

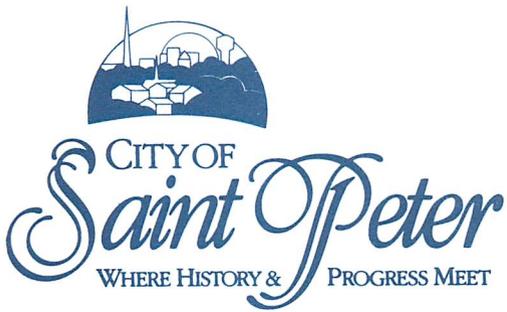
**CITY OF SAINT PETER, MINNESOTA
AGENDA AND NOTICE OF MEETING**

Regular Workshop Session of Monday, May 6, 2013
Library Meeting Room – 5:30 p.m.

- I. **CALL TO ORDER**
- II. **DISCUSSION**
 - A. Community Center Tour
 - B. Recreation and Leisure Services Department Presentation
 - C. Electric Territory Update
 - D. Compost Site Update
 - E. Brown Street Area Stormwater Basin Update
 - F. Welco West Update
 - G. Others
- III. **ADJOURNMENT**

Office of the City Administrator
Todd Prafke

TP/bal



Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 5/1/2013

FROM: Todd Prafke
City Administrator

RE: Community Center Tour

ACTION/RECOMMENDATION

None needed. For your information only.

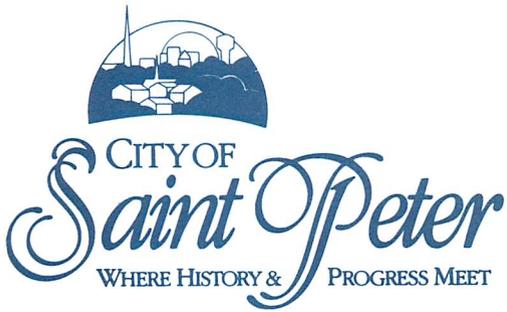
BACKGROUND

Monday's Council workshop will begin with a walking tour of the Community Center. We will meet in the Library meeting room to convene the workshop and then continue with the tour.

Please remember to wear comfortable shoes.

Please feel free to contact me if you have any questions or concerns about this agenda item.

TP/bal



Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 5/1/2013

FROM: Todd Prafke
City Administrator

RE: Recreation and Leisure Services Department Presentation

ACTION/RECOMMENDATION

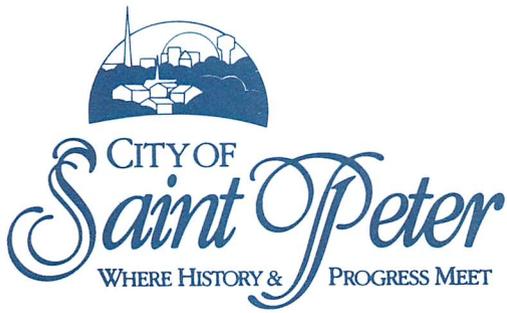
None needed. For your information only.

BACKGROUND

Recreation and Leisure Services Director Jane Timmerman will provide a presentation on the activities of her department as part of the workshop on Monday evening.

Please feel free to contact me if you have any questions or concerns about this agenda item.

TP/bal



Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 5/2/13

FROM: Todd Prafke
City Administrator

RE: Electric Territory Update

ACTION/RECOMMENDATION

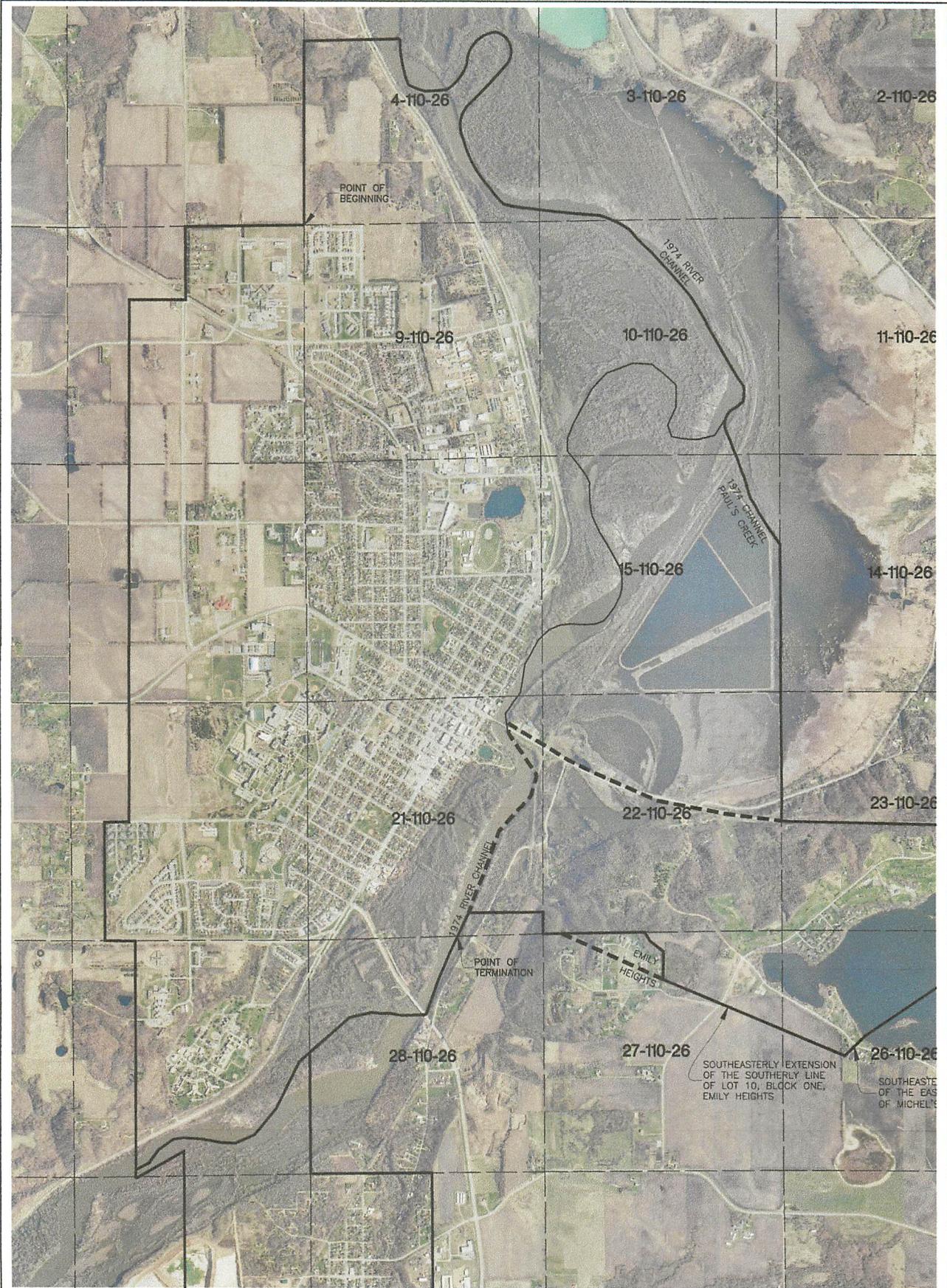
None needed. For your information and discussion only.

BACKGROUND

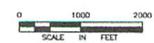
Public Works Director Giesking will provide an update on electric service territory issues as part of the workshop session on Monday evening. Enclosed with this packet is a map showing the City's electric service territory boundaries as proposed.

Please feel free to contact me if you have any questions or concerns on this agenda item.

