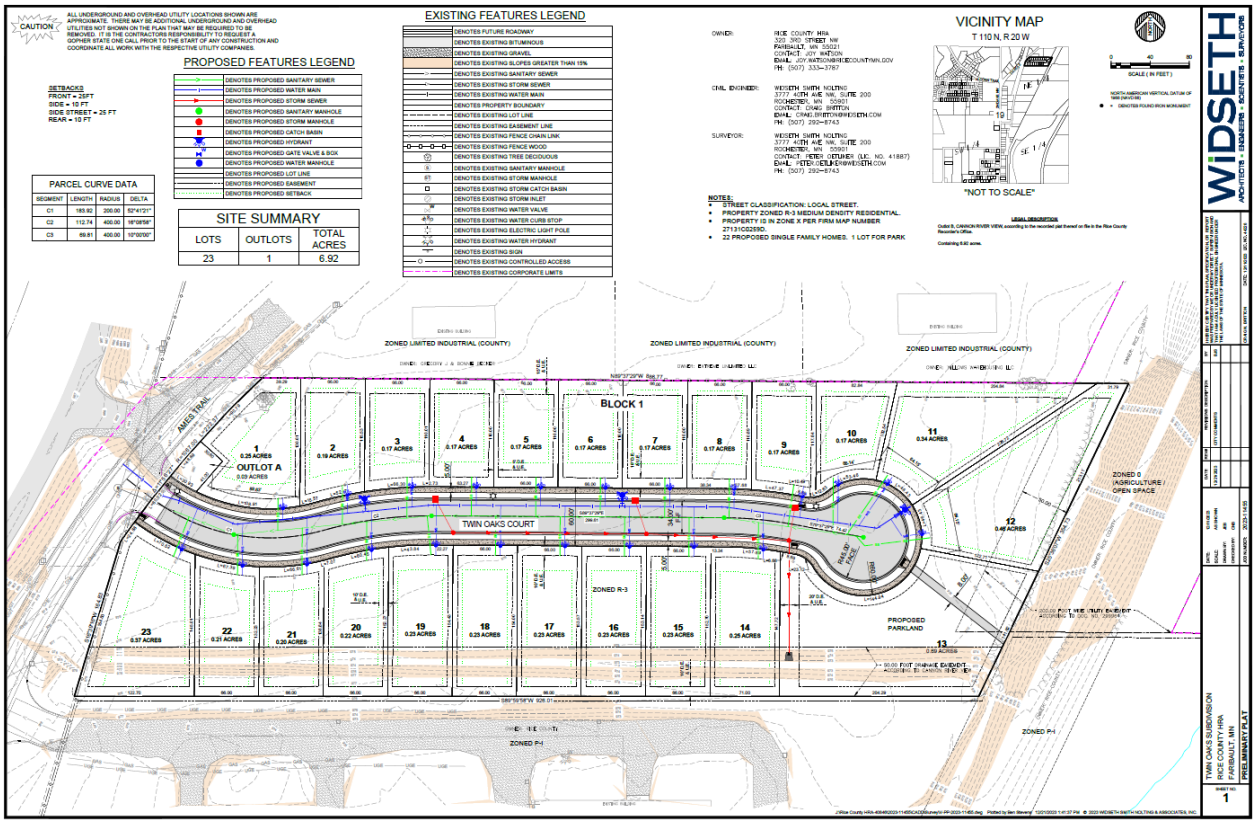
TO:	Planning Commission
THROUGH:	David Wanberg, Community and Economic Development Director
FROM:	Harry Davis, City Planner Mark DuChene, Director of Engineering/City Engineer
MEETING DATE:	January 2, 2024
SUBJECT:	Rice County HRA, Applications for Preliminary Plat, Final Plat, and Variance near Ames Trail and 1st Avenue NW

Background:
The Rice County HRA (Owner), is requesting approval of a preliminary plat, final plat, and variances for Twin Oaks Subdivision near the corner of Ames Trail and 1st Avenue NW. The Twin Oaks Subdivision proposal includes 22 single-family lots, one lot for parkland, and one outlot for a subdivision sign. The plat also includes a single public street off 1st Avenue NW, capped by a cul-de-sac.

Subject property location and context

K:\Common Share\Projects\2023\23-XXX Twin Oaks Preliminary and Final Plat - Rice County HRA\Review 1\P&Z

Most lots within the subdivision are 0.17 acres or more and roughly 66-feet by 110-feet on the north side of Twin Oaks Court. Lots on the south side are mostly 0.20 acres or more and are generally larger at roughly 66-feet by 154-feet to accommodate a drainageway along the southern subject property line. The proposal does require two variances for the number of lots on a cul-de-sac street, 22 lots on the plat versus a 20 lot maximum, and the length of the cul-de-sac street, roughly 775-feet on the plat when 650-feet is the maximum.



Preliminary plat

The site is located within Section 19, Township 110N, Range 20W on land dedicated as Outlot B CANNON RIVER VEW.

The proposed development will be completed by:

Owner/Developer:	Rice County HRA
Surveyor:	Widseth
Engineer:	Widseth

PLAT

Developer has submitted a preliminary and final plat for TWIN OAKS SUBDIVISION. The preliminary and final plat contains two (22) lots for single-family development and one (1) lot for public park development. It

also includes one (1) outlot to be maintained by the Developer for a monument sign.

The areas within the plat include:

Lots 1-23, Block 1	(except lot 13)	4.75 acres	(217,484 sf)
Lot 13, Block 1	(park land)	0.69 acres	(32,271 sf)
Outlot A	(sign)	0.03 acres	(1,361 sf)
ROW	(Twin Oaks Ct)	1.45 acres	(52,338 sf)
Total		6.92 acres	(303,454 sf)

At the time of final plat, the Developer agrees to provide sufficient permanent property monumentation per the development agreement and shall submit to the City written verification by a registered land surveyor licensed in the State of Minnesota.

Discussion:

The proposed preliminary plat of Twin Oaks Subdivision is consistent with the planning and zoning aspects of the City's Unified Development Ordinance. The following provides an overview of the key planning and zoning-related items associated with:

Preliminary Plat

1. Existing and Surrounding Conditions. The subject property is an undeveloped 6.92-acre outlot for Cannon River View subdivision with existing commercial and single-family properties to the north and more single-family residences west across Faribault Boulevard. To the south is the Rice County Public Safety Center and undeveloped land within the Cannon River floodplain to the east. The property immediately to the east of the subject property will be a trail in the future.

The site is largely without foliage or features, except for trees along property lines to the north and east, as well as a large drainageway along the southern property line within a 50-foot drainage easement.

2. Relationship to the Journey to 2040 Comprehensive Plan. The Journey to 2040 Comprehensive Plan guides the subject property for "planned residential neighborhood." The proposed preliminary plat is consistent with the City's land use plan for this property.

3. Relationship to the Official Zoning Map. Faribault's Official Zoning Map identifies the subject property as being in the R-3, Medium-Density Residential zoning district. The proposed preliminary plat is consistent with the uses and bulk regulations of the R-3 zoning district, but the applicant needs to provide additional information on the plat to verify lot widths are consistently compliant. Refer to the lot layout section of this report for additional information.

4. Street and Site Layout. Developer shall submit a street signage layout plan for City approval as part of construction plan submittals. Developer shall be responsible for all costs associated with installing street name and regulatory signs within the development as directed by the City.

1ST Avenue NW

The site is east of and adjacent to 1st Avenue NW. 1st Avenue NW is a local roadway and is constructed as a 36-foot wide, undivided urban roadway within a 66-foot right-of-way with no sidewalks.

Twin Oaks Court is proposed to connect to 1st Avenue NW. No other improvements to 1St Avenue NW are proposed.

Twin Oaks Court

Twin Oaks Court is proposed to be a local street and extended from its current terminus on the west end from 1st Avenue NW to its eastern terminus at a cul-de-sac. Twin Oaks Court is proposed to be constructed as a 34-foot wide, undivided urban roadway with parking on both sides and 5-ft concrete sidewalk on both sides of the road within a 60-ft right-of-way and terminates in a cul-de-sac with a curb radius of 45-feet inside of a 60-ft right-of-way radius.

The Developer is responsible for 100% of the costs to construct Twin Oaks Court.

The proposed Twin Oaks Court is a roughly 775-foot long cul-de-sac serving 22 future residential lots on the subject property. Section 15-280 of the City's Unified Development Ordinance (UDO) allows a cul-de-sac to have a 50-foot right-of-way, which is reflected in the proposal. The UDO also limits a cul-de-sac to 650 feet in length, and it limits the number of lots served by a cul-de-sac to 20, so the applicant submitted a variance to both requirements which are discussed further in this report. The City's Community Management Plan allows streets with cul-de-sacs to have a paved width of 30 feet face-to-face of curb.

5. Easements. There is an existing 50-foot wide drainage easement on the south side of the proposed development that contains an open channel drainage ditch constructed and dedicated as part of the Cannon River View plat improvements. This drainage easement shall remain and no structures or grading alterations shall be permitted in said easement. Perimeter drainage and utility easements shall be provided on all lots in accordance with City Code and subject to the final review and approval of the City Engineer.

6. Size and Layout of the Proposed Lots. The proposed preliminary plat provides 22 single-family detached lots. The lot layout is consistent with sound planning and engineering principles. All proposed lots exceed the 6,000 square foot minimum lot area for lots in the R-3, Medium-Density Residential zoning district. The R-3 District requires that lots have a minimum width of 66 feet. Lot width is calculated at the building setback line for lots with radial frontage. With small edits to the preliminary plat, staff can confirm all lots meet lot width requirements.

7. Proposed Housing Type. The Applicant anticipates that the lots will accommodate single-family detached houses. The Applicant did not prepare protective covenants or restrictions for the neighborhood, but the presence of Outlot A for the subdivision sign will require some sort of agreement included in the Developers Agreement or in a separate document.

8. Parkland Dedication. The subject property is 6.92 acres, which requires parkland dedication of approximately 0.48 acres for a residential subdivision. Lot 13 in the proposed subdivision is intended for parkland dedication, but is shy of the requirement by approximately 0.03 acres due to the large 50-foot wide drainage easement and drainageway. The Applicant intends making upgrades to Lot 13 for use as a park that would satisfy a fee in-lieu of parkland dedication for the remaining 0.03 acres. The improvements are included in the Developers Agreement and shall be completed prior to the City taking over Lot 13.

9. Proposed Trail and Sidewalk. The City's Sidewalk-Trail Plan does not identify any future trails within or adjacent to the subject property, but the preliminary plat suggests a future trail to the east. As a part of the parkland dedication and improvements, a connection between the proposed cul-de-sac and the future trail to the east is forthcoming. The future trail to the east will be constructed by the City in 2024 under a separate contract and connect the Twin Oaks Subdivision to the City's existing trail system at Two Rivers Park.

10. Existing Trees. The property is without trees since at least 2015. Prior to Rice County utilizing the property for construction staging of the new facility to the south, the subject property was farmed. Any foliage on the property exists on the northern and eastern property lines.

11. Grading, Drainage and Erosion Control. The development is located within the Cannon River (M-048) district as identified in the City's 2022 Surface Water Management Plan. Stormwater runoff generated within the site is proposed to be routed to the new Cannon River View Regional Stormwater Basin and then ultimately discharged to the Cannon River.

Proposed storm sewer improvements must be designed to accommodate the runoff from a 10-year storm, 24-hour SCS Type II precipitation event as defined by the National Oceanic and Atmospheric Administration Atlas 14 precipitation frequency estimate for the Faribault Station. Drainage calculations for the proposed storm sewer system shall be submitted to the City Engineer for review and approval with the final construction plans. Storm sewer systems have been designed to limit the post construction rate of runoff from the 2, 10 & 100 yr. 24-hour storm events to less than or equal to existing conditions. Final storm sewer locations and construction are subject to City of Faribault standards and must be approved by the City Engineer with final construction plans.

The proposed site improvements propose to disturb 5.70 acres which include the addition of an estimated 2.35 acres of new and/or reconstructed impervious surface. A stormwater treatment system meeting the current requirements of the Minnesota Pollution Control Agency (MPCA) Construction Storm Water permit, the City's current Municipal Separate Storm Sewers permit and 2022 Surface Water Management Plan including the Developers Guide for Stormwater Management have been incorporated into the final design of the Cannon River View Regional Stormwater Basin.

A City grading permit and a National Pollution Discharge Elimination System Construction Stormwater General Permit for construction activity is required by the Minnesota Pollution Control Agency (MPCA) for areas exceeding one acre being disturbed by grading. A copy of the Notice of Stormwater Permit Coverage must be submitted to the City upon receipt from the MPCA. A stormwater pollution prevention plan (SWPPP) must be submitted meeting the requirements of the City's municipal separate storm sewer system

permit and associated ordinances and the erosion and sediment control requirement as set forth in the MPCA construction stormwater general permit. A full copy of the SWPPP must be submitted to the City Engineer with the final construction plans for review and approval.

A final post construction as-built grading plan must be submitted meeting the requirements of Article VII, Section 28-230 of the City of Faribault Code of Ordinances.

12. Wetlands and Scenic and Wild River. There are no known wetlands on the site. The site is west of and adjacent to the City's Scenic and Wild River overlay zoning district.

13. Utilities and Easements.

SANITARY SEWER

The development is proposed to be served by public sanitary sewer facilities. Eight-inch sanitary sewer mains shall be extended within Twin Oaks Court. The sewers flow to existing facilities within 1st Avenue NW. The existing City-owned downstream facilities have sufficient capacity to serve the development. The Developer is responsible for all costs associated with sanitary sewer extensions.

Final utility locations and construction are subject to City of Faribault standards and must be approved by the City Engineer with final construction plans.

WATERMAIN

The development is proposed to be served by public watermain facilities. Eight-inch watermains shall be extended within Twin Oaks Court. The Developer is responsible for all costs associated with watermain extensions.

Final utility locations and construction are subject to City of Faribault standards and must be approved by the City Engineer with final construction plans. Final hydrant location and spacing shall be approved by the Fire Chief.

LIGHTING & ELECTRIC UTILITIES

The Developer shall be responsible for the cost of installing street lighting as required by City Council Resolution NO. 2003-198. Developer shall submit a proposed street light layout plan to the

City for review and approval. Developer shall pay the electric company for the purchase of all components of the street lighting system as approved by the City and all costs incurred by the utility company for the installation of the street light system not covered in the electric utility company rate for this service. The City and electric company shall enter into a contractual agreement for the operation and maintenance of the street lighting system.

Per Section 15-380 of Appendix B (Unified Development Regulations) of the City Code of Ordinances, all utilities that serve newly developing areas are to be placed underground. The Developer shall be responsible for arranging and coordinating with the respective utility company and paying for any related costs for the movement of any existing overhead utilities within the proposed development underground in conjunction with the arranging of utility servicing for the newly created lots with the subdivision and the installation of street lights.

14. Phasing and Development Schedule. Presuming the City Council approves the preliminary and final plats, the Applicant and City will enter into a Development Agreement that will address the details, responsibilities, and costs associated with the proposed subdivision. The Applicant intends to construct the street and rough grade the lots in 2024. The Applicant may allow Habitat for Humanity to purchase and build homes on a few of the lots, then allow other builders to construct houses on the remaining lots based on market demand.

Final Plat

The proposed final plat of Twin Oaks Subdivision is consistent with the planning and zoning aspects of the City's Unified Development Ordinance. The following provides an overview of the key planning and zoning-related items associated with:

1. Final Plat Requirements. The final plat is consistent with the preliminary plat and, upon meeting conditions of approval, is ready for final plat approval.

2. Title Documentation. Current title work shall be submitted and shall be subject to the review of the City and City Attorney.

3. Developers Agreement. Developer shall enter into a Developer's Agreement with the City prior to any construction work beginning and shall submit the necessary insurance and financial security.

Developer shall submit a detailed cost estimate for all the proposed improvements for the purposes of determining development security amounts.

4. Construction Documents. Developer shall submit construction plans and specifications for the proposed project to the City Engineer for review and approval prior to any construction starting. Plans and specifications shall be designed to meet the City of Faribault standards and the latest editions of the Minnesota Department of Transportation Standard Specifications for Construction and the City Engineers Association of Minnesota Standard Specifications.

Variance

The proposed variances for Twin Oaks Subdivision do meet the criteria for granting approval and the following provides a summary of major points:

1. Criteria for Approval. Generally, the proposed variances for the number of lots on a dead-end or cul-de-sac street (22, maximum is 20) and length of said street (approximately 775 feet, maximum is 650 feet) are in harmony with the UDO and allow for reasonable use of the property. The subject property is a deep, platted outlot lot in the existing Cannon River View subdivision used to create the property currently under construction for the Rice County Public Safety Center. There are many considerations around the size of the new Public Safety Center, which includes any space and separation needs for such a use. Although the property owner created the deep subject property, the needs of the Public Safety Center are unique circumstances that attributed to the unique position of the subject property. The subject property is hemmed in by drainageways, topography and trails, a floodplain, and existing or proposed development to the north and south. Considering all of these aspects, the property is under unique circumstances that do not generally apply to other properties nearby, in the same zoning district, or in the city. Although the applicant and owner team had some control over placement of the Public Safety Center, the health, safety, and welfare of the public protected by the future county facility are paramount. In total, topography, drainage, existing development, and floodplain are all unique circumstances that are not a result of the applicant's actions alone. The requested variances are the minimum variance needed to make reasonable use of the property and are will not alter the essential character of the neighborhood.

Development Review Committee Recommendation. The City's Development Review Committee (DRC) reviewed the proposed plats and variances on December 19, 2023, and recommended conditional approval of the preliminary and final plats. The Applicant revised the preliminary and final plats to address the DRC's conditions of approval. Consequently, the DRC is recommending approval of the proposed variances and plats.

Public Comments Received. The City Planner received no public comment prior to publishing this report.

Criteria and findings for approving this plat and associated variances are found in the attached draft resolutions.

