

**CITY OF SHOREWOOD  
CITY COUNCIL REGULAR MEETING  
MONDAY, JUNE 13, 2022**

**5755 COUNTRY CLUB ROAD  
COUNCIL CHAMBERS  
7:00 P.M.**

For those wishing to listen live to the meeting, please go to [ci.shorewood.mn.us/current\\_meeting](https://ci.shorewood.mn.us/current_meeting) for the meeting link. Contact the city at 952.960.7900 during regular business hours with questions.

**AGENDA**

**1. CONVENE CITY COUNCIL MEETING**

A. Pledge of Allegiance

B. Roll Call

Mayor Labadie\_\_\_\_  
Siakel\_\_\_\_  
Johnson\_\_\_\_  
Callies\_\_\_\_  
Gorham\_\_\_\_

C. Review and Adopt Agenda

**Attachments**

**2. CONSENT AGENDA** The Consent Agenda is a series of actions which are being considered for adoption this evening under a single motion. These items have been reviewed by city council and city staff and there shall be no further discussion by the council tonight on the Consent Agenda items. Any council member or member of city staff may request that an item be removed from the Consent Agenda for separate consideration or discussion. If there are any brief concerns or questions by council, we can answer those now.

Motion to approve items on the Consent Agenda & Adopt Resolutions Therein:

A. City Council Work Session Minutes of May 23, 2022 Minutes

B. City Council Regular Meeting Minutes of May 23, 2022 Minutes

C. Approval of the Verified Claims List Claims List

D. Approve Agreement with Three Rivers Park District and City Engineer Memo  
Hennepin County Regional Rail Authority for Smithtown Ponds, Resolution 22-055  
City Project 20-07

**3. MATTERS FROM THE FLOOR** This is an opportunity for members of the public to bring an item, which is not on tonight's agenda, to the attention of the mayor and council. When you are recognized, please use the raise your hand feature. Please identify yourself by your first and last name and your address for the record. After this introduction, please limit your comments to three minutes. No action will be taken by the council on this matter, but the mayor or council could request that staff place this matter on a future agenda. (No Council Action will be taken)

**4. PUBLIC HEARING**

**5. REPORTS AND PRESENTATIONS**

A. Tour De Tonka Tim Litfin

B. Executive Director Tiffany King, Excelsior-Lake Minnetonka Chamber of Commerce

**6. PARKS**

**7. PLANNING**

**8. ENGINEERING/PUBLIC WORKS**

- A. Approve Scoping Document and Authorize Preparation of Final Plans and Specifications for Birch Bluff Street and Utility Improvements, City Project 21-01

City Engineer Memo  
Resolution 22-056

**9. GENERAL/NEW BUSINESS**

- A. Bond Reimbursement Resolution

Finance Director Memo  
Resolution 22-057

**10. STAFF AND COUNCIL REPORTS**

- A. Staff

1. Water Efficiency Grant

Communications/Recycling Coordinator Memo

2. Integrated Pest Management Program

Director of Public Works

- B. Mayor and City Council

**11. CLOSED SESSION**

Meeting will be closed pursuant to Minn. Stat. Section 13D.05, subd. 3(d) to discuss issues related to the City's security system and emergency response procedures at City Hall.

**12. ADJOURN**

CITY OF SHOREWOOD  
CITY COUNCIL WORK SESSION MEETING  
MONDAY, MAY 23, 2022

5755 COUNTRY CLUB ROAD  
COUNCIL CHAMBERS  
6:00 P.M.

### MINUTES

#### 1. CONVENE CITY COUNCIL WORK SESSION MEETING

Mayor Labadie called the meeting to order at 6:00 P.M.

##### A. Roll Call

Present: Mayor Labadie; Councilmembers Johnson, Labadie, Gorham, and Callies; City Attorney Shepherd; Interim City Administrator Shukle; City Clerk/HR Director Thone; Finance Director Rigdon; Planning Director Darling; Director of Public Works Brown; and, City Engineer Budde

Absent: Councilmember Siakel

##### B. Review Agenda

Johnson moved, Gorham seconded, approving the agenda as presented. Motion passed 5/0.

#### 2. PRE-APPLICATION SKETCH FOR A SENIOR COOPERATIVE

Location: 24250 and 24320 Smithtown Road

Applicant: Lifestyle Communities

Planning Director Darling gave a brief overview of the proposal for a fifty-six unit senior cooperative project that is being proposed on two parcels of land that straddle the City boundary between Tonka Bay and Shorewood. She explained that decisions that staff had identified that would need to be made if this development moves forward such as; if this use satisfies any community needs for Shorewood seniors; if this use is appropriate for the community, is this location a good fit for the building; and noted the need for a traffic study. She noted that the Planning Commission reviewed this proposal at their May 3, 2022 meeting and their comments are listed in the staff report. She stated that the Tonka Bay City Council had reviewed this proposal at their May 10, 2022 work session, but did not have a huge amount of time to devote to it. She stated that if the Council wanted to pursue this project in any greater detail, they way want to explore scheduling a joint work session meeting with Tonka Bay's City Council.

Ben Landhauser, Lifestyle Communities, 4938 Lincoln Drive, Edina, gave an overview of the history of Lifestyle Communities and their various brands. He explained that how their cooperative living works is that it is an owner occupied housing model that is not truly real estate because it deals with shareholders. He stated that means there is one master mortgage on the whole building and noted that this would be an age qualified community which means one part of a couple would need to be 62 years of age or older. He stated that there are no services provided in their building nor do they provide any kind of care for the residents. He stated that there are full-time and part-time employees, but they would be more traditional to apartments for things like building management and maintenance. He explained that for this building, residents would end up having one/fifty-sixth (1/56) ownership in the building, the amenity spaces, and the grounds.

## CITY OF SHOREWOOD WORK SESSION COUNCIL MEETING MINUTES

MAY 23, 2022

Page 2 of 6

He gave an overview of their expected demographic as being someone who already lives in the community that is looking for single level living with no ongoing maintenance requirements. He stated that they are attracted to these kinds of parcels because of the proximity of some goods and services that are walkable from the site. He stated that they are trying to minimize the overall mass of this building and noted that they have looked at building it as one building, but also as two distinct buildings so one would be in Shorewood and the other would be located in Tonka Bay. He stated that the buildings would share utilities but from a fire code perspective it would basically be two structures that are at a zero lot line. He explained that they are planning to have over 6,000 square feet in amenity space with great rooms, wellness studios, maker spaces, entertainment/hospitality suites, and a guest suite. He stated that the mix of units is from one bedroom/den that is about 1,200 square feet all the way up to the equivalent of a three bedroom unit that they refer to as a two bedroom/den which would be about 1,600 square feet. He stated that they do a lot of underground parking and noted that every home comes with one assigned space and based on their other cooperative buildings, they know that a ratio of 1.5 spaces per unit is a pretty accurate number for total spaces. He stated that in some of their other buildings they have things like electric bike charging stations, flex stall for vehicular charging, and bike/kayak/canoe storage. He noted that they can provide the City with information on their projected traffic volumes from similar recent projects where they have conducted full traffic studies. He stated that there will also be personal storage space available on every level of the building. He noted that the fourth floor steps back away from Smithtown Road about seventy feet so most of the mass ends up tucked against the trees, so when people are driving by it will feel like more of a three story building. He referenced the renderings they had submitted that show a bit how the building will look along with the rooftop patio space which has been very popular in their other buildings. He stated that they are very excited about the possibilities with this project and introduced CEO, Tim Nichols and Development Associate, David Williams.

Councilmember Gorham stated that one of the challenges of this site is going from very low traffic to high traffic with a fifty-six unit complex which will dramatically change the landscape. He asked about Lifestyle's research on this kind of housing and what they see as a benefit to the community.

Mr. Landhauser stated that people only have a few rental options that are within a five minute drive to this site. He gave the example of their project in Mound where they began pre-sales in February which had already surpassed fifty-percent and will probably start construction later this year. He stated that they have found a lot of desire for situations where their children have moved to the area or this is where they have lived forever and want to stay in the community, but still downsize. He stated that to address the traffic, if the City looked at their Comprehensive Plan, they could probably get ten to twelve townhomes in there and noted that Truffle Hill is zoned for commercial, which means it could potentially be a restaurant. He explained that their traffic will probably be significantly less at peak times which will be the most impactful to the current residents. He stated the residents in this building will by and large be retired or are at a point where they can work at their leisure. He stated that based on their previous traffic studies their buildings end up having five to six trips in total per day per unit and the rest is spread throughout the day.

Councilmember Gorham noted that his questions was more in relation to demographics.

Tim Nichols, CEO, Lifestyle Communities, noted that this building, if approved, will be about their fortieth cooperative building. He reiterated the point that the people who live in these buildings will really be people from the community that do not 'need' to move, but 'want' a place that is close



to the things in their life. He stated that providing this type of space, allows other people to move into the community by purchasing their home.

Councilmember Gorham stated that he understands that the idea is for people to be able to stay in the community, but expressed his disappointment with how expensive the Tonka Bay development was. He stated that Shorewood has a diverse economic population and many people have modest homes and noted that they could not afford to stay because of how expensive the units are in Tonka Bay. He asked how Lifestyle Communities ensures the affordability for people who live in modest homes.

Mr. Nichols explained that it is contractual with the cooperative so the affordability requires that the resale of these units does not increase any higher than two percent annually. He stated that they call it practical affordability.

Councilmember Callies stated that she is familiar with co-ops and explained that her parents had lived in Summerhill in Eden Prairie.

Mr. Nichols explained that building was one they built many years ago.

Councilmember Callies but stated that she would not consider these 'affordable' as that term is used in the affordable housing market. She stated that when people go to sell their share, they would not be getting equity and are basically getting only what they had put into it. She stated that this is a just a risk of a co-op and noted that it is a different type of model. She stated that her bigger questions are related to do with this project being split between Tonka Bay and Shorewood and noted that it seems to be a sort of a 'chicken and egg' scenario. She stated that it brings up questions as to whose regulations will be followed, if it will be combined.

Councilmember Johnson stated that the City had contemplated that kind of thing before with Waters in Excelsior and he thinks the cleaner result would be annexing one way or the other.

Mr. Landhauser noted that the Planning Commission had brought up a similar point and had asked a question about whether or not it would be easier if this was just one piece of property and one jurisdiction. He stated that the answer to that is yes but knowing that is not today's reality, so they have at least put a proposal together that if the two cities couldn't decide which one would relinquish their particular piece, the project could still move forward as long as they were able to get a Planned Unit Development (PUD) done in each jurisdiction. He explained that they could accommodate things like taxing differently on either sides of the building and have at least thought through all of those types of things. He stated that it would be in the two cities courts to decide if there is any part of the dialogue that wants to move to having this in just one jurisdiction versus the other. He stated that would not be Lifestyle Communities' call to make, but they are happy to be part of the conversation.

Councilmember Callies asked if Lifestyle Communities already owned the properties.

Mr. Landhauser explained that they have both pieces under contract and this is part of their due diligence process.

Mayor Labadie stated that Planning Director Darling had mentioned the possibility of getting the two cities together to discuss this project and asked how the Council felt about this possibility.

She stated that she also has concerns about splitting the project between the two cities and about affordability.

Councilmember Johnson stated that they have mentioned that their Mound project is currently in pre-sales and asked what the price would be for a one-bedroom/den unit.

Mr. Landhauser stated that this is a limited equity co-op, so no one can pay 100% of their share value and they offer anywhere from 25, 35, 60 and 95 percent share contributions. He stated that the more equity they put in the lower their monthly member fee will be. He stated that the minimum share pricing for a one-bedroom den unit would be right around \$170,000 at 35% equity level and believes the largest would be right around \$255,000 as their minimum share.

David Williams, Lifestyle Communities, explained that the running monthly payments starts around \$2,200/month.

Mr. Nichols explained that with the correlating monthly payments, they bundle together as much of the costs as possible including real estate taxes, operating costs, cable television and high speed internet. He stated that from a cooperative perspective there is better buying power within the owner group of people to collectively bargain for a better price. He stated that there are a few things that are not included in the monthly payment, such as the electricity, gas, and landline telephone for the individual units.

Mayor Labadie asked for details on the drawings that they had showed in their presentation and asked specifically for clarification on what the dashed lines indicated.

Mr. Landhauser explained that the dash lines are a reference for setbacks and noted that the closest dash line is fifteen feet, then twenty feet, then twenty-five, and then thirty feet. He stated that how they have the building modeled right now is that the setback from Smithtown Road right-of-way is twenty-five feet and from the access to the Public Works facility is around twenty-two feet, the north property line is forty-eight feet, and the westerly line is also about twenty-five feet. He stated that those setbacks are things that they are willing to discuss changing, if necessary.

Mayor Labadie stated that she thinks that will definitely have to be discussed. She stated that another big concern she has is that the underground parking stalls would access the structure by going up the private drive. She stated that she has had a text conversation with Chief Tholen and Chief Mackey about this issue and found out that the police uses that access to get their squads in and out and are concerned that traffic could impact their response time. She stated that she is also concerned about Public Works vehicles getting in and out for example during a nighttime blizzard because they are large vehicles. She stated that she thinks this needs more discussion and the opportunity should be given to both of the Chiefs to give input on this proposal.

Councilmember Gorham stated that in terms of massing and topography, the site is already on a hill, and he does not want to turn this into 'Mount Artessa' that everyone can see from miles away and asked that they take a close look at how it is massed and how they navigate the topography.

Mr. Landhauser stated that they are trying to preserve as many of the trees as possible and noted that the rendering they submitted was not perfect but explained that they would try to nestle the main level down into the hill as far as possible. He assured the Council that they will be cognizant of that issue as they really start playing with it.

**CITY OF SHOREWOOD WORK SESSION COUNCIL MEETING MINUTES**

**MAY 23, 2022**

**Page 5 of 6**

Mr. Nichols stated that since the people moving in are owners, they are as interested in how it looks from the outside-in as they are from the inside-out. He suggested that the Council go take a look at some of their buildings because he thinks they have been good stewards and have brought very good architecture, are a good neighbor, and are being the catalyst for setting up a good opportunity for people coming in from around the area to live in the building.

Mayor Labadie stated that she also thinks that fifty-six units feels like it is too much and that the structure is very tall for something that is already on a hill.

Planning Director Darling noted that Planning Commissioner Huskins is available if the Council had any questions regarding the Planning Commission discussion.

Councilmember Gorham stated that he thought one point that was made in the Planning Commission discussion was the turn onto Smithtown.

Planning Commissioner Huskins stated that he had used the analogy of the event that was held this past weekend of people trying to navigate their way into the Public Works area and then come back out. He stated that trying to make a left hand turn out of there became very congested, so the Planning Commission thought some form of traffic control may be needed at that intersection. He stated that the larger point he feels the Commission made is what was mentioned by Mayor Labadie about the traffic of the Public Works vehicles as well as the Public Safety vehicles coming in and out of that road. He stated that one of the other Commissioners was concerned about the length of time for building the structure, which is around thirteen months because that will also have an impact on the area. He stated that he believed the applicant had stated that typically in that situation they would find a property nearby to house vehicles and materials so it wouldn't be all on the site itself.

Mayor Labadie stated that this was all the discussion they had time for tonight, but noted that she would anticipate that there will be a joint meeting between Tonka Bay and Shorewood to discuss the project.

Planning Director Darling stated that she will look to get a joint meeting scheduled with the Tonka Bay City Council in about a month.

Mayor Labadie stated that she did not think Tonka Bay had a Planning Commission, but suggested that it would be good to extend an invitation to this meeting to Shorewood's Planning Commission.

Councilmember Callies stated that this is beginning to sound a bit unwieldy and asked if Planning Director Darling could have a conversation with the Tonka Bay administrator and see what they are thinking before there is a meeting.

Planning Director Darling stated that she suspects that there will be many of those types of conversations before the meeting is scheduled.

**3. ADJOURN**

**Callies moved, Johnson seconded, Adjourning the City Council Work Session Meeting of May 23, 2022, at 6:53 P.M. Motion passed 4/0.**

ATTEST:

\_\_\_\_\_  
Jennifer Labadie, Mayor

\_\_\_\_\_  
Sandie Thone, City Clerk

DRAFT

CITY OF SHOREWOOD  
CITY COUNCIL REGULAR MEETING  
MONDAY, MAY 23, 2022

5755 COUNTRY CLUB ROAD  
COUNCIL CHAMBERS  
7:00 P.M.

## MINUTES

### 1. CONVENE CITY COUNCIL REGULAR MEETING

Mayor Labadie called the meeting to order at 7:06 P.M.

#### A. Pledge of Allegiance

#### B. Roll Call

Present. Mayor Labadie; Councilmembers Johnson, Gorham, and Callies; City Attorney Shepherd; Interim City Administrator Shukle; City Clerk/HR Director Thone; Finance Director Rigdon; Planning Director Darling; Director of Public Works Brown; and, City Engineer Budde

Absent: Councilmember Siakel

#### C. Review Agenda

Mayor Labadie asked to remove item 5A. under reports and presentations and explained that it would be placed on a future agenda.

**Johnson moved, Gorham seconded, approving the agenda as amended. All in favor, motion passed.**

### 2. CONSENT AGENDA

Mayor Labadie reviewed the items on the Consent Agenda.