TP/bal

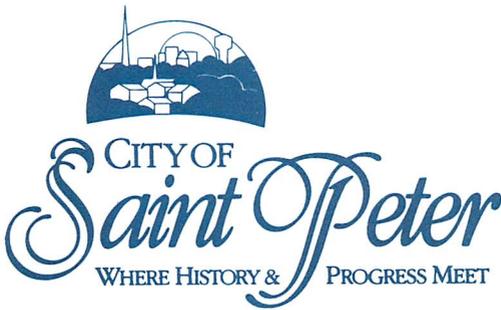


——— SERVICE AREA BOUNDARY
 - - - - - PREVIOUS SERVICE AREA LIMITS



5

ELECTRICAL SERVICE AREA MAP NICOLLET COUNTY & LE SUEUR COUNTY, MINNESOTA BOLTON & MENK, INC. Consulting Engineers & Surveyors 1980 PREMIER DRIVE, MARSHO, MN 56001 (507) 625-4171 MARSHO, FARMING, SLEEPY EYE, BURNSDALE, WILLMAR, CHOKA, RAINY, WATKINS, SOUTH MINNESOTA, & AUSTIN, IOWA		PART OF TOWNSHIP 110 NORTH, RANGE 29 WEST FOR CITY OF SAINT PETER
JOB NUMBER: M14.106106 FIELD BOOK: NONE DRAWN BY: LB		



Memorandum

TO: Todd Prafke
City Administrator

DATE: 5/3/13

FROM: Lewis G. Giesking
Director of Public Works

RE: Compost Site Update

ACTION/RECOMMENDATION

For Council input and discussion.

BACKGROUND

The Council is aware that our current composting processing location will not be allowed under permitting rules beginning in July of this year. As a part of a service evaluation process, staff was directed to review options which included shipping of compost, stopping our processing operations, and terminating our programs that need this type of final processing.

After an initial review, Council directed staff to pursue an opportunity to further develop a plan that might include a public/private partnership with Unimin. City staff has been working with Unimin to develop a draft land lease agreement for a site to be used by the City for composting of yard waste materials. (This is what we call "processing". No change is planned for our drop-off location at the corner of North Swift and St. Julien Streets). A draft agreement has been prepared by Unimin and will be reviewed by City Attorney Brandt and staff in the next week or so. The key components of the agreement are as follows:

- The area was part of a mining operation.
- Three-year lease period with automatic renewals.
- Termination by either party by giving 180 day notice.
- Use of the site is limited to storing brush, tree trimmings, woodchips, grinding of wood materials, processing yard waste for composting, and storing compost materials.
- Rent will be payable on an annual basis.
- All site work will be done by the current tenant (SMC).
- City will be required to carry insurance on the site.
- Improvements would become the property of Unimin.
- The City would be required to obtain all necessary permits to operate on the site.

The original cost estimate to develop the site was approximately \$120,000 and includes installation of a six foot (6') fence around the perimeter of the property and providing needed grading for stormwater control and treatment on the site as required in the MPCA permit.

Three permits are needed to operate a compost facility on the site. Le Sueur County requires a solid waste permit and a conditional use permit. To obtain the conditional use permit, a public hearing must be held by the Le Sueur County Planning and Zoning Commission. The government entities in the area and all surrounding property owners will be notified of the public hearing and the proposed use for the site. That hearing is expected to be held in early June of this year.

The third permit the City needs is from the MPCA for the operation of a composting facility under the new rules.

Since the location of the processing is in Kasota Township, staff met with them to discuss the operation of the site and answer their questions. They will discuss the proposal and provide comments to the Le Sueur County Planning and Zoning Commission at the hearing

One of the Township's questions was whether the City would consider taking yard waste and/or tree waste materials at the site from Kasota Township or presumably others. Currently, the City charges five dollars per cubic yard of leaves or grass delivered to the drop-off site and charges seven dollars per cubic yard of brush or branches delivered to the drop-off site. It is estimated the City cost for processing a yard waste of materials under the new requirements will be \$3.50 per cubic yard and \$5.00 per cubic yard for brush materials. (This calculation assumes no revenue from the sale of any materials.)

City staff will be seeking City Council comment, input and/or direction concerning the continued process for permitting and development of a new compost facility.

Please feel free to contact me if you have any questions or concerns on this agenda item.

LGG:bl

Le Sueur County

Conditional Use Application

I. Applicant:

Name City of St. Peter, MN
Mailing Address 227 South Front Street
City St. Peter State MN Zip 56082
Phone # 507-934-0663 Phone # _____

II. Landowner:

Name UNIMIN Minnesota Corp
Mailing Address 258 Elm St / 39770 Ottawa Rd
City NEW Canaan / Le Sueur State CT / MN Zip 06840 / 56058

Property Address None assigned
City _____ State _____ Zip _____
Phone # None Phone # _____

III. Parcel Information:

Parcel Number 05.601.0040 Parcel Acreage 51.87 total / 10.84 site
Attach Full Legal Description (**NOT** abbreviated description from tax statement)
Township T109 North, Range 26 West Section 4
Subdivision Part of REG LAND SURVEYS #1 & 2 Lot Parts of A & E Block _____

IV. Township Notification: Township must be notified of proposed use prior to application.

Kasota Township Township notified on 4/16/2013
(Township Name) (Date)

Board Member Joe Kienlen, Joanne Stangler, Steve Schultz regarding the proposed use.
(Name)

V. Quantities and Submittal Formats:

- One (1) reproducible 8.5" x 11" copy of the request and all other supporting documents.
- Twenty three (23) copies must be submitted, if any documents are in color, an aerial, or larger than 8.5" x 11" in size.
- Electronic version of any supporting documents *if available*.
- Additional copies may be requested as deemed necessary by the Department.
- Application must be made **in person** by the applicant and/or landowner no later than 12 P.M. on the date of application deadline.
- Appointment is necessary.
- Applications will not be accepted by mail.**

VI. Fees: Must be paid at the time of application.

Conditional Use Permit \$ 750 After-The-Fact fee is **doubled.**
Filing Fee \$ 46

Additional Fees:

Special Meeting \$ 2,000
After-The-Fact Penalty \$ 1,500 OR 10% of improvement, whichever is greater

VII. Type of Request:

- Self Service Storage
- School/Church/Cemetery
- Retail Nursery/Greenhouse
- School/Church/Cemetery
- Value Added Agriculture
- Antique Sales/Service/Repair
- Substation/Transmission Lines etc.
- Other Municipal Compost Site