Recommendation:

The DRC, City Engineer, and City Planner recommend Planning Commission forward recommending approval of Twin Oaks Subdivision to City Council based on the findings and conditions in the attached draft resolutions.

Attachments:

- Variance Exhibit
- Preliminary Plat
- Final Plat

VARIANCE EXHIBIT

SITE SUMMARY		
LOTS	OUTLOTS	TOTAL ACRES
23	1	6.92

OWNER: RICE COUNTY HRA
320 3RD STREET NW
FARIBAULT, MN 55021
CONTACT: JOY WATSON
EMAIL: JOY.WATSON@RICECOUNTYMN.GOV
PH: (507) 333-3787

CIVIL ENGINEER: WIDSETH SMITH NOLTING
3777 40TH AVE NW, SUITE 200
ROCHESTER, MN 55901
CONTACT: CRAIG BRITTON
EMAIL: CRAIG.BRITTON@WIDSETH.COM
PH: (507) 292-8743

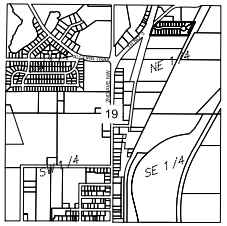
SURVEYOR: WIDSETH SMITH NOLTING
3777 40TH AVE NW, SUITE 200
ROCHESTER, MN 55901
CONTACT: PETER OETLIKER
EMAIL: PETER.OETLIKER@WIDSETH.COM
PH: (507) 292-8743

NOTES:

- STREET CLASSIFICATION: LOCAL STREET.
- PROPERTY ZONED R-3 MEDIUM DENSITY RESIDENTIAL.
- PROPERTY IS IN ZONE X PER FIRM MAP NUMBER 27131C0259D.
- 22 PROPOSED SINGLE FAMILY HOMES. 1 LOT FOR PARK

VICINITY MAP

T 110 N, R 20 W



"NOT TO SCALE"

NORTH

0 40 80
SCALE (IN FEET)

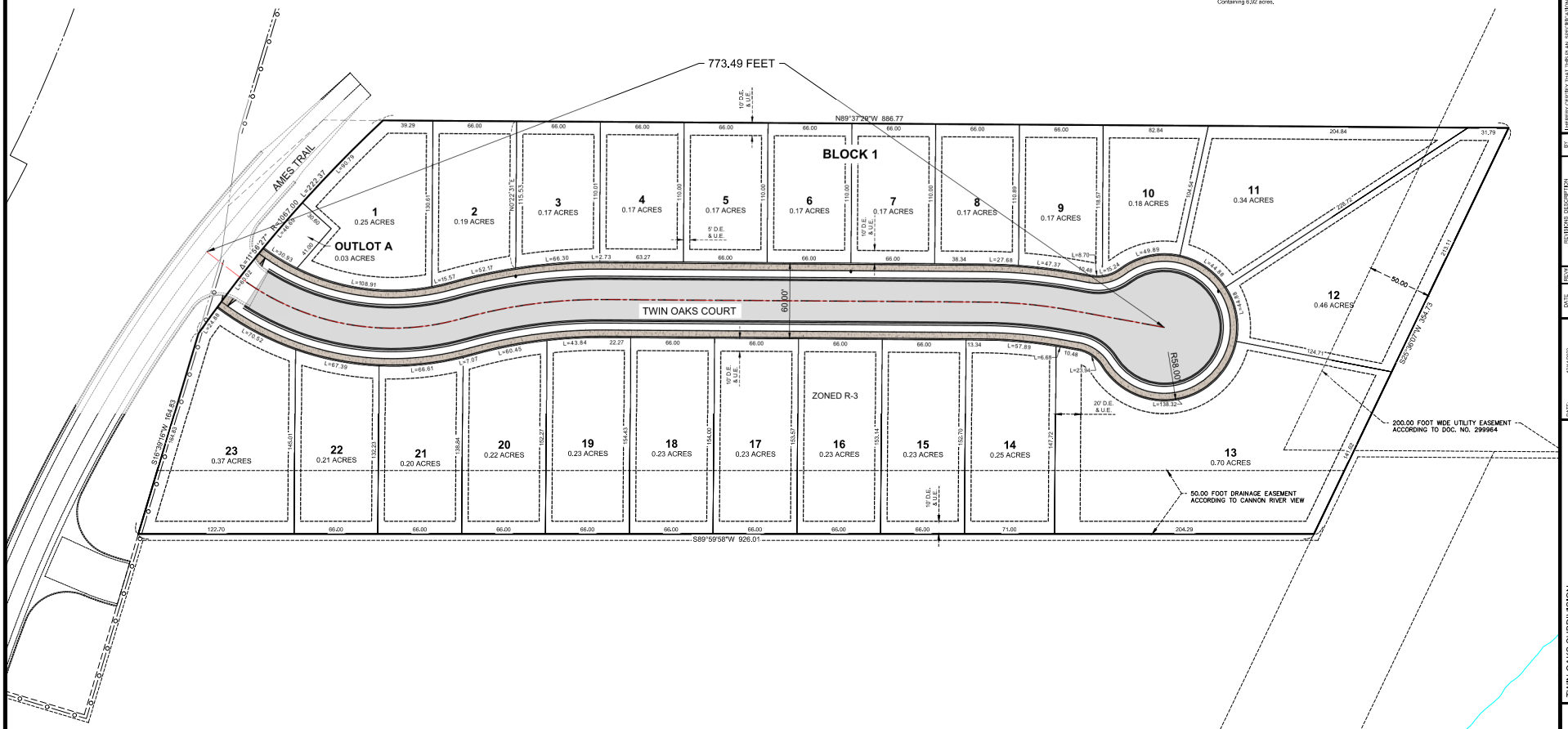
NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD 88)

● = DENOTES FOUND IRON MONUMENT

LEGAL DESCRIPTION

Outlot B, CANNON RIVER VIEW, according to the recorded plat thereof on file in the Rice County Recorder's Office.

Containing 6.92 acres.



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WIDSETH
ARCHITECTS • ENGINEERS • SCIENTISTS • PLANNERS

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT 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.

CRAIG R. BRITTON DATE: 12/11/2023 LIC. NO. 44028

NO.	DATE	REVISIONS DESCRIPTION

DATE: 12/11/2023
SCALE: AS SHOWN
DRAWN BY: JLB
CHECKED BY: CRB
JOB NUMBER: 2023-11455

TWIN OAKS SUBDIVISION
RICE COUNTY HRA
FARIBAULT, MN

VARIANCE EXHIBIT

SHEET NO.
1

CAUTION

ALL UNDERGROUND AND OVERHEAD UTILITY LOCATIONS SHOWN ARE APPROXIMATE. THERE MAY BE ADDITIONAL UNDERGROUND AND OVERHEAD UTILITIES NOT SHOWN ON THE PLAN THAT MAY BE REQUIRED TO BE REMOVED. IT IS THE CONTRACTORS RESPONSIBILITY TO REQUEST A GOPHER STATE ONE CALL PRIOR TO THE START OF ANY CONSTRUCTION AND COORDINATE ALL WORK WITH THE RESPECTIVE UTILITY COMPANIES.

PROPOSED FEATURES LEGEND

- DENOTES PROPOSED SANITARY SEWER
- DENOTES PROPOSED WATER MAIN
- DENOTES PROPOSED STORM SEWER
- DENOTES PROPOSED SANITARY MANHOLE
- DENOTES PROPOSED STORM MANHOLE
- DENOTES PROPOSED CATCH BASIN
- DENOTES PROPOSED HYDRANT
- DENOTES PROPOSED GATE VALVE & BOX
- DENOTES PROPOSED WATER MANHOLE
- DENOTES PROPOSED LOT LINE
- DENOTES PROPOSED EASEMENT
- DENOTES PROPOSED SETBACK

SETBACKS
FRONT = 25FT
SIDE = 10 FT
SIDE STREET = 25 FT
REAR = 10 FT

PARCEL CURVE DATA

SEGMENT	LENGTH	RADIUS	DELTA
C1	183.92	200.00	52°41'21"
C2	112.74	400.00	16°08'58"
C3	69.81	400.00	10°00'00"

SITE SUMMARY

LOTS	OUTLOTS	TOTAL ACRES
23	1	6.92

EXISTING FEATURES LEGEND

- DENOTES FUTURE ROADWAY
- DENOTES EXISTING BITUMINOUS
- DENOTES EXISTING GRAVEL
- DENOTES EXISTING SLOPES GREATER THAN 15%
- DENOTES EXISTING SANITARY SEWER
- DENOTES EXISTING STORM SEWER
- DENOTES EXISTING WATER MAIN
- DENOTES PROPERTY BOUNDARY
- DENOTES EXISTING LOT LINE
- DENOTES EXISTING EASEMENT LINE
- DENOTES EXISTING FENCE CHAIN LINK
- DENOTES EXISTING FENCE WOOD
- DENOTES EXISTING TREE DECIDUOUS
- DENOTES EXISTING SANITARY MANHOLE
- DENOTES EXISTING STORM MANHOLE
- DENOTES EXISTING STORM CATCH BASIN
- DENOTES EXISTING STORM INLET
- DENOTES EXISTING WATER VALVE
- DENOTES EXISTING WATER CURB STOP
- DENOTES EXISTING ELECTRIC LIGHT POLE
- DENOTES EXISTING WATER HYDRANT
- DENOTES EXISTING SIGN
- DENOTES EXISTING CONTROLLED ACCESS
- DENOTES EXISTING CORPORATE LIMITS

OWNER: RICE COUNTY HRA
320 3RD STREET NW
FARIBAULT, MN 55021
CONTACT: JOY WATSON
EMAIL: JOY.WATSON@RICECOUNTYMN.GOV
PH: (507) 333-3787

CIVIL ENGINEER: WIDSETH SMITH NOLTING
3777 40TH AVE NW, SUITE 200
ROCHESTER, MN 55901
CONTACT: CRAIG BRITTON
EMAIL: CRAIG.BRITTON@WIDSETH.COM
PH: (507) 292-8743

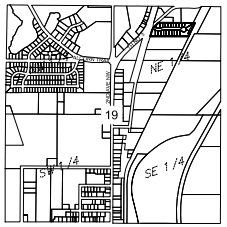
SURVEYOR: WIDSETH SMITH NOLTING
3777 40TH AVE NW, SUITE 200
ROCHESTER, MN 55901
CONTACT: PETER OETLIKER (LIC. NO. 41887)
EMAIL: PETER.OETLIKER@WIDSETH.COM
PH: (507) 292-8743

NOTES:

- STREET CLASSIFICATION: LOCAL STREET.
- PROPERTY ZONED R-3 MEDIUM DENSITY RESIDENTIAL.
- PROPERTY IS IN ZONE X PER FIRM MAP NUMBER 27131C0259D.
- 22 PROPOSED SINGLE FAMILY HOMES. 1 LOT FOR PARK

VICINITY MAP

T 110 N, R 20 W



"NOT TO SCALE"

NORTH

0 40 80
SCALE (IN FEET)

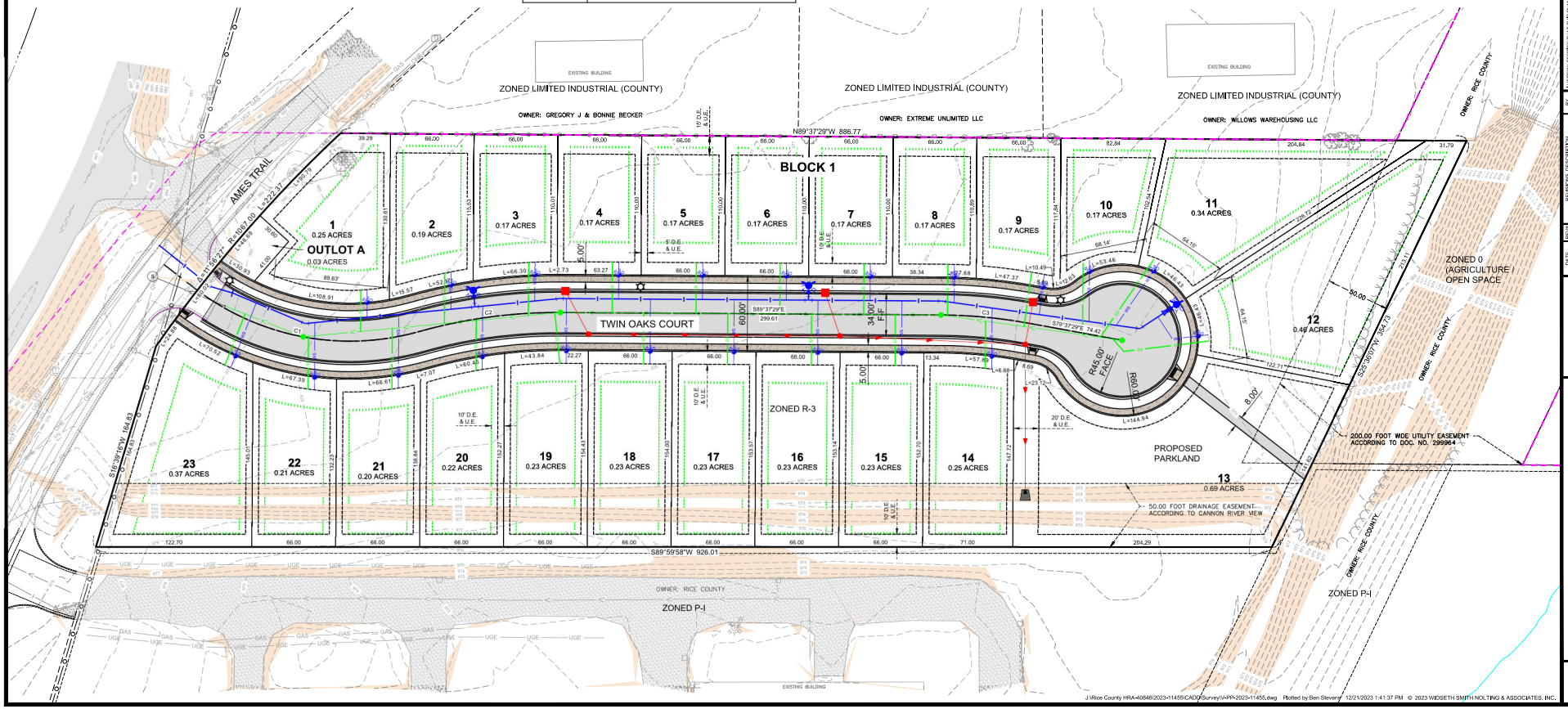
NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD 88)

● = DENOTES FOUND IRON MONUMENT

LEGAL DESCRIPTION

Outlot B, CANNON RIVER VIEW, according to the recorded plat thereof on file in the Rice County Recorder's Office.

Containing 6.92 acres.



J:\Rice County HRA-40846\2023-11455\CADD\Survey\V4-PP-2023-11455.dwg Plotted by:Ben Stevens 12/21/2023 1:41:37 PM © 2023 WIDSETH SMITH NOLTING & ASSOCIATES, INC.

WIDSETH
ARCHITECTS • ENGINEERS • SURVEYORS

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT 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.

CRAIG A. BRITTON DATE: 12/18/2023 LIC. NO. 44208

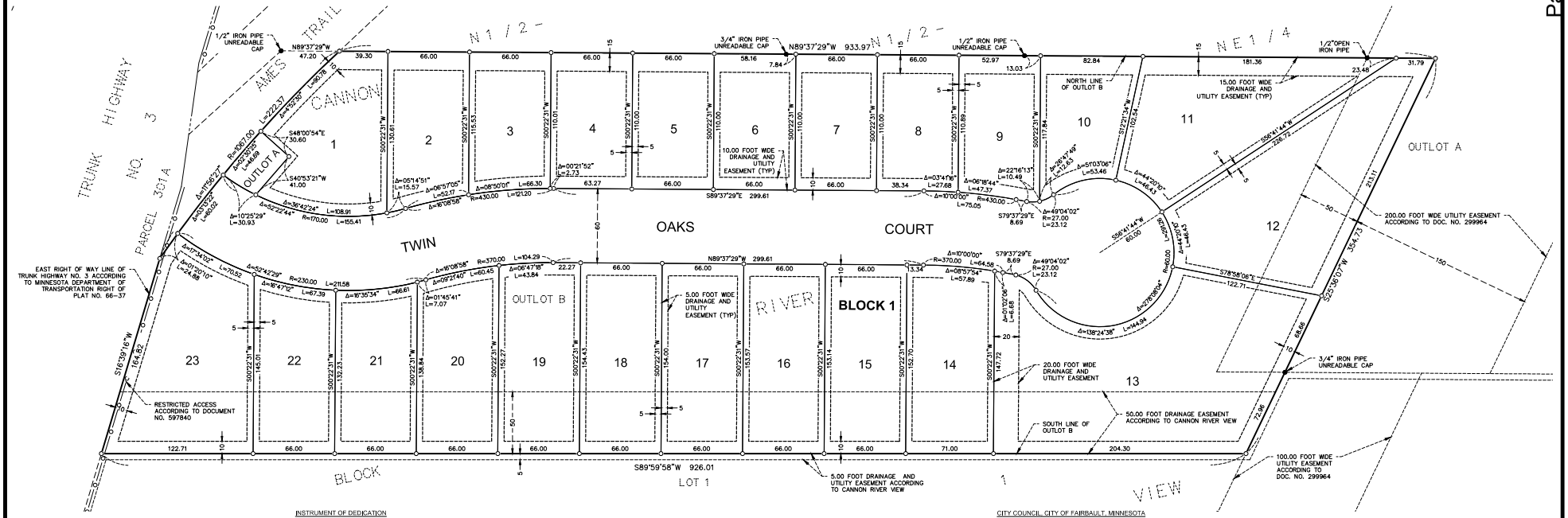
DATE	REV.	REVISIONS DESCRIPTION	BY
12/21/2023		CITY COMMENTS	BJS

DATE: 12/18/2023
SCALE: NA
DRAWN BY: BJS
CHECKED BY: CAB
JOB NUMBER: 2023-11455

TWIN OAKS SUBDIVISION
RICE COUNTY HRA
FARIBAULT, MN
PRELIMINARY PLAT

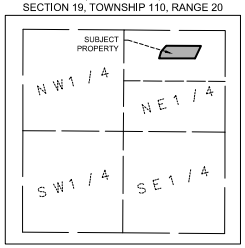
SHEET NO.
1

TWIN OAKS SUBDIVISION



OWNER/ DEVELOPER	RICE COUNTY HRA 320 3RD ST NW FAIRBAULT, MN 55021
SURVEYOR	PETER G. OETLIKER WIDSETH 3777 40TH AVE NW SUITE #200 ROCHESTER, MN 55901
DATE	DECEMBER 21, 2023

VICINITY MAP
(NOT TO SCALE)
SECTION 19, TOWNSHIP 110, RANGE 20



WIDSETH
ARCHITECTS ▪ ENGINEERS ▪ SCIENTISTS ▪ SURVEYORS

INSTRUMENT OF DEDICATION

KNOW ALL PERSONS BY THESE PRESENTS: That Rice County HRA, a Minnesota Municipal Corporation, owner of the following described property:

Outlot B, CANNON RIVER VIEW, according to the recorded plat thereof on file in the Rice County Recorder's Office.