**Gorham moved, Johnson seconded, Approving the Motions Contained on the Consent Agenda and Adopting the Resolutions Therein.**

#### A. City Council Work Session Minutes of May 9, 2022

#### B. City Council Regular Meeting Minutes of May 9, 2022

#### C. Approval of the Verified Claims List

#### D. Approval of Proposed Engagement Letter with Baker Tilly – City Administrator Search Adopting RESOLUTION NO. 22-051, “A Resolution Authorizing Execution of an Executive Search Firm Agreement to Assist in Hiring a City Administrator.”

#### E. Approve 2022 Data Practices Policies and Updates, Adopting RESOLUTION 22-05 “A Resolution of 2022 Data Practices Policies.”

**CITY OF SHOREWOOD REGULAR COUNCIL MEETING MINUTES**

**MAY 23, 2022**

**Page 2 of 5**

- F. **Approve Quote for 2022 Pavement Marking, City Project 22-03, Adopting RESOLUTION NO. 22-053, "A Resolution to Award Contract, City Project 22-03."**

- G. **Accept Quote for Shorewood Community and Event Center Painting**

**All in favor, motion passed.**

**3. MATTERS FROM THE FLOOR**

**4. PUBLIC HEARING**

**5. REPORTS AND PRESENTATIONS**

- ~~A. Executive Director, Tiffany King, Excelsior Lake Minnetonka Chamber of Commerce (Removed from the agenda - to be rescheduled)~~

**6. PARKS**

**A. Report by Commissioner Heinz on May 10, 2022 Park Commission Meeting**

Park Commissioner Heinz gave an overview of the Park Tour the Park Commission took at their May 10, 2022 meeting and shared details of their findings at Badger, Cathcart, and Freeman Parks.

Mayor Labadie commended Councilmember Callies for attending the Park tour with the Park Commission.

**7. PLANNING**

**A. Report by Commissioner Huskins on May 3, 2022 Planning Commission Meeting**

Planning Commissioner Huskins gave an overview of the discussions and recommendations made at the May 3, 2022 Planning Commission meeting.

Mayor Labadie expressed her appreciation to both the Park Commission and the Planning Commission for their thoroughness in doing so much ground work for the Council.

**8. ENGINEERING/PUBLIC WORKS**

- A. **Accept Bids and Award Contract for 2022 Mill and Overlay Project, City Project 21-11**

City Engineer Budde stated that on April 25, 2022, the City Council approved the plans and specs for the project to go out for bidding. He explained that the mill and overlay project includes Silver Lake Trail; Sierra Circle; Christmas Lake Road; Christmas Lake Lane (east and west); and the remaining portion of Covington Road, between Vine Ridge Road and Vinehill Road. He explained that the project was grouped together and included two alternates for Galpin Lake Road and for Murray Court/Murray Street. The six bids were opened on May 17, 2022 with the low bidder being

**CITY OF SHOREWOOD REGULAR COUNCIL MEETING MINUTES**  
**MAY 23, 2022**  
**Page 3 of 5**

Valley Paving which came in a bit below the engineer's estimate. Staff is recommending awarding the base bid plus the alternate that included Galpin Lake Road.

Councilmember Johnson stated that in looking at the combination of the base bid plus the alternate of Galpin Lake Road, it appears as though Asphalt Surface Tech. would actually be the low bidder. He asked if there was a specific quality purpose or another reason that staff was recommending Valley Paving.

City Engineer Budde stated that because this scenario can happen on occasion, the City has been very clear that the low bidder is determined based off of the base bid amount only and does not consider the alternatives.

Public Works Director Brown stated that when a company bids a project, they are bound to state what the award of the contract is based on, and that is chosen ahead of the bidding cycle.

Councilmember Gorham stated that the last time this was discussed, there was conversation about the 'what ifs' and believes that City Engineer Budde stated that the Murray Court and Murray Street were rated at a six and that there was a strategy to push it into a future CIP.

Public Works Director Brown explained that when the recommendation first came out, after opening bids, it actually had Murray Court involved based on that discussion, but noted that after considerable discussion, staff reversed that because even if the legislature comes through with their funding, it will be at least two years before the plans are actually constructed. He stated that based on the fact that Galpin Lake Road carries a very high volume of traffic they felt it was prudent to proceed with Galpin Lake. He stated their other consideration also took into account that the City of Chanhassen is moving forward with their reconstruction of Galpin Lake Road.

Councilmember Gorham asked if it may be a good idea to move ahead with Murray Court and Murray Street now with the extra funds rather than wait and potentially pay more for the work.

City Engineer Budde stated that they had looked at the options, but after talking with Finance because it was over the budgeted amount, they felt that the City would have a challenging time coming up with the money in the near term if everything was awarded for this project. He explained that this was why staff felt it was prudent to choose one alternate or the other. He stated that staff has been working on some preliminary CIP planning and he believes that the next mill and overlay project for the City will be in two years so Murray Court and Murray Street would have to wait two years.

Councilmember Gorham asked if staff felt Murray Court and Murray Street could wait for two years.

Public Works Director Brown stated that he believes those streets can wait for two years because of the low volumes that utilize those roadways. He stated that it will mean that Public Works will have to go out and do some remedies in the meantime, but reiterated that with the low volumes, he thinks that will be a good investment.

**Johnson moved, Gorham seconded, Adopting RESOLUTION NO. 22-054, "A Resolution Accepting Bids and Awarding Contract for the 2022 Mill and Overlay Project, City Project 21-11." All in favor, motion passed.**

9. GENERAL/NEW BUSINESS

10. STAFF AND COUNCIL REPORTS

A. Staff

Public Works Director Brown stated that they conducted the annual spring clean-up and shred events and noted that there was not as much traffic as they have had in the past. He stated that per the vendors the City of Plymouth experienced the same reduced traffic and the only speculation is that, because of COVID, many people spent a lot of time cleaning out their homes and yards which may mean that there wasn't enough volume left over for this year. He stated that they will pay attention and see if that patterns holds in the coming years. He stated that the event went very smoothly and those that participated were very appreciative of the events. He commended Communications Director/Recycling Coordinator Julie Moore and Rick Moore for conducting the shred event. He stated that the 'much talked about but seldom seen' sweeper is due to be back tomorrow morning. He noted that Public Works had conducted some maintenance on the Boulder Bridge Well last fall which is now being finalized and they are doing some clean-up. He stated that this means there will be a water main shut down for about ten homes in the area tomorrow who have already been notified.

Mayor Labadie noted that Public Works Director Brown was also an integral part of the spring clean-up day and expressed her appreciation to City employees Michelle Norman, Brenda Pricco, Nelia Criswell, Matt VanLith, and Rob Hanson, that came out on a Saturday to help out the residents.

City Engineer Budde stated that the Grant Street drainage project should start seeing some tree removal this week. He stated that some of the pond excavation will likely be done in the coming weeks. He stated that they found out from the contractor for the Smithtown Pond project that they would like to start tree removal next week. He stated that staff is putting together some communications that will be pushed out to residents in various ways about these plans.

Planning Director Darling stated that City Engineer Budde has been working with the consultant and it looks like Phase II of the Silverwood Park project will begin next week.

Mayor Labadie asked if the City was planning any kind of Grand Opening event for Silverwood Park.

Planning Director Darling stated that they will have some sort of event, but it will be smaller than what was done for Badger Park.

City Attorney Shepherd stated that the Council has had previous discussions surrounding the issue of Zoom meetings and Zoom access for meetings in a 'non-COVID' context. He stated that he is recommending that the Council delay further conversations on this topic until late summer and asked if Council was amenable to that recommendation.

***There was consensus of the Council to discuss Zoom meetings/access sometime in the late summer.***

Interim City Administrator Shukle explained that he had been meeting individually with Councilmembers to talk about expectations while he serves in this role. He stated that he has



**CITY OF SHOREWOOD REGULAR COUNCIL MEETING MINUTES**

**MAY 23, 2022**

**Page 5 of 5**

also been meeting individually with staff and had plans to attend the Excelsior Fire District Board meeting next week. He stated that he has meetings scheduled with both the Fire Chief and the Police Chief and explained that he is trying to get more background and information on things in more of a listening mode for the time being.

**B. Mayor and City Council**

Councilmember Callies stated that she had recently been by the property on Hillendale Road and it is much improved. She expressed her appreciation to Planning Director Darling and the property owners for their work on this property.

Mayor Labadie pointed out that Public Works Director Brown, herself, and a representative from the SLMPD will meet tomorrow afternoon with representatives from Minnetonka Adult Softball, Tonka United Soccer, Minnetonka Baseball, and the athletic directors for MME and MMW relating to cross country to discuss access to Eureka Road surrounding the upcoming event at Freeman Park. She stated that this will be the first time this joint meeting has ever been held and thinks it will be a good idea so everyone is on the same page. She explained that she is a member of Minnesota Mayors Together and the thirty-one mayors, including herself, jointly signed a letter urging house and senate members to consider closing the broadband access gap. She noted that the City just received news today from the League of Minnesota Cities and Minnesota Mayors Together that Daniel Lightfoot from the League indicated that \$210,000,000 for broadband expansion, between State and Federal resources, will be put into broadband infrastructure deployment.

**11. ADJOURN**

**Callies moved, Johnson seconded, Adjourning the City Council Regular Meeting of May 23, 2022, at 7:59 P.M. All in favor, motion passed.**

**ATTEST:**

\_\_\_\_\_  
**Jennifer Labadie, Mayor**

\_\_\_\_\_  
**Sandie Thone, City Clerk**



#2 C

MEETING TYPE  
Regular Meeting

## City of Shorewood Council Meeting Item

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**Title / Subject:** Verified Claims

**Meeting Date:** June 13, 2022

**Prepared by:** Michelle Nguyen, Senior Accountant  
Joe Rigdon, Finance Director

**Attachments:** Claims lists

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**Policy Consideration:**

Should the attached claims against the City of Shorewood be paid?

**Background:**

Claims for council authorization.

<b>67392 - 67428 &amp; ACH</b>	<b>272,215.90</b>
<b>Total Claims</b>	<b>\$272,215.90</b>

We have also included a payroll summary for the payroll period ending **May 23 & June 6, 2022**

**Financial or Budget Considerations:**

These expenditures are reasonable and necessary to provide services to our residents and funds are budgeted and available for these purposes.

**Options:**

The City Council may accept the staff recommendation to pay these claims or may reject any expenditure it deems not in the best interest of the city.

**Recommendation / Action Requested:**

Staff recommends approval of the claims list as presented.

**Next Steps and Timelines:**

Checks will be distributed following approval.

# Payroll

## G/L Distribution Report

User: mnguyen  
Batch: 00002.05.2022 - PR-05-23-2022  
CITY OF SHOREWOOD



Account Number	Debit Amount	Credit Amount	Description
FUND 101	General Fund		
101-00-1010-0000	0.00	63,947.44	CASH AND INVESTMENTS
101-11-4103-0000	1,716.64	0.00	PART-TIME
101-11-4122-0000	131.31	0.00	FICA CONTRIB - CITY SHARE
101-13-4101-0000	8,515.92	0.00	FULL-TIME REGULAR
101-13-4103-0000	707.54	0.00	PART-TIME
101-13-4121-0000	691.78	0.00	PERA CONTRIB - CITY SHARE
101-13-4122-0000	685.57	0.00	FICA CONTRIB - CITY SHARE
101-13-4131-0000	1,684.87	0.00	EMPLOYEE INSURANCE - CITY
101-13-4151-0000	66.08	0.00	WORKERS COMPENSATION
101-15-4101-0000	5,617.92	0.00	FULL-TIME REGULAR
101-15-4121-0000	421.35	0.00	PERA CONTRIB - CITY SHARE
101-15-4122-0000	432.28	0.00	FICA CONTRIB - CITY SHARE
101-15-4131-0000	641.58	0.00	EMPLOYEE INSURANCE - CITY
101-15-4151-0000	29.10	0.00	WORKERS COMPENSATION
101-18-4101-0000	8,436.10	0.00	FULL-TIME REGULAR
101-18-4103-0000	434.59	0.00	PART-TIME
101-18-4121-0000	665.29	0.00	PERA CONTRIB - CITY SHARE
101-18-4122-0000	599.99	0.00	FICA CONTRIB - CITY SHARE
101-18-4131-0000	1,496.57	0.00	EMPLOYEE INSURANCE - CITY
101-18-4151-0000	66.75	0.00	WORKERS COMPENSATION
101-24-4101-0000	3,559.20	0.00	FULL-TIME REGULAR
101-24-4121-0000	266.94	0.00	PERA CONTRIB - CITY SHARE
101-24-4122-0000	273.50	0.00	FICA CONTRIB - CITY SHARE
101-24-4131-0000	668.24	0.00	EMPLOYEE INSURANCE - CITY
101-24-4151-0000	19.40	0.00	WORKERS COMPENSATION
101-32-4101-0000	12,366.32	0.00	FULL-TIME REGULAR
101-32-4102-0000	76.19	0.00	OVERTIME
101-32-4121-0000	902.75	0.00	PERA CONTRIB - CITY SHARE
101-32-4122-0000	913.66	0.00	FICA CONTRIB - CITY SHARE
101-32-4131-0000	2,153.04	0.00	EMPLOYEE INSURANCE - CITY
101-32-4151-0000	701.19	0.00	WORKERS COMPENSATION
101-33-4101-0000	414.12	0.00	FULL-TIME REGULAR
101-33-4121-0000	31.07	0.00	PERA CONTRIB - CITY SHARE
101-33-4122-0000	40.86	0.00	FICA CONTRIB - CITY SHARE

Account Number	Debit Amount	Credit Amount	Description
101-33-4131-0000	229.80	0.00	EMPLOYEE INSURANCE - CITY
101-33-4151-0000	34.20	0.00	WORKERS COMPENSATION
101-52-4101-0000	4,721.81	0.00	FULL-TIME REGULAR
101-52-4121-0000	354.14	0.00	PERA CONTRIB - CITY SHARE
101-52-4122-0000	354.62	0.00	FICA CONTRIB - CITY SHARE
101-52-4131-0000	766.42	0.00	EMPLOYEE INSURANCE - CITY
101-52-4151-0000	291.73	0.00	WORKERS COMPENSATION
101-53-4101-0000	1,460.29	0.00	FULL-TIME REGULAR
101-53-4121-0000	109.51	0.00	PERA CONTRIB - CITY SHARE
101-53-4122-0000	113.04	0.00	FICA CONTRIB - CITY SHARE
101-53-4131-0000	17.50	0.00	EMPLOYEE INSURANCE - CITY
101-53-4151-0000	66.67	0.00	WORKERS COMPENSATION
<b>FUND Total:</b>	<b>63,947.44</b>	<b>63,947.44</b>	
FUND 201	Shorewood Comm. & Event Center		
201-00-1010-0000	0.00	2,633.45	CASH AND INVESTMENTS
201-00-4101-0000	1,665.87	0.00	FULL-TIME REGULAR
201-00-4103-0000	540.02	0.00	PART-TIME
201-00-4121-0000	139.36	0.00	PERA CONTRIB - CITY SHARE
201-00-4122-0000	170.78	0.00	FICA CONTRIB - CITY SHARE
201-00-4131-0000	26.24	0.00	EMPLOYEE INSURANCE - CITY
201-00-4151-0000	91.18	0.00	WORKERS COMPENSATION
<b>FUND Total:</b>	<b>2,633.45</b>	<b>2,633.45</b>	
FUND 601	Water Utility		
601-00-1010-0000	0.00	10,183.02	CASH AND INVESTMENTS
601-00-4101-0000	7,428.80	0.00	FULL-TIME REGULAR
601-00-4105-0000	210.66	0.00	WATER PAGER PAY
601-00-4121-0000	572.96	0.00	PERA CONTRIB - CITY SHARE
601-00-4122-0000	549.24	0.00	FICA CONTRIB - CITY SHARE
601-00-4131-0000	1,188.93	0.00	EMPLOYEE INSURANCE - CITY
601-00-4151-0000	232.43	0.00	WORKERS COMPENSATION
<b>FUND Total:</b>	<b>10,183.02</b>	<b>10,183.02</b>	
FUND 611	Sanitary Sewer Utility		
611-00-1010-0000	0.00	9,741.78	CASH AND INVESTMENTS
611-00-4101-0000	6,796.03	0.00	FULL-TIME REGULAR
611-00-4102-0000	447.64	0.00	OVERTIME
611-00-4105-0000	210.66	0.00	SEWER PAGER PAY
611-00-4121-0000	559.07	0.00	PERA CONTRIB - CITY SHARE
611-00-4122-0000	531.49	0.00	FICA CONTRIB - CITY SHARE
611-00-4131-0000	994.11	0.00	EMPLOYEE INSURANCE - CITY