VIII. Description of Request:

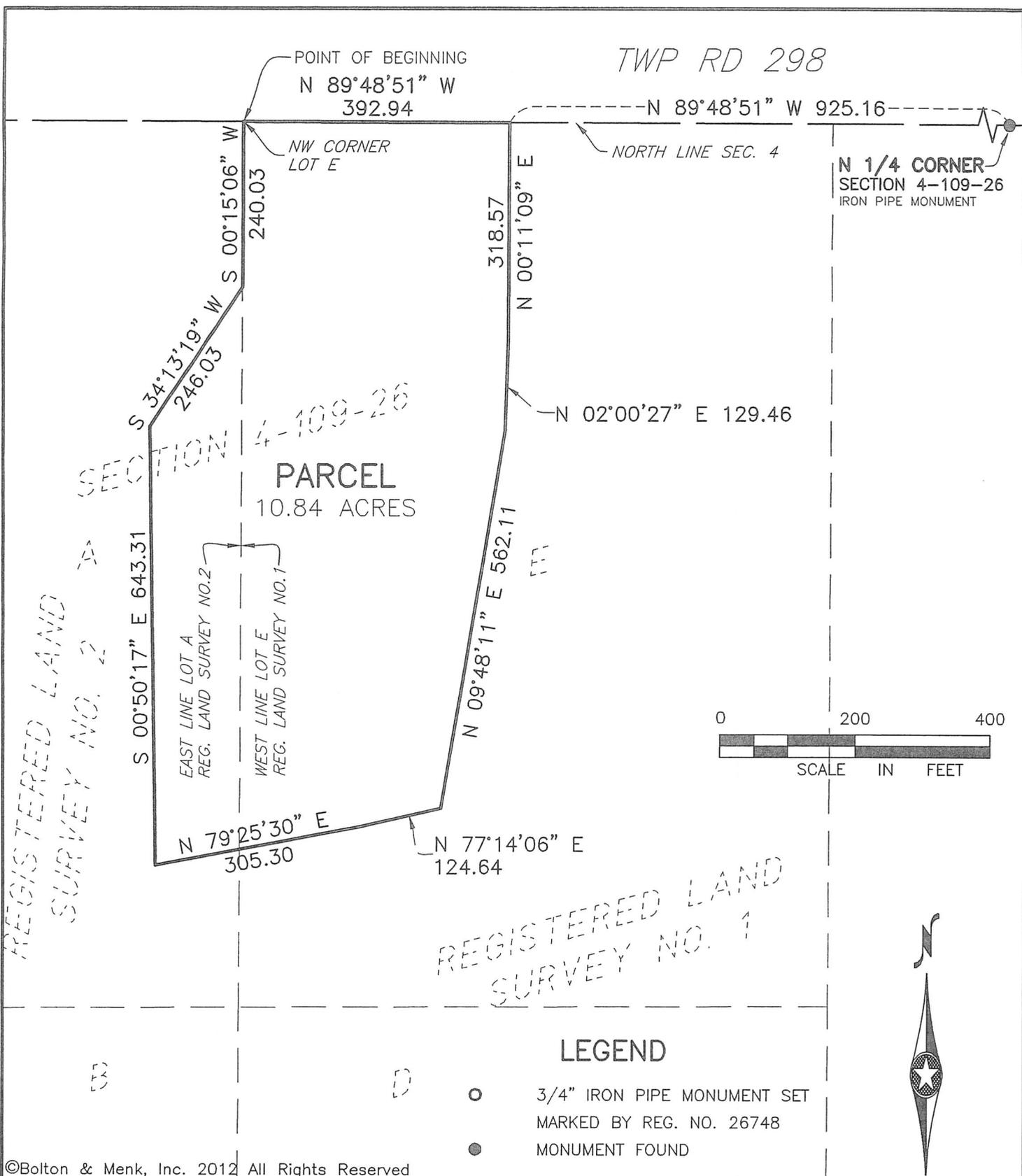
- a. A full description of request with detailed information must be attached.
- b. Complete the following in relationship to the proposed Conditional Use Permit.

1. **PROPOSED DAYS AND HOURS OF OPERATION:** Work will occur during City business hours (weekdays 7am-4:30pm)
2. **ESTIMATED NUMBER OF PERSONS TO ATTEND PLACE OF BUSINESS/LOCATION ON A DAILY OR WEEKLY BASIS:**
During spring, summer, and fall: 1-2 City Employees onsite 1-time per week; During winter the site will not be active.
3. **LIST OF PUBLIC HEALTH PLANS:**
 - i. **Water Supply:** There are no buildings proposed on the site.
 - ii. **Toilet facilities:** There are no buildings proposed on the site.
 - iii. **Solid Waste Collection:** There are no buildings proposed on the site. Solid waste will be removed from the site.
4. **FIRE PREVENTION:** No buildings are proposed. Fire prevention will be through proper site maintenance.
5. **SECURITY PLANS:** Security fencing around the site.
6. **RETAIL SALES:** None
7. **FOOD OR ALCOHOL SERVED OR FOR SALE:** None
8. **DESCRIBE IF THE APPLICANT REQUESTS THE COUNTY TO PROVIDE ANY SERVICES OR COUNTY PERSONNEL: (For example, pedestrian and/or vehicular traffic control.)**
None
9. **SOUND AMPLIFICATION, PUBLIC ADDRESS SYSTEM, PLAYING OF MUSIC:**
Back-up indicators on vehicles.
10. **EXTERIOR LIGHTING:** none
11. **PARKING AND LOADING:** none
12. **SIGNAGE:** Signage is proposed at the entrance to the site identifying it as the City of St. Peter compost facility.
13. **ROAD ACCESS: (Approved by the road authority)** MnDOT will issue the permit once a Contractor is selected.
14. **CERTIFICATE OF INSURANCE:** The site will be covered by the City's existing municipal coverages.
15. **MEET ALL APPLICABLE COUNTY STATE & FEDERAL REGULATIONS:**
(For example additional licensing and/or permitting) yes

IX. Site Plan: Shall include but not limited to the following:

- North point
- Setbacks
- Property Lines
- Road Right-Of-Way
- Lake
- River
- Wetland
- Stream
- Existing Structures
- Proposed Structures
- Lot Dimensions
- Ponds
- Septic system
- Well
- Access (size & location)
- Easements
- Parking *(Size & location-if applicable to application)*
- Landscape, screening and buffering *(if applicable to application)*
- Location of significant trees to be removed *(if applicable to application)*

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CERTIFICATE OF SURVEY
LE SUEUR COUNTY, MINNESOTA

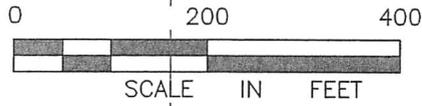
BOLTON & MENK, INC.
Consulting Engineers & Surveyors
1960 PREMIER DRIVE, MANKATO, MN 56001 (507) 625-4171
MANKATO, FAIRMONT, SLEEPY EYE, BURNSVILLE, WILLMAR, CHASKA, RAMSEY,
MAPLEWOOD, BAXTER, ROCHESTER, MINNESOTA & AMES, SPENCER, IOWA

PART OF LOT A, RLS NO. 2 & PART OF
LOT E, RLS NO .1, SECTION 4,
TOWNSHIP 109 NORTH, RANGE 26 WEST,
KASOTA TOWNSHIP, LE SUEUR COUNTY,

FOR: CITY OF SAINT PETER

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- LEGEND**
- 3/4" IRON PIPE MONUMENT SET
MARKED BY REG. NO. 26748
 - MONUMENT FOUND



REGISTERED LAND
SURVEY NO. 2

REGISTERED LAND
SURVEY NO. 1

DESCRIPTION

All that part of Lot A, Registered Land Survey No. 2 and Lot E, Registered Land Survey No. 1, Section 4, Township 109 North, Range 26 West, Le Sueur County, Minnesota, described as follows: Beginning at the Northwest Corner of Lot E of said Registered Land Survey No. 1; thence South 00 degrees 15 minutes 06 seconds West (bearings based on Le Sueur County Coordinate System NAD83, 1996 Adjustment) on the West line of said Lot E, a distance of 240.03 feet; thence South 34 degrees 13 minutes 19 seconds West, a distance of 246.03 feet; thence South 00 degrees 50 minutes 17 seconds East, a distance of 643.31 feet; thence North 79 degrees 25 minutes 30 seconds East, a distance of 305.30 feet; thence North 77 degrees 14 minutes 06 seconds East, a distance of 124.64 feet; thence North 09 degrees 48 minutes 11 seconds East, a distance of 562.11 feet; thence North 02 degrees 00 minutes 27 seconds East, a distance of 129.46 feet; thence North 00 degrees 11 minutes 09 seconds East, a distance of 318.57 feet to the north line of said Lot E; thence North 89 degrees 48 minutes 51 seconds West on said north line, a distance of 392.94 feet to the point of beginning.

Said parcel contains 10.84 acres of land.

SURVEYOR'S CERTIFICATION

I hereby certify that this survey 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.