Have caused the same to be surveyed and platted as TWIN OAKS SUBDIVISION and does hereby dedicate to the public for public use forever the thoroughfares and also dedicate the easements as shown on this plat for drainage and utility purposes only.

IN WITNESS WHEREOF said Rice County HRA, a Minnesota Municipal Corporation, has caused these presents to be signed by its proper officer this _____ day of _____, 20____.

Rice County HRA

_____

_____

STATE OF _____

COUNTY OF _____

This instrument was acknowledged before me on _____, by _____, Rice County HRA, a Minnesota Municipal Corporation, on behalf of the company.

_____

_____

Notary Public_____

My Commission Expires: _____

SURVEYOR'S CERTIFICATE

I, Peter G. Oetliker, do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this_____ day of _____, 20____.

_____

Peter G. Oetliker, Licensed Land Surveyor
Minnesota License No. 41887

STATE OF MINNESOTA

COUNTY OF _____

This instrument was acknowledged before me on _____, by Peter G. Oetliker.

_____

_____

Notary Public, _____

My Commission Expires: _____

CITY COUNCIL, CITY OF FAIRBAULT, MINNESOTA

This plat of TWIN OAKS SUBDIVISION was approved and accepted by the City Council of Fairbault, Minnesota, at a regular meeting thereof held this _____ day of _____, 20____. If applicable, the written comments and recommendations of the Commissioner of Transportation and the County Highway Engineer have been received by the City or the prescribed 30 day period has elapsed without receipt of such comments and recommendations, as provided by Minnesota Statutes, Section 505.03 Subd. 2.

_____ By: Mayor

_____ By: City Administrator

RICE COUNTY SURVEYOR

I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subd. 11, this plat has been reviewed and approved this_____ day of _____, 20____.

_____

Michael Fangman
Rice County Surveyor

RICE COUNTY PROPERTY TAX AND ELECTIONS

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 20____ on the land hereinbefore described have been paid. Also pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and
transfer entered this ____ day of _____, 20____.

_____

Denise Anderson
Property Tax and Elections Director

COUNTY RECORDER, COUNTY OF RICE, STATE OF MINNESOTA

I hereby certify that this plat of TWIN OAKS SUBDIVISION was filed in the office of the County Recorder for public record on this day of _____, 20____, at _____ o'clock ___.M. and

was duly filed as Document Number _____.

_____

Michael Fangman
Rice County Recorder

NORTH

0 40 80
(IN FEET)

ORIENTATION OF THIS BEARING SYSTEM IS BASED ON THE RICE COUNTY COORDINATE DATABASE NAD 83

● = DENOTES FOUND IRON MONUMENT
○ = DENOTES 1/2 INCH IRON PIPE MONUMENT SET AND MARKED RLS # 41887

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Rice County
Housing and Redevelopment Authority

Memo

To:	Rice County Housing & Redevelopment Authority (RCHRA)
From:	Joy Watson, Director of Housing
Date:	January 2, 2024
Item:	Twin Oaks Development

BACKGROUND

Housing for many Rice County families, particularly first-time home buyers, is often out of reach. The average home sale in Rice County, which is not affordable to residential developers have found they can build similar-size homes for the same cost in the Twin Cities metro but sell them for far more than they can in Rice County. The median income in Rice County is $78,214, an hourly wage of $37.60. A household with that income could afford a home price of approximately $264,000, but the average home price in Rice County is $337,100.00, which is unaffordable to the average Rice County household.

Rice County acquired land to build the new Public Safety Center, and 6.9 acres of that was earmarked for much-needed owner-occupied housing. Earlier this year, Rice County hired Widseth to be the project manager for the Twin Oaks development, which will feature 23 lots for owner-occupied single-family homes. Rice County Habitat for Humanity was selected as the builder for the first six home and will ensure prospective buyers are income and credit qualified. Its volunteers are also expected to provide about $14,000 in in-kind services.

In December 2022, the project was awarded $600,000 by the Minnesota Housing Finance Agency to help prospective home buyers purchase one the first six homes planned for construction. The funds will be used to assist qualifying residents with a down payment, making the homes affordable to low and moderate-income households. It is Rice County's intention to income-restrict the homes to households earning less than 115% of the area median income; in Rice County that would be a family of four earning less than $106,000.00.

Construction of infrastructure is slated to begin in April of 2024 and is expected to take six weeks to complete; at that time Habitat will begin construction of the first six homes, which are expected to be completed in early 2025. The Minnesota Housing funding required a builder to be chosen as part of the funding application for the first six homes, so the builder was chosen prior the design or construction of Twin Oaks. Once the infrastructure is complete Rice County will start the process of finding builders for the remaining lots.

State of Minnesota
County of Rice

CITY OF FARIBAULT

RESOLUTION #2024- 008

APPROVE VARIANCES FOR LENGTH OF A CUL-DE-SAC AND NUMBER OF LOTS ON A CUL-DE-SAC FOR TWIN OAKS SUBDIVISION

WHEREAS, Rice County HRA (the "Owner") requests approval of an application for two variances associated with Twin Oaks Subdivision for property near the intersection of Ames Trail and 1st Avenue NW as legally described below (the "Subject Property"):

> Outlot B, CANNON RIVER VIEW, according to the recorded plat thereof on file in the Rice County Recorder's Office.

WHEREAS, the proposed variance applications are submitted in association with preliminary and final plat applications; and

WHEREAS, the Owner wishes to subdivide the property as part of Twin Oaks Subdivision that creates 22 single-family lots on a 775-foot long cul-de-sac, as depicted in Exhibit A; and

WHEREAS, Chapter 15, Article 6, Section 15-280, Subsection B, of the City's Unified Development Ordinance states a cul-de-sac shall not serve more than twenty (20) lots nor be longer than six hundred fifty (650) feet in length; and

WHEREAS, City Staff has completed a review of the application and made a report to the Planning Commission pertaining to said requests, a copy of which has been presented to the City Council; and

***WHEREAS**,* the Planning Commission, on January 2, 2024, following proper notice, held a public hearing regarding the requests, and following said public hearing made findings and recommended that the City Council approve the requested variances; and

WHEREAS, following said public hearing, the Planning Commission recommended approval of the requested variances based on the following findings as required by Section 2-460 of the City's Unified Development Ordinance:

1. **The variance is in harmony with the general purposes and intent of the City's ordinances.**

   Finding: The variances are necessary to permit development on the edge of the city. The variances will allow the applicant to build 22 single-family homes between the edge of the city and the future Rice County Public Safety Center. The City Engineer and City Planner determined a connection to the north is not needed or warranted, and a connection to the east or south is not possible due to county facilities and a mixture of topography, drainage, and floodplain. Therefore, the requested variances are in harmony with the general purpose and intent of the UDO.

2. **The variance is consistent with the Comprehensive Plan.**

   Finding: Granting the requested variances will permit appropriate land uses, which fit with the planned residential neighborhood guided by the Comprehensive Plan.

3. **The applicant proposes to use the property in a reasonable manner not permitted by the City's ordinances.**

   Finding: The subject property is deep and is surrounded by existing or permitted future development and a future trail on top of significant topography, drainage, and floodplain concerns. The variances will allow for reasonable use of the property that would not be permitted by right in the UDO.

4. Unique circumstances apply to the property, which do not apply generally to other properties in the same zone or vicinity and result from lot size or shape, topography or other circumstances over which the owner of the property has not had control. The unique circumstances do not result from the actions of the applicant.

Finding: The subject property is a deep, platted outlot lot in the existing Cannon River View subdivision used to create the property currently under construction for the Rice County Public Safety Center. There are many considerations around the size of the new Public Safety Center, which includes any space and separation needs for such a use. Although the property owner created the deep subject property, the needs of the Public Safety Center are unique circumstances that attributed to the unique position of the subject property. The subject property is hemmed in by drainageways, topography and trails, a floodplain, and existing or proposed development to the north and south. Considering these aspects, the property is under unique circumstances that do not generally apply to other properties nearby, in the same zoning district, or the city. Although the applicant and owner team had some control over the placement of the Public Safety Center, the health, safety, and welfare of the public protected by the future county facility are paramount. Topography, drainage, existing development, and floodplain are all unique circumstances that are not a result of the applicant's actions alone.

5. The variance does not alter the essential character of the neighborhood.

Finding: The variance applications will allow for development of residential similar to nearby properties and will not result in the alteration of the essential character of the neighborhood.

6. The variance requested is the minimum variance, which would alleviate the practical difficulties.

Finding: The proposed subdivision configuration and need for variances are to accommodate and make reasonable use of the subject property depth and adjacent land restrictions. For these reasons, they are the minimum necessary under the circumstances.

7. **Economic conditions alone do not constitute practical difficulties.**

   Finding: The variances are not attributed to economic conditions in this case. The findings above provide a clear picture that the variances requested are for the reasonable use of the property.

WHEREAS, the City Council, at a public meeting, on January 9, 2024, considered the request, the report to the Planning Commission, and the results of the public hearing, and concurred with all findings of the Planning Commission as stated in the above recitals and hereby makes the identical findings.

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

Section 1: Approval of the Requested Variances. The City Council hereby approves the requested variances from Chapter 15, Article 6, Section 15-280, Subsection B, of the Unified Development Ordinance as follows:

1. A cul-de-sac street with 22 lots where 20 lots is the maximum allowed.

2. A cul-de-sac street approximately 775 feet long where 650 feet is the maximum allowed.

Said approvals are based on the foregoing recitals, which are incorporated herein by reference, and which constitute the findings of the City Council, all of which are to protect the public's health, safety, and welfare.

Section 2. Compliance. The City Council authorizes the Mayor, City Administrator, City Staff, and the City Attorney to take any additional

steps and actions necessary or convenient to accomplish the intent of this resolution.

Section 3. Effective Date. This resolution shall become effective immediately upon its passage and without publication.

Date Adopted: January 9, 2024

Faribault City Council

_____

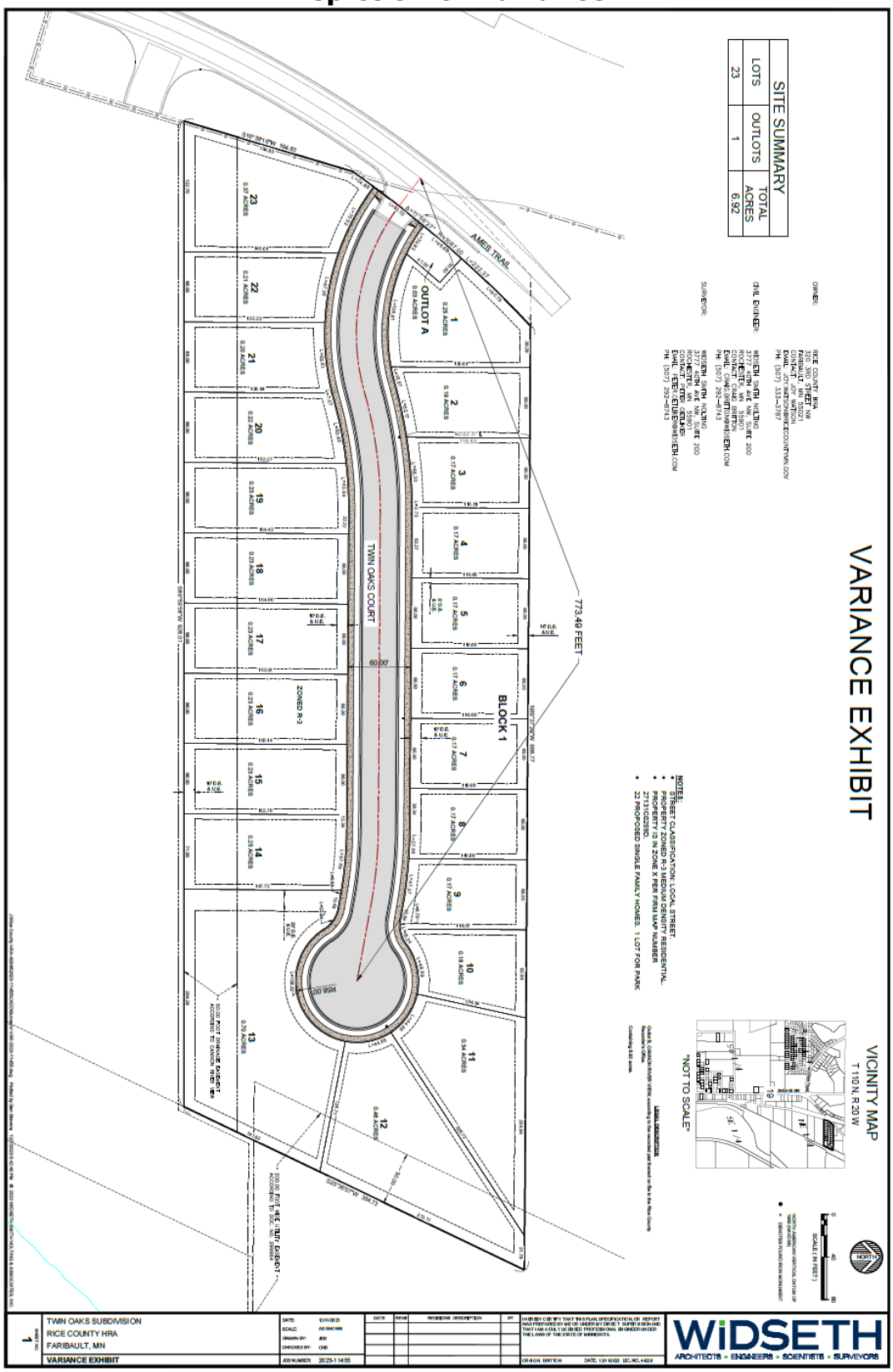
Kevin F. Voracek, Mayor

ATTEST:

_____

Timothy C. Murray, City Administrator

Exhibit A
Depiction of Variance



State of Minnesota
County of Rice

CITY OF FARIBAULT

RESOLUTION #2024- 009

APPROVE THE PRELIMINARY AND FINAL PLATS FOR TWIN OAKS SUBDIVISION

WHEREAS, Rice County HRA (the "Applicant") requests preliminary and final plat approval for 22 single-family lots, a parkland lot, and an outlot for a subdivision sign on property near the intersection of Ames Trail and 1st Avenue NW as legally described below (the "Subject Property"):

> Outlot B, CANNON RIVER VIEW, according to the recorded plat thereof on file in the Rice County Recorder's Office.

WHEREAS, the proposed preliminary and final plat applications are submitted in association with a variance application for the length of the proposed cul-de-sac and the number of lots served by the cul-de-sac; and

WHEREAS, City Staff has completed a review of said applications and made a report to the Planning Commission, a copy of which has been presented to the City Council; and

WHEREAS, the Planning Commission, on January 2, 2024, following proper notice, held a public hearing regarding the applications, and following said public hearing made findings and recommended approval of the applications; and

WHEREAS, the City Council, on January 9, 2024, at a public meeting considered the application; and

WHEREAS, based upon said report, hearing, and recommendation, the City Council hereby finds that approval of the preliminary plat for Twin Oaks Subdivision as depicted on Exhibit A, subject to the attached

conditions of approval, is appropriate with the following findings as required by Section 15-130 of the City's Unified Development Ordinance:

1. **Criteria: The proposed preliminary plat conforms with the requirements of the Unified Development Ordinance, the applicable zoning district regulations, and any other applicable provisions of this Ordinance, subject only to acceptable rule exceptions.**

   Finding: The proposed preliminary plat is consistent with provisions of the Unified Development Ordinance. The applicant is required to have any proposed covenants and a final developer’s agreement prior to recording plats.

2. **Criteria: The proposed subdivision is consistent with the City's Land Use Plan and any other adopted land use studies.**

   Finding: The City's Land Use Plan guides the subject property for Planned Residential Development. The proposed residential use is consistent with this plan.

3. **Criteria: The plat contains a sound, well-conceived parcel and land subdivision layout that is consistent with good land planning and site engineering design principles.**

   Finding: The preliminary plat provides for a lots that are compatible with other properties in the vicinity and are generally consistent with good planning and engineering design principles.

4. **Criteria: The spacing and design of proposed curb cuts and intersection locations is consistent with good traffic engineering design and public safety considerations.**

   Finding: The layout of the lots in the preliminary plat are done in a manner consistent with the provisions of the City's Unified Development Ordinance and utilize good traffic engineering design and public safety considerations.

5. **Criteria: All submission requirements have been satisfied.**

   Finding: The proposed preliminary plat adequately addresses the submission requirements as outlined in the City's Unified Development Ordinance; and

WHEREAS, the City Council further finds that approval of the final plat of Twin Oaks Subdivision as depicted on Exhibit B, subject to certain conditions of approval, is appropriate with the following findings as required by Section 15-210 of the City's Unified Development Ordinance:

1. **Criteria: The final plat substantially conforms to the approved preliminary plat.**

   Finding: The Applicant applied for the final plat approval concurrently with the preliminary plat. The Final Plat conforms to the preliminary plat as required.