Account Number	Debit Amount	Credit Amount	Description
611-00-4151-0000	202.78	0.00	WORKERS COMPENSATION
<b>FUND Total:</b>	<b>9,741.78</b>	<b>9,741.78</b>	
FUND 621	Recycling Utility		
621-00-1010-0000	0.00	3,446.58	CASH AND INVESTMENTS
621-00-4101-0000	2,146.15	0.00	FULL-TIME REGULAR
621-00-4102-0000	778.76	0.00	OVERTIME
621-00-4121-0000	219.37	0.00	PERA CONTRIB - CITY SHARE
621-00-4122-0000	187.81	0.00	FICA CONTRIB - CITY SHARE
621-00-4131-0000	85.12	0.00	EMPLOYEE INSURANCE - CITY
621-00-4151-0000	29.37	0.00	WORKERS COMPENSATION
<b>FUND Total:</b>	<b>3,446.58</b>	<b>3,446.58</b>	
FUND 631	Storm Water Utility		
631-00-1010-0000	0.00	1,692.57	CASH AND INVESTMENTS
631-00-4101-0000	1,226.44	0.00	FULL-TIME REGULAR
631-00-4121-0000	91.98	0.00	PERA CONTRIB - CITY SHARE
631-00-4122-0000	100.34	0.00	FICA CONTRIB - CITY SHARE
631-00-4131-0000	251.61	0.00	EMPLOYEE INSURANCE - CITY
631-00-4151-0000	22.20	0.00	WORKERS COMPENSATION
<b>FUND Total:</b>	<b>1,692.57</b>	<b>1,692.57</b>	
FUND 700	Payroll Clearing Fund		
700-00-1010-0000	91,644.84	0.00	CASH AND INVESTMENTS
700-00-2170-0000	0.00	42,775.03	GROSS PAYROLL CLEARING
700-00-2171-0000	0.00	10,542.50	HEALTH INSURANCE PAYABLE
700-00-2172-0000	0.00	5,728.42	FEDERAL WITHHOLDING PAYABLE
700-00-2173-0000	0.00	2,662.94	STATE WITHHOLDING PAYABLE
700-00-2174-0000	0.00	10,168.98	FICA/MEDICARE TAX PAYABLE
700-00-2175-0000	0.00	9,381.06	PERA WITHHOLDING PAYABLE
700-00-2176-0000	0.00	6,263.29	DEFERRED COMPENSATION
700-00-2177-0000	0.00	1,853.08	WORKERS COMPENSATION
700-00-2183-0000	0.00	1,138.00	HEALTH SAVINGS ACCOUNT
700-00-2184-0000	0.00	723.54	DENTAL DELTA
700-00-2185-0000	0.00	408.00	DENTAL - UNION
<b>FUND Total:</b>	<b>91,644.84</b>	<b>91,644.84</b>	
<b>Report Total:</b>	<b>183,289.68</b>	<b>183,289.68</b>	

# Payroll

## G/L Distribution Report

User: mnguyen

Batch: 00001.06.2022 - PR-06-06-2022

CITY OF SHOREWOOD



Account Number	Debit Amount	Credit Amount	Description
FUND 101	General Fund		
101-00-1010-0000	0.00	77,792.66	CASH AND INVESTMENTS
101-13-4101-0000	8,666.93	0.00	FULL-TIME REGULAR
101-13-4103-0000	768.68	0.00	PART-TIME
101-13-4121-0000	707.66	0.00	PERA CONTRIB - CITY SHARE
101-13-4122-0000	687.43	0.00	FICA CONTRIB - CITY SHARE
101-13-4131-0000	1,684.87	0.00	EMPLOYEE INSURANCE - CITY
101-13-4151-0000	53.84	0.00	WORKERS COMPENSATION
101-15-4101-0000	5,617.92	0.00	FULL-TIME REGULAR
101-15-4121-0000	421.34	0.00	PERA CONTRIB - CITY SHARE
101-15-4122-0000	427.25	0.00	FICA CONTRIB - CITY SHARE
101-15-4131-0000	641.58	0.00	EMPLOYEE INSURANCE - CITY
101-15-4151-0000	29.11	0.00	WORKERS COMPENSATION
101-18-4101-0000	8,312.92	0.00	FULL-TIME REGULAR
101-18-4103-0000	326.09	0.00	PART-TIME
101-18-4121-0000	647.93	0.00	PERA CONTRIB - CITY SHARE
101-18-4122-0000	583.45	0.00	FICA CONTRIB - CITY SHARE
101-18-4131-0000	1,496.57	0.00	EMPLOYEE INSURANCE - CITY
101-18-4151-0000	53.51	0.00	WORKERS COMPENSATION
101-24-4101-0000	3,582.53	0.00	FULL-TIME REGULAR
101-24-4121-0000	268.69	0.00	PERA CONTRIB - CITY SHARE
101-24-4122-0000	268.93	0.00	FICA CONTRIB - CITY SHARE
101-24-4131-0000	668.24	0.00	EMPLOYEE INSURANCE - CITY
101-24-4151-0000	17.59	0.00	WORKERS COMPENSATION
101-32-4101-0000	27,292.92	0.00	FULL-TIME REGULAR
101-32-4102-0000	567.13	0.00	OVERTIME
101-32-4105-0000	491.54	0.00	STREET PAGER PAY
101-32-4121-0000	1,103.81	0.00	PERA CONTRIB - CITY SHARE
101-32-4122-0000	2,120.36	0.00	FICA CONTRIB - CITY SHARE
101-32-4131-0000	1,918.08	0.00	EMPLOYEE INSURANCE - CITY
101-32-4151-0000	852.16	0.00	WORKERS COMPENSATION
101-33-4101-0000	1,084.90	0.00	FULL-TIME REGULAR
101-33-4121-0000	27.56	0.00	PERA CONTRIB - CITY SHARE
101-33-4122-0000	91.51	0.00	FICA CONTRIB - CITY SHARE
101-33-4131-0000	197.80	0.00	EMPLOYEE INSURANCE - CITY

Account Number	Debit Amount	Credit Amount	Description
101-33-4151-0000	23.46	0.00	WORKERS COMPENSATION
101-52-4101-0000	3,093.97	0.00	FULL-TIME REGULAR
101-52-4121-0000	232.05	0.00	PERA CONTRIB - CITY SHARE
101-52-4122-0000	236.74	0.00	FICA CONTRIB - CITY SHARE
101-52-4131-0000	766.42	0.00	EMPLOYEE INSURANCE - CITY
101-52-4151-0000	135.71	0.00	WORKERS COMPENSATION
101-53-4101-0000	1,365.96	0.00	FULL-TIME REGULAR
101-53-4121-0000	102.44	0.00	PERA CONTRIB - CITY SHARE
101-53-4122-0000	102.92	0.00	FICA CONTRIB - CITY SHARE
101-53-4131-0000	17.50	0.00	EMPLOYEE INSURANCE - CITY
101-53-4151-0000	34.66	0.00	WORKERS COMPENSATION
<b>FUND Total:</b>	<b>77,792.66</b>	<b>77,792.66</b>	
FUND 201	Shorewood Comm. & Event Center		
201-00-1010-0000	0.00	2,186.96	CASH AND INVESTMENTS
201-00-4101-0000	1,760.19	0.00	FULL-TIME REGULAR
201-00-4103-0000	78.36	0.00	PART-TIME
201-00-4121-0000	136.33	0.00	PERA CONTRIB - CITY SHARE
201-00-4122-0000	138.88	0.00	FICA CONTRIB - CITY SHARE
201-00-4131-0000	26.24	0.00	EMPLOYEE INSURANCE - CITY
201-00-4151-0000	46.96	0.00	WORKERS COMPENSATION
<b>FUND Total:</b>	<b>2,186.96</b>	<b>2,186.96</b>	
FUND 601	Water Utility		
601-00-1010-0000	0.00	14,589.90	CASH AND INVESTMENTS
601-00-4101-0000	10,782.91	0.00	FULL-TIME REGULAR
601-00-4102-0000	394.88	0.00	OVERTIME
601-00-4105-0000	245.70	0.00	WATER PAGER PAY
601-00-4121-0000	856.80	0.00	PERA CONTRIB - CITY SHARE
601-00-4122-0000	797.54	0.00	FICA CONTRIB - CITY SHARE
601-00-4131-0000	1,188.93	0.00	EMPLOYEE INSURANCE - CITY
601-00-4151-0000	323.14	0.00	WORKERS COMPENSATION
<b>FUND Total:</b>	<b>14,589.90</b>	<b>14,589.90</b>	
FUND 611	Sanitary Sewer Utility		
611-00-1010-0000	0.00	7,286.30	CASH AND INVESTMENTS
611-00-4101-0000	5,092.67	0.00	FULL-TIME REGULAR
611-00-4105-0000	245.70	0.00	SEWER PAGER PAY
611-00-4121-0000	400.39	0.00	PERA CONTRIB - CITY SHARE
611-00-4122-0000	402.04	0.00	FICA CONTRIB - CITY SHARE
611-00-4131-0000	994.11	0.00	EMPLOYEE INSURANCE - CITY
611-00-4151-0000	151.39	0.00	WORKERS COMPENSATION

Account Number	Debit Amount	Credit Amount	Description
<b>FUND Total:</b>	<b>7,286.30</b>	<b>7,286.30</b>	
FUND 621	Recycling Utility		
621-00-1010-0000	0.00	558.61	CASH AND INVESTMENTS
621-00-4101-0000	409.62	0.00	FULL-TIME REGULAR
621-00-4121-0000	30.72	0.00	PERA CONTRIB - CITY SHARE
621-00-4122-0000	30.82	0.00	FICA CONTRIB - CITY SHARE
621-00-4131-0000	85.12	0.00	EMPLOYEE INSURANCE - CITY
621-00-4151-0000	2.33	0.00	WORKERS COMPENSATION
<b>FUND Total:</b>	<b>558.61</b>	<b>558.61</b>	
FUND 631	Storm Water Utility		
631-00-1010-0000	0.00	1,824.34	CASH AND INVESTMENTS
631-00-4101-0000	1,336.83	0.00	FULL-TIME REGULAR
631-00-4121-0000	100.25	0.00	PERA CONTRIB - CITY SHARE
631-00-4122-0000	105.25	0.00	FICA CONTRIB - CITY SHARE
631-00-4131-0000	251.61	0.00	EMPLOYEE INSURANCE - CITY
631-00-4151-0000	30.40	0.00	WORKERS COMPENSATION
<b>FUND Total:</b>	<b>1,824.34</b>	<b>1,824.34</b>	
FUND 700	Payroll Clearing Fund		
700-00-1010-0000	104,238.77	0.00	CASH AND INVESTMENTS
700-00-2170-0000	0.00	52,724.98	GROSS PAYROLL CLEARING
700-00-2171-0000	0.00	9,400.00	HEALTH INSURANCE PAYABLE
700-00-2172-0000	0.00	5,886.46	FEDERAL WITHHOLDING PAYABLE
700-00-2173-0000	0.00	2,681.99	STATE WITHHOLDING PAYABLE
700-00-2174-0000	0.00	11,986.24	FICA/MEDICARE TAX PAYABLE
700-00-2175-0000	0.00	9,400.46	PERA WITHHOLDING PAYABLE
700-00-2176-0000	0.00	6,263.29	DEFERRED COMPENSATION
700-00-2177-0000	0.00	1,754.26	WORKERS COMPENSATION
700-00-2179-0000	0.00	183.33	SEC 125 DEP CARE REIMB PAYABLE
700-00-2180-0000	0.00	981.97	LIFE INSURANCE
700-00-2181-0000	0.00	1,350.33	DISABILITY INSURANCE
700-00-2182-0000	0.00	315.42	UNION DUES
700-00-2183-0000	0.00	1,138.00	HEALTH SAVINGS ACCOUNT
700-00-2186-0000	0.00	172.04	VOLUNTARY VISION
<b>FUND Total:</b>	<b>104,238.77</b>	<b>104,238.77</b>	
<b>Report Total:</b>	<b>208,477.54</b>	<b>208,477.54</b>	



# Accounts Payable

## Computer Check Proof List by Vendor

User: mnguyen  
 Printed: 05/23/2022 - 2:04PM  
 Batch: 00004.05.2022 - PR-05-23-2022



Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 4	AFSCME CO 5 MEMBER HEALTH FUND-UN			Check Sequence: 1	ACH Enabled: True
May-2022	PR Batch 00002.05.2022 Dental - Union	408.00	05/23/2022	700-00-2185-0000	PR Batch 00002.05.2022 Dental - Union
	Check Total:	408.00			
Vendor: 5	EFTPS - FEDERAL W/H			Check Sequence: 2	ACH Enabled: True
PR-05-23-2022	PR Batch 00002.05.2022 Federal Income Tax	5,728.42	05/23/2022	700-00-2172-0000	PR Batch 00002.05.2022 Federal Income T
PR-05-23-2022	PR Batch 00002.05.2022 FICA Employee Portio	4,120.77	05/23/2022	700-00-2174-0000	PR Batch 00002.05.2022 FICA Employee I
PR-05-23-2022	PR Batch 00002.05.2022 FICA Employer Portio	4,120.77	05/23/2022	700-00-2174-0000	PR Batch 00002.05.2022 FICA Employer I
PR-05-23-2022	PR Batch 00002.05.2022 Medicare Employee Pc	963.72	05/23/2022	700-00-2174-0000	PR Batch 00002.05.2022 Medicare Emplo
PR-05-23-2022	PR Batch 00002.05.2022 Medicare Employer Po	963.72	05/23/2022	700-00-2174-0000	PR Batch 00002.05.2022 Medicare Emplo
	Check Total:	15,897.40			
Vendor: 6	HEALTH PARTNERS-MEDICAL			Check Sequence: 3	ACH Enabled: True
May-2022	PR Batch 00001.05.2022 Health Ins - CoPay-1	4,500.00	05/09/2022	700-00-2171-0000	PR Batch 00001.05.2022 Health Ins - CoP
May-2022	PR Batch 00002.05.2022 Health Insurance-HSA	5,734.26	05/23/2022	700-00-2171-0000	PR Batch 00002.05.2022 Health Insurance
May-2022	PR Batch 00001.05.2022 Health Insurance-HSA	6,064.18	05/09/2022	700-00-2171-0000	PR Batch 00001.05.2022 Health Insurance
May-2022	PR Batch 00002.05.2022 Health Ins - CoPay-2	4,808.24	05/23/2022	700-00-2171-0000	PR Batch 00002.05.2022 Health Ins - CoP
	Check Total:	21,106.68			
Vendor: 1166	HEALTHPARTNER-DENTAL			Check Sequence: 4	ACH Enabled: True
May-2022	PR Batch 00001.05.2022 Dental - Non Union-Gi	103.36	05/09/2022	700-00-2184-0000	PR Batch 00001.05.2022 Dental - Non Uni
May-2022	PR Batch 00002.05.2022 Dental - Non Union	723.54	05/23/2022	700-00-2184-0000	PR Batch 00002.05.2022 Dental - Non Uni
May-2022-COBRA	PR Batch 00002.05.2022 Dental - Non Union	45.94	05/23/2022	700-00-2184-0000	PR Batch 00002.05.2022 Dental - Non Uni
	Check Total:	872.84			
Vendor: 2	ICMA RETIREMENT TRUST-302131-457			Check Sequence: 5	ACH Enabled: True
PR-05-23-2022	PR Batch 00002.05.2022 Deferred Comp-ICMA	2,955.13	05/23/2022	700-00-2176-0000	PR Batch 00002.05.2022 Deferred Comp-I
PR-05-23-2022	PR Batch 00002.05.2022 Deferred Comp-ICMA	83.16	05/23/2022	700-00-2176-0000	PR Batch 00002.05.2022 Deferred Comp-I

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	3,038.29			
Vendor: 11	MINNESOTA DEPARTMENT OF REVENUE			Check Sequence: 6	ACH Enabled: True
PR-05-23-2022	PR Batch 00002.05.2022 State Income Tax	2,662.94	05/23/2022	700-00-2173-0000	PR Batch 00002.05.2022 State Income Tax
	Check Total:	2,662.94			
Vendor: 1091	MSRS-MN DEFERRED COMP PLAN 457			Check Sequence: 7	ACH Enabled: True
PR-05-23-2022	PR Batch 00002.05.2022 Deferred Comp-MSRS	3,225.00	05/23/2022	700-00-2176-0000	PR Batch 00002.05.2022 Deferred Comp-MSRS
	Check Total:	3,225.00			
Vendor: 665	OPTUM BANK			Check Sequence: 8	ACH Enabled: True
PR-05-23-2022	PR Batch 00002.05.2022 HSA-OPTUM BANK	1,138.00	05/23/2022	700-00-2183-0000	PR Batch 00002.05.2022 HSA-OPTUM BANK
	Check Total:	1,138.00			
Vendor: 9	PERA			Check Sequence: 9	ACH Enabled: True
PR-05-23-2022	PR Batch 00002.05.2022 MN-PERA Deduction	4,355.49	05/23/2022	700-00-2175-0000	PR Batch 00002.05.2022 MN-PERA Deduction
PR-05-23-2022	PR Batch 00002.05.2022 MN PERA Benefit Em	5,025.57	05/23/2022	700-00-2175-0000	PR Batch 00002.05.2022 MN PERA Benefit Em
	Check Total:	9,381.06			
	Total for Check Run:	57,730.21			
	Total of Number of Checks:	9			

# Accounts Payable

## Computer Check Proof List by Vendor

User: mnguyen  
Printed: 06/02/2022 - 2:54PM  
Batch: 00001.06.2022 - PR-06-06-2022



Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 12	AFSCME MN COUNCIL 5 - UNION DUES			Check Sequence: 1	ACH Enabled: True
June-2022	PR Batch 00001.06.2022 Union Dues	315.42	06/02/2022	700-00-2182-0000	PR Batch 00001.06.2022 Union Dues
	Check Total:	315.42			
Vendor: 5	EFTPS - FEDERAL W/H			Check Sequence: 2	ACH Enabled: True
PR-06-06-2022	PR Batch 00001.06.2022 Federal Income Tax	5,886.46	06/02/2022	700-00-2172-0000	PR Batch 00001.06.2022 Federal Income T
PR-06-06-2022	PR Batch 00001.06.2022 FICA Employee Portio	4,857.19	06/02/2022	700-00-2174-0000	PR Batch 00001.06.2022 FICA Employee I
PR-06-06-2022	PR Batch 00001.06.2022 FICA Employer Portio	4,857.19	06/02/2022	700-00-2174-0000	PR Batch 00001.06.2022 FICA Employer I
PR-06-06-2022	PR Batch 00001.06.2022 Medicare Employee Pc	1,135.93	06/02/2022	700-00-2174-0000	PR Batch 00001.06.2022 Medicare Emplo
PR-06-06-2022	PR Batch 00001.06.2022 Medicare Employer Po	1,135.93	06/02/2022	700-00-2174-0000	PR Batch 00001.06.2022 Medicare Emplo
	Check Total:	17,872.70			
Vendor: 1165	FIDELITY SECURITY LIFE INSURANCE CO			Check Sequence: 3	ACH Enabled: False
June-2022	PR Batch 00001.06.2022 Vision-Avesis	172.04	06/02/2022	700-00-2186-0000	PR Batch 00001.06.2022 Vision-Avesis
	Check Total:	172.04			
Vendor: 2	ICMA RETIREMENT TRUST-302131-457			Check Sequence: 4	ACH Enabled: True
PR-06-06-2022	PR Batch 00001.06.2022 Deferred Comp-ICMA	2,955.13	06/02/2022	700-00-2176-0000	PR Batch 00001.06.2022 Deferred Comp-I
PR-06-06-2022	PR Batch 00001.06.2022 Deferred Comp-ICMA	83.16	06/02/2022	700-00-2176-0000	PR Batch 00001.06.2022 Deferred Comp-I
	Check Total:	3,038.29			
Vendor: 686	KANSAS CITY LIFE INSURANCE COMPAN			Check Sequence: 5	ACH Enabled: True
June-2022	PR Batch 00001.06.2022 Long Term Disability	636.11	06/02/2022	700-00-2181-0000	PR Batch 00001.06.2022 Long Term Disab
June-2022	PR Batch 00001.06.2022 Short Term Disability	714.22	06/02/2022	700-00-2181-0000	PR Batch 00001.06.2022 Short Term Disab
	Check Total:	1,350.33			
Vendor: 11	MINNESOTA DEPARTMENT OF REVENUE			Check Sequence: 6	ACH Enabled: True
PR-06-06-2022	PR Batch 00001.06.2022 State Income Tax	2,681.99	06/02/2022	700-00-2173-0000	PR Batch 00001.06.2022 State Income Tax

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	2,681.99			
Vendor: 7	MINNESOTA LIFE INSURANCE COMPANY			Check Sequence: 7	ACH Enabled: True
June-2022	PR Batch 00001.06.2022 Life Insurance	869.97	06/02/2022	700-00-2180-0000	PR Batch 00001.06.2022 Life Insurance
	Check Total:	869.97			
Vendor: 1091	MSRS-MN DEFERRED COMP PLAN 457			Check Sequence: 8	ACH Enabled: True
PR-06-06-2022	PR Batch 00001.06.2022 Deferred Comp-MSRS	3,225.00	06/02/2022	700-00-2176-0000	PR Batch 00001.06.2022 Deferred Comp-MSRS
	Check Total:	3,225.00			
Vendor: 10	NCPERS GROUP LIFE INSURANCE			Check Sequence: 9	ACH Enabled: True
June-2022	PR Batch 00001.06.2022 PERA Life	112.00	06/02/2022	700-00-2180-0000	PR Batch 00001.06.2022 PERA Life
	Check Total:	112.00			
Vendor: 665	OPTUM BANK			Check Sequence: 10	ACH Enabled: True
PR-06-06-2022	PR Batch 00001.06.2022 HSA-OPTUM BANK	1,138.00	06/02/2022	700-00-2183-0000	PR Batch 00001.06.2022 HSA-OPTUM BANK
	Check Total:	1,138.00			
Vendor: 9	PERA			Check Sequence: 11	ACH Enabled: True
PR-06-06-2022	PR Batch 00001.06.2022 MN-PERA Deduction	4,364.49	06/02/2022	700-00-2175-0000	PR Batch 00001.06.2022 MN-PERA Deduction
PR-06-06-2022	PR Batch 00001.06.2022 MN PERA Benefit Em	5,035.97	06/02/2022	700-00-2175-0000	PR Batch 00001.06.2022 MN PERA Benefit Em
	Check Total:	9,400.46			
	Total for Check Run:	40,176.20			
	Total of Number of Checks:	11			

# Accounts Payable

## Computer Check Proof List by Vendor

User: mnguyen  
Printed: 06/08/2022 - 2:36PM  
Batch: 00002.06.2022 - AP-06-13-2022



Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 105	ADVANCED IMAGING SOLUTIONS			Check Sequence: 1	ACH Enabled: True
INV279449	Konica Minolta/C658 Copier	1,408.67	06/13/2022	101-19-4221-0000	
	Check Total:	1,408.67			
Vendor: 817	ARCPPOINT LABS OF EDEN PRAIRIE			Check Sequence: 2	ACH Enabled: False
2144	Drug Testing	255.00	06/13/2022	101-32-4305-0000	
2169	Drug Testing	59.00	06/13/2022	101-32-4305-0000	
	Check Total:	314.00			
Vendor: 852	CENTERPOINT ENERGY			Check Sequence: 3	ACH Enabled: False
5670WedgewoodDr	Mech Permit#2330-5670 Wedgewood Drive-Ref	3.00	06/13/2022	101-00-2085-0000	
5670WedgewoodDr	Mech Permit#2330-5670 Wedgewood Drive-Ref	75.00	06/13/2022	101-24-3221-0000	
	Check Total:	78.00			
Vendor: 136	CENTERPOINT ENERGY-GAS			Check Sequence: 4	ACH Enabled: True
05-27-2022	20405 Knightsbridge Rd	63.38	06/13/2022	601-00-4394-0000	
05-27-2022	28125 Boulder Bridge	102.21	06/13/2022	601-00-4396-0000	
05-27-2022	24200 Smithtown Rd	254.66	06/13/2022	101-32-4380-0000	
05-27-2022	6000 Eureka Road	127.85	06/13/2022	101-52-4380-0000	
05-27-2022	5755 Country Club Rd	146.83	06/13/2022	101-19-4380-0000	
79456885-052322	5735 Country Club Rd-SCEC	158.28	06/13/2022	201-00-4380-0000	
86501806-052322	20630 Manor Rd	41.49	06/13/2022	101-52-4380-0000	
	Check Total:	894.70			
Vendor: 137	CENTURY LINK			Check Sequence: 5	ACH Enabled: True
9524702294May22	952-470-2294-642-PW	65.65	06/13/2022	101-32-4321-0000	
9524706340May22	952-474-6340-989-CH	119.65	06/13/2022	101-19-4321-0000	
9524707819May22	952-470-7819-261-SSCC	123.30	06/13/2022	201-00-4321-0000	New Line

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	308.60			
Vendor: 915	CINTAS			Check Sequence: 6	ACH Enabled: False
5107564723	First Aid Supplies	66.85	06/13/2022	101-32-4245-0000	
	Check Total:	66.85			
Vendor: 1081	COMMERCIAL ASPHALT CO.			Check Sequence: 7	ACH Enabled: False
220531	Road	6,682.19	06/13/2022	101-32-4250-0000	
	Check Total:	6,682.19			
Vendor: 456	CORE & MAIN, LP			Check Sequence: 8	ACH Enabled: False
Q900788	Hydrant Flush Diffuser	146.08	06/13/2022	601-00-4240-0000	
	Check Total:	146.08			
Vendor: 648	DAKOTA UNLIMITED FENCE			Check Sequence: 9	ACH Enabled: False
1617	Installed Vinyl chain Link	3,705.00	06/13/2022	201-00-4223-0000	
	Check Total:	3,705.00			
Vendor: 162	DELANO RENTAL, INC.			Check Sequence: 10	ACH Enabled: False
38113	Tiller Community Gardens	126.88	06/13/2022	101-52-4410-0000	
	Check Total:	126.88			
Vendor: 167	ECM PUBLISHERS INC			Check Sequence: 11	ACH Enabled: True
893179	Ord. No. 588	59.50	06/13/2022	101-13-4351-0000	
893347	Ord. No. 588	38.55	06/13/2022	101-13-4351-0000	
	Check Total:	98.05			
Vendor: 178	ESS BROTHERS & SONS, INC.			Check Sequence: 12	ACH Enabled: False
CC2803	Sewer Cleanout	174.42	06/13/2022	611-00-4221-0000	
	Check Total:	174.42			
Vendor: 1251	FENC-CO, INC.			Check Sequence: 13	ACH Enabled: False
44701	Fewwman Park Ballfield Fence Work	32,450.00	06/13/2022	402-00-4680-0000	
	Check Total:	32,450.00			
Vendor: 186	FERGUSON WATERWORKS, LLC. No.2518			Check Sequence: 14	ACH Enabled: False

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
0489124	Water Meters Upgrade	43,245.00	06/13/2022	211-00-4265-0000	
0490413-1	Water Meters Purchased	2,597.40	06/13/2022	601-00-4265-0000	
0490415-2	Water Meters Purchased	151.28	06/13/2022	601-00-4265-0000	
	Check Total:	45,993.68			
Vendor: 1060	GENERAL SECURITY SERVICES CORPORA			Check Sequence: 15	ACH Enabled: True
50004160	City Hall - Monitor	278.85	06/13/2022	101-19-4321-0000	
	Check Total:	278.85			
Vendor: 1252	GEROLD BROTHERS HOMES			Check Sequence: 16	ACH Enabled: False
25155GlenRd2022	Escrow Refund - 25155 Glen Road	8,809.50	06/13/2022	880-00-2200-0000	
	Check Total:	8,809.50			
Vendor: 200	GOPHER STATE ONE CALL			Check Sequence: 17	ACH Enabled: True
2050738	Monthly Rental	140.85	06/13/2022	601-00-4400-0000	
2050738	Monthly Rental	140.85	06/13/2022	611-00-4400-0000	
2050738	Monthly Rental	140.85	06/13/2022	631-00-4400-0000	
	Check Total:	422.55			
Vendor: UB*00470	Quintin & Jennifer Harris			Check Sequence: 18	ACH Enabled: False
	Refund Check 008133-000, 25695 Maple View	16.48	06/01/2022	601-00-2010-0000	
	Refund Check 008133-000, 25695 Maple View	19.23	06/01/2022	611-00-2010-0000	
	Refund Check 008133-000, 25695 Maple View	8.24	06/01/2022	631-00-2010-0000	
	Refund Check 008133-000, 25695 Maple View	8.24	06/01/2022	621-00-2010-0000	
	Check Total:	52.19			
Vendor: 861	CHRISTOPHER HEITZ			Check Sequence: 19	ACH Enabled: True
04-21-2022	PWs Workshop -04/21/2022	36.27	06/13/2022	101-32-4331-0000	
04-21-2022	PWs Workshop -04/21/2022	18.00	06/13/2022	101-32-4331-0000	
	Check Total:	54.27			
Vendor: 985	HENNEPIN COUNTY ACCOUNTS RECEIVA			Check Sequence: 20	ACH Enabled: False
1000187618	REC0001086-View Recorded Documents	7.50	06/13/2022	101-31-4400-0000	RecordEase Payment
	Check Total:	7.50			
Vendor: UB*00467	Janelle Hollee			Check Sequence: 21	ACH Enabled: False
	Refund Check 009013-000, 5815 Howards Pt R	9.47	06/01/2022	601-00-2010-0000	
	Refund Check 009013-000, 5815 Howards Pt R	11.06	06/01/2022	611-00-2010-0000	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Refund Check 009013-000, 5815 Howards Pt R	4.73	06/01/2022	631-00-2010-0000	
	Refund Check 009013-000, 5815 Howards Pt R	4.74	06/01/2022	621-00-2010-0000	
	Check Total:	30.00			
Vendor: 896	HUEBSCH SERVICES			Check Sequence: 22	ACH Enabled: True
20152103	SCEC - Mats	74.11	06/13/2022	201-00-4400-0000	
	Check Total:	74.11			
Vendor: 1197	IWORQ			Check Sequence: 23	ACH Enabled: False
197917	Payment Processing Svc	500.00	06/13/2022	101-24-4400-0000	
	Check Total:	500.00			
Vendor: 1139	KURITA AMERICA, INC.			Check Sequence: 24	ACH Enabled: False
INV680839	Parts	1,661.53	06/13/2022	601-00-4221-0000	
	Check Total:	1,661.53			
Vendor: 482	KUTAK ROCK, LLP			Check Sequence: 25	ACH Enabled: True
3048592	Annual Audit Response	429.53	06/13/2022	101-16-4304-0000	
	Check Total:	429.53			
Vendor: UB*00469	Erik & Jill Lemke			Check Sequence: 26	ACH Enabled: False
	Refund Check 008096-000, 5535 Wedgewood I	81.64	06/01/2022	611-00-2010-0000	
	Refund Check 008096-000, 5535 Wedgewood I	34.98	06/01/2022	631-00-2010-0000	
	Refund Check 008096-000, 5535 Wedgewood I	34.99	06/01/2022	621-00-2010-0000	
	Check Total:	151.61			
Vendor: 1253	LUND FOOD HOLDINGS, INC.			Check Sequence: 27	ACH Enabled: False
20390ExcelBlvd	Zoning Application-20390 Excelsior Blvd Refun	400.00	06/13/2022	101-00-3413-0000	
	Check Total:	400.00			
Vendor: 265	MACQUEEN EQUIPMENT INC			Check Sequence: 28	ACH Enabled: False
P42673	Sweeper Parts & Repair	691.57	06/13/2022	101-32-4221-0000	
P42886	Sweeper Parts & Repair	380.38	06/13/2022	101-32-4221-0000	
W10195	Sweeper Parts & Repair	16,084.12	06/13/2022	101-32-4221-0000	
	Check Total:	17,156.07			
Vendor: 1039	MID-COUNTY COOP			Check Sequence: 29	ACH Enabled: False



Invoice No	Description	Amount	Payment Date	Acct Number	Reference
54607	Fuel	601.76	06/13/2022	101-32-4212-0000	
54608	Fuel	1,148.42	06/13/2022	101-32-4212-0000	
	Check Total:	1,750.18			
Vendor: 286	MIDWEST MAILING SYSTEMS INC			Check Sequence: 30	ACH Enabled: True
June-2022	Newsletter Postages	544.72	06/13/2022	101-13-4208-0000	
June-2022	Newsletter Svc	457.08	06/13/2022	101-13-4400-0000	
	Check Total:	1,001.80			
Vendor: 289	MINGER CONSTRUCTION CO., INC.			Check Sequence: 31	ACH Enabled: False
1700	Install Inside Drop on Manhole	2,597.09	06/13/2022	611-00-4400-0000	
	Check Total:	2,597.09			
Vendor: 473	MINNESOTA DEPARTMENT OF HEALTH			Check Sequence: 32	ACH Enabled: False
945337	2022-Statewide Hospitality	40.00	06/13/2022	201-00-4437-0000	
	Check Total:	40.00			
Vendor: UB*00471	Christopher & Marty Moakley			Check Sequence: 33	ACH Enabled: False
	Refund Check 005323-000, 5930 Bldr Bridge L	126.31	06/01/2022	601-00-2010-0000	
	Refund Check 005323-000, 5930 Bldr Bridge L	147.38	06/01/2022	611-00-2010-0000	
	Refund Check 005323-000, 5930 Bldr Bridge L	63.15	06/01/2022	631-00-2010-0000	
	Refund Check 005323-000, 5930 Bldr Bridge L	63.16	06/01/2022	621-00-2010-0000	
	Check Total:	400.00			
Vendor: 306	JULIE MOORE			Check Sequence: 34	ACH Enabled: True
Apr-May-2022	Mileages	13.34	06/13/2022	101-13-4331-0000	
Apr-May-2022	Greg L. Party	192.91	06/13/2022	101-13-4245-0000	
Apr-May-2022	Brad M. Party	14.83	06/13/2022	101-32-4245-0000	
Apr-May-2022	SCEC Volunteer Lunch	130.11	06/13/2022	201-00-4245-0000	
	Check Total:	351.19			
Vendor: UB*00472	Timothy & Mary Morin			Check Sequence: 35	ACH Enabled: False
	Refund Check 005389-000, 6085 Burlwood Ct	32.95	06/01/2022	601-00-2010-0000	
	Refund Check 005389-000, 6085 Burlwood Ct	38.43	06/01/2022	611-00-2010-0000	
	Refund Check 005389-000, 6085 Burlwood Ct	16.48	06/01/2022	631-00-2010-0000	
	Refund Check 005389-000, 6085 Burlwood Ct	16.47	06/01/2022	621-00-2010-0000	
	Check Total:	104.33			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 313 May-2022	MICHELLE THU-THAO NGUYEN Mileage Reimbursement	102.77	06/13/2022	Check Sequence: 36 101-15-4331-0000	ACH Enabled: True
	Check Total:	102.77			
Vendor: 903 257577 257577	PERRILL ROWay Web App-Monthly ROWay Web App-Monthly	75.00 75.00	06/13/2022 06/13/2022	Check Sequence: 37 611-00-4400-0000 601-00-4400-0000	ACH Enabled: True
	Check Total:	150.00			
Vendor: 819 PL-T00010952	PIRTEK PLYMOUTH Hydraulic Repair Sweeper	644.35	06/13/2022	Check Sequence: 38 101-32-4221-0000	ACH Enabled: False
	Check Total:	644.35			
Vendor: 1256 3054-01	PREFERRED ELECTRIC, INC. Repair-Football Field Lights	500.00	06/13/2022	Check Sequence: 39 101-52-4400-0000	ACH Enabled: False
	Check Total:	500.00			
Vendor: 685 Mar-May-2022 Mar-May-2022 Mar-May-2022	BRENDA PRICCO Mileages Mileages-Brad Mason Cake-Brad Mason	21.06 53.82 38.26	06/13/2022 06/13/2022 06/13/2022	Check Sequence: 40 101-13-4331-0000 101-32-4331-0000 101-32-4245-0000	ACH Enabled: True
	Check Total:	113.14			
Vendor: 336 1020571196-04/22	PURCHASE POWER Postage Machine Supplies	104.48	06/13/2022	Check Sequence: 41 101-19-4221-0000	ACH Enabled: True
	Check Total:	104.48			
Vendor: 864 42917	QUALITY FLOW SYSTEMS, INC. Field Repair - L.S#7	401.50	06/13/2022	Check Sequence: 42 611-00-4400-0000	ACH Enabled: True
	Check Total:	401.50			
Vendor: UB*00468	John E. & Cheryl M. Quist Refund Check 009111-000, 4971 Kensington Gr Refund Check 009111-000, 4971 Kensington Gr Refund Check 009111-000, 4971 Kensington Gr Refund Check 009111-000, 4971 Kensington Gr	63.88 74.53 31.94 31.94	06/01/2022 06/01/2022 06/01/2022 06/01/2022	Check Sequence: 43 601-00-2010-0000 611-00-2010-0000 631-00-2010-0000 621-00-2010-0000	ACH Enabled: False