Janele Fowlds
Janele Fowlds

License Number 26748

3/12/13
Date

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CERTIFICATE OF SURVEY
LE SUEUR COUNTY, MINNESOTA

BOLTON & MENK, INC.
Consulting Engineers & Surveyors

1960 PREMIER DRIVE, MANKATO, MN 56001 (507) 625-4171
MANKATO, FAIRMONT, SLEEPY EYE, BURNSVILLE, WILLMAR, CHASKA, RAMSEY,
MAPLEWOOD, BAXTER, ROCHESTER, MINNESOTA & AMES, SPENCER, IOWA

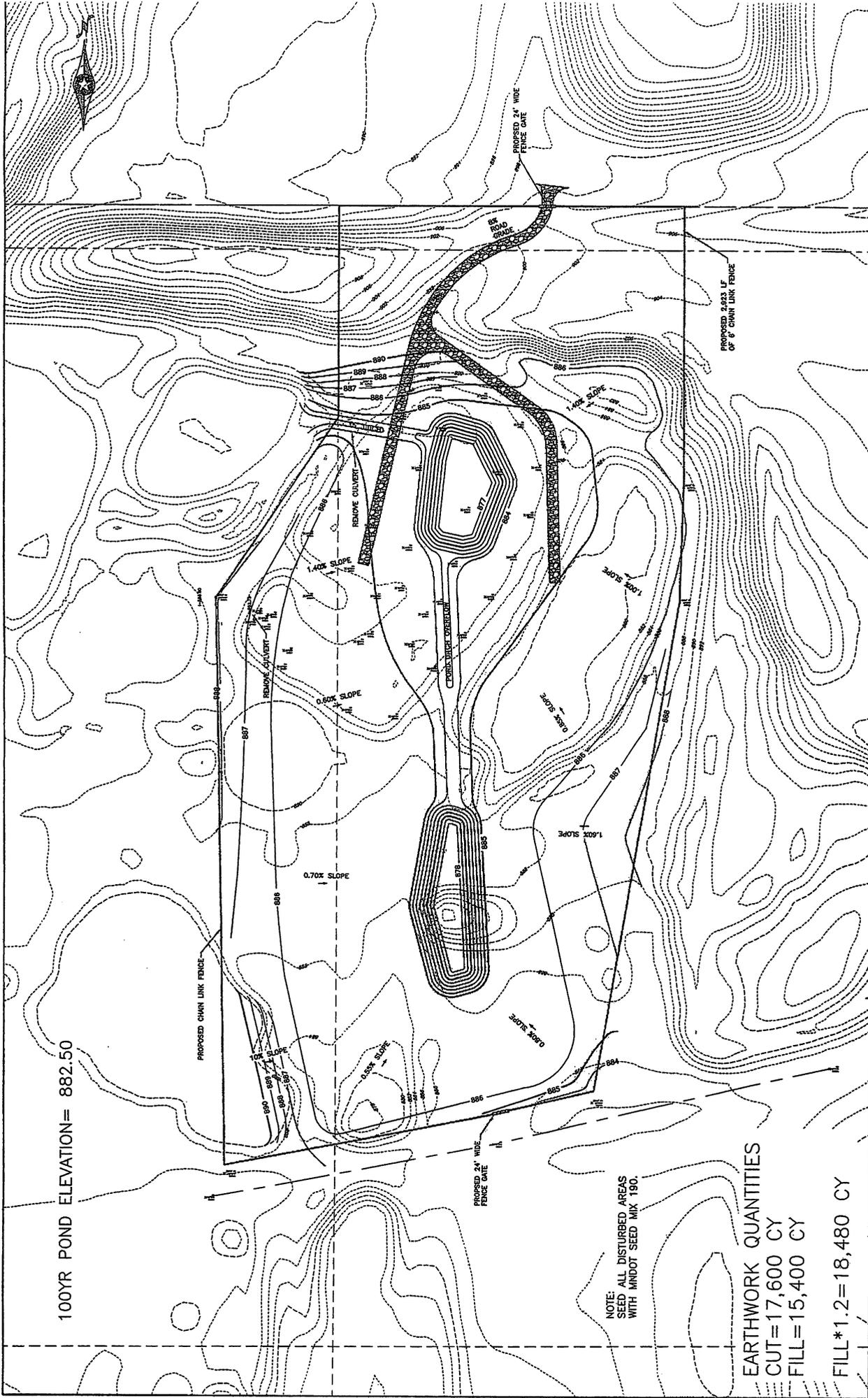
PART OF LOT A, RLS NO. 2 & PART OF LOT E, RLS NO .1, SECTION 4, TOWNSHIP 109 NORTH, RANGE 26 WEST, KASOTA TOWNSHIP, LE SUEUR COUNTY,

FOR: CITY OF SAINT PETER



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4:0 S4-T109-R26



100YR POND ELEVATION= 882.50

NOTE: ALL DISTURBED AREAS SEED WITH MINDOT SEED MIX 190.

EARTHWORK QUANTITIES
 CUT=17,600 CY
 FILL=15,400 CY
 FILL*1.2=18,480 CY



CITY OF SAINT PETER, MN NEW COMPOST SITE SOUTH OF KASOTA CEMETERY GRADING & SWPPP PLAN		SHEET 1 OF 1
BOLTON & MENK, INC. ENGINEERS & ARCHITECTS 1000 W. BURNSVILLE, MN WASHINGTON, MN 55389 WILKINSON, MN 55389 BURNING WOODS, MN 55309 BURNING WOODS, MN 55309 BURNING WOODS, MN 55309		DATE 12/13/2013
DRAWN JMD	CHECKED JMD	PROJECT NO. 12-13-2013
I HEREBY CERTIFY THAT THE ABOVE IS A TRUE AND CORRECT COPY OF THE ORIGINAL AS SUBMITTED TO THE CITY OF SAINT PETER, MN. I AM A LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA. SIGNATURE: <i>John A. Orman</i> JOHN A. ORMAN LICENSE NO. 26464 DATE: 12/13/2013		
Bolton & Menk, Inc. 2012. All Rights Reserved. 1400 W. BURNSVILLE, MN 55389-1000 TEL: 763-261-1000 FAX: 763-261-1001		

STORM WATER POLLUTION PREVENTION PLAN (SWPPP)

CITY OF SAINT PETER
NEW COMPOST SITE SOUTH OF KASOTA CEMETARY
LE SUEUR COUNTY, MINNESOTA



CITY OF SAINT PETER
LE SUEUR COUNTY, MN

MINNESOTA

GENERAL PROJECT INFORMATION:

RESPONSIBLE PARTIES:

The Contractor and Owner must apply for coverage under the MPCA's General Storm Water Permit for Construction Activity as required by the National Pollutant Discharge Elimination System (NPDES) Phase II program. Coverage under the permit will begin automatically 7 calendar days after the postmarked date on the permit application. [Longer time frames apply to sites that: (1) disturb areas greater than 50 acres AND discharge within 1 mile of a Special or Impaired Water; or (2) Use alternative storm water treatment techniques].

Owner:	CITY OF SAINT PETER	Contact Person	Phone
SWPPP Preparer:	BOLTON & MENK, INC.	JEFF DOMRAS	507.625.4171
Contractor:		Contact Person	Phone
Person Responsible For Inspections:		Contact Person	Phone
Party Responsible for Long Term O&M		Contact Person	Phone

The individuals identified above have been trained in accordance with the Permit's training requirements.

At least one trained individual shall be present on the permitted project site or available to the project site in 72 hours

Documentation of proper training shall be available within 72 hours upon request.

SPECIAL ENVIRONMENTAL CONSIDERATIONS:

An environmental review was not required for this site.

This site does not have the potential to affect threatened or endangered species.

This site does not drain to a Calcareous fen.