2. **Criteria: The plat conforms to all applicable requirements of the Unified Development Ordinance, subject only to approved rule exceptions.**

   Finding: The final plat conforms to all applicable requirements of the City's Unified Development Ordinance.

3. **All submission requirements have been satisfied.**

   Finding: The final plat adequately addresses the submission requirements as outlined in the City's Unified Development Ordinance.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Faribault that the preliminary and final plat for Twin Oaks Subdivision are hereby approved, subject to the following conditions:

1. Approval of the preliminary and final plats is dependent on successful granting of a variance for number of lots on a dead-end or cul-de-sac street and the length of said street. Failure to receive a variance shall void approval of the preliminary and final plats.

2. The Applicant shall adequately address all items as listed in the City Attorney’s plat opinion letter or as may be otherwise directed by the City Engineer, City Attorney, or others with review and approval authority of the City.

3. The final plat shall be recorded with the Rice County Recorder's Office within twelve (12) months following City Council approval unless extended by the City or it shall be deemed null and void.

4. The final plat shall be submitted in a digital format suitable to the City Engineer when the final plat is forwarded for required City signatures.

5. The Applicant shall enter into a Development Agreement with the City prior to recording the final plat and shall satisfy all terms and conditions set forth in the Development Agreement.

6. Before the approved final plat is filed with the Rice County Recorder's office, all applicable fees must be paid and the Developer must enter into a Development Agreement to the satisfaction of the City Attorney, and satisfy all requirements contained in the Development Agreement.

7. The Owner shall submit a title insurance policy upon recording the plat and will be subject to any requirements resulting from City Staff's and the City Attorney's review of the title work and plat opinion issued for this plat.

8. The Applicant shall dedicate Lot 13 to the City for use as parkland and make improvements to the park to satisfy parkland dedication requirements, as detailed in the Developer's Agreement.

9. The City Administrator and City Attorney are authorized to have final revisions made to the plat and development agreement necessary to carry out City Council intent with this approval resolution.

Date Adopted: January 9, 2024

Faribault City Council

_____

Kevin F. Voracek, Mayor

ATTEST:

_____

Timothy C. Murray, City Administrator

Exhibit A
Depiction of the Preliminary Plat

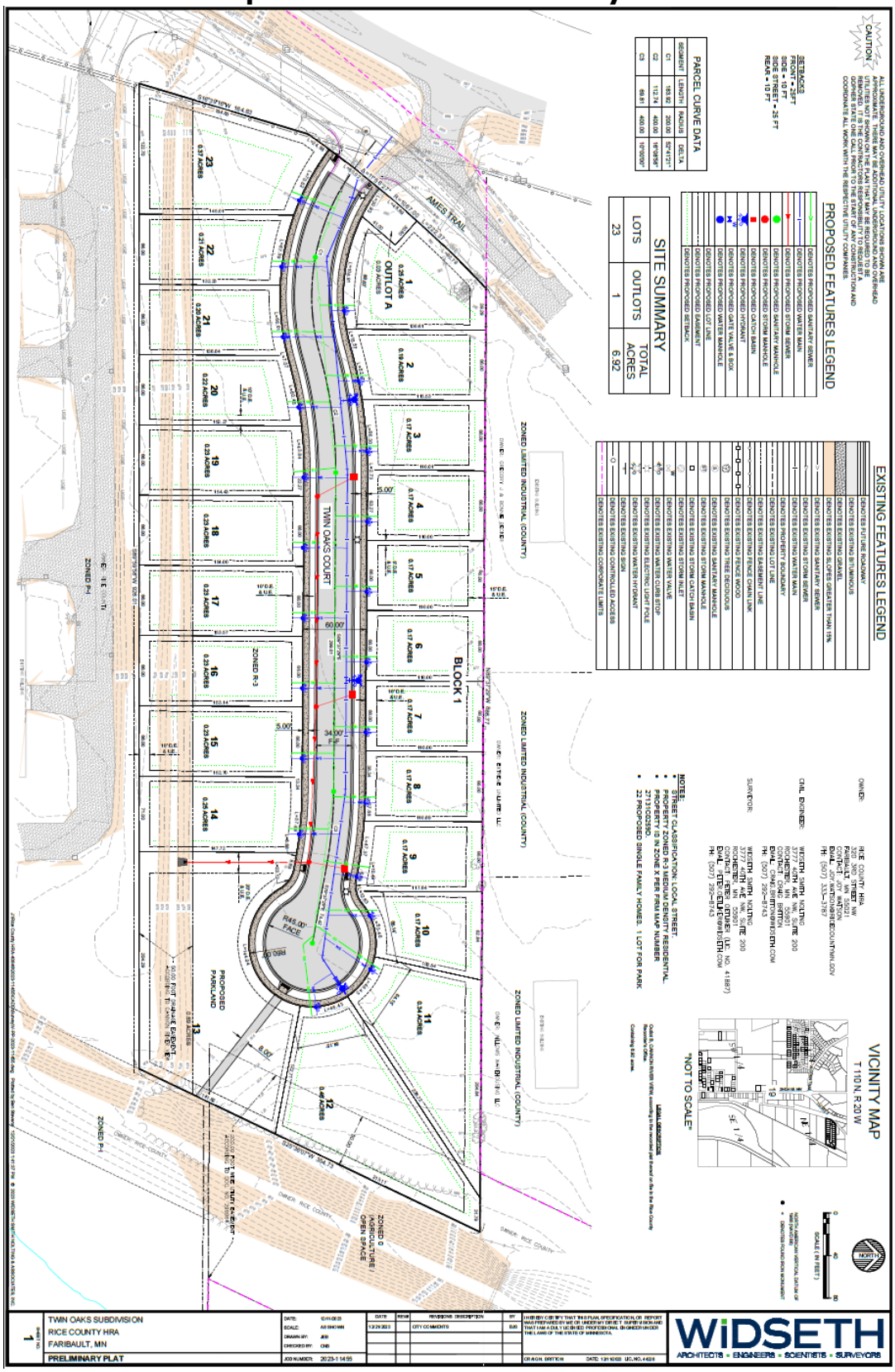
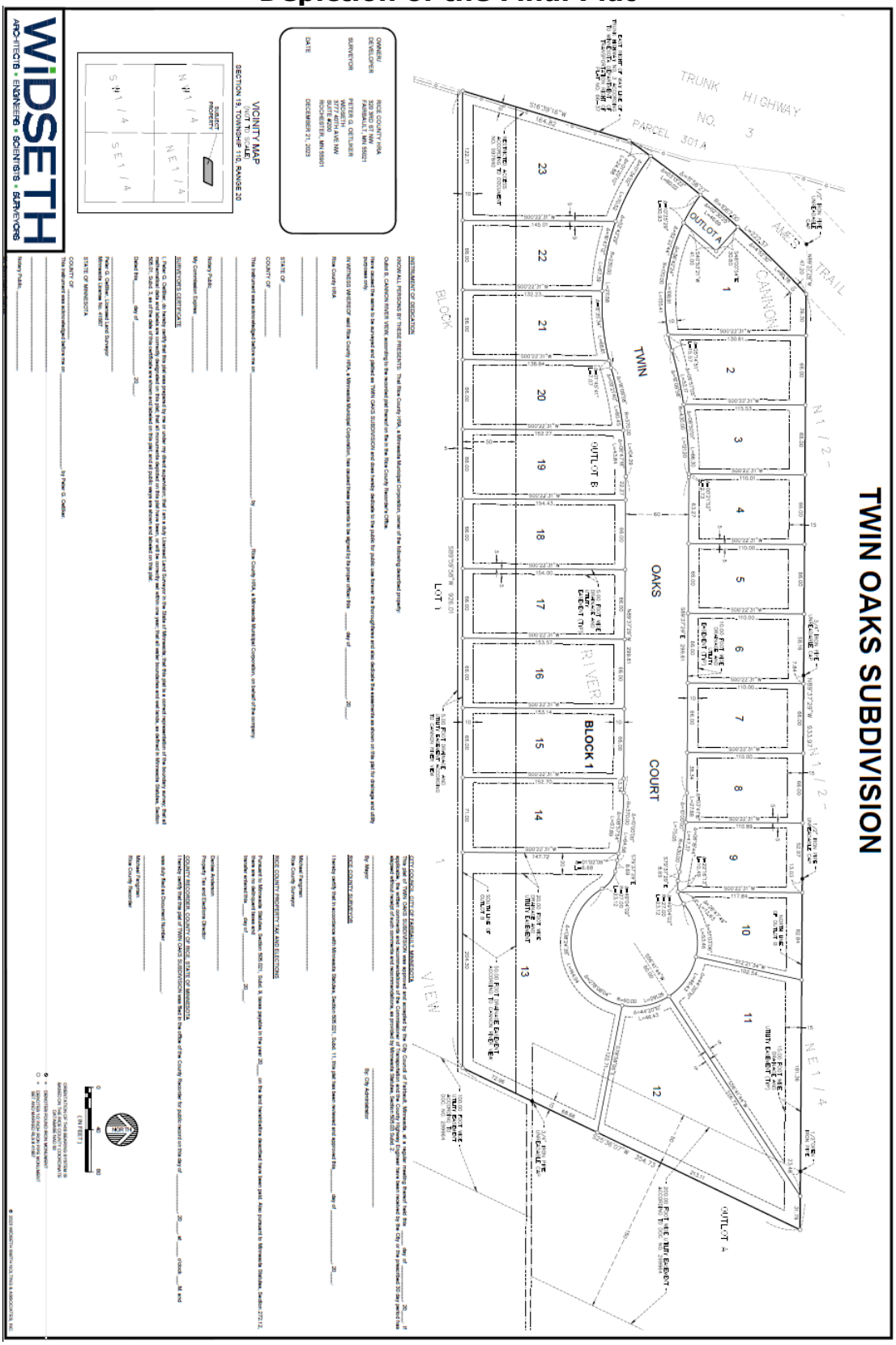


Exhibit B
Depiction of the Final Plat



Request for Council Action

TO:	Mayor and City Council
THROUGH:	Tim Murray, City Administrator
FROM:	David Wanberg, Community and Economic Development Director
MEETING DATE:	January 9, 2024
SUBJECT:	Repeal River Ridge PUD Overlay Ordinances, Vacate a Part of a Right-of-Way, and Approve the Preliminary and Final Plats of River Ridge 4th Addition related to a Proposed City Park North of the Viaduct

---

Background:

The City of Faribault proposes to develop a community park on City property directly north of the viaduct (State Highway 60 / 1st Street NE) and west of Straight River. The proposed park is consistent with the City's Journey to 2040 Comprehensive Plan, Downtown Master Plan, and Park System Plan. It includes a building with a multi-purpose room, a warming room, concessions, and restrooms. It also includes a refrigerated skate loop, a splash pad, and outdoor gathering spaces for informal play, concerts, and other events. Refer to the attached Planning Commission report for additional information.

The City of Faribault requests the City Council take the following actions related to the development of the proposed park:

1. **Repeal all ordinances related to the River Ridge Planned Unit Development (PUD) Overlay District (first reading).** The City Council approved the original River Ridge PUD in 2000 and amended it in 2005, 2006, and 2011. The PUD does not accurately reflect existing and planned uses in the district. Also, given that the City and the property owner to the west of the proposed City park have shared access agreements, there is no reason to have a PUD in this area.
2. **Vacate part of the right-of-way at 2nd Street NE and Heritage Place (first reading).** The City originally intended the existing roundabout to provide an additional access drive to serve the proposed park property. However, the City no longer needs that access and wishes to maximize the proposed park's usable space.

Consequently, the City proposes to remove the center landscape island in the roundabout and vacate part of the right-of-way.

3. **Approve the preliminary and final plat of River Ridge 4th Addition**. The property associated with the proposed park includes an outlot, right-of-way, and easements (some of which the City will vacate). Consequently, the City must replat the property. City Staff recommends that the City Council review the preliminary and final plats but continue its action on the plats until the City vacates the right-of-way and easements at upcoming City Council meetings.

The Planning Commission held a public hearing on January 2, 2024, to consider the requests. The City received no public comments before or during the public hearing. The Planning Commission approved written findings in favor of the requests. It unanimously recommended that the City Council approve the requests outlined in Ordinance 2024-1, Ordinance 2024-2, and Resolution 2024-010.

Recommendation:

1. Approve the first reading of Ordinance 2024-1 Repeal Planned Unit Development Ordinances associated with River Ridge, River Ridge 2nd Addition, and River Ridge 3rd Addition Plats. Approval requires a two-thirds vote of the City Council.
2. Approve the first reading of Ordinance 2024-2 Vacate a Portion of the Right-of-Way at 2nd Street NE and Heritage Place. Approval requires a two-thirds vote of the City Council.
3. Continue action until a future City Council meeting on Resolution 2024-010 Approve the Preliminary and Final Plats for River Ridge 4th Addition.

Attachments:

1. Planning Commission Packet

Staff Report to the Planning Commission

TO:	Planning Commission
THROUGH:	David Wanberg, Community and Economic Development Director
FROM:	Harry Davis, City Planner Mark DuChene, Director of Engineering/City Engineer
MEETING DATE:	January 2, 2024
SUBJECT:	City of Faribault Viaduct Park, Applications to Repeal River Ridge PUD Overlay Ordinances, Vacate a Portion of the Right-of-Way at 2nd Street NE and Heritage Place, and Approve the Preliminary and Final Plats of River Ridge Fourth Addition

Background:
The City of Faribault (Applicant/Owner/Developer) requests approval removing the River Ridge PUD, vacating right-of-way, and concurrent preliminary and final plats for River Ridge 4th Addition, generally near the intersection of 2nd Street NE and Heritage Place depicted in attached plans.

Location within Downtown Area

K:\Common Share\Projects\2023\23-043 Viaduct Park PFP - Site Plan - Vacation Plat\P&Z Comments\Review 1

In 2000 and 2001, the River Ridge PUD and original plat created property for a mix of residential and commercial spaces. Since the early 2000s, the economic and physical landscape shifted and the city of Faribault is in possession of the remaining, undeveloped properties within the PUD area. In keeping with the Comprehensive Plan, Parks Master Plan, and Sidewalk-Trail Plan, the City will develop a new park, called Viaduct Park. The proposed park will have park pavilion building, refrigerated skate ribbon and splash pad as well as general outdoor gathering spaces, trails and landscaping.

Early concept image

The site is located within Section 31, Township 110N, Range 20W on land dedicated as Outlot B & D, RIVER RIDGE ADDITION, Tract B, REGISTRERED LAND SURVEY NO. 17, Lots 1-5, Block 75, ORIGINAL TOWN OF FARIBAULT and part of former Water Street and that part of Block 74 in the ORIGINAL TOWN OF FARIBAULT.

The proposed development will be completed by:

Owner/Developer:	City of Faribault
Surveyor:	Bolton and Menk

Engineer: Kimley Horn

PLAT

Developer has submitted a preliminary and final plat for RIVER RIDGE FOURTH ADDITION. The preliminary and final plat contains two (2) lots for public park development.

The areas within the plat include:

Lot 1, Block 1	0.84 acres	(36,581 sf)
Lot 2, Block 1	2.88 acres	(125,245 sf)
ROW	1.00 acres	(43,980 sf)
Total	3.72 acres	(205,806 sf)

At the time of final plat, the Developer agrees to provide sufficient permanent property monumentation per the development agreement and shall submit to the City written verification by a registered land surveyor licensed in the State of Minnesota.

Discussion:

The proposed PUD amendment, right-of-way vacation, and preliminary and final plats are consistent with the planning and zoning aspects of the City's Unified Development Ordinance. The following provides an overview of the key planning and zoning-related items associated with:

PUD Amendment

1. Zoning Amendment Summary. The request to remove the River Ridge PUD is compliant with the city's criteria for zoning amendments and will not significantly alter development inconsistent with the underlying zoning and UDO. Removal of the UDO will allow for development of the park.

Right-of-Way Vacation

1. Right-of-way Vacation Summary. The proposed right-of-way vacation will not infringe or deter use or enjoyment on other properties and is needed to facilitate development of the park.

Preliminary Plat

1. Existing and Surrounding Conditions. The subject property is approximately 3 acres just east of the Crooked Pint property, west of the railroad tracks, south of Heritage Park, and north of the Division

Street viaduct. A mix of uses exist to the north and west, with MN DOT ROW to the south and single-family homes across the railroad tracks and Straight River.

2. Relationship to the Journey to 2040 Comprehensive Plan. The Journey to 2040 Comprehensive Plan guides the subject property for downtown and park uses The proposed preliminary plat is consistent with the City's land use plan for this property.

3. Relationship to the Official Zoning Map. Faribault's Official Zoning Map identifies the subject property (and adjacent properties) as being in the CBD, Central Business District zoning district. The proposed preliminary plat is consistent with the uses and bulk regulations of the CBD zoning district. Refer to the lot layout section of this report for additional information.

4. Proposed Trail in place of Sidewalk. The City's Sidewalk-Trail Plan identifies many critical projects and connections in this area. The Straight River Trail passes through the subject property and serves as a primary loop for pedestrian and cycling connectivity across Faribault. One of the goals of the plan shows greenspace distributed throughout the community, including downtown. One example within the plan showed greenspace developed along the Straight River from Division Street SW to 7th Street NW.

5. Existing Trees. The subject property is without trees and is expected, with development of the park, to include and bolster tree canopy and species within the area.

6. Wetlands and Shoreland. There are no known wetlands on the site. The subject property is within the Shoreland Overlay District for the Straight River. The plat conforms to shoreland requirements and any development proposed on the subject property shall also conform to shoreland requirements.

7. Street and Site Layout. The proposed site layout meets the City code regarding parking space dimensions and access drive widths and provides acceptable site circulation.