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Check Total:		202.29			
Vendor: UB*00473	Ervin & Valerie Romansky			Check Sequence: 44	ACH Enabled: False
	Refund Check 006264-000, 23285 Academy Av	31.58	06/01/2022	601-00-2010-0000	
	Refund Check 006264-000, 23285 Academy Av	36.84	06/01/2022	611-00-2010-0000	
	Refund Check 006264-000, 23285 Academy Av	15.79	06/01/2022	631-00-2010-0000	
	Refund Check 006264-000, 23285 Academy Av	15.79	06/01/2022	621-00-2010-0000	
Check Total:		100.00			
Vendor: 1257	ROYAL TIRE, INC.			Check Sequence: 45	ACH Enabled: False
312-41143	Loader Tire	892.00	06/13/2022	101-32-4221-0000	
Check Total:		892.00			
Vendor: 1063	RYAN LaPOINTE			Check Sequence: 46	ACH Enabled: False
ROW-Pmnt#201681	ROW-5670 Vine Hill Rd- Permit #201681 Secur	2,000.00	06/13/2022	880-00-2200-0000	
Check Total:		2,000.00			
Vendor: 355	SHRED-N-GO INC			Check Sequence: 47	ACH Enabled: False
135220	City Spring Cleanup	1,150.00	06/13/2022	621-00-4347-0000	
135520	Shredded Svc	64.08	06/13/2022	101-13-4400-0000	
Check Total:		1,214.08			
Vendor: 1248	EDWARD J. SHUKLE, Jr.			Check Sequence: 48	ACH Enabled: True
June-07-2022	Interim City Administrator Svc 5/18/2022-6/7/20	6,030.00	06/13/2022	101-13-4400-0000	
Check Total:		6,030.00			
Vendor: 1181	SPLIT ROCK MANAGEMENT, INC.			Check Sequence: 49	ACH Enabled: True
83698	Custodial Service-CH Building	472.00	06/13/2022	101-19-4400-0000	
83699	Custodial Service-PWs Building	358.00	06/13/2022	101-32-4400-0000	
Check Total:		830.00			
Vendor: 1101	SPRINGBROOK HOLDING COMPANY LLC			Check Sequence: 50	ACH Enabled: True
INV-009657	Springbrook-CivicPay Fees	15.00	06/13/2022	621-00-4450-0000	
INV-009657	Springbrook-CivicPay Fees	15.00	06/13/2022	631-00-4450-0000	
INV-009657	Springbrook-CivicPay Fees	15.00	06/13/2022	611-00-4450-0000	
INV-009657	Springbrook-CivicPay Fees	15.00	06/13/2022	601-00-4450-0000	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	60.00			
Vendor: 1170	SPS WORKS			Check Sequence: 51	ACH Enabled: False
IV00522692	Engraved - Jared Shepperd & Matt Bauman	32.45	06/13/2022	101-13-4200-0000	
IV00526013	Engraved - Cindy Holker & Jason Carlson	0.25	06/13/2022	101-13-4200-0000	
IV00529963	Engraved - Samantha Cohen	27.25	06/13/2022	101-13-4200-0000	
	Check Total:	59.95			
Vendor: 1254	SUPERIOR PAINTING			Check Sequence: 52	ACH Enabled: False
05-26-2022	50% down payment-Exterior Painting	3,080.00	06/13/2022	201-00-4620-0000	
	Check Total:	3,080.00			
Vendor: 694	TIMESAVER OFF SITE SECRETARIAL, INC.			Check Sequence: 53	ACH Enabled: True
M27338	Council Meeting	263.50	06/13/2022	101-13-4400-0000	
M27338	Planning Meeting	229.25	06/13/2022	101-18-4400-0000	
M27377	Council Meeting	237.50	06/13/2022	101-13-4400-0000	
	Check Total:	730.25			
Vendor: 384	TOTAL PRINTING SERVICES			Check Sequence: 54	ACH Enabled: False
13440	Newsletters	940.00	06/13/2022	101-13-4351-0000	
13440	SSCC Insert	0.00	06/13/2022	201-00-4351-0000	
13440	Park Insert	0.00	06/13/2022	101-53-4351-0000	
	Check Total:	940.00			
Vendor: 1255	DAVID TRETTEL			Check Sequence: 55	ACH Enabled: False
25155GlenRd2022	Escrow Refund-25155 Glen Road	4,492.00	06/13/2022	880-00-2200-0000	
	Check Total:	4,492.00			
Vendor: 386	TWIN CITY WATER CLINIC			Check Sequence: 56	ACH Enabled: True
17556	Monthly Bacteria Svc	120.00	06/13/2022	601-00-4400-0000	
	Check Total:	120.00			
Vendor: 1083	UNIFIRST CORPORATION			Check Sequence: 57	ACH Enabled: True
May-2022	Uniforms	698.50	06/13/2022	101-32-4400-0000	
	Check Total:	698.50			
Vendor: 392	VALLEY-RICH CO. INC.			Check Sequence: 58	ACH Enabled: False

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
30742	Watermain Break-Apple & Bracketts Road	8,838.00	06/13/2022	601-00-4400-0000	
	Check Total:	8,838.00			
Vendor: 415	WARNER CONNECT			Check Sequence: 59	ACH Enabled: True
29940832	Network Maint Services	573.75	06/13/2022	101-19-4321-0000	
	Check Total:	573.75			
Vendor: 974	THOMAS WADE WOODWARD			Check Sequence: 60	ACH Enabled: True
Mar-May-2022	Cell Phone	90.00	06/13/2022	101-24-4321-0000	
	Check Total:	90.00			
Vendor: 410	WSB AND ASSOCIATES, INC.			Check Sequence: 61	ACH Enabled: True
R-014590-000-33	Woodside Rd Street Reclamation	72.50	06/13/2022	408-00-4303-0000	
	Check Total:	72.50			
Vendor: 411	XCEL ENERGY, INC.			Check Sequence: 62	ACH Enabled: True
779366119	5655 Merry Lane	30.03	06/13/2022	101-52-4380-0000	5655 Merry Lane
779566843	5500 Old Market Rd	41.54	06/13/2022	601-00-4398-0000	5500 Old Market Rd
780740402	C.H. Svcs	539.85	06/13/2022	101-19-4380-0000	C.H. Svcs
780740402	P.W. Bldg Svc	381.24	06/13/2022	101-32-4380-0000	P.W. Bldg Svc
780740402	P.W. Street Lights Svc	4,000.36	06/13/2022	101-32-4399-0000	P.W. Street Lights Svc
780740402	Parks	451.95	06/13/2022	101-52-4380-0000	Parks
780740402	Amesbury	160.35	06/13/2022	601-00-4394-0000	Amesbury
780740402	Boulder Bridge	145.56	06/13/2022	601-00-4396-0000	Boulder Bridge
780740402	S.E. Area Svc	2,966.19	06/13/2022	601-00-4398-0000	S.E. Area Svc
780740402	Lift Station Street Lights	659.54	06/13/2022	611-00-4380-0000	L.S. Street Lights
781124379	24253 Smithtown Rd	1,771.01	06/13/2022	601-00-4395-0000	24253 Smithtown Rd
781128562	5735 Country Club Rd	634.31	06/13/2022	201-00-4380-0000	5735 Country Club Rd
781188503	5755 Country Club Rd	155.50	06/13/2022	101-19-4380-0000	5755 Country Club Rd
781459418	5700 County Rd 19	45.77	06/13/2022	101-32-4399-0000	5700 County Rd 19
781459418	5700 County Rd 19 - Unit Light	207.48	06/13/2022	101-32-4399-0000	5700 County Rd 19 - Unit Light
781548954	4931 Shady Island Road	23.68	06/13/2022	611-00-4380-0000	4931 Shady Island Road
781723874	28125 Boulder Bridge Drive	336.15	06/13/2022	601-00-4396-0000	28125 Boulder Bridge Drive
	Check Total:	12,550.51			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Total for Check Run:	174,309.49			
	Total of Number of Checks:	62			



## City of Shorewood Council Meeting Item

**Title/Subject:** Approve Agreements with Hennepin County Regional Rail Authority and Three Rivers Park District for Smithtown Pond Project, City Projects 20-07

**Meeting Date:** Monday, June 13, 2022

**Prepared by:** Andrew Budde, City Engineer

**Reviewed by:** Larry Brown, Director of Public Works

**Attachments:** HCRRA Agreement, TRPD Agreement, Resolution

**Background:** The Hennepin County Regional Rail Authority (HCRRA) and the Three Rivers Park District (TRPD) require agreements for the cost sharing and new trail connections to their facilities, associated with the Shorewood Pond Project.

For this project, the HCRRA is a cost share partner in replacing their existing culvert that crosses the regional trail. As part of the project and agreement, the city will take over the future maintenance responsibility for the culverts crossing the HCRRA. This is largely due to the significant rerouting of the stormwater to manage the flow of water to the stream and ponds, reduce flooding upstream and minimize erosion downstream. The TRPD requires an agreement for the new trail connection proposed in the Smithtown Pond parcel.

**Financial Considerations:** The City would pay for the improvements through the Storm Water Fund and bonds. This project has been budgeted for in the Capital Improvement Plan (CIP) in years 2021 and 2022, and includes three items from the CIP:

2021 Shorewood Oaks Drainage	\$190,000
2022 Smithtown Pond/Freeman Park Outlet	\$1,942,000
<u>2022 Smithtown Pond Trail</u>	<u>\$40,000</u>
Total Budget	\$2,172,000

The city will also receive cost sharing from the HCRRA in a not to exceed amount of \$38,680. The Engineers Estimates for the overall project cost is \$2,200,000.

**Recommendation/Action Requested:** Staff recommends approval of the Resolution that authorizes execution of the final agreements with HCRRA and TRPD.

## COOPERATIVE AGREEMENT FOR FUNDING FOR SMITHTOWN POND

This Agreement ("Agreement") is made by and between the Hennepin County Regional Railroad Authority ("HCRRA"), a political subdivision and local government unit of the State of Minnesota, and the City of Shorewood ("City"), a Minnesota municipal corporation (HCRRA and the City are, collectively, the "Parties").

### RECITALS

- A. HCRRA is the owner of certain right of way commonly referred to as the Hopkins to Victoria Corridor (the "Corridor"), as shown on Exhibit A incorporated herein.
- B. HCRRA acquired the Corridor for transportation uses, including without limitation, for use as a light rail transit corridor, and preservation for future transportation use.
- C. An existing 48" concrete culvert pipe (the "Culvert" also known as MTKA-25) passes under the Corridor within the City of Shorewood.
- D. To the best of the Parties' current understanding, HCRRA is the current owner of the Culvert.
- E. The City will be procuring a construction project called Smithtown Ponds (the "Project") to improve drainage in Shorewood.
- F. As part of the Project, the Parties intend that the Culvert will be replaced.
- G. A bicycle and pedestrian trail (the "Trail"), which Three Rivers Park District ("TRPD") operates pursuant to Permit No. A09222 (the "Trail Permit") from HCRRA, passes over the Culvert.
- H. Pursuant to Minnesota Statutes Sections 471.59 and 471.64, and any other applicable authority, the Parties wish to enter into this Agreement to memorialize their commitments to the Project, and the subsequent ownership and maintenance of the Culvert as identified in Exhibit A, including the Trail, in order that the Corridor and Culvert be kept in good and safe working condition for the benefit of the users of the Trail and to protect the users of the Corridor, consistent with future transportation uses by HCRRA of the Corridor.



**NOW, THEREFORE,** in consideration of the foregoing, and for other valuable consideration, the receipt and sufficiency of which the Parties hereby acknowledge, HCRRA and the City agree as follows:

1. Culvert Replacement. The City will be responsible for the design and permitting of the Project and all demolition and construction activities in furtherance of the Project. The City will timely consult with HCRRA with respect to the design and all demolition and construction activities. The City will cooperate with HCRRA and TRPD to assure that demolition and construction minimize disruption of the use of the Trail to the extent feasible and practicable.
2. Funding Shares of the Project. HCRRA will contribute a not-to-exceed amount of \$38,680.36 to the costs, including but not limited to construction costs, pro-rated costs, and soft costs.
3. Payments by HCRRA. The City will invoice the HCRRA for HCRRA's contributions, and HCRRA will promptly remit invoiced amounts to the City, on a schedule to be agreed upon by the Parties.
4. Ownership Following Replacement. At the commencement of the Project the City will assume ownership of the Culvert and the City will own the Culvert for so long as the Culvert remains in place. The City will be granted a permit for the culvert by HCRRA. Assuming ownership of the Culvert or the grant of the permit by HCRRA shall not operate to confer any property rights in the Corridor to the City. The City will thereafter keep the Culvert in safe and working order for those crossing over the Culvert consistent with current and future use of the Corridor for transportation purposes as defined by HCRRA, and maintain and inspect the culvert in accordance with watershed, Department of Natural Resources, and the Army Corps of Engineers regulations. This Agreement supplements, but does not supplant, the obligations of the City under any other permit or agreement with HCRRA.
5. Notices. All notices required or permitted pursuant to this Agreement shall be directed to the following individuals and shall be either hand-delivered or mailed to the following addresses:

To City:                               City of Shorewood  
  5755 Country Club Road  
  Shorewood, MN 55331  
  Attn: Director of Public Works

To HCRRA: Hennepin County Regional Railroad Authority  
300 South Sixth Street  
Minneapolis, MN 55487  
Attn: Deputy Executive Director

6. Cooperation in Furtherance of Project. The Parties will work cooperatively in furtherance of the Project such that any other additional reasonably necessary agreements or other documents will be timely and cooperatively developed and executed.

7. The agreements herein are contingent upon completion of necessary environmental review and are subject to final governmental actions after such review.