PROJECT DESCRIPTION:

This project includes disturbance of approximately 10.8 acres. Construction activities include excavating two ponds, grading the site, and installing permanent fence around the property.

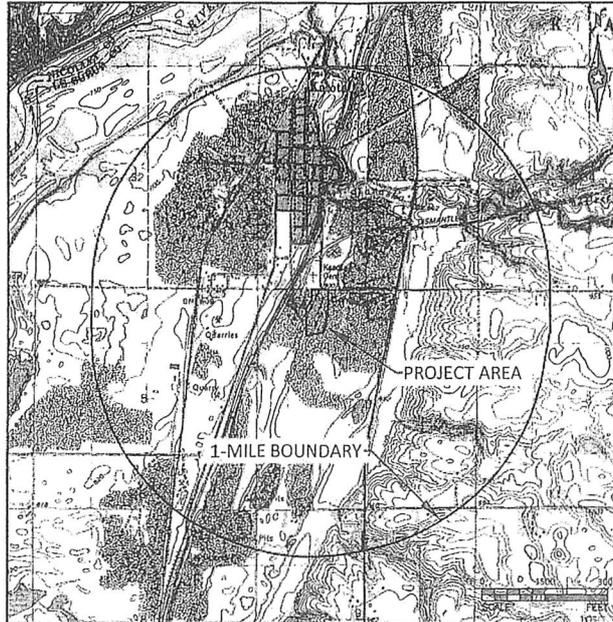
STORM WATER MANAGEMENT:

Type of storm water management used if more than 1 acre of new impervious surface is created:

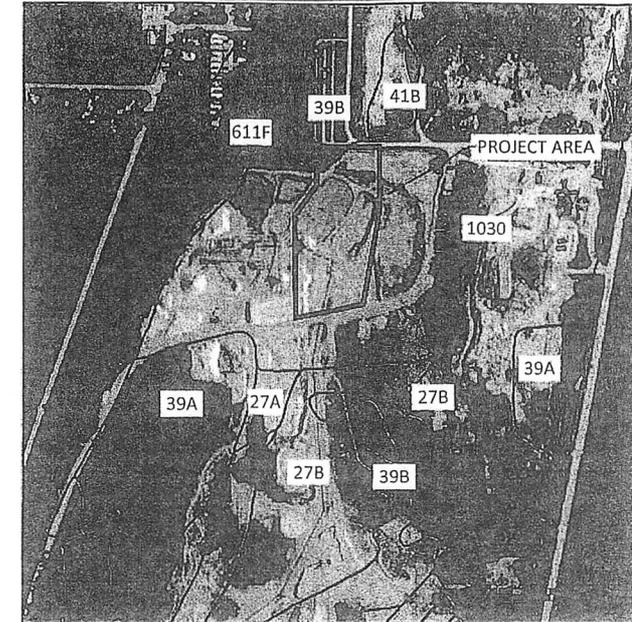
Wet sedimentation basin Regional pond Alternative methods
 Infiltration Permanent storm water management not required
 Filtration

Required Water Quality Volume:	N/A
Design Water Quality Volume:	N/A
Elevation of Water Quality Volume Storage:	N/A
Surface Area at Water Quality Volume Storage:	N/A
Allowable Discharge of Water Quality Volume:	N/A
Designed Discharge for Water Quality Volume:	N/A
Required Infiltration Volume:	N/A
Designed Infiltration Volume:	N/A

USGS QUAD MAP



USDA SCS SOIL SURVEY MAP



PROJECT LOCATION:

County, State	Township	Range	Section(s)	Latitude	Longitude
Le Sueur, MN	110	26	4	44.2791	-93.9655

PROJECT AREAS:

Total Project Size (disturbed area) =	10.84 AC
Existing area of impervious surface =	10.84 AC
Post construction area of impervious surface =	10.84 AC
Total new impervious surface area created =	0 AC

Planned Construction Start Date:	April 2013
Estimated Construction Completion Date:	August 2013

DESCRIPTION OF SITE ACTIVITIES:

The project requires no permanent storm water treatment and rate control due to the size of disturbance and amount of new impervious area (0 acres).

In the existing condition, runoff flows to a shallow pond located on the west side of the property which outlets a series of ponds located inside the gravel pit property.

The proposed site will be graded to direct all runoff towards two ponds located at the center of the property. The ponds are designed to hold a 100 year storm event with an emergency overflow located to the northwest that discharges larger events to a ditch.

All modifications to this SWPPP shall remain on site and shall be approved by the engineer.

SOIL TYPE SUMMARY:

Map Unit Symbol	Soil Name	Hyd. So Group
27A	Dickinson sandy loam, 0 to 2 percent slopes	A
27B	Dickinson sandy loam, 2 to 6 percent slopes	A
39A	Wadena loam, 0 to 2 percent slopes	B
39B	Wadena loam, 2 to 6 percent slopes	B
41B	Eatherville sandy loam, 1 to 5 percent slopes	A
611F	Hawick sandy loam, 18 to 40 percent slopes	A
1030	Uderthents-Pits, gravel, complex	

BMP SUMMARY:

BMP	Quantity	Unit
MNDOT SEED MIX 190	LBS.	325

RECEIVING WATERS:

Surface waters which will receive storm water from the site within 1 mile of project boundary. In waters shown on USGS 7.5 minute quad and all waters identified in Appendix A of the permit.

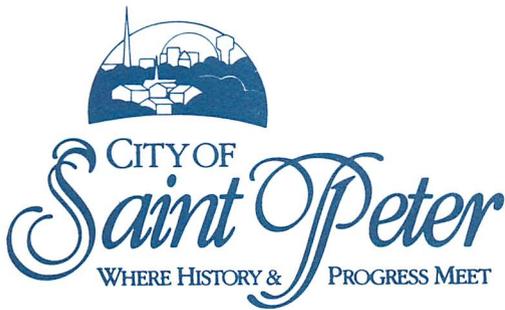
For sites with a discharge point within one mile of, and flows to, an impaired water, additional BMP have been included in this SWPPP.

For receiving waters with approved TMDLs, all specific implementation activities and BMPs regarding construction activities are included in this SWPPP.

Name of Water Body	Type (ditch, pond, wetland, lake, etc.)	Appendix A Special Water?	Flows to Impaired Water within 1 mile?	USEPA Approve TMDL?

Impairment:

15



Memorandum

TO: Todd Prafke
City Administrator

DATE: 5/3/13

FROM: Lewis G. Giesking
Director of Public Works

RE: Brown Street Stormwater Treatment Basin

ACTION/RECOMMENDATION

No action needed. For Council discussion only.

BACKGROUND

On August 13, 2012, the City Council retained Bolton and Menk, Inc. to review the need for and propose options for a stormwater treatment basin in the area east of Hallett's Pond near Brown Street. This stormwater treatment basin would serve an area of approximately 55 acres. The area includes land west of Trunk Highway 169 to approximately the fairgrounds area and bounded by Union Street on the south and St. Julien Street on the north.

Engineering work on the development of the stormwater basin was suspended while we waited for finalization of issues surrounding development of Shopko and the surrounding area including North Third Street. Now that a building permit has been issued, North Third Street has been authorized, design work can begin again on the stormwater treatment basin sizing and location options. Shopko is required to develop a temporary basin to serve their four acres, but as additional development occurs a regional basin will be needed. At the time a regional basin is made operational, the temporary basin on the Northern Con Agg property (Shopko) will then be available for additional development.

A stormwater basin in the area of Brown Street is proposed to be a treatment basin which will be interconnected to the open area between north and southbound lanes of Highway 169. The area in the center of the highway (the bowl) will be utilized for the stormwater capacity needed after major storms. The use of the bowl will reduce the size of the area needed for the treatment only basin. MnDOT has been supportive of this type of approach.

A proposed schedule for the development of the basin is attached.