2nd Street NE

The site is south of and adjacent to 2nd Street SE a local roadway. 17th Street SW is a 28-foot wide, urban roadway and is within a 60-foot right-of-way with a sidewalk on both sides and terminates in a traffic circle on the east end. The traffic circle is proposed to be removed as part of a concurrent watermain replacement project, and

excess right-of-way vacated to accommodate the proposed park development. The road way will be reconfigured to be a 90-degree two-legged intersection with Heritage Place. The sidewalks will be connected to the park trails/sidewalks.

TH 60 (1st Avenue NE)

The site is north and east of TH 60 a minor arterial under the jurisdiction of MnDOT. TH 60 is a multilane undivided highway and is elevated with a bridge on the south side of the site. The site is access via TH 60 through a private parcel via an existing access easement. No change to access is proposed. The plat does dedicate roughly 1 acre of ROW to TH 60 that is currently encumbered with a roadway easement per MNDOT ROW Plat No. 66-42.

8. Grading, Drainage and Erosion Control. The development is located within the Straight River (M-048-026) district as identified in the City's 2022 Surface Water Management Plan. Stormwater runoff generated within the site is proposed to be routed to the new Riverchase Regional Stormwater Basin (to be constructed in 2024) and then ultimately discharged to the Straight River.

Proposed storm sewer improvements must be designed to accommodate the runoff from a 10-year storm, 24-hour SCS Type II precipitation event as defined by the National Oceanic and Atmospheric Administration Atlas 14 precipitation frequency estimate for the Faribault Station. Drainage calculations for the proposed storm sewer system shall be submitted to the City Engineer for review and approval with the final construction plans. Storm sewer systems have been designed to limit the post construction rate of runoff from the 2, 10 & 100 yr. 24-hour storm events to less than or equal to existing conditions. Final storm sewer locations and construction are subject to City of Faribault standards and must be approved by the City Engineer with final construction plans.

The proposed site improvements propose to disturb 3.29 acres which include the addition of an estimated 1.47 acres of new and/or reconstructed impervious surface. A stormwater treatment system meeting the current requirements of the Minnesota Pollution Control Agency (MPCA) Construction Storm Water permit, the City's current Municipal Separate Storm Sewers permit and 2022 Surface Water Management Plan including the Developers Guide for Stormwater Management have been incorporated into the final design of the Riverchase Regional Stormwater Basin.

A City grading permit and a National Pollution Discharge Elimination System Construction Stormwater General Permit for construction activity is required by the Minnesota Pollution Control Agency (MPCA) for areas exceeding one acre being disturbed by grading. A copy of the Notice of Stormwater Permit Coverage must be submitted to the City upon receipt from the MPCA. A stormwater pollution prevention plan (SWPPP) must be submitted meeting the requirements of the City's municipal separate storm sewer system permit and associated ordinances and the erosion and sediment control requirement as set forth in the MPCA construction stormwater general permit. A full copy of the SWPPP must be submitted to the City Engineer with the final construction plans for review and approval.

A final post construction as-built grading plan must be submitted meeting the requirements of Article VII, Section 28-230 of the City of Faribault Code of Ordinances.

9. Utilities and Easements. The existing site will be served by City water and sewer from services extended into the site from existing mains located within easements in the adjacent site. Existing utilities have sufficient capacity to serve the proposed development.

10. Phasing and Development Schedule. Presuming the City Council approves the preliminary and final plats concurrently, the Applicant and City will enter into a Development Agreement that will address the details, responsibilities, and costs associated with the proposed subdivision. The Applicant intends to construct the park in 2024.

Final Plat

1. Final Plat Requirements. The proposed final plat is consistent with the preliminary plat.

Development Review Committee Recommendation. The City's Development Review Committee (DRC) reviewed the proposed applications on December 19, 2023, and recommended conditional approval. The Applicant revised the preliminary plat to address the DRC's conditions of approval. Consequently, the DRC is recommending approval of the proposed preliminary plat.

Public Comment. The City Planner received no public comment prior to publishing this report.

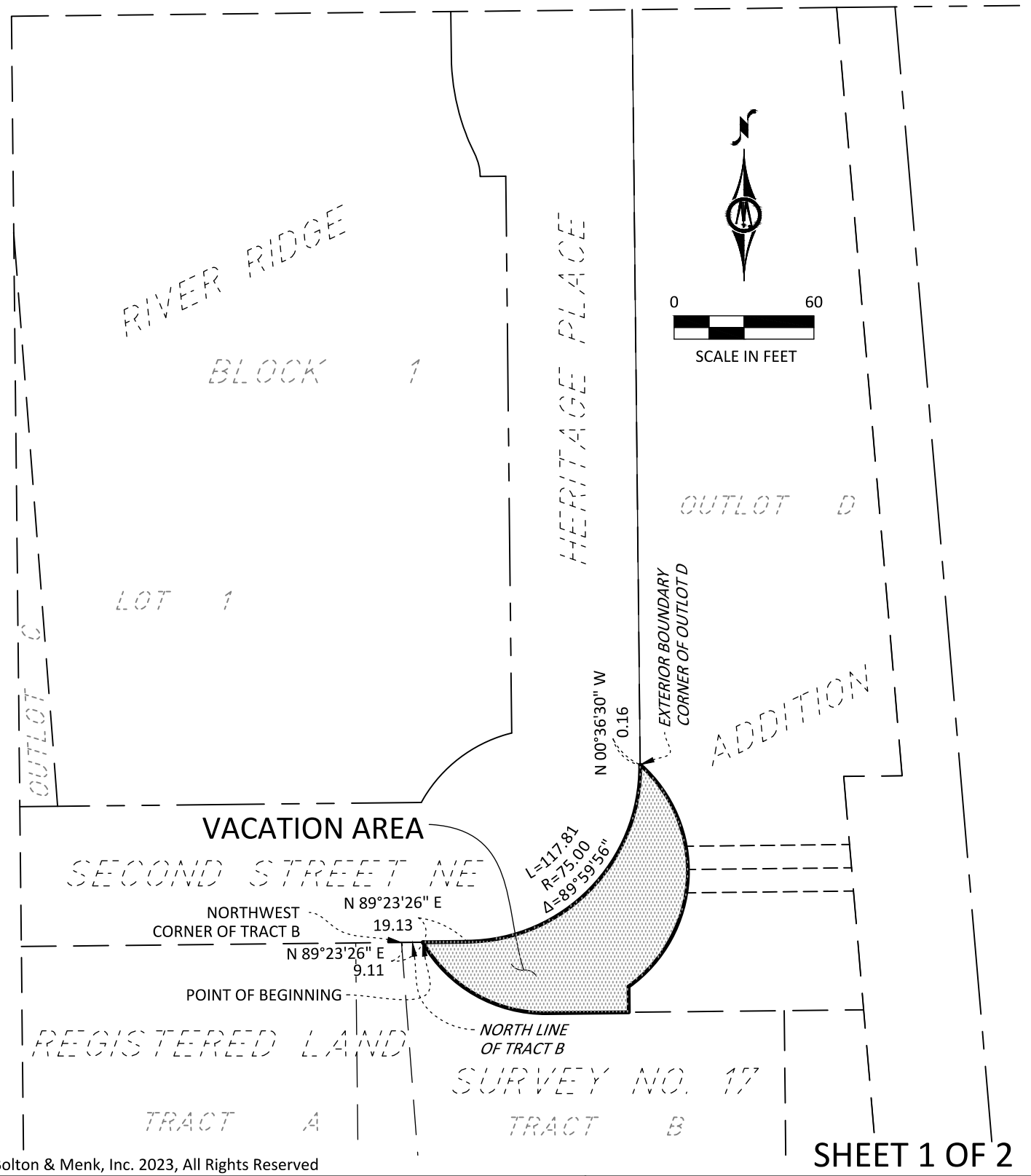
Criteria and findings for approving the PUD amendment, right-of-way vacation, and plats are found in the attached draft ordinances and resolutions.

Recommendation:

The DRC, City Engineer, and City Planner recommend approval of River Ridge Fourth Addition to City Council based on the findings and conditions in the attached draft resolutions and ordinances.

Attachments:

- Right-of-way Vacation Area
- Preliminary Plat
- Final Plat



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SHEET 1 OF 2

EXHIBIT OF VACATION

FARIBAULT, MINNESOTA

SECOND STREET NORTHEAST & HERITAGE PLACE
RIVER RIDGE ADDITION, RICE COUNTY, MINNESOTA

BOLTON & MENK
1960 PREMIER DRIVE
MANKATO, MN 56001
(507) 625-4171

FOR: CITY OF FARIBAULT

JOB NUMBER: 0M3.131546 FIELD BOOK: DRAWN BY: JPB

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14-S31-110-020

VACATION AREA

That part of Second Street N.E. and Heritage Place right of ways as dedicated on River Ridge Addition according to the recorded plat thereof, lying east of the following described line:

Commencing at the northwest corner of Tract B, Registered Land Survey No. 17; thence North 89 degrees 23 minutes 26 seconds East, along the north line of said Tract B, a distance of 9.11 feet to the point of beginning of the line to be described; thence continuing North 89 degrees 23 minutes 26 seconds East, a distance of 19.13 feet; thence northerly 117.81 feet along a tangential curve concave to the northwest, having a radius of 75.00 feet, and a central angle of 89 degrees 59 minutes 56 seconds; thence North 00 degrees 36 minutes 30 seconds West, tangent to said curve, a distance of 0.16 feet to an exterior boundary corner of Outlot D, River Ridge Addition, said line there terminating.

SURVEYOR'S CERTIFICATION

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

_____ 10/XX/2023

Janele Fowlds — Date

License Number 26748

SHEET 2 OF 2

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EXHIBIT OF VACATION

FARIBAULT, MINNESOTA

BOLTON & MENK

1960 PREMIER DRIVE
MANKATO, MN 56001
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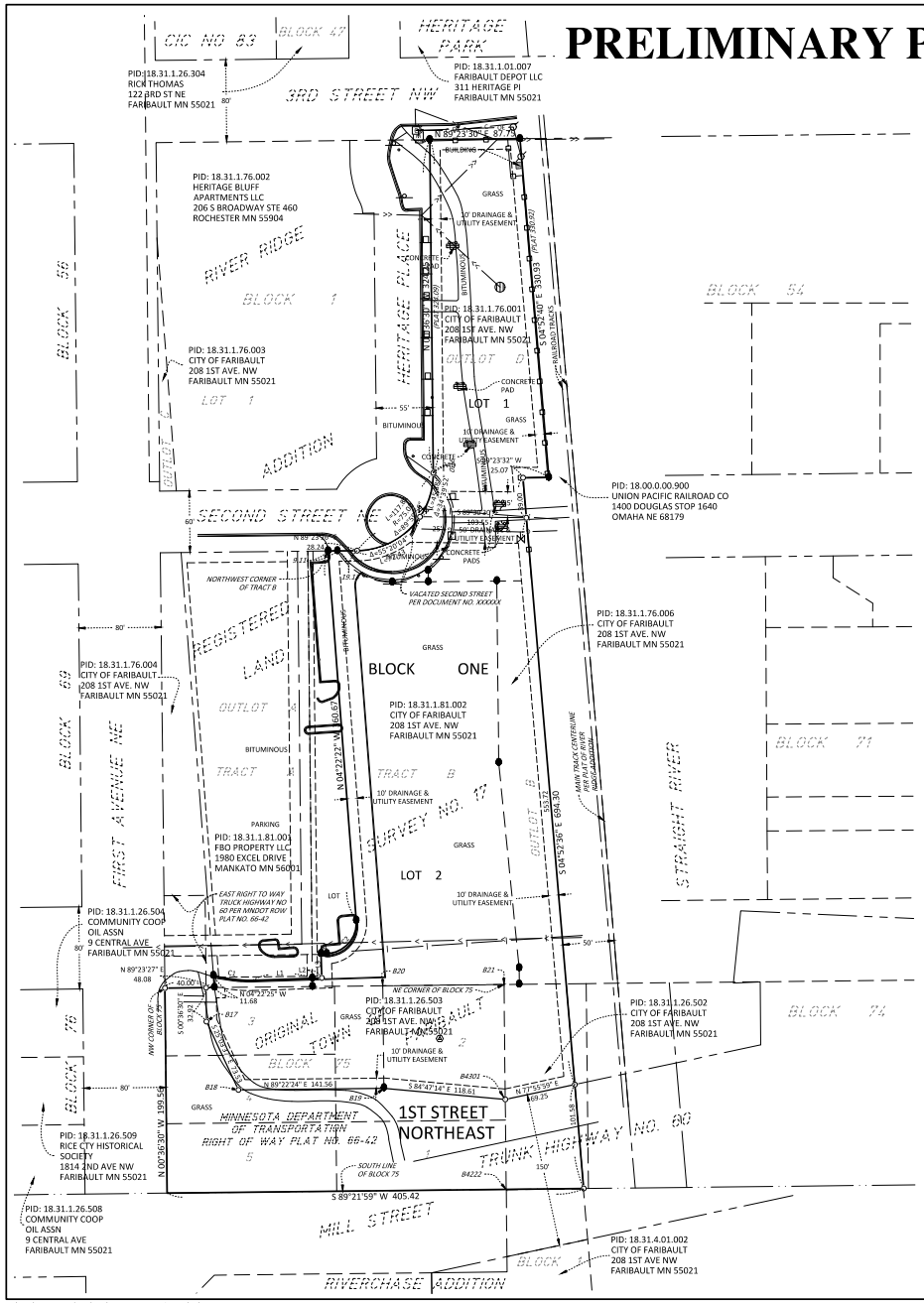
PRELIMINARY PLAT OF RIVER RIDGE 4TH ADDITION



LEGAL DESCRIPTION

Outlot B and Outlot D, RIVER RIDGE ADDITION, Rice County, Minnesota;

AND

Tract B, REGISTERED LAND SURVEY NO. 17, Rice County, Minnesota;

AND

Lots 1-5, Block 75, ORIGINAL TOWN OF FARIBAULT, Rice County, Minnesota;

AND

That part of part of former Water Street and that part of Block 74 in the Original Town of Faribault west of a line 50 west of and parallel with the centerline of Grantor's mainline track as it is presently located;

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SITE DATA

Outlot B and Outlot D, River Ridge Addition, Tract B, Registered Land Survey No. 17, Block 75, Original Town Plat of Faribault is zoned as Central Business District under Commercial Districts.
All adjoining properties are zoned as C.B.D.(Central Business District). The proposed River Ridge 4th Addition is to be zoned as Park.

Commercial District Lot Requirements and Setbacks. Unless otherwise provided in this Chapter, each development in the Central Business District shall be subject to the following minimum requirements.

A.	Lot Area	None
B.	Lot Width (Interior)	None
C.	Front Yard	None
D.	Side Yard	None
E.	Side Yard (Abutting residential district)	10 feet
F.	Corner Side	None
G.	Rear Yard	10 feet
H.	Maximum Height	42 feet
G.	Maximum Lot Coverage	None

SURVEYORS NOTE

River Ridge Addition PUD does impact this property. The intent is this will be removed prior to final plat being recorded.

LINE	BEARING	DISTANCE
L1	N 88°01'10" E	58.47
L2	N 88°11'47" E	9.21
L3	N 01°48'13" W	23.48
L4	N 88°00'00" E	5.42

CURVE	DELTA	RADIUS	LENGTH	CH. BEARING	CHORD
C1	15°31'48"	140.96	38.21	S 83°06'56" E	38.09
C2	92°23'04"	30.00	48.37	N 41°48'49" E	43.30

OWNERSHIP INFORMATION

City of Faribault, a municipal corporation under the laws of the State of Minnesota

LOT AREAS

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Lot 2	125,245 SQ. FT.
ROW	43,980 SQ. FT.
TOTAL	205,806 SQ. FT.

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I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Janie Fowlds 12/21/2023
Janie Fowlds — Date
License Number 26748

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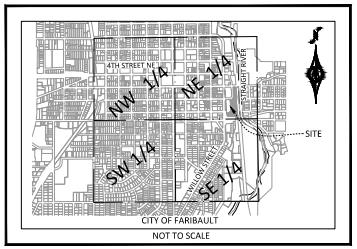
Rice County Coordinate System

SEC. 31-110-20



NOT TO SCALE

LEGEND

- 3/4" IRON PIPE MONUMENT SET MARKED BY LIC. NO. 26748
- MONUMENT FOUND
- BENCH MARK
- BASKETBALL POST
- BENCH
- BUSH
- CATCH BASIN
- FIRE HYDRANT
- FLAG POLE
- FLARED END / APRON
- GUY WIRE ANCHOR
- HANDICAP PARKING
- LIGHT POLE
- MANHOLE-SANITARY SEWER
- MANHOLE-STORM SEWER
- METER
- PEDESTAL-COMMUNICATION
- PEDESTAL-ELECTRIC
- POLE-UTILITY
- SIGN TRAFFIC
- SIREN
- TREE-CONIFEROUS
- TREE-DECIDUOUS
- VALVE
- COMMUNICATION UNDERGROUND
- ELECTRIC UNDERGROUND
- OVERHEAD ELECTRIC
- SANITARY SEWER
- SANITARY FORCEMAIN
- STORM SEWER
- WATER SYSTEM
- FENCE
- CURB & GUTTER
- ADJACENT
- EASEMENT
- RIGHT OF WAY
- QUARTER LINE
- SECTION LINE

SHEET 1 OF 2 SHEETS

THIS PLAT PREPARED BY BOLTON & MENK, INC.

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JOB NUMBER: 0M1.130303 FIELD BOOK: DRAWN BY: JPB

PRELIMINARY PLAT OF RIVER RIDGE 4TH ADDITION

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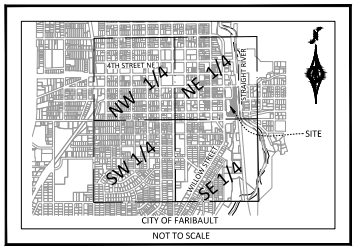
Rice County Coordinate System

SEC. 31-110-20



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Janie Fowlds 12/21/2023
Janie Fowlds Date
License Number 26748

AERIAL PHOTO

The imagery in this photo is from Rice County, and taken in 2023.