**CITY OF SHOREWOOD**

**BY:** \_\_\_\_\_

**TITLE:** Mayor

**DATE:** \_\_\_\_\_

Approved to form:

**BY:** \_\_\_\_\_

**TITLE:** City Clerk

**DATE:** \_\_\_\_\_

## AUTHORITY BOARD AUTHORIZATION

HENNEPIN COUNTY REGIONAL RAILROAD AUTHORITY

STATE OF MINNESOTA

Reviewed by the County Attorney's Office:

\_\_\_\_\_

By: \_\_\_\_\_  
Chair of Its Board

Date: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
Deputy Clerk of the Board

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Executive Director

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Deputy Executive Director

Date: \_\_\_\_\_

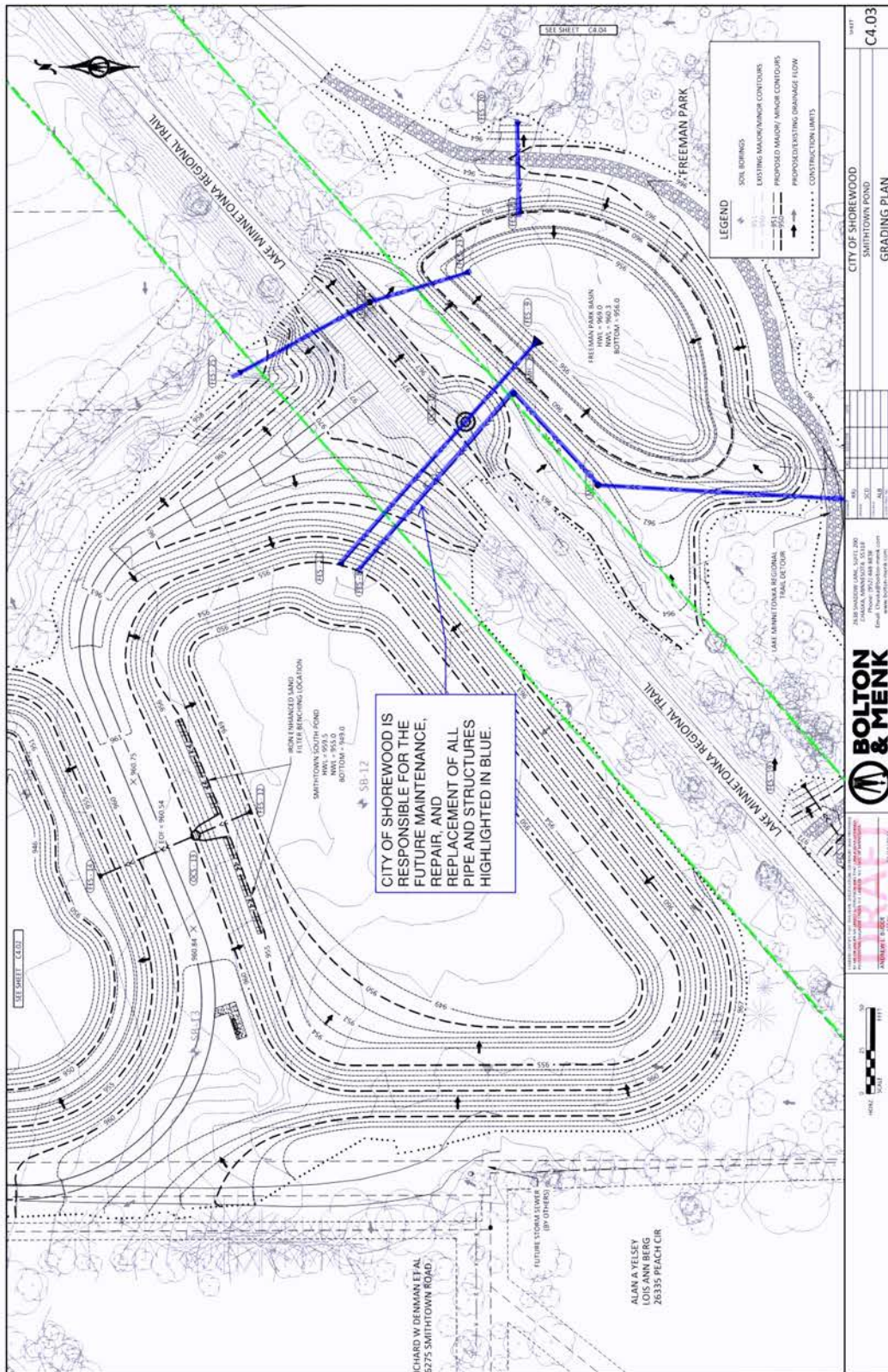
RECOMMEND FOR APPROVAL

\_\_\_\_\_  
Assistant Department Director  
Transportation Project Development

Date: \_\_\_\_\_



Exhibit A





## **Local Trail Connection Permit**

### **City of Shorewood and Three Rivers Park District**

THIS AGREEMENT is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, by and between the City of Shorewood, (hereinafter called the "CITY") and Three Rivers Park District located at 3000 Xenium Lane North, Plymouth, MN 55441 (hereinafter called "Park District").

#### **RECITALS:**

WHEREAS, CITY desires to connect CITY's trail system to the Park District's Lake Minnetonka Regional Trail in the unique location as shown on attached Exhibit A; and

WHEREAS, CITY is financially responsible for the construction of the trail connection (hereinafter called the "Trail Connection"); and

WHEREAS, CITY will administer the construction of the Trail Connection; and

WHEREAS, upon final inspection and acceptance of the Trail Connection, the Park District will maintain full ownership and maintenance rights of the Trail Connection on property in which it has rights via a permit with Hennepin County Regional Rail Authority (HCCRA), the underlying property owner; and

WHEREAS, upon final inspection and acceptance of the Trail Connection, CITY will maintain full ownership and maintenance rights and liability of the Trail Connection on CITY property and HCCRA property outside the area in which the Park District has rights; and

NOW, THEREFORE, the Park District and CITY, in consideration of the premises and agreements herein contained, agree as follows:

#### **A. Representatives**

- 1) CITY hereby designates the Director of Public Works, to serve as CITY Representative (hereinafter called the "CITY Representative").
- 2) Park District hereby designates Danny McCullough, Regional Trail System Manager, to serve as Park District Representative (hereinafter called the "Park District Representative").
- 3) CITY and Park District Representatives are authorized to review and approve final design, design modifications, field changes, and change orders including changes which result in a greater cost to CITY.

#### **B. Design and Construction**

- 1) CITY shall be responsible for design, construction, and construction administration of the Trail Connection.
- 2) Design of the Trail Connection and related trail structures shall be in accordance with typical standards and guidelines of the Park District.
- 3) CITY shall provide notice to the Park District of Trail Connection construction commencement.
- 4) CITY shall consult Park District Representative regarding construction issues and reasonable modifications to the work in progress. However, the CITY is ultimately responsible to review, address, and approve field changes and change orders except as provided herein. Field changes and change orders which deviate from typical standards and guidelines of the Park District must be reviewed and approved by Park District Representative prior to execution.
- 5) CITY shall schedule a final inspection walkthrough with Park District Representative prior to the completion of the Trail Connection project. Upon correction of any concerns identified in the final inspection walkthrough, CITY shall notify the Park District in writing, indicating completion of the Trail Connection project.

#### **C. Jurisdiction**

CITY acknowledges that the Trail Connection will be built on land owned by CITY and HCRRA – some of which the Park District has rights to via a permit. CITY hereby grants permission to the Park District to enter CITY property to conduct project observation. The Park District hereby grants permission to CITY to enter the portion of HCRRA property it has rights to conduct work associated with the Trail Connection project. The Park District and CITY will work cooperatively with HCRRA to obtain all permissions and approvals to construct, maintain and operate the Trail Connection on land owned by HCRRA.

- 1) Upon completion of the Trail Connection and acceptance by the Park District, the Park District shall own the portion of the Trail Connection on HCRRA property in which the Park District has trail rights and CITY shall have no claim to this portion of the Trail Connection or the lands owned by HCRRA.
- 2) Upon completion of the Trail Connection and acceptance by CITY, CITY shall own and be solely responsible and liable for the balance of the Trail Connection on CITY and HCRRA property and the Park District shall have no claim to this portion of the Trail Connection or the underlying lands owned by CITY or HCRRA. CITY shall acquire any additional rights necessary to construct Trail Connections.
- 3) Regulatory permits required to design and construct the trail shall be the responsibility of CITY.



**D. Termination**

This Agreement may be terminated by Park District or City by mutual agreement or as otherwise provided in this Agreement. This Agreement shall be terminable by either party upon a material breach by the other party.

The provisions of Section H survive termination with respect to claims that arise from actions or occurrences that occurred prior to termination.

**E. Enforcement**

In the event either party should bring an action to enforce the terms of this Agreement, the prevailing party shall be entitled to recover from the other all of the legal or other expenses of the prevailing party, including reasonable attorneys' fees, and to have the same awarded as part of the judgment in the proceeding in which legal expenses and attorneys' fees were awarded.

**F. Financing**

CITY is responsible for all costs related to the Trail Connection project including, but not limited to, design, construction, consultant/administration contract services, permitting, testing, and other miscellaneous fees.

**G. Maintenance of Trail**

- 1) The Park District will be responsible for renovation, replacement, repair, maintenance and upkeep of the Trail Connection within HCRRA's property in which it has rights. The Park District shall be solely responsible for establishing maintenance standards for the Trail Connection within this area.
- 2) Portions of the Trail Connection outside the HCRRA property in which the Park District has rights shall be the responsibility of CITY for renovation, replacement, repair, maintenance and upkeep.

**H. Signage**

- 1) The Park District shall be responsible for providing signage for the Trail Connection on the portions of HCRRA property in which it has rights. Signage will indicate what portions of the Trail Connection are owned and operated by the Park District.
- 2) CITY shall be responsible for providing signage for the Trail Connections on CITY property as well as the balance of the HCRRA property. Signage will indicate what portions of the Trail Connections are owned and operated by CITY.

CITY is responsible for installing a Stop or Yield control sign at the intersection of the regional trail and local trail connection. Control condition shall be for users on the local trail entering the regional trail.

**I. Law Enforcement**

Notwithstanding anything herein to the contrary, the Park District shall have the right to enforce its rules, regulations and ordinances with respect to the



trails. CITY shall not promulgate any ordinance, rule or regulation which contravenes any ordinance, rule or regulation of the Park District with respect to the trails or which contravenes this Agreement.

**J. Indemnification**

CITY and the Park District each shall indemnify, defend and hold harmless the other from any loss, liability, cost, damage and claim arising from any act or omission on the part of its officers, employees, agents, contractors or representatives in connection with the use, occupancy, development, operation, maintenance and repair of the trail, including any attorney fees and expenses incurred in defending any such claim. Nothing herein shall change or otherwise affect the liability limits established under Minn. Stat. Chapter 466, as amended. The liability limitations established in Minn. Stat. Chapter 466 shall apply to undertakings pursuant to this Agreement, and no individual or entity may seek to increase recovery beyond the statutory amounts set forth in Minn. Stat. Chapter 466 by attempting to aggregate the statutory amounts applicable to the Park District or CITY.

**K. Successor and Assigns**

The Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns, provided, however, that neither CITY nor the Park District shall have the right to assign its rights, obligations and interests in or under this Agreement to any other party without the prior written consent of the other party hereto.

**L. Amendment, Modification or Waiver**

No amendment, modification or waiver of any condition, provision or term of this Agreement shall be valid or of any effect unless made in writing and signed by the party or parties to be bound, or its duly authorized representative. Any waiver by either party shall be effective only with respect to the subject matter thereof and the particular occurrence described therein and shall not affect the rights of either party with respect to any similar or dissimilar occurrences in the future.

**IN WITNESSETH WHEREOF**, the parties have made and executed this Agreement the day and year first written above.

**THREE RIVERS PARK DISTRICT**

Dated: \_\_\_\_\_, 2022

\_\_\_\_\_  
John Gunyou, Board Chair

Dated: \_\_\_\_\_, 2022

\_\_\_\_\_  
Boe R. Carlson, Superintendent and  
Secretary to the Board

**CITY**

Dated: \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
By: Mayor Jennifer Labadie  
Its:

Dated: \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
By: HR Director/City Clerk Sandie Thone  
Its:



Exhibit B

**Notice of Final Completion**

**CITY OF SHOREWOOD  
COUNTY OF HENNEPIN  
STATE OF MINNESOTA**

**RESOLUTION 22-055**

**A RESOLUTION APPROVING AGREEMENTS WITH HENNEPIN COUNTY  
REGIONAL RAIL AUTHORITY AND THREE RIVERS PARK DISTRICT FOR  
SMITHTOWN POND PROJECT  
CITY PROJECT 20-07**

**WHEREAS**, the Hennepin County Regional Rail Authority owns the land in which the Lake Minnetonka Regional Trail is located; and

**WHEREAS**, the Hennepin County Regional Rail Authority is in need to replace the existing culvert under the trail and will contribute a not to exceed amount of \$38,680; and

**WHEREAS**, the City of Shorewood would like to make changes to the culvert configuration to improve the drainage upstream and the erosion downstream by routing water to the Smithtown Pond project and will take over its future maintenance responsibility; and

**WHEREAS**, the City of Shorewood and Hennepin County Regional Rail Authority benefit by entering into a cost share and maintenance agreement; and

**WHEREAS**, the Three Rivers Park District operates the Lake Minnetonka Regional Trail located within the Hennepin County Regional Rail Authority property; and

**WHEREAS**, the Three Rivers Park District requires an agreement for a proposed new trail connection to the Lake Minnetonka Regional Trail located on the Smithtown Pond parcel; and

**NOW THEREFORE, IT RESOLVED:** by the City Council of the City of Shorewood hereby authorize entering into agreements with the Hennepin County Regional Rail Authority and Three Rivers Park District for improvements related to the Smithtown Pond Improvements project.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF SHOREWOOD** this 13<sup>th</sup> day of June 2022.

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**Jennifer Labadie, Mayor**

**Attest:**

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**Sandie Thone, City Clerk**





## City of Shorewood Council Meeting Item

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**Title/Subject:** Approve Scoping Document and Authorize Preparation of Final Plans And Specifications for Birch Bluff Improvements, City Project 21-01

**Meeting Date:** Monday, June 13, 2022

**Prepared by:** Andrew Budde, City Engineer

**Reviewed by:** Larry Brown, Director of Public Works

**Attachments:** Final Scoping Document, Public Comments, Engineering Proposal, and Resolution

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**Background:** On June 14, 2021, City Council authorized the preparation of the Scoping Document for the Birch Bluff Improvements Project that is included in the Capital Improvement Plan (CIP) for construction in 2023. The preparation of the Scoping Document is a first step to better define the overall project components and includes information on project options, impacts, and costs. The initial project scope included full depth reconstruction of Birch Bluff Road and Lee Circle to the city standard of 26 feet wide face to face of curb, with concrete curb & gutter, addition of storm sewer and required ponding, addition of watermain, and the addition of a sidewalk/trail from Eureka Road to the Tonka Bay City limits.

The Scoping Document included a large portion of information gathering such as full topographic survey of the project area, right of way research, delineation of wetlands, evaluation of soil conditions, review of the existing sanitary sewer system, preparation of preliminary storm sewer layout and ponding, determination of preliminary construction limits, identification of preliminary easement needs, a tree inventory, updating the project cost estimate, and developing a preliminary project schedule.

To seek feedback on the scoping elements staff completed the draft of the scoping document in mid-February and made it available to the public. The city then held an open house on April 6, 2022 to present the information in more detail and allow residents to ask questions and/or voice their concerns in a public forum. In addition, the city created an online project website that provided relevant project information, as it became available, such as planning maps, draft scoping documents, geotechnical reports, tree inventory, project layouts, typical sections, and a location for residents to provide comments anonymously and spatially on a map. In addition, the city engineer was willing to meet with any residents that had questions about the project or potential

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**Mission Statement:** *The City of Shorewood is committed to providing residents quality public services, a healthy environment, a variety of attractive amenities, a sustainable tax base, and sound financial management through effective, efficient, and visionary leadership.*



impacts to their property. All comments received from the public since the open house are included in the packet for review. At the Council Meeting staff will provide a presentation of the information in the scoping document with the following recommendations:

Roadway:

1. Street width 26 feet face to face of curb w/ B618 concrete C&G (City Standard).
2. On Street parking allowed on south side of Birch Bluff Rd.
3. Speed limit to remain 25 MPH on Birch Bluff Rd.
4. Birch Bluff Rd/Grant Lorenz Rd radius to be designed for 15 MPH.
5. Lee Circle cul-de-sac increased to standard of 90-foot diameter.
6. All stop signs to remain:
  1. 3-way at Birch Bluff Rd/Eureka Rd
  2. 3-way at Birch Bluff Rd/Pleasant Ave
  3. 1-way at Lee Cir/Birch Bluff Rd

Sidewalk/Trail:

7. Sidewalk or trail not constructed with this project.
8. Consideration for future sidewalk/trail with Eureka Road project in 2025.

Utilities:

9. Construct 8-inch watermain
10. 4 parcels (25480 Birch Bluff Rd, 25480 Birch Bluff Rd, 25370 Birch Bluff Rd, 25360 Birch Bluff Rd) to remain on Tonka Bay municipal water.
11. Utilize existing fire lanes for storm sewer discharges to Lake Minnetonka.
12. Pursue ponding & associated D&UE at 26045 Birch Bluff Rd.

Staff is also seeking authorization to prepare the final plans & specifications. This will allow staff to begin the right of way and easement acquisition process. The existing right of way width along Birch Bluff ranges from 40' to 66' wide and generally accommodates the proposed roadways. Permanent easements will likely be needed for storm sewer and pond locations along with areas where retaining walls will be required. Staff will negotiate with the residents to acquire the necessary permanent easements, however if a reasonable agreement cannot be made, the city may need to pursue eminent domain for this project. Right of entries will also be pursued for minor impacts to properties for grading, tree impacts, and driveway grades.

The preparation of final plans and specifications will also include acquiring the necessary permits for the project, coordination with private utilities, updated cost estimates, and meetings and coordination with residents along the corridor. It is anticipated the final plans and specifications would be completed in August 2022.