The next step is determining the location options for the basin and obtaining the property(ies). Staff would begin the negotiation process for property purchase upon direction of the City Council.

The design and construction of the stormwater basin is proposed to be funded utilizing tax increments available from the TIF District surrounding the ShopKo development. The Council could choose to assess the cost of this as described in the City Code, but based on previous discussion with the Council, we continue to believe that in this circumstance use of TIF is preferred because at this point an assessment may hinder additional development in the area while use of TIF dollars will grow with additional development. That growth means shorter life of the TIF District and more resources to make the changes proposed in the area.

This action is good for the community in that we continue to meet the requirements of MPCA and we help protect the Minnesota River and Hallett's Pond through proper design and use of stormwater facilities. It also means additional cooperation with MNDOT and use of already constructed facilities (the bowl).

Please feel free to contact me if you have any questions or concerns on this agenda item.

LGG:bl



BOLTON & MENK, INC.®

Consulting Engineers & Surveyors

1960 Premier Drive • Mankato, MN 56001-5900

Phone (507) 625-4171 • Fax (507) 625-4177

www.bolton-menk.com

MEMORANDUM

Date: May 1, 2013
To: Mr. Lew Giesking, Director of Public Works
From: Jeffrey A. Domras, P.E., Project Manager
Subject: Brown Street Basin
Project No.: M14.105419

MnDOT is continuing to move forward with its 2014 plans to raise TH 169 on the north side of Saint Peter. As part of the project, various improvements are proposed at the Union, St. Julien and TH 22N intersections. Recent drainage discussions with MnDOT have concluded that they will allow the City to use the large open area between the north and southbound lanes of TH 169, north of Union Street, for stormwater purposes. Stormwater between Union Street and St. Julien Street currently discharges to this large open area through the west ditch of TH 169.

Although recent development on the east side of Halletts Pond is utilizing a temporary stormwater basin, it is appropriate to consider the construction of a region stormwater basin near Brown Street. This is because MnDOT's 2014 improvements will allow the southbound lane of TH 169 to be open-cut for an improved outlet pipe to the median. It is proposed to construct a basin near Brown Street to serve existing and future drainage from improvements within the contributing 58.7 acre watershed (see attached). It is proposed to use the TH 169 median for storage and the Brown Street basin for a pretreatment sedimentation basin. A new basin of approximately 1.4 acres will be necessary. Along with the Brown Street ROW, there are one to three nearby properties that may be of use.

Below is the estimated timeline for the basin.

May 2013	Determine Property Required for Basin
May 2013	Review Property Requirements with City Council
May 2013	Begin Basin Design
June-July 2013	Negotiate and Purchase Required Property
June-August 2013	Coordinate Basin Improvements with MnDOT
September 2013	City Council Reviews the Basin Design and Considers Advertising for Bids
November 2013	Brown Street Basin Bid Letting
March 2014	MnDOT Letting for TH 169 Flood Mitigation Project
May 2014	Begin Construction Brown Street Basin

H:\STPEM14105419\1_Corres\Lew Schedule Memo.doc

DESIGNING FOR A BETTER TOMORROW

Bolton & Menk is an equal opportunity employer



MEMORANDUM

Date: May 1, 2014
 To: Mr. Lew Claxton, Director of Public Works
 From: Jeffrey A. Donnell, P.E., Project Manager
 Subject: Brown Street Basin
 Project No. 114-102419

MWDOT is continuing to move forward with its 2014 plans to raise TH 169 on the north side of Basin
 Basin. As part of the project various improvements are proposed at the Union St. Basin and TH 32M
 intersection. Recent drainage discussions with MWDOT have concluded that they will allow the City to
 use the large open area between the north and southbound lanes of TH 169 north of Union Street for a
 stormwater pond. Stormwater between Union Street and St. Julian Street currently discharges to the
 large open area through the west ditch of TH 169.

Although recent development on the east side of Hallow's Pond is utilizing a temporary stormwater basin,
 it is appropriate to consider the construction of a region stormwater basin near Brown Street. This is
 because MWDOT's 2014 improvements will allow the southbound lanes of TH 169 to be opened for an
 improved outlet pipe to the basin. It is proposed to construct a basin near Brown Street to serve
 existing and future drainage from improvements within the surrounding 54.7 acre watershed (see
 attached). It is proposed to use the TH 169 median for the east side of the Brown Street Basin for a
 treatment retention basin. A new basin of approximately 1.6 acres will be necessary. Along with
 the Brown Street ROW, there are one to three nearby properties that may be of use.

Below is the estimated timeline for the basin.

November 2013	Brown Street Basin Bid Letting
September 2013	City Council Review the Basin Design and Consider Ad. Contracting for Sub.
June-August 2013	Coordinate Basin Improvements with MWDOT
June-July 2013	Negotiate and Purchase Required Property
May 2013	Begin Basin Design
April 2013	Review Property Requirements with City Council
May 2013	Determine Property Required for Basin
July 2014	Begin Construction Brown Street Basin
March 2014	MWDOT Letting for TH 169 Flood Mitigation Project



Brown Street Regional Detention Basin

Page 2

May 2014	Begin Construction TH 169 Flood Mitigation Project
July 2014	Brown Street Basin Completion
October 2014	TH 169 Flood Mitigation Project Completion

Right of Way (ROW) purchase is dependent on the current property owner's plans. If they are willing to sell their property, acquisition will take a couple months. However, if a property owner is unwilling to sell, additional time will be necessary to modify the design to avoid impact to their property. At this time, the Brown Street ROW is of insufficient size to construct the basin.



Begin Construction TH 100 Flood Mitigation Project	May 2014
Brown Street Basin Completion	July 2014
TH 100 Flood Mitigation Project Completion	October 2014

the Brown Street ROW is of insufficient size to construct the basin. All additional time will be necessary to modify the design to avoid impact to their property. At this time all their property acquisition will take a couple months. However, if a property owner is unwilling to sell their property, purchase is dependent on the current property owner's plans. If they are willing to