SHEET 2 OF 2 SHEETS

THIS PLAT PREPARED BY BOLTON & MENK, INC.

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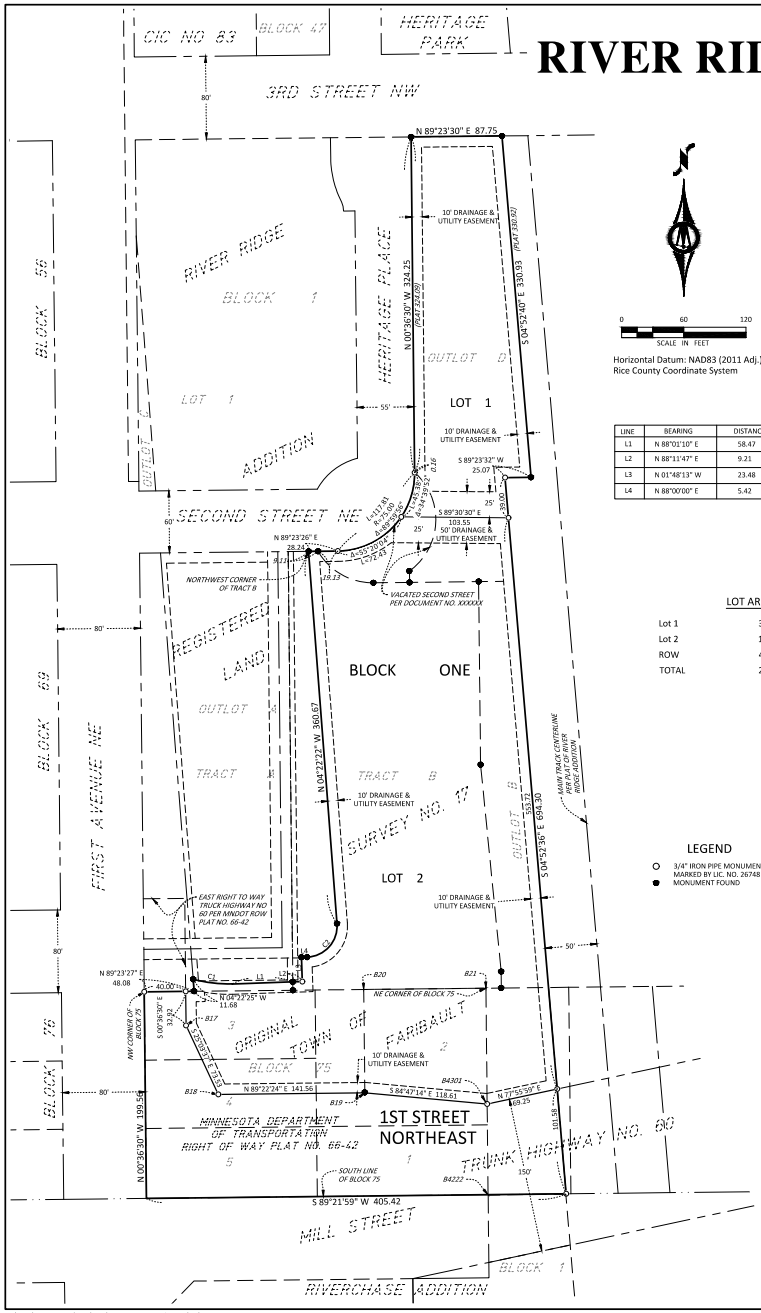
JOB NUMBER: 0M1.130303 FIELD BOOK: DRAWN BY: JPB

RIVER RIDGE 4TH ADDITION



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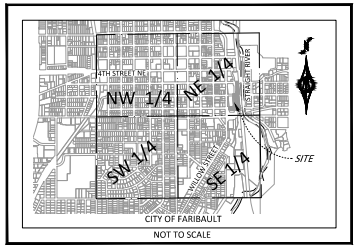
Rice County Coordinate System

SEC. 31-110-20



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ROW	43,980 SQ. FT.
TOTAL	205,806 SQ. FT.

LEGEND

- 3/4" IRON PIPE MONUMENT SET MARKED BY LIC. NO. 26748
- MONUMENT FOUND

INSTRUMENT OF DEDICATION

KNOW ALL MEN BY THESE PRESENTS: The City of Faribault, a municipal corporation under the laws of the State of Minnesota, owner, of the following described property situated in the City of Faribault, County of Rice, State of Minnesota, to wit:

Outlot B and Outlot D, RIVER RIDGE ADDITION, Rice County, Minnesota;

AND

Tract B, REGISTERED LAND SURVEY NO. 17, Rice County, Minnesota;

AND

Lots 1-5, Block 75, ORIGINAL TOWN OF FARIBAULT, Rice County, Minnesota;

AND

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Have caused the same to be surveyed and platted as RIVER RIDGE 4TH ADDITION and do hereby donate and dedicate to the public for public use forever the streets, and also dedicating the easements as shown on this plat for drainage and utility purposes only.

In witness whereof said City of Faribault, a municipal corporation under the laws of the State of Minnesota, has caused these presents to be signed by its proper officers this _____ day of _____, 2024.

Kevin Voracek
Mayor

Administrator

SURVEYORS CERTIFICATE

I, Janele Fowlds, Registered Land Surveyor, certify that I have surveyed and platted the property described in this plat as RIVER RIDGE 4TH ADDITION, that this plat is a correct representation of the survey, that all distances are correctly shown on the plat in feet and hundredths of a foot, that all monuments have been correctly placed in the ground as shown or will be placed in the ground as designated; that the outside boundary lines are correctly designated on the plat; and that there are no wetlands as defined in MS 505.02, Subd. 1, or public highways to be designated other than shown on the plat.

Janele Fowlds, Land Surveyor
Minnesota License No. 26748

NOTARY'S CERTIFICATE

State of Minnesota
County of Blue Earth
The foregoing Surveyor's Certificate was acknowledged before me this _____ day of _____, 2024, by Janele Fowlds, Land Surveyor, Minnesota License No. 26748.

Nate Myhra
Notary Public
My commission expires 1-31-2025.

REVIEW

Be it known that on this _____ day of _____, 2024, the Planning and Zoning Commission of the City of Fairbault, Minnesota, did duly approve this plat.

Chairman

RICE COUNTY AUDITOR/ TREASURER

I hereby certify that the current and delinquent taxes on the lands described within are paid and the transfer is entered this _____ day of _____, 2024.

Rice County Auditor

Rice County Treasurer

Deputy

APPROVALS

Be it known that on this _____ day of _____, 2024 the City Council of the City of Fairbault, Minnesota, did duly approve this plat of RIVER RIDGE 4TH ADDITION, and is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

Kevin Voracek
Mayor

Administrator

RICE COUNTY REGISTRAR OF TITLES

I hereby certify that this instrument was filed in the office of the Registrar of Titles or record on this _____ day of _____, 2024, at _____ o'clock ___.m. and duly recorded as Document No. _____.

Rice County Registrar of Titles

RICE COUNTY SURVEYOR

Pursuant to Chapter 7, Minnesota Laws of 1976, this plat has been approved this _____ day of _____, 2024.

Mike Fangman, LS
Rice County Surveyor

RICE COUNTY RECORDER

I hereby certify that this plat was filed in this office this _____ day of _____, 2024, at _____ o'clock ___.m. as Document No. _____.

Mike Fangman, LS
Rice County Recorder

THIS PLAT PREPARED BY BOLTON & MENK, INC.

_____

(Space Reserved for Recording)

CITY OF FARIBAULT
ORDINANCE No. 2024-1

REPEAL PLANNED UNIT DEVELOPMENT ORDINANCES ASSOCIATED WITH RIVER RIDGE, RIVER RIDGE 2ND ADDITION, AND RIVER RIDGE 3RD ADDITION PLATS

WHEREAS, the City of Faribault (the "Applicant") requests that the City Council repeal the planned unit development (PUD) ordinances related to River Ridge, River Ridge 2nd Addition, and River Ridge 3rd Addition plats (the "Property"), including, but not limited to, the following:

- City of Faribault Ordinance 2000-14, recorded as Rice County documents T30031, A488290, A493036;
- City of Faribault Ordinance 2005-12;
- City of Faribault Ordinance 2005-27;
- City of Faribault Ordinance 2006-10; and
- City of Faribault Ordinance 2011-07, recorded as Rice County document T47801; and

WHEREAS, City Staff reviewed the application and made a report to the Planning Commission; and

WHEREAS, the Planning Commission, on January 2, 2024, following proper notice, held a public hearing regarding the Applicant's requests; and

WHEREAS, based on a review of the City Staff report and the results of the public hearing, the Planning Commission recommended approval of the Applicant's request to repeal the PUD ordinances associated with the Property,

per the following findings as required for any zoning amendment by Section 2-180 of the City's Unified Development Ordinance:

1. **Criteria: Whether the amendment is consistent with the applicable policies of the City's Land Use Plan.**

   Finding: The City's Journey to 2040 Comprehensive Plan guides the property for a mix of downtown and parkland uses. Repealing the PUD ordinances would allow for development consistent with the underlying zoning districts and the City's Land Use Plan.

2. **Criteria: Whether the amendment is in the public interest and is not solely for the benefit of a single property owner.**

   Finding: Repealing the PUD ordinances benefits the public by removing restrictions imposed by the PUD and allowing for a new public park downtown. The proposed action would allow the City to develop a vacant lot to its highest and best use consistent with the comprehensive plan. In addition, the downtown would benefit from the investment and public attention, thereby improve the City property tax base. The proposed action is not for the sole benefit of any single property owner..

3. **Criteria: Whether the existing uses of property and the zoning classification of property within the general area of the property in question are compatible with the proposed zoning classification, where the amendment is to change the zoning classification of a particular property.**

   Finding: Repealing the PUD ordinances will not create incompatibilities in the general area.

4. **Criteria: Whether there are reasonable uses of the property in question permitted under the existing zoning classification, where the amendment is to change the zoning classification of a particular property.**

   Finding: The current PUD overlay neither includes nor provides provisions for a park. However, the underlying CBD District does not preclude park development in the area consistent with the comprehensive plan.

5. **Criteria: Whether there has been a change in the character or trend of development in the general area of the property in question, which has taken place since such property was placed in its present zoning classification, where the amendment is to change the zoning classification of a particular property.**

   Finding: The current PUD overlay intends for a commercial strip center in the area. Proposing a park would be incompatible with the PUD overlay, but the PUD does not reflect current conditions of the area. Only two lots of the original PUD are developed, and one was developed prior to adopting the PUD. The remaining property within the PUD must change to adapt to new needs, including a park in the downtown area.

WHEREAS, the City Council conducted the first reading of this ordinance on January 9, 2024, and the second reading of this ordinance on _____, 2024; and

WHEREAS, based on City Staff's report, the results of the public hearing, and the written findings and recommendation of the Planning Commission, the City Council concurred with the findings of the Planning Commission as stated in the above recitals and made identical findings.

WHEREAS, pursuant to the City of Faribault Unified Development Ordinance, Chapter 14, Article 1, the City Council, with a two-thirds vote of its members, holds final decision authority on all planned unit development applications; and

WHEREAS, pursuant to Minn. Stat. § 462.357, the City Council may by ordinance amend the zoning ordinance and zoning district boundaries, as depicted on an adopted zoning map; and

NOW, THEREFORE, THE CITY OF FARIBAULT ORDAINS:

Section 1. Findings. The recitals and exhibits in this ordinance are incorporated into this ordinance, and, where applicable, constitute the City Council's findings.

Section 2. Repeal of the PUD Ordinances. The City Council hereby repeals the River Ridge PUD Overlay District, including. but not limited to, Ordinance and Rice County document numbers described in the first recital of this Ordinance.

Section 3. Authorization to take Additional Steps. City Staff, City Consultants, and the City Attorney are authorized and directed to take any additional steps and actions necessary or convenient to accomplish the intent of this ordinance.

Section 4. Effective Date. This ordinance shall be effective immediately upon its passage and publication according to the Faribault City Charter.

First Reading: January 9, 2024

Second Reading: _____, 2024

Publication Date: _____, 2024

Faribault City Council

_____
Kevin F. Voracek, Mayor

ATTEST:

_____
Timothy C. Murray, City Administrator

_____

(Space Reserved for Recording)

CITY OF FARIBAULT
ORDINANCE No. 2024-2

VACATE A PORTION OF THE RIGHT-OF-WAY AT 2ND STREET NE AND HERITAGE PLACE

WHEREAS, the City of Faribault, (the "Applicant") requests vacating a portion of the public right-of-way at the corner of 2nd Street NE and Heritage Place, depicted in Exhibit A and legally described as follows:

> That part of Second Street N.E. and Heritage Place right of ways as dedicated on River Ridge Addition according to the recorded plat thereof, lying east of the following described line:
>
> Commencing at the northwest corner of Tract B, Registered Land Survey No. 17; thence North 89 degrees 23 minutes 26 seconds East, along the north line of said Tract B, a distance of 9.11 feet to the point of beginning of the line to be described; thence continuing North 89 degrees 23 minutes 26 seconds East, a distance of 19.13 feet; thence northerly 117.81 feet along a tangential curve concave to the northwest, having a radius of 75.00 feet, and a central angle of 89 degrees 59 minutes 56 seconds; thence North 00 degrees 36 minutes 30 seconds West, tangent to said curve, a distance of 0.16 feet to an exterior boundary corner of Outlot D, River Ridge Addition, said line there terminating.

WHEREAS, City Staff reviewed the application and made a report to the Planning Commission; and

WHEREAS, the Planning Commission, on January 2, 2024, following proper notice, held a public hearing regarding the Applicant's request; and

WHEREAS, based on a review of the City Staff report and the results of the public hearing, the Planning Commission recommended approval of the Applicant's request per the following findings as required by Section 2-540 of the City's Unified Development Ordinance:

1. **Criteria: No private rights will be injured or endangered as a result of the vacation.**

   Finding: Part of the proposed right-of-way vacation is adjacent to a a shared drive. However, an existing access easement will guarantee continued use of the shared drive. No private rights will be injured or endangered due to the vacation.

2. **Criteria: The public will not suffer loss or inconvenience resulting from the granting of the requested vacation.**

   Finding: The proposed vacation will not impose on the public a loss or inconvenience resulting from the granting of the requested vacation.

3. **Criteria: No written objection has been received, prior to the public hearing, from an adjacent property owner who did not join in the application.**

   Finding: The City received no written objections to the proposed vacation before the public hearing..

WHEREAS, the City Council conducted the first reading of this ordinance on January 9, 2024, and the second reading of this ordinance on _____, 2024; and

WHEREAS, based on the City Staff's report, the results of the public hearing, and the written findings and recommendation of the Planning Commission, the City Council concurred with the findings of the Planning Commission as stated in the above recitals and made identical findings.

NOW, THEREFORE, THE CITY OF FARIBAULT ORDAINS:

Section 1. Findings. The recitals and exhibits in this ordinance are incorporated into this ordinance, and, where applicable, constitute the City Council's findings.

Section 2. Vacation of a Portion of Right-of-Way. Pursuant to City of Faribault Unified Development Ordinance, Chapter 2, Article 10 and Minn. Stat. §

412.851, the City of Faribault hereby vacates the public right-of-way situated in the City of Faribault, County of Rice, State of Minnesota, legally described above and depicted in Exhibit A.

Section 3. Authorization to take Additional Steps. City Staff, City Consultants, and the City Attorney are authorized and directed to take any additional steps and actions necessary or convenient to accomplish the intent of this ordinance.

Section 4. Effective Date. This ordinance shall be effective immediately upon its passage and publication according to the Faribault City Charter.