**Financial Considerations:** This project has been budgeted for in the Capital Improvement Plan (CIP) in years 2023 for \$5,668,000. The above budgets include concept construction estimates and project development costs such as survey, engineering, legal, and administration. The total project cost as shown in the feasibility study are estimated to be \$5,551,000.

**Recommendation/Action Requested:** Staff recommends the City Council Approve the Resolution that Accepts the Scoping Document with the included engineering recommendations and Authorize Preparation of Final Plans and Specifications for Birch Bluff Road Reconstruction project.





Real People. Real Solutions.

2638 Shadow Lane  
Suite 200  
Chaska, MN 55318-1172

Ph: (952) 448-8838  
Fax: (952) 448-8805  
Bolton-Menk.com

June 8, 2022

City of Shorewood  
Attn: Larry Brown  
5755 Country Club Road  
Shorewood, MN 55331

RE: Birch Bluff Road Reconstruction – Final Plans & Specifications

Dear Mr. Brown:

As requested, we have prepared a scope of services fee estimate for preparation of Final Plans & Specifications for the Birch Bluff Road Reconstruction project (City Project No. 21-01). The project includes the reconstruction of Birch Bluff Road from Grant Lorenz Road to Pleasant Ave. This segment will also include installation of 8" watermain, storm sewer and drainage improvements, and retaining walls as needed. The project will also include Lee Circle.

The City has completed the Scoping Document for the above listed improvements which has helped define the scope and construction impacts associated with the project. The existing right of way width along Birch Bluff Road ranges from 40' to 66' wide and will require easements related to drainage and retaining wall improvements. Several other parcels may have temporary impacts and require right of entry agreements and temporary construction easements. These impacts will be determined early in the design phase and as we individually engage residents along the corridor.

The City has included the Birch Bluff Road Reconstruction project in their CIP and have budgeted \$5,668,000. This budget amount includes concept construction estimates and 25% in soft costs for engineering, administration, and legal.

### **Proposed Scope of Engineering Services**

To assist the City with this improvement project, Bolton & Menk proposes the following scope of services:

**Final Plans & Specifications** – Bolton & Menk will prepare a final plans & specifications for the project. The final design will establish final alignment, profile, and cross sections of the roadway and pipes, review and mitigate existing utility conflicts, establish final construction limits, and prepare easement/right of way figures. The final design will detail out all the project information, provide updated project cost estimates, identify project staging, and project schedules. Throughout the preparation of the final design, Bolton & Menk will coordinate with City staff and provide updates and opportunities for resident input and feedback, as needed. At the completion of the final design, Bolton & Menk will present the plans at a Council meeting seeking approval and authorization to bid the project.

**Permitting/Utility Coordination** – Bolton & Menk will coordinate and complete all final permitting requirement for the project which includes: Wetland Conservation Act, Army Corps of Engineers, Minnehaha Creek Watershed District, Minnesota Department of Health, the National Pollution Discharge Elimination System, and coordination with Tonka Bay. We will also coordinate with all utilities within the corridor as needed for construction.

Resident Meetings /Communications – Our team will work with City staff and residents through the design process to acquire input on design elements that affect property impacts, costs, maintenance, operations, and risk. We will meet with residents adjacent to the project, will provide appropriate notifications for the public meetings, and happily meet and answer questions from residents or other concerned persons throughout the design process.

**Fee Estimate**

Based on the scope of services described above, we propose to complete the Final Plans and Specifications for the Birch Bluff Road Reconstruction project at an hourly rate, estimated to be **\$363,000.**

Final Plans & Specifications – \$293,000

Permitting/Utility Coordination – \$30,000

Resident Meetings /Communications - \$40,000

Additional miscellaneous work identified during final design and will be coordinated with the City and will be completed at our normal hourly rates. Fee listed above does not include construction administration or right of way acquisition/negotiations.

Please let me know if you have questions or need additional information.

Sincerely,

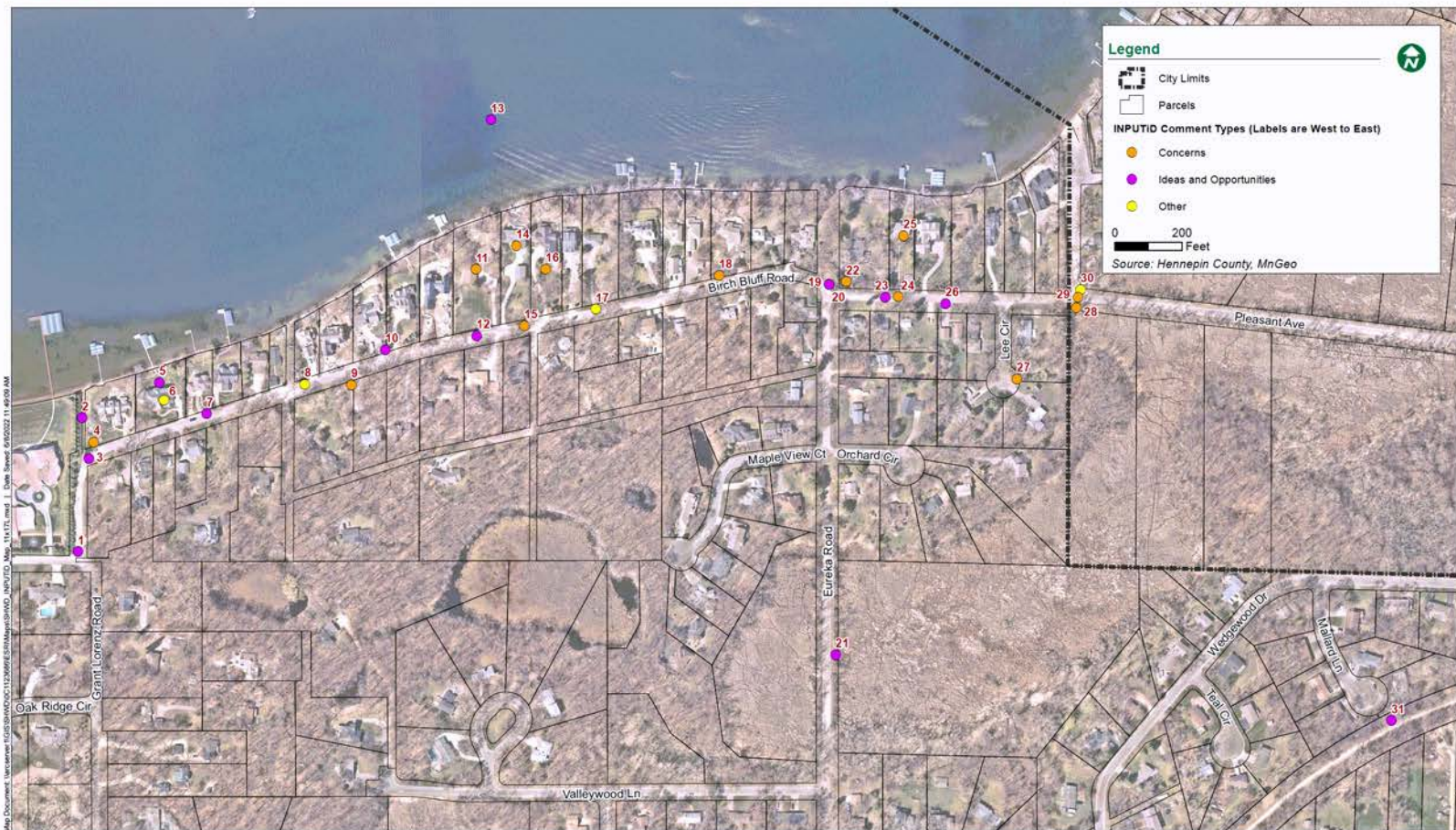
**Bolton & Menk, Inc.**

A handwritten signature in black ink that reads "And Bud".

**Andrew Budde, P.E.**

City Engineer





## COMMENTS

## Birch Bluff INPUTiD Summary

Map ID	Name	Email	User Type	Stage	Comment Type	Comment	Likes	Dislikes	Date Created
1			Resident Near The Project	Existing Conditions	Ideas and Opportunities	Opportunity to fix the private property lines that extend into Birch Bluff, Edgewood and Grant Lorenz from 5425 Grant Lorenz	2	0	2/3/2022 5:45:56 PM
2			Resident On The Project	Existing Conditions	Ideas and Opportunities	Add clearance of fire lane for walkers and kayaks.	0	0	3/27/2022 11:52:07 PM
3			Resident On The Project	Existing Conditions	Ideas and Opportunities	Some drivers speed around this curve. I'd be in favor of reducing the speed limit to 20mph and installing speed humps and/or a stop sign.	3	8	12/30/2021 1:17:05 AM
					Reply Comment	No speed bumps, but it would help if people respected the speed limit, not just here, but everywhere.	7	0	1/11/2022 8:02:13 PM
					Reply Comment	No speed bumps!!!!!!	4	1	1/14/2022 10:27:59 PM
					Reply Comment	Keep it narrow and sharp to slow down traffic	0	0	4/24/2022 5:36:18 PM
					Reply Comment	Shorewood stated only 229 trees will be removed on a 26-foot road. This number seems low after reviewing other road projects. City also stated a 24-foot road will save only 24 trees. This number seems low.	1	0	5/20/2022 4:30:36 PM

Map ID	Name	Email	User Type	Stage	Comment Type	Comment	Likes	Dislikes	Date Created
4			Resident On The Project	Existing Conditions	Concerns	Sidewalk should go on north side of Birch Bluff. It will be sunny more of the day and year. It will allow for no cross walk at the turn a Pleasant North to Crescent Beach. It will be less impactful to the north side residence as they have significantly deeper lots which can absorb 10feet with little over all impact to the use a d enjoyment of their properties. This is not the case on the south side where houses are much closer to and face Birch Bluff. This option would also be more considerate of the home on the corner of Birch Bluff and Eureka, which under the current plan is having property cut on two sides. Lastly this option would be able to incorporate the fire lane.	0	1	3/27/2022 11:58:17 PM
5			Resident On The Project	Existing Conditions	Ideas and Opportunities	Given all sidewalks and trails are removed can we consider burying overhead utilities?	0	0	5/25/2022 9:50:51 PM
6			Resident On The Project	Existing Conditions	Other	Could someone please explain the rationale behind "equity and inclusion" being a project goal for street improvement?	3	1	1/14/2022 10:26:45 PM
					Reply Comment	The scope should be quite narrow to enhance street residents, not the entire world	1	0	4/24/2022 5:40:30 PM

Map ID	Name	Email	User Type	Stage	Comment Type	Comment	Likes	Dislikes	Date Created
7			Resident On The Project	Existing Conditions	Ideas and Opportunities	Speeding is too frequent on Birch Bluff. If the road is widened, trees removed, curbs installed, I think drivers will go even faster. Can some traffic calming techniques be added to limit speeding?	3	0	1/14/2022 10:18:50 PM
					Reply Comment	No speed bumps!!	12	0	1/14/2022 10:34:21 PM
					Reply Comment	Glen road project road width was 24 feet, but city states 26 feet is required here.	0	0	4/7/2022 1:50:57 AM
8			Resident On The Project	Existing Conditions	Other	If it's necessary to add curb & gutter along with new storm sewer- is the water going to flow to same spots as it currently is directed, or will new sediment ponds and outlets need to be considered for "treatment" of the water? If so- where is there room for a basin with any capacity?	0	0	12/29/2021 3:40:35 PM
					Reply Comment	Curb and gutter is not wanted.	8	0	2/4/2022 3:01:31 AM
9			Resident On The Project	Existing Conditions	Concerns	There is significant drainage issues near 26025 and 26045 Birch Bluff Road particularly in the spring which needs to be rectified	2	0	1/4/2022 5:34:36 PM
10			Resident On The Project	Existing Conditions	Ideas and Opportunities	Please strongly consider putting the electrical and communication lines underground while you have the street torn up.	13	0	1/4/2022 4:01:11 PM
					Reply Comment	I agree with the proposal of putting utilities underground asap	6	0	1/14/2022 10:28:51 PM



Map ID	Name	Email	User Type	Stage	Comment Type	Comment	Likes	Dislikes	Date Created
11			Resident On The Project	Existing Conditions	Concerns	BB Road has a great surface now so why redo it? Also I do not see the need for a sidewalk. I walk BB Road and find the auto traffic to be slow and considerate for pedestrians.	11	0	1/4/2022 3:04:20 PM
					Reply Comment	Agreed!	3	0	2/3/2022 11:03:02 PM
					Reply Comment	What is the reason for this over-engineered project? Is the a resident requested project?	8	0	2/8/2022 1:50:49 AM
12			Resident On The Project	Existing Conditions	Ideas and Opportunities	I would love to see a sidewalk from Edgewood to Eureka. There is a lot of pedestrian traffic on Birch Bluff and it would be a lot safer. Glad you are doing sidewalk/trail from Eureka Rd. to the beach.	7	18	12/15/2021 5:21:29 PM
					Reply Comment	Birchbluff pavement is in great condition vs. other Shorewood streets., it's a shame to redo it. I'm concerned curb gutter will increase runoff.	12	1	12/15/2021 6:25:53 PM
					Reply Comment	If you are going to dig the street up, this is the time to put all electrical and communication lines underground!	19	0	12/17/2021 7:41:52 PM
13			Resident Near The Project	Sidewalks/Trails	Ideas and Opportunities	The proposal the city engineer has presented is well-thought out and meets the needs of the community for the foreseeable future. It seems the most controversial portion is the addition of the sidewalk. In my opinion and contrary to many of my neighbors, I think it's a good idea. While most drivers are considerate of pedestrians, there's always danger whenever vehicles and people share the road. Adding a sidewalk will add a safety element and encourage foot traffic - similar to what we now see on Smithtown Road.	1	0	4/8/2022 4:40:17 PM



Map ID	Name	Email	User Type	Stage	Comment Type	Comment	Likes	Dislikes	Date Created
14			Resident On The Project	Existing Conditions	Concerns	We do not support - any pedestrian facility improvements - i.e sidewalks/trails. The impact is too great for the home owners with no real benefit.	3	0	4/14/2022 7:14:29 PM
15			Resident Near The Project	Existing Conditions	Concerns	Where will the water that will flow into the storm sewage system go? how will the concentrated salt, silt and miscellaneous garbage that mostly flows to the side of the road be treated?	0	0	2/4/2022 2:29:06 AM
					Reply Comment	Design as proposed as I understand it has baffles to help retain solids and grit, but that's it the remaining flows directly into the lake. No rain garden or further treatment.	0	1	3/19/2022 4:05:33 PM
16			Resident On The Project	Existing Conditions	Concerns	We have a very flat lot from the house to the road - 1% grade. When they did the road overlay it dammed up water/silt onto driveway. For any road reconstruction we ask that the grade be carefully considered to allow for proper drainage and flow from driveway into curb and gutter system.	3	0	1/4/2022 2:45:50 PM
17			Resident On The Project	Existing Conditions	Other	With proposed water services being stubbed to properties, will residents be obligated to hook up and/ or pay for this as long as their wells are functioning?	0	0	12/26/2021 3:08:25 PM
					Reply Comment	We do not want to loss beautiful trees, which enhance our street.	20	2	12/27/2021 3:27:44 PM
					Reply Comment	What is the assessed cost to homeowners for water?	0	0	2/4/2022 2:55:34 AM
					Reply Comment	Will homeowners be assessed even if they don't hook up to the water system?	0	0	2/4/2022 2:56:23 AM

Map ID	Name	Email	User Type	Stage	Comment Type	Comment	Likes	Dislikes	Date Created
18			Resident Near The Project	Existing Conditions	Concerns	Mailboxes put on one side of the street with "no parking" on that side. Designated contractor parking stations should be implemented into the design. Correct the bend within the right-of-way at the western end of Birch Bluff Road.	1	0	2/3/2022 5:51:26 PM
					Reply Comment	A 24 vs 26 wide road would help save many trees and help improve the character of the neighborhood. Parking is now allowed , no need to make the road wider.	9	1	4/7/2022 1:27:31 AM
19			Resident On The Project	Existing Conditions	Ideas and Opportunities	Putting sidewalks on the east side of Eureka and the north side of Birch Bluff would make walking these roads significantly safer. Neighborhood drivers some drivers cutting through do not care about walkers using the streets and often drive at very high speeds past people.	0	0	1/10/2022 9:03:29 PM
20			Resident On The Project	Existing Conditions	Ideas and Opportunities	Putting sidewalks on the east side of Eureka and the north side of Birch Bluff would make walking these roads significantly safer. Neighborhood drivers some drivers cutting through do not care about walkers using the streets and often drive at very high speeds past people.	5	11	1/10/2022 9:03:33 PM
					Reply Comment	Firelanes should be marked, reclaimed and maintained as necessary	5	2	2/3/2022 5:47:58 PM