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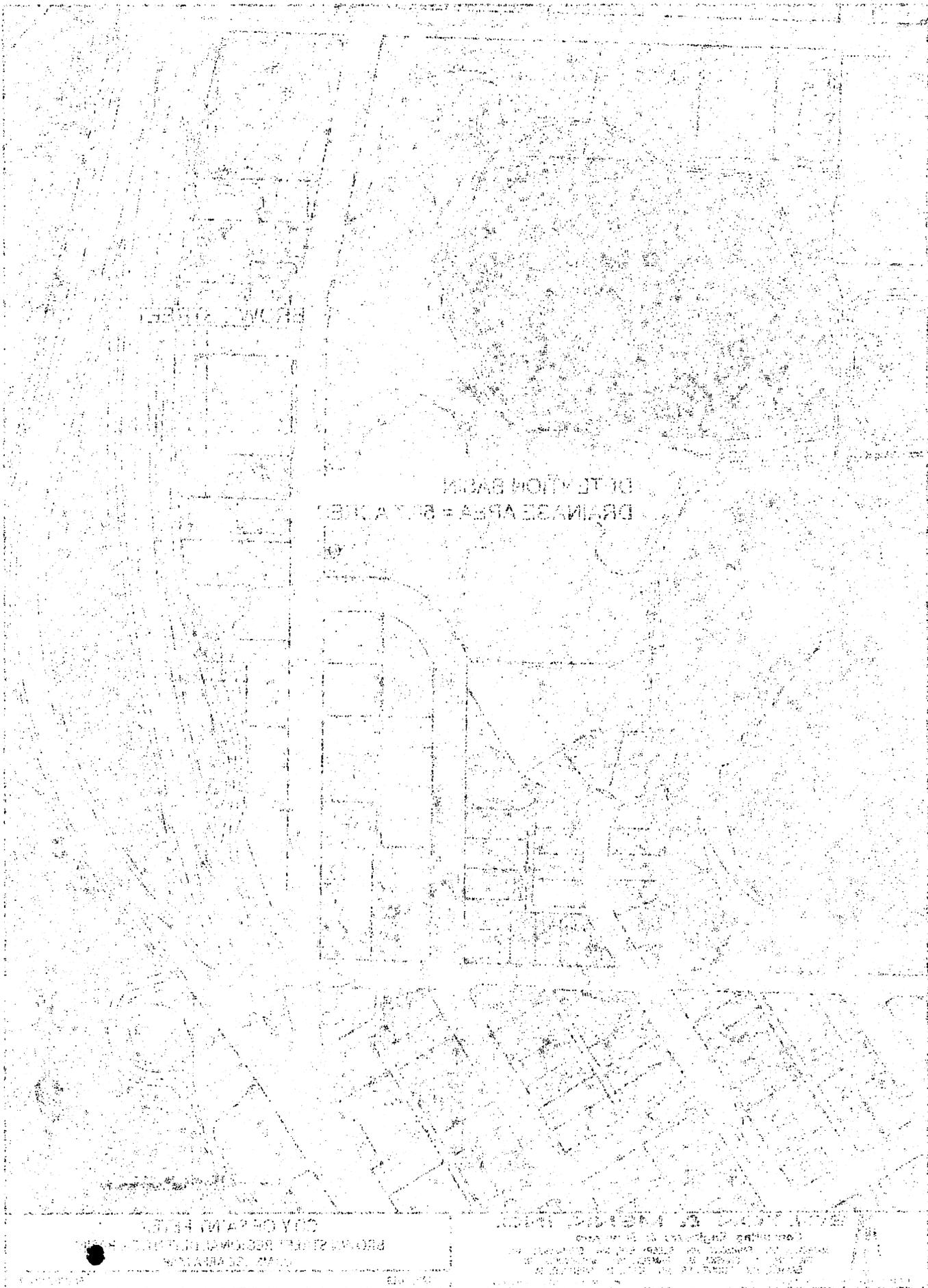
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**CITY OF SAINT PETER
BROWN STREET REGIONAL DETENTION BASIN
DRAINAGE AREA MAP**

MAY, 2013

FIGURE NO. 2

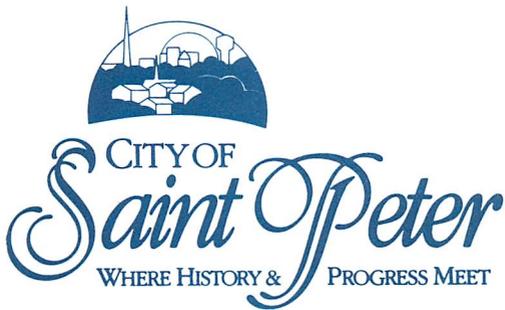


STREET

DRIVING AREA - BAY AREA
 OF TOWN

CITY OF OAKLAND
 PUBLIC WORKS DEPARTMENT
 PLANNING SECTION

REVISIONS
 1. 11/15/50
 2. 11/15/50
 3. 11/15/50
 4. 11/15/50
 5. 11/15/50
 6. 11/15/50
 7. 11/15/50
 8. 11/15/50
 9. 11/15/50
 10. 11/15/50



Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 5/2/13

FROM: Todd Prafke
City Administrator

RE: Welco West

ACTION/RECOMMENDATION

For your information and discussion.

BACKGROUND

Please find attached a map of the area we have discussed briefly at previous goal sessions.

The subdivision, Welco West, has become tax forfeit and, based on State Statute, the City has an ability to request conveyance of the property to the City based on specific criteria. The property is Zoned R-3 and is in a Planned Unit Development Overlay District.

This parcel is arguably of more interest to the City since assessments are still due for the development. In addition, this is a tract that can support housing which, as you know, is an issue that has been discussed in our 2012 Housing Study.

City Attorney Brandt and I have had discussion with the County. It has also been discussed at City/County liaison meetings and a conveyance of the property to the City under Minnesota Statute 282.01 seems appropriate based on Statute, funding, assessments, and the want to return property as quickly as possible to the tax rolls.

If the Council has interest in being involved in the acquisition and disposition of the property, I would suggest that in the near future (before the first of June) the Council take action to request the parcel(s) from the County and then develop a Request for Proposals (RFP) process to transfer the land to a private developer.

An RFP would be done much like a bid process, but allow developers to be creative with land use, development speed and design as they make proposal(s) to the City Council for review. The Council could then review each proposal on its' individual merit. This could be done in a time frame to allow work to occur this fall or next spring depending on the proposals that you might receive.

The Council may question why the City should be involved in a process of this type? Why not just let this parcel sit for sale as tax forfeit? This parcel is in a unique situation based on its

value, assessment and market place. The value on the parcels is not supportable if we wish to see a redevelopment in the foreseeable future. The assessment amount is likely the lowest start point for a tax sale. The parcel(s) is also unique in that it was developed solely for townhome development. Changes to the development type would mean utility changes which is an added cost to any future project. I am confident that a number of private developers would have interest in this type of process and this re-development. The County has established the Estimated Market Value of remaining, undeveloped property at slightly over \$1 million. The total acreage is about 12.72 acres.

The R-3 Zoning and Planned Unit Development Overlay would provide some flexibility to the Council and a Developer in establishing a plan that could meet a variety of needs within our marketplace.

Staff suggests that the value of control over property and opportunity to receive a greater percentage of your investment back is worth the amount of work needed to pass a resolution asking for the land conveyance and the establishment of an RFP process.

This is good for the community in a number of ways. It can help return the property to paying taxes more quickly. This process would provide opportunity for the City Council to push the development in ways that better meets our needs. I believe it also increases our opportunity to receive all of our assessments back in the long term.