First Reading: January 9, 2024

Second Reading: _____, 2024

Publication Date: _____, 2024

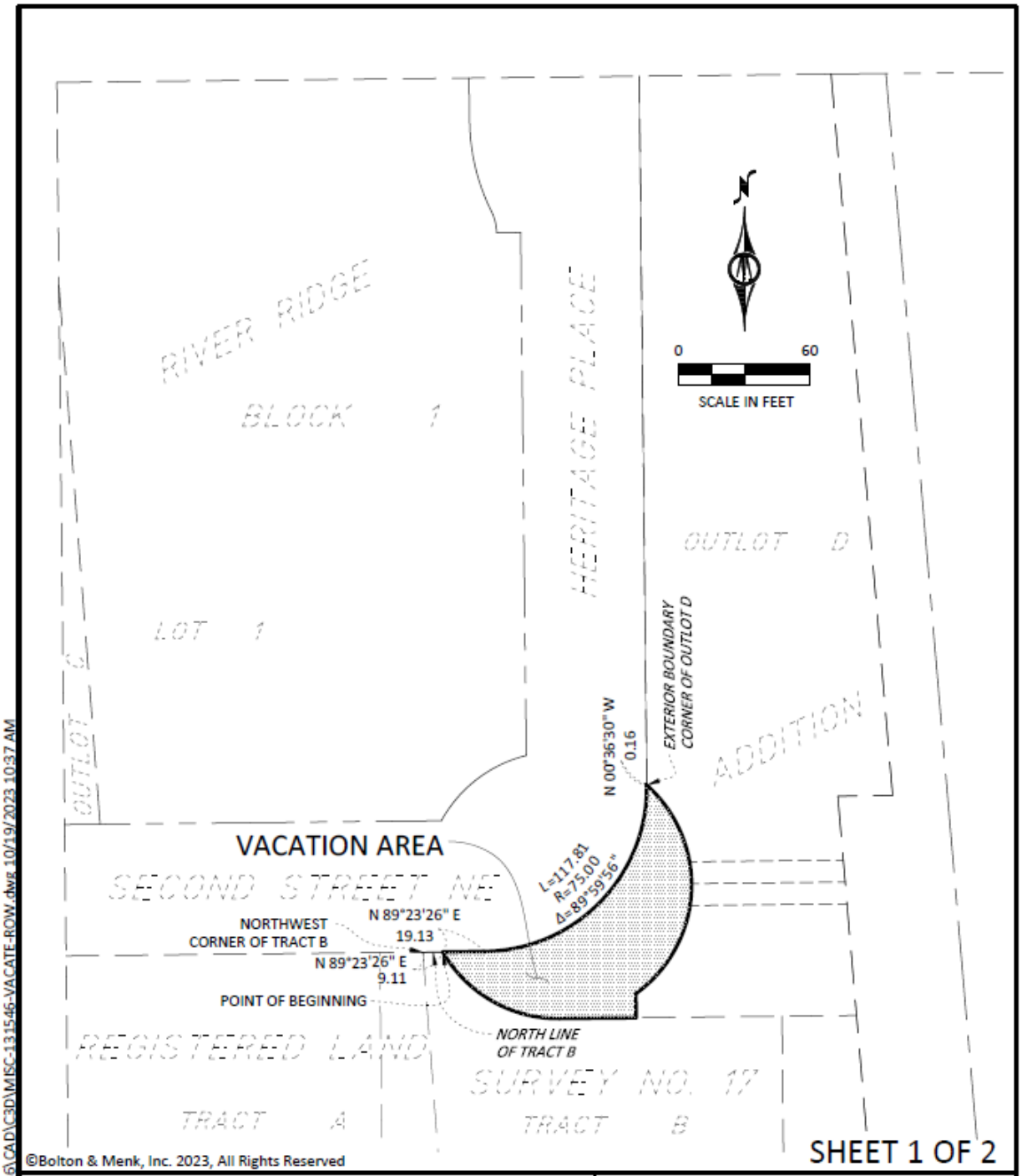
Faribault City Council

_____
Kevin F. Voracek, Mayor

ATTEST:

_____
Timothy C. Murray, City Administrator

Exhibit A
Right-of-way Vacation Area



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H:\FARI\0M3131546\CAD\C3D\MISC-131546-VACATE-ROW.dwg 10/19/2023 10:37 AM

EXHIBIT OF VACATION
FARIBAULT, MINNESOTA

BOLTON & MENK
1960 PREMIER DRIVE
MANKATO, MN 56001
(507) 625-4171

SECOND STREET NORTHEAST & HERITAGE PLACE
RIVER RIDGE ADDITION, RICE COUNTY, MINNESOTA

FOR: CITY OF FARIBAULT

14-531-110-020

JOB NUMBER: 0M3.131546 FIELD BOOK: DRAWN BY: JPB

State of Minnesota
County of Rice

CITY OF FARIBAULT

RESOLUTION #2024-010

APPROVE THE PRELIMINARY AND FINAL PLATS FOR RIVER RIDGE 4TH ADDITION

WHEREAS, the City of Faribault (the "Applicant" or "Owner") requests preliminary and final plat approval plat for two parkland lots near the intersection of 2nd Street NE and Heritage Place, and legally described in Exhibit A; and

WHEREAS, City Staff completed a review of said applications and made a report to the Planning Commission, a copy of which City Staff presented to the City Council; and

WHEREAS, the Planning Commission, on January 2, 2024, following proper notice, held a public hearing regarding the applications, and following said public hearing, made findings and recommended approval of the applications; and

WHEREAS, the City Council, on January 9, 2024, at a public meeting considered the application; and

WHEREAS, based upon said report, hearing, and recommendation, the City Council hereby finds that approval of the preliminary plat for River Ridge 4th Addition as depicted on Exhibit B, subject to the attached conditions of approval, is appropriate with the following findings as required by Section 15-130 of the City's Unified Development Ordinance:

1. **Criteria: The proposed preliminary plat conforms with the requirements of the Unified Development Ordinance, the**

applicable zoning district regulations, and any other applicable provisions of this Ordinance, subject only to acceptable rule exceptions.

Finding: The proposed preliminary plat is consistent with UDO requirements within the CBD commercial zoning district and subdivision platting requirements.

2. **Criteria: The proposed subdivision is consistent with the City's Land Use Plan and any other adopted land use studies.**

   Finding: The City's Land Use Plan guides the subject property for downtown and parkland uses. The proposed parkland use is consistent with this plan.

3. **Criteria: The plat contains a sound, well-conceived parcel and land subdivision layout that is consistent with good land planning and site engineering design principles.**

   Finding: The preliminary plat provides for a new park within the downtown area, based on sound planning and engineering principles.

4. **Criteria: The spacing and design of proposed curb cuts and intersection locations is consistent with good traffic engineering design and public safety considerations.**

   Finding: The preliminary plat lots are consistent with the provisions of the City's Unified Development Ordinance.

5. **Criteria: All submission requirements have been satisfied.**

   Finding: The proposed preliminary plat adequately addresses the submission requirements as outlined in the City's Unified Development Ordinance; and

WHEREAS, the City Council further finds that approval of the final plat of River Ridge 4th Addition as depicted on Exhibit C, subject to certain conditions of approval, is appropriate with the following findings as required by Section 15-210 of the City's Unified Development Ordinance:

1. **Criteria: The final plat substantially conforms to the approved preliminary plat.**

   Finding: The Owner concurrently applied for the final plat approval with

the preliminary plat. The final plat conforms to the preliminary plat as required.

2. **Criteria: The plat conforms to all applicable requirements of the Unified Development Ordinance, subject only to approved rule exceptions.**

   Finding: The final plat conforms to all applicable requirements of the City's Unified Development Ordinance.

3. **All submission requirements have been satisfied.**

   Finding: The proposed final plat adequately addresses the submission requirements outlined in the City's Unified Development Ordinance.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Faribault that the preliminary and final plat for River Ridge 4th Addition are hereby approved, subject to the following conditions:

1. Approval of the preliminary and final plats is contingent on the associated right-of-way vacation (Ordinance 2024-2). Failure to receive approval on the associated right-of-way vacation will void approval of the plats.

Date Adopted: January 9, 2024

Faribault City Council

_____

Kevin F. Voracek, Mayor

ATTEST:

_____

Timothy C. Murray, City Administrator

Exhibit A
Legal Description

Outlot B and Outlot D, RIVER RIDGE ADDITION, Rice County, Minnesota;

AND

Tract B, REGISTERED LAND SURVEY NO. 17, Rice County, Minnesota;

AND

Lots 1-5, Block 75, ORIGINAL TOWN OF FARIBAULT, Rice County, Minnesota;

AND

That part of part of former Water Street and that part of Block 74 in the Original Town of Faribault west of a line 50 west of and parallel with the centerline of Grantor's mainline track as it is presently located;

AND

That part of Second Street N.E. and Heritage Place right of ways as dedicated on River Ridge Addition according to the recorded plat thereof, lying east of the following described line:

Commencing at the northwest corner of Tract B, Registered Land Survey No. 17; thence North 89 degrees 23 minutes 26 seconds East, along the north line of said Tract B, a distance of 9.11 feet to the point of beginning of the line to be described; thence continuing North 89 degrees 23 minutes 26 seconds East, a distance of 19.13 feet; thence northerly 117.81 feet along a tangential curve concave to the northwest, having a radius of 75.00 feet, and a central angle of 89 degrees 59 minutes 56 seconds; thence North 00 degrees 36 minutes 30 seconds West, tangent to said curve, a distance of 0.16 feet to an exterior boundary corner of Outlot D, River Ridge Addition, said line there terminating.

Exhibit B
Depiction of the Preliminary Plat

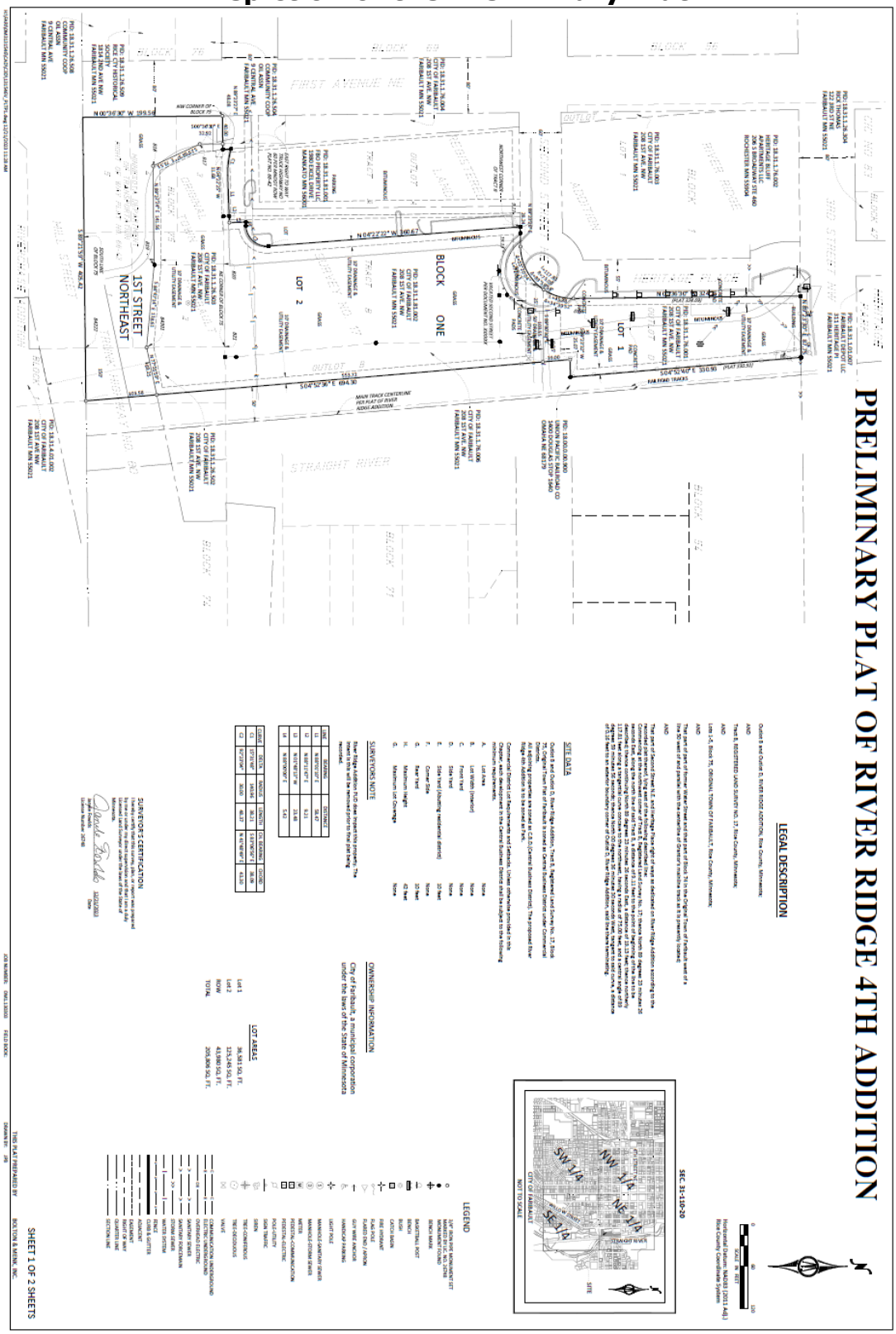
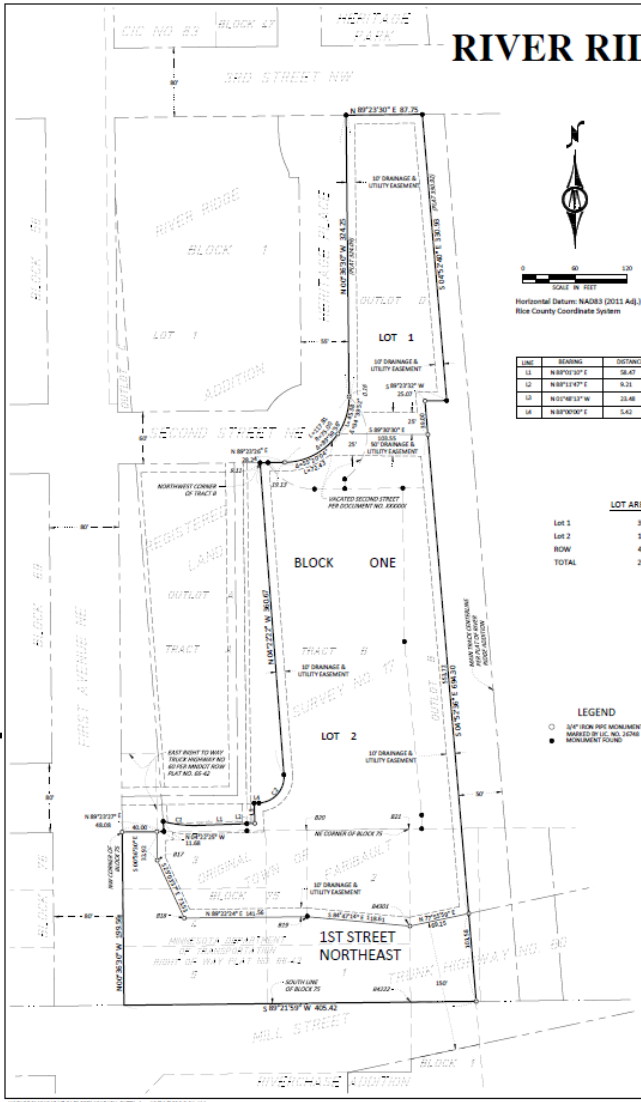


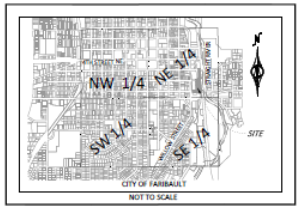
Exhibit C
Depiction of the Final Plat

RIVER RIDGE 4TH ADDITION



Horizontal Datum: NAD83 (2011 Adj.)
Rice County Coordinate System

SEC. 31-110-20



LINE	BEARING	DISTANCE
L1	N 89°01'10" E	58.47
L2	N 89°11'47" E	9.21
L3	N 01°48'13" W	23.48
L4	N 89°00'00" E	5.42

Curve	DELTA	RADIUS	LENGTH	CH. BEARING	CHORD
C1	15°31'48"	140.96	38.21	S 83°00'50" E	38.09
C2	92°23'04"	30.00	48.37	N 41°48'49" E	43.30

LOT AREAS

Lot 1	36,581 SQ. FT.
Lot 2	125,245 SQ. FT.
ROW	43,980 SQ. FT.
TOTAL	205,806 SQ. FT.

LEGEND

- 3/4" IRON PIPE MONUMENT SET MARKED BY LIC. NO. 26748
- MONUMENT FOUND

INSTRUMENT OF DEDICATION

KNOW ALL MEN BY THESE PRESENTS: The City of Faribault, a municipal corporation under the laws of the State of Minnesota, owner, of the following described property situated in the City of Faribault, County of Rice, State of Minnesota, to wit:

Outlot B and Outlot D, RIVER RIDGE ADDITION, Rice County, Minnesota;

AND

Tract B, REGISTERED LAND SURVEY NO. 17, Rice County, Minnesota;

AND

Lots 1-5, Block 75, ORIGINAL TOWN OF FARIBAULT, Rice County, Minnesota;

AND

That part of part of former Water Street and that part of Block 74 in the Original Town of Faribault west of a line 50 west of and parallel with the centerline of Grantor's mainline track as it is presently located;

AND

That part of Second Street N.E. and Heritage Place right of ways as dedicated on River Ridge Addition according to the recorded plat thereof, lying east of the following described line: Commencing at the northwest corner of Tract B, Registered Land Survey No. 17; thence North 89 degrees 23 minutes 26 seconds East, along the north line of said Tract B, a distance of 9.11 feet to the point of beginning of the line to be described; thence continuing North 89 degrees 23 minutes 26 seconds East, a distance of 19.13 feet; thence northerly 117.81 feet along a tangential curve concave to the northwest, having a radius of 75.00 feet, and a central angle of 89 degrees 59 minutes 56 seconds; thence North 00 degrees 36 minutes 30 seconds West, tangent to said curve, a distance of 0.16 feet to an exterior boundary corner of Outlot D, River Ridge Addition, said line there terminating.

Have caused the same to be surveyed and platted as RIVER RIDGE 4TH ADDITION and do hereby donate and dedicate to the public for public use forever the streets, and also dedicating the easements as shown on this plat for drainage and utility purposes only.

In witness whereof said City of Faribault, a municipal corporation under the laws of the State of Minnesota, has caused these presents to be signed by its proper officers this _____ day of _____, 2024.

Kevin Voracek
Mayor

Administrator

SURVEYORS CERTIFICATE

I, Janele Fowlds, Registered Land Surveyor, certify that I have surveyed and platted the property described in this plat as RIVER RIDGE 4TH ADDITION; that this plat is a correct representation of the survey; that all distances are correctly shown on the plat in feet and hundredths of a foot; that all monuments have been correctly placed in the ground as shown or will be placed in the ground as designated; that the outside boundary lines are correctly designated on the plat; and that there are no wetlands as defined in MS 505.02, Subd. 1, or public highways to be designated other than shown on the plat.

Janele Fowlds, Land Surveyor
Minnesota License No. 26748

NOTARY'S CERTIFICATE

State of Minnesota
County of Blue Earth
The foregoing Surveyor's Certificate was acknowledged before me this _____ day of _____, 2024, by Janele Fowlds, Land Surveyor, Minnesota License No. 26748.

Nate Myhra
Notary Public
My commission expires 1-31-2025.

REVIEW

Be it known that on this _____ day of _____, 2024, the Planning and Zoning Commission of the City of Faribault, Minnesota, did duly approve this plat.

Chairman

APPROVALS

Be it known that on this _____ day of _____, 2024 the City Council of the City of Faribault, Minnesota, did duly approve this plat of RIVER RIDGE 4TH ADDITION, and is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

Kevin Voracek
Mayor

Administrator

RICE COUNTY SURVEYOR

Pursuant to Chapter 7, Minnesota Laws of 1976, this plat has been approved this _____ day of _____, 2024.