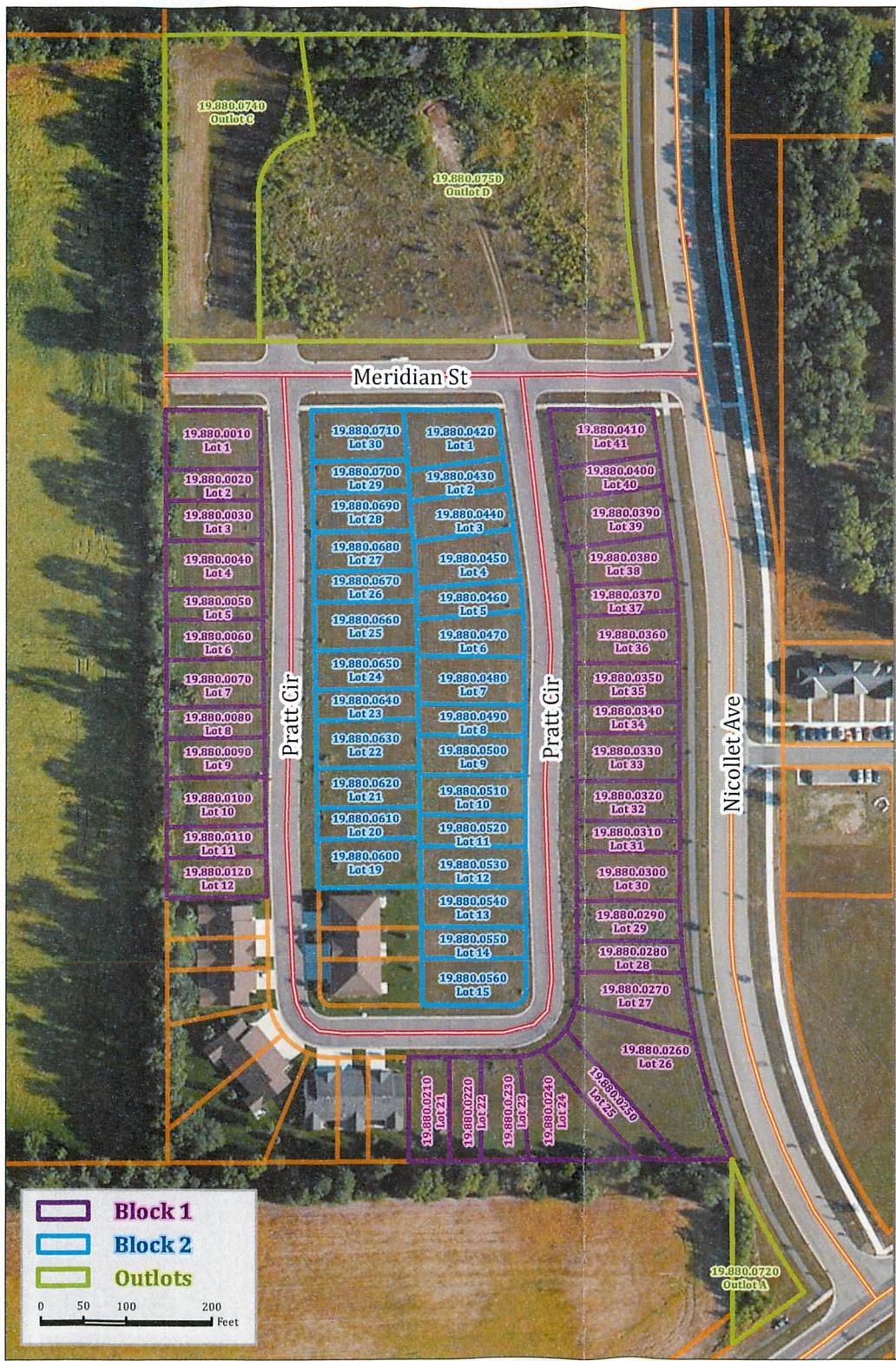
The next steps in the process might look like this:

- A letter is sent to Nicollet County asking for conveyance of the property under the conditions set forth in statute. As a part of the letter, we should indicate we are willing to pay the processing cost of the transaction (\$1,000 to \$2,000 estimated) plus the value of the assessments. In addition, request a meeting with the County to review the conditions and rules.
- The County could then take action to convey the property to the City.
- When it is known that a conveyance is likely to take place, the City would develop the RFP process and start to promote this parcel as a development opportunity. This would include provision of data such as utility mapping, zoning and options for payment of the past due and future due assessment.

I expect that our out of pocket costs will be in the \$2,000 to \$5,000 range including legal fees and notices.

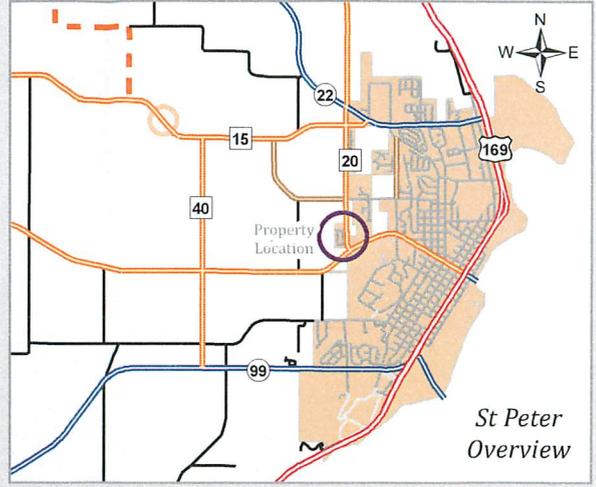
Please feel free to contact me if you have any questions or concerns on this agenda item.

TP/bal



Block 1	Lot 1	19.880.0010	2081 PRATT CIR
	Lot 2	19.880.0020	2079 PRATT CIR
	Lot 3	19.880.0030	2077 PRATT CIR
	Lot 4	19.880.0040	2075 PRATT CIR
	Lot 5	19.880.0050	2073 PRATT CIR
	Lot 6	19.880.0060	2071 PRATT CIR
	Lot 7	19.880.0070	2069 PRATT CIR
	Lot 8	19.880.0080	2067 PRATT CIR
	Lot 9	19.880.0090	2065 PRATT CIR
	Lot 10	19.880.0100	2063 PRATT CIR
	Lot 11	19.880.0110	2061 PRATT CIR
	Lot 12	19.880.0120	2059 PRATT CIR
	Lot 21	19.880.0210	2041 PRATT CIR
	Lot 22	19.880.0220	2039 PRATT CIR
	Lot 23	19.880.0230	2037 PRATT CIR
	Lot 24	19.880.0240	2035 PRATT CIR
	Lot 25	19.880.0250	2033 PRATT CIR
	Lot 26	19.880.0260	2031 PRATT CIR
	Lot 27	19.880.0270	2029 PRATT CIR
	Lot 28	19.880.0280	2027 PRATT CIR
	Lot 29	19.880.0290	2025 PRATT CIR
	Lot 30	19.880.0300	2023 PRATT CIR
	Lot 31	19.880.0310	2021 PRATT CIR
	Lot 32	19.880.0320	2019 PRATT CIR
	Lot 33	19.880.0330	2017 PRATT CIR
	Lot 34	19.880.0340	2015 PRATT CIR
	Lot 35	19.880.0350	2013 PRATT CIR
	Lot 36	19.880.0360	2011 PRATT CIR
	Lot 37	19.880.0370	2009 PRATT CIR
	Lot 38	19.880.0380	2007 PRATT CIR
	Lot 39	19.880.0390	2005 PRATT CIR
	Lot 40	19.880.0400	2003 PRATT CIR
	Lot 41	19.880.0410	2001 PRATT CIR
Block 2	Lot 1	19.880.0420	2000 PRATT CIR
	Lot 2	19.880.0430	2002 PRATT CIR
	Lot 3	19.880.0440	2004 PRATT CIR
	Lot 4	19.880.0450	2006 PRATT CIR
	Lot 5	19.880.0460	2008 PRATT CIR
	Lot 6	19.880.0470	2010 PRATT CIR
	Lot 7	19.880.0480	2012 PRATT CIR
	Lot 8	19.880.0490	2014 PRATT CIR
	Lot 9	19.880.0500	2016 PRATT CIR
	Lot 10	19.880.0510	2018 PRATT CIR
	Lot 11	19.880.0520	2020 PRATT CIR
	Lot 12	19.880.0530	2022 PRATT CIR
	Lot 13	19.880.0540	2024 PRATT CIR
	Lot 14	19.880.0550	2026 PRATT CIR
	Lot 15	19.880.0560	2028 PRATT CIR
	Lot 19	19.880.0600	2060 PRATT CIR
	Lot 20	19.880.0610	2062 PRATT CIR
	Lot 21	19.880.0620	2064 PRATT CIR
	Lot 22	19.880.0630	2066 PRATT CIR
	Lot 23	19.880.0640	2068 PRATT CIR
	Lot 24	19.880.0650	2070 PRATT CIR
	Lot 25	19.880.0660	2072 PRATT CIR
	Lot 26	19.880.0670	2074 PRATT CIR
	Lot 27	19.880.0680	2076 PRATT CIR
	Lot 28	19.880.0690	2078 PRATT CIR
	Lot 29	19.880.0700	2080 PRATT CIR
	Lot 30	19.880.0710	2082 PRATT CIR

Welco Development



Notes

This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of information from various sources and is to be used for reference purposes only. Nicollet County is not responsible for any inaccuracies herein contained. If discrepancies are found, please contact the Nicollet County Office of Technologies.