Mike Fangman, LS
Rice County Surveyor

RICE COUNTY AUDITOR/ TREASURER

I hereby certify that the current and delinquent taxes on the lands described within are paid and the transfer is entered this _____ day of _____, 2024.

Rice County Auditor

Rice County Treasurer

Deputy

RICE COUNTY REGISTRAR OF TITLES

I hereby certify that this instrument was filed in the office of the Registrar of Titles or record on this _____ day of _____, 2024, at _____ o'clock ___m. and duly recorded as Document No. _____.

Rice County Registrar of Titles

RICE COUNTY RECORDER

I hereby certify that this plat was filed in this office this _____ day of _____, 2024, at _____ o'clock ___m. as Document No. _____.

Mike Fangman, LS
Rice County Recorder

THIS PLAT PREPARED BY BOLTON & MENK, INC.

H:\FARI\OM31154\CADD\C3D\131546V_PLTFL.dwg 12/21/2023 9:01 AM

JOB NUMBER: OM1.130001 FIELD BOOK: DRAWN BY: JPR

Request for Council Action

TO:	Mayor and City Council
THROUGH:	
FROM:	Tim Murray, City Administrator
MEETING DATE:	January 9, 2024
SUBJECT:	Resolution 2024-013 Order Improvements, Approve Plans and Specifications, and Establish Bid Date for Downtown (Viaduct Area) Park Improvements

Background:

After nearly five years of planning, design, and numerous public meetings, beginning with the development of the Downtown Master Plan in 2019 and culminating in the completion of the final design of the improvements in late 2023/early 2024, we have reached the point of soliciting bids for the improvements.

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

The attached resolution formally orders the improvements, approves the plans and specifications, and establishes a bid date for the Downtown (Viaduct Area) Park improvements project. There are three separate bid packages, designated BP-1, BP-2, and BP-3 as outlined above, with three separate sets of construction plans and specifications being approved concurrently under this action. Resolution 2024-013 also establishes a bid date of Wednesday, February 14, 2024, for all three bid packages.

Depending on bid results, construction could begin as early as April 2024. Specified completion dates vary based upon the bid package, but include substantial completion of the multi-purpose building in March 2025, opening of the splash pad in late May 2025, and opening of the skate loop (with ice) in November 2025.

The estimated cost of the project is as follows:

BP-1 - Multi-Purpose Building	$3,432,700
BP-2 - Site Improvements & Splash Pad	$2,531,400
BP-3 - Skate Loop	$2,936,100
Construction Phase/Professional Services	$ 445,000
City-Provided Equipment and Furnishings	$ 350,000
Total	$9,695,200

The three plan set cover sheets representing each of the bid packages are attached, along with a copy of the overall layout plan and an aerial rendering. Full sets of plans and specifications, if anyone would wish to see them, are available in the City Administrator's and City Engineer's offices.

Recommendation:
Approve Resolution 2024-013

Attachments:
1. Resolution 2024-013 Order Improvements Approve Plans and Specifications and Establish Bid Date for Dowtown Park Improvements
2. Downtown Park Plan Cover Sheets
3. Downtown Park Site Layout and Aerial View

State of Minnesota
County of Rice

CITY OF FARIBAULT

RESOLUTION #2024-013

ORDER IMPROVEMENTS, APPROVE PLANS AND SPECIFICATIONS, AND ESTABLISH BID DATE FOR DOWNTOWN (VIADUCT AREA) PARK IMPROVEMENTS

WHEREAS, the City's current Capital Improvement Plan identifies the construction of a new municipal park currently identified as the Downtown (Viaduct Area) Park, located east of 1st Avenue NE, north of the T.H. 60/Viaduct Bridge; and

WHEREAS, the City, in conjunction with a consultant team led by Kimley-Horn, has developed the final plans and specifications for the proposed project and related improvements, under three separate bid packages (BP) as follows:

BP-1	Multi-Purpose Building
BP-2	Site Improvements and Splash Pad
BP-3	Skate Loop

; and

WHEREAS, the project includes site grading; installation of water, sanitary sewer, and storm sewer utilities; construction of a multi-purpose building, refrigerated concrete skate loop, splash pad, walkways, seating, parking, lighting, and landscaping; and other related improvements; and

WHEREAS, the total cost of the improvements is estimated to be $9,695,200.00; and

WHEREAS, plans and specifications for the improvements have been prepared by the consultant team led by Kimley-Horn under the direction of designated City Staff, including the City Administrator, Parks and Recreation Director, Community and Economic Development Director, and City Engineer.

NOW, THEREFORE BE IT RESOLVED, that the proposed Downtown (Viaduct Area) Park Improvements project, including site grading; installation of water, sanitary sewer, and storm sewer utilities; construction of a multi-purpose building, refrigerated concrete skate loop, splash pad, walkways, seating, parking, lighting, and landscaping; and other related

improvements are hereby ordered as proposed in this Council Resolution adopted January 9, 2024.

ALSO, BE IT RESOLVED, that plans and specifications for BP-1, BP-2, and BP-3 for the Downtown (Viaduct Area) Park Improvements project, prepared by the consultant team led by Kimley-Horn under the direction of designated City Staff, are hereby approved.

ALSO, BE IT RESOLVED, a bid opening date of February 14, 2024 is hereby established for all three bid packages for the Downtown (Viaduct Area) Park Improvements project.

Date Adopted: January 9, 2024

Faribault City Council

_____

Kevin F. Voracek, Mayor

ATTEST:

_____

Timothy C. Murray, City Administrator

City Of Faribault

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

101 1ST AVE NE, FARIBAULT MN 55021

CONSTRUCTION DOCUMENTS

JANUARY 5, 2024

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 SUBCONTRACTORS) 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 MANUFACTURER'S. 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

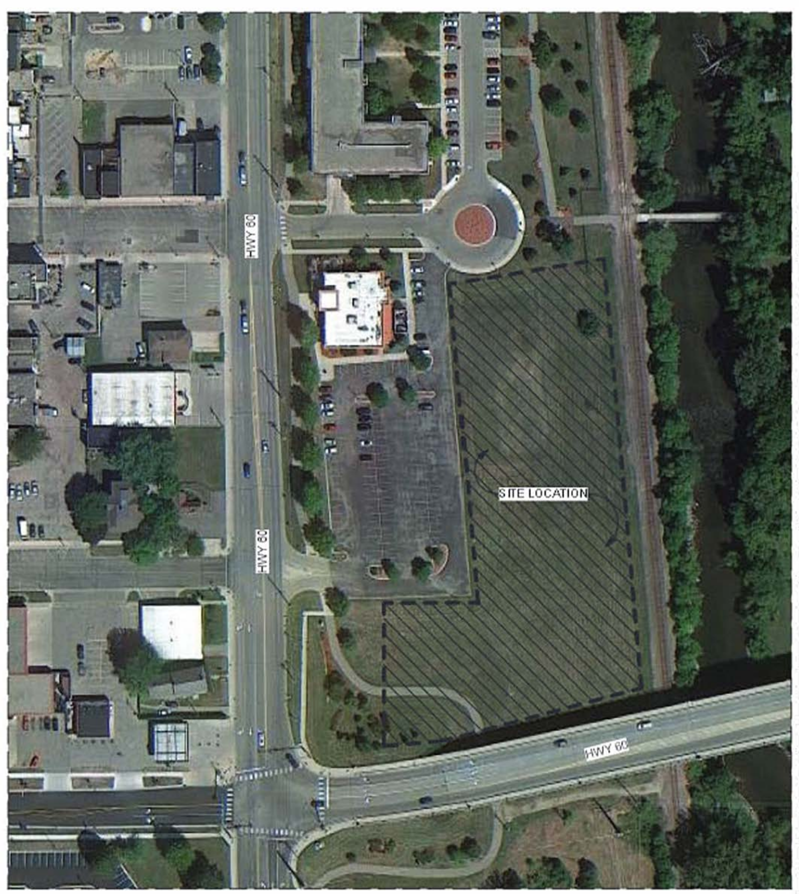
SHEET NUMBER	SHEET NAME
m0.0	MECHANICAL TITLE SHEET
m0.2	MECHANICAL SITE PLAN
m1.0	PLUMBING UNDERGROUND PLAN
m1.1	PLUMBING PLAN
m2.1	HVAC PLAN
m3.1	PIPING PLAN
m4.1	MECHANICAL ROOF PLAN
m5.1	MECHANICAL SECTIONS AND GAS RISER DIAGRAM
m6.1	PLUMBING RISER DIAGRAMS
m7.1	MECHANICAL DETAILS
m7.2	MECHANICAL 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
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
t5.00	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



(1) SITE LOCATION
1" = 1'-0"

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

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
DR	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

- EXTERIOR WALL TAG
- INTERIOR PARTITION TAG
- DOOR TAG (101)
- EXTERIOR ELEVATION KEYNOTE
- CEILING PLAN KEYNOTE
- EXTERIOR ELEVATION MARKER (1 / A101)
- BUILDING SECTION (1 / A101, SIM)
- DETAIL SECTION (X / A101, SIM)
- NORTH
- ELEVATION MARKER
- REVISION TAG
- INTERIOR ELEVATION KEYNOTE
- FLOOR PLAN KEYNOTE
- DEMO KEYNOTE
- INTERIOR ELEVATION MARKER (1 / A101)
- WALL SECTION (1 / A101, SIM)
- CALLOUT (X / A101, SIM)

Room name
101

Room name
150 SF

HAGEN, CHRISTENSEN & MCILWAIN ARCHITECTS

emanuelson-podas consulting engineers

INTERIOR DESIGN
isola design

STRUCTURAL ENGINEER
ERA STRUCTURAL ENGINEERING

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
By:
Title: XXXX Date: XXXX
Registration Number: XXXX

NOT FOR CONSTRUCTION

KEY PLAN

NORTH

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

CLIENT
City Of Faribault
1ST AVE NE, FARIBAULT MN 55021
DOWNTOWN AREA PARK
Bid Package #1 – Multi-Purpose Building

DRAWING TITLE
COVER SHEET

DRAWING NUMBER
a0.0

PROJECT NUMBER 2342

11/29/2023 2:54:48 PM

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CITY OF FARIBAULT, MINNESOTA

CONSTRUCTION PLANS FOR

DOWNTOWN AREA PARK
BID PACKAGE 2 - SITE IMPROVEMENTS

ENGINEER
KIMLEY-HORN AND ASSOCIATES, INC.

Kimley»Horn

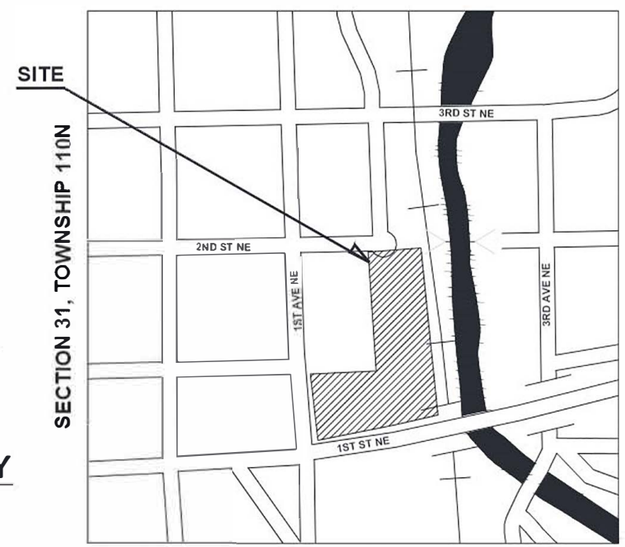
PREPARED BY: DANIEL J. COYLE, PE
323 S BROADWAY
ROCHESTER, MN 55904
TELEPHONE (507) 424-3887

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

NORTH

VICINITY
N.T.S.



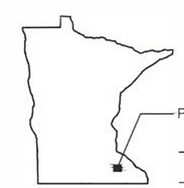
SECTION 31, RANGE 20W

PLAN SET SCALES

LOCATION MAP 0 125 250 500 (1"=250')

PLAN 0 5 10 20 (1"=10')

ALIGNMENT 0 10 20 40 (1"=20')



PROJECT LOCATION
RICE COUNTY
6 DISTRICT

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 1-08-252-166

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

Kimley»Horn

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 _____ LIC. NO. 44821

ENGINEER _____

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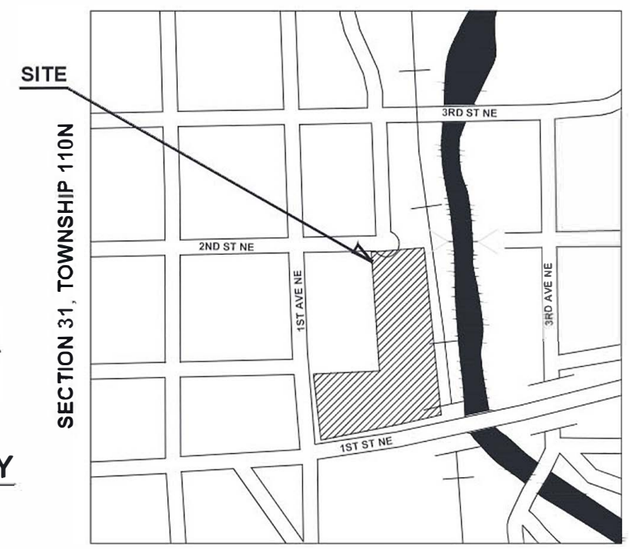
CITY OF FARIBAULT, MINNESOTA

CONSTRUCTION PLANS FOR

DOWNTOWN AREA PARK
BID PACKAGE 3 - SKATE LOOP

ENGINEER
B32 ENGINEERING GROUP
B32° Engineering Group
PREPARED BY: SCOTT A. WARD
2211 O'NEIL ROAD
HUDSON, WI 54016
TELEPHONE (651) 256-3090



NORTH

VICINITY
N.T.S.

SECTION 31, RANGE 20W

PLAN SET SCALES

LOCATION MAP _____ 0 125 250 500
1"=250'

PROJECT LOCATION
RICE COUNTY
6 DISTRICT

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".

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

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

B32° 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 _____ LIC. NO. 40921

ENGINEER _____

SHEET NO. C0.1 OF 77 SHEETS

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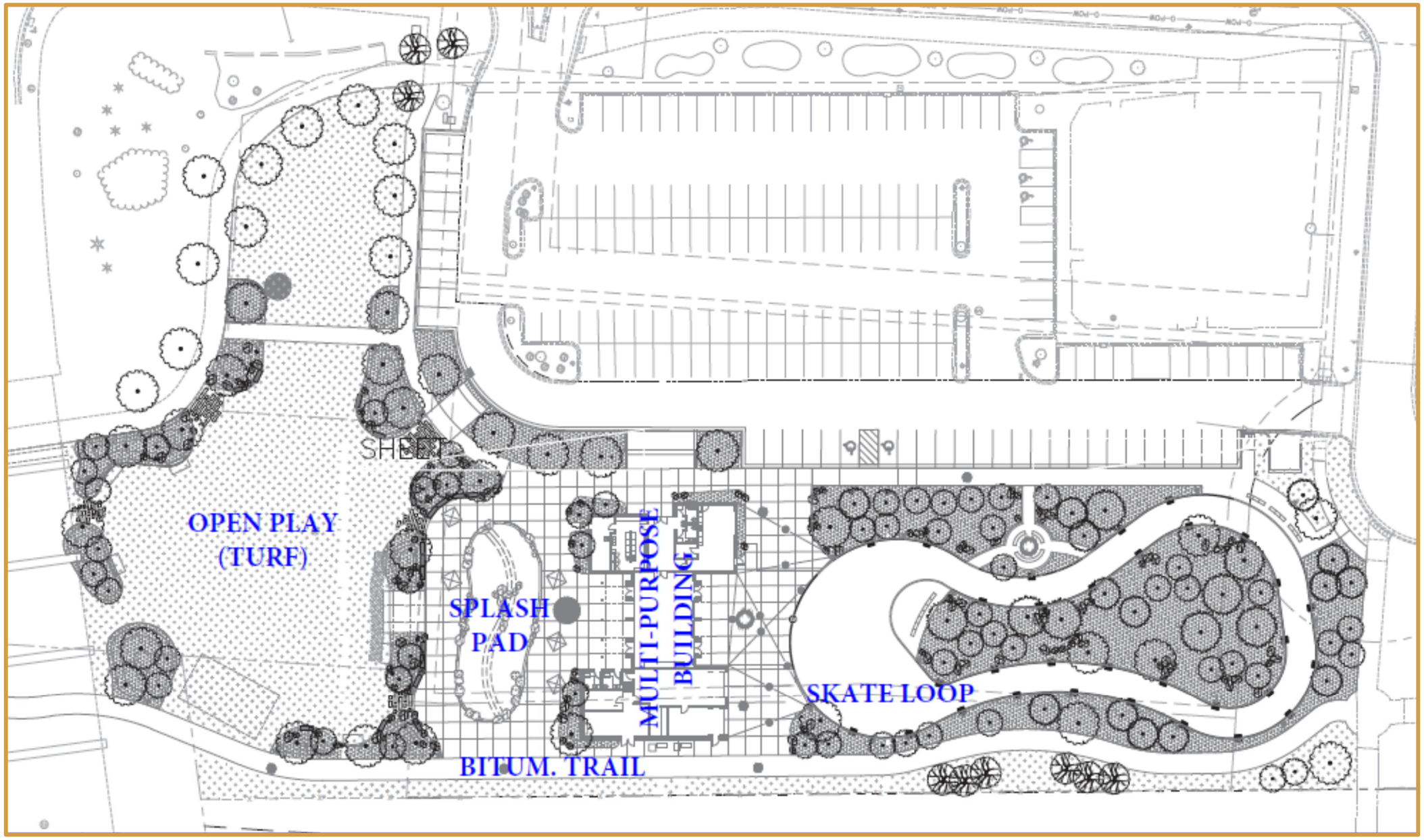
City Of Faribault



OVERALL SITE LAYOUT

City Of Faribault