Map ID	Name	Email	User Type	Stage	Comment Type	Comment	Likes	Dislikes	Date Created
21			Resident On The Project	Existing Conditions	Ideas and Opportunities	Sidewalk from Smithtown on Eureka could end around here and then a boardwalk could be put through the marsh to Pleasant Ave and Crescent Beach.	5	2	1/10/2022 9:06:47 PM
					Reply Comment	No more sidewalks or additional hardcover.	7	0	2/4/2022 2:58:47 AM
					Reply Comment	Agree, no more sidewalks or hardcover. Put more direct access to the beach with a boardwalk through the marsh!! Don't take anymore of our beautiful trees on these gorgeous tree lined streets! That's why we live here! We did not move here for suburban sidewalks. We live her and WE DON'T WANT IT!!	1	0	4/4/2022 8:48:56 PM
22			Resident On The Project	Existing Conditions	Concerns	Sidewalk should go on north side of Birch Bluff. It will be sunny more of the day and year. It will allow for no cross walk at the turn at Pleasant North to Crescent Beach. It will be less impactful to the north side residence as they have significantly deeper lots which can absorb 10feet with little over all impact to the use and enjoyment of their properties. This is not the case on the south side where houses are much closer to and face Birch Bluff. This option would also be more considerate of the home on the corner of Birch Bluff and Eureka, which under the current plan is having property cut on two sides. Lastly this option would be able to incorporate the fire lane.	0	4	3/28/2022 2:48:44 AM
					Reply Comment	A sidewalk is not necessary for the small stretch of road from crescent beach to eureka. The impact on peoplesproperty is too severe	1	0	3/29/2022 11:18:41 PM
					Reply Comment	Why even have a sidewalk at all? Do you all realize how many trees will be cut down to make this happen!!	0	0	5/10/2022 1:59:38 AM

Map ID	Name	Email	User Type	Stage	Comment Type	Comment	Likes	Dislikes	Date Created
23			Resident On The Project	Existing Conditions	Ideas and Opportunities	Has the city considered burying power lines (vulnerable to dense trees area in storms) while they're at it with this project?	6	0	3/16/2022 2:47:40 PM
24			Resident On The Project	Existing Conditions	Concerns	Dear Neighbors – To any of you who'd be opposed to having a 6-8' asphalt or concrete walkway slapped on your (property), could you please support, with your presence and voice, those of us to whom it's being thrust upon. Even if not on your side of the street, this proposed plan is going to greatly impact the aesthetics and character of this neighborhood. I, for one, don't live in the outer ring suburbs because I like city sidewalks (!). Please support the non-lakeside neighbors who are taking the brunt of this heavy-handed plan.	7	0	3/19/2022 4:08:44 PM
					Reply Comment	Birch Bluff cannot support widening let alone a walkway. This would take significant property in the front yards of the south side properties. 2' for the road plus 6-8' for walk way would take 10' of our front yard impacting lawn, driveway, parking and property value.	5	0	3/29/2022 11:15:49 PM
25			Resident On The Project	Existing Conditions	Concerns	We do not agree with any pedestrian facility improvements i.e sidewalks/trails - the impact is too great with no benefit - Also unclear on why the road needs to be widened	1	0	4/14/2022 7:19:28 PM
					Reply Comment	Yes, amen to that! Removing trees is going to have a huge negative impact on the environment. Bad idea!	0	0	5/10/2022 1:53:00 AM

Map ID	Name	Email	User Type	Stage	Comment Type	Comment	Likes	Dislikes	Date Created
26	Andrew Budde	cityengineer@ci.shorewood.mn.us	Other	Existing Conditions	Ideas and Opportunities	Should the city plan for and construct a trail or sidewalk from Crescent Beach to the Lake Minnetonka Regional Trail via Birch Bluff Rd and Eureka Trail	5	20	12/14/2021 10:04:39 PM
					Reply Comment	Where would the trail run? Thru existing yards?	2	6	12/15/2021 4:52:56 PM
					Reply Comment	Not enough space.	5	4	12/15/2021 6:21:23 PM
					Reply Comment	I'm not seeing the value in	6	4	12/20/2021 9:36:40 PM
					Reply Comment	I would not be in favor of a new trail/sidewalk. I walk on Birch Bluff and Eureka often and feel safe on the street (although families with young children may feel differently). Most drivers are careful and mind the speed limit.	7	4	12/20/2021 9:46:22 PM
					Reply Comment	I oppose any new projects like this.	9	4	12/23/2021 7:27:47 PM
					Reply Comment	Any more disruption or congestion on Birch Bluff is unacceptable. The current home projects are a nightmare with contractors blocking the road and parking in no parking zones.	6	0	1/4/2022 5:13:29 PM
					Reply Comment	Yes great idea. Birch Bluff in combination with Edgewood and Howards Pt is also a very popular bike connection between Smithtown and Cty 19. Please keep it cycle-friendly (e.g. traffic bumps on the Tonka Bay section of the road are difficult to negotiate by bike).	8	4	1/4/2022 6:44:07 PM

Map ID	Name	Email	User Type	Stage	Comment Type	Comment	Likes	Dislikes	Date Created
					Reply Comment	Stop with this trail nonsense. Peoples yards will be severely compromised. Just pave the road so it is drivable.	3	0	3/28/2022 8:22:14 PM
27			Resident On The Project	Existing Conditions	Concerns	Not sure a fire hydrant is necessary at the end of Lee Circle. But if one must be put in please discuss with the four property owners on Lee Circle as to possible locations.	1	0	1/10/2022 8:43:51 PM
28			Resident On The Project	Sidewalks/Trails	Concerns	2 big (maddening) concerns about this: 1) this intersection is sketchy for pedestrians why would you have them cross the street to continue on the walkway. 2) why on earth would you carve into the properties on the south side of birch bluff for sidewalks when there is far more depth to the lot sizes on the north side and therefore far less impact to the owner's sense of being ENCROACHED UPON?! I am STRONGLY opposed to the addition of a sidewalk on the south side of birch bluff. AND WHO WILL BE RESPONSIBLE FOR CLEARING SNOW?	0	0	3/16/2022 2:44:42 PM

Map ID	Name	Email	User Type	Stage	Comment Type	Comment	Likes	Dislikes	Date Created
29			Resident On The Project	Existing Conditions	Concerns	<p>Reiterating my deep concerns about the sidewalk proposals on this map since it seems that perhaps others aren't noticing they can comment on that relevant map too(?):</p> <p>2 big (maddening) concerns about this: 1) this intersection is sketchy for pedestrians why would you have them cross the street to continue on the walkway. 2) why on earth would you carve into the properties on the south side of birch bluff for sidewalks when there is far more depth to the lot sizes on the north side and therefore far less impact to the owner's sense of being ENCROACHED UPON!! I am STRONGLY opposed to the addition of a sidewalk on the south side of birch bluff. AND WHO WILL BE RESPONSIBLE FOR CLEARING SNOW?</p>	3	0	3/16/2022 2:50:11 PM
					Reply Comment	<p>If you want sidewalks move to the city. This is the suburbs and this whole idea of widening the street to make more parking is a waste of money. Again, it's the suburbs and everyone has a driveway. Duh!!!</p>	0	0	5/10/2022 1:50:09 AM
30			Resident Near The Project	Existing Conditions	Other	<p>Which roads will the construction vehicles be using to access the project area? Please keep the construction route on Shorewood City streets by accessing the area from Eureka Avenue vs Pleasant Avenue.</p>	1	1	1/6/2022 9:04:38 PM
					Reply Comment	<p>Oppose the construction of a sidewalk from Birch Bluff to Crescent Beach</p>	2	0	2/23/2022 5:58:47 PM
31			Resident On The Project	Existing Conditions	Ideas and Opportunities	<p>We propose looking at trail that would start at the End of Mallard and traverse through the woods and over the marsh on a boardwalk to Pleasant Ave and then to Crescent beach. Also, we would like the city to prohibit the use of motorized vehicles year round in the marsh (see Grey's bay walk way as example).</p>	4	1	1/10/2022 8:52:09 PM



Thu 4/7/2022 7:48 AM

Email to engineer and all council members:

Good Morning

Andrew thank you for the information meeting last night. I thought the Glen and Amlee Road construction widths were 22- and 24-feet wide vs the city standard of 26- feet. Please correct me if I'm wrong.

A Birch Bluff 24-foot road reduces hardscape and run off. Street parking is allowed now, so 26 feet doesn't seem necessary as emergency vehicles can pass. Speeding could be reduced with a narrower road. A narrower road will preserve the character of the neighborhood and perhaps save some trees. Residents on the East side of Birch Bluff seem in favor of less road. Please consider this option. Thanks again.

Patty Larson

25535 Orchard Circle

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Mon 4/4/2022 noon

Phone call to engineer

Would like to keep existing water services with Tonka Bay.

Does not support sidewalk/trail.

Robert Beugen

25370 Birch Bluff Road

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Mon 4/11/2022 12:54 PM

In person at City Hall

Is in favor of sidewalk/trail along Eureka and would like it on the east side of the roadway.

Barb Stundahl

5640 Eureka Rd

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Wed 4/13/2022 11:00 AM

Prefers to not have a retaining wall in front of property and keep it looking more natural.

House currently under construction and driveway will be moving towards east.

James Wise

25960 Birch Bluff

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Wed 4/5/2022 12:55 PM  
Voicemail

Question about what "Right of Entry due to grading" means. Plans to repave the driveway in 2021.

Cynthia Fielder  
25530 Birch Bluff

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Wednesday 5/4/2022 11:31AM  
Phone call

Resident on Birch Bluff would prefer to have a 26 foot wide street that accommodates on street parking. Many residents currently utilize on street parking for their lawn maintenance, snow removal, delivery vehicles, and special events. Also a 26 foot wide roadway will provide for a safer and more accessible route for emergency response.

Property owner asked to remain anonymous.

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28 April 2022

Members of City Council  
**City of Shorewood**  
5755 Country Club Lane  
Shorewood, MN 55331

Subject: ***Birch Bluff Reconstruction***

Dear Members:

I wanted to reach out to you following the Public Presentation regarding the planned improvements to Birch Bluff Road. The information was clear and informative as it relates to the scope and impact to our neighborhood. Also, I believe that due to the funding and future outlook for street that the city wishes to make the most insightful improvement as they can knowing the long range plan is not to revisit this project for decades into the future.

A few critical thoughts that I feel is important and consideration for the use and well-being of the residents that have made this street their home and neighborhood should be taken into account rather than making this a purely academic project and tick all the city code boxes should be taking into account. This is a lakeside neighborhood that homeowners chose for its' charm and quaintness, so a 26 foot wide boulevard is likely and over-kill, while it is an artery into a number of surrounding streets; it is not and should not be treated as the city has done with Smithtown Road ( I confirmed to be 26 feet in width) for which the traffic load is necessary. However, that level of expansion onto Birch Bluff Road will have significant impact on the neighborhood in terms of green space to many homeowners relative to front yards and tree canopy causing both unrecoverable losses to homeowners in home value and scenic appeal. Unfortunately, there are also safety ramifications for said improvements as well, it is not hard to imagine that long straight and wide section on any street invites intentional and unintentional increases in speed, as well as, increased volume as drivers look for faster and easier routes through the area.

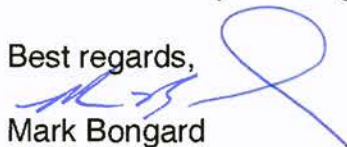
As I understood from the city scope of this project, the costs are no longer derived from Federal funding which required a minimum expanse of 26 feet in width. If I am correct, that eliminates the requirement and opens the city up to the ability to modify this demand. I have taken a look at Glen Road improvements and believe that is a perfect fit for our street as well. It would be a significant improvement from what is current on our street but still allows for single side parking and would have a far less negative impact to the environment that we live and chose to invest our time, talents and treasure. This is a 22 foot width expanse and would maintain a much larger portion of our yards and trees that will help to protect neighbors investment and feel of our community. We all should take a pertinent and thoughtful step back and review this

request and seek a variance to the scope and scale of the project as I also believe that it may also lessen the financial burden to the city as the narrower road will reduce costs in tree removal, repairs to yards, driveways and retaining walls systems(length, height, and materials).

Also, the sidewalk to nowhere from Eureka to Pleasant is really not considerate to those homeowners, the impact to those homes is simply far too great than a minimal improvement to access for other residents. We have been owned on the street for about 7 years and spend a lot of time on that end of the lake near the public beach, and there really is very limited use of that beach for public swimming and even less by those who walk, bike or other means that would have need for a sidewalk access. I believe a better method, should it be necessary in the future for trail expansion would be to build a nature walk type system like a boardwalk through the marsh areas. Of course, I am not clear on the whether there is a clear and simple route.

I appreciate what it is your goal is and wish to take advantage of the funding opportunity to improve our street, but also that all of us chose to be here due to it's existing uniqueness that should be preserved as that is why we are here and what the city is chartered with protecting.

Best regards,



Mark Bongard  
26260 Birch Bluff Road  
Shorewood, MN 55331



Andrew Budde  
Engineer, Bolton & Menck  
City of Shorewood  
5755 Country Club Road,  
Shorewood, MN. 55331

**SUBJECT: Proposed Birch Bluff Road Modifications**

Dear Mr. Budde:

I am writing on behalf of my wife, Bonnie-Kae McPhee, and myself as residents and owners of 25990 Birch Bluff Road in Shorewood, Minnesota.

Thank you for the time you took with during our telephone conversation where I expressed my questions and concerns about the Birch Bluff Rd project on Wednesday, March 16.

Bonnie and I will be out of town until about May 1. We regret that we will not be able to attend the April 6 Birch Bluff Project open house.

I am writing to confirm the concerns and questions I have about the project. We have two main concerns:

**1. Placement of the fire hydrant.**

The project drawings show a fire hydrant placed on city property near the west side of our property line located on city property, but, on our side of the property line.

We have a large natural stone address monument with lighting on the monument situated in a garden in the place you have the hydrant situated on the project drawings.

We would prefer there was no hydrant located at this location.

We have an issue with an adjoining piece of property with the neighbors to the west. These neighbors have a paved driveway that encroaches on our property. We have provided these neighbors with an easement to continue use of this piece of property that will cease to exist should they choose to rebuild their home.

I am asking for your assurance that no final decisions regarding the fire hydrant placement be made without discussing the matter with us first.

**2. Retaining Wall.**

During our call you suggested that a retaining wall is being contemplated on the west side of our property on the east side of our driveway.

We would like to avoid a retaining wall being built and would like to look at options such as adjusting the grad of the land you are concerned about.

James T. Prokopanko      25990 Birch Bluff Road      Excelsior, MN 55331

From our perspective it is not clear to us that a retaining wall nor grading is necessary.

Before any final decisions are made with regard to retaining wall or grading, we would like to be assured that we will discuss the matter with you at the property referenced.

If you have any questions or require further clarification of our concerns, please do not hesitate to contact us.

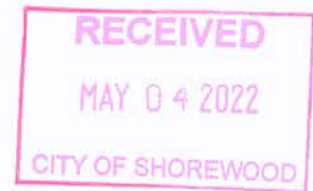
I can be reached by phone at [REDACTED] or via email at [REDACTED]

Best regards,

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Jim Prokopanko

Members of the City Council  
**City of Shorewood**  
5755 Country Club Lane  
Shorewood, MN 55331



**Subject: Birch Bluff Reconstruction**

We are reaching out to the Members of the Shorewood City Council to propose two modifications to the Birch Bluff Reconstruction Project.

We want to start out by stating that we understand the City's need to add a water main, storm sewer, stormwater treatment, and sanitary sewer adjustments. We also understand that decisions made will impact our neighborhood and the City for decades in the future.

The two modifications we are proposing are:

1. The proposed new width is 26', similar to Smithtown Rd. We propose keeping Birch Bluff the same width as it is now (22' wide), with parking on one side of the street. This will:
  - Maintain home values and the charming character of our lakeside neighborhood.
  - Impact fewer trees. Under the current plan, 400+ trees will be impacted.
  - Maintain safety. A wide street would invite faster speeds and more traffic as drivers look for faster and easier routes through the area.
  - Reduce costs to the City in tree removal, repairs to yards, driveways and retaining walls.

As precedent, the newly reconstructed Glen Rd. is 22' wide with parking on one side of the street. Unlike Smithtown, both Birch Bluff and Glen are residential roads. Birch Bluff also has much less traffic than Smithtown. While Birch Bluff is an artery into several surrounding streets, it should be viewed by the City more like Glen Rd. than Smithtown.

2. Remove the sidewalk/path from Crescent Beach to Eureka Rd. from the project plan. The impact of the proposed sidewalk/path to the homes on the south side of Eureka is far greater than a minimal improvement to access for other residents.

As a collective of residents with a unique fondness for the character of this lakeside neighborhood, we look forward to a constructive dialog with the City around infrastructure needs and impacts, as well as collaborating on creative solutions that preserve the quality of our neighborhoods, wetlands and the Lake.

Respectfully,

<u>Steve + Julie Sherf</u>	<u>5315 Eureka Rd.</u>	<u>5/2/2022</u>
Name	Address	Date



Members of the City Council  
City of Shorewood  
5755 Country Club Lane  
Shorewood, MN 55331



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Respectfully,

<i>Kathy + Steve</i>	<i>25760 BIRCH BLUFF RD</i>	<i>5/2/22</i>
Name	Address	Date
<i>Curry</i>		

Members of the City Council  
**City of Shorewood**  
5755 Country Club Lane  
Shorewood, MN 55331



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Respectfully,

<u>Jeff &amp; Jennifer Lundberg</u>	<u>25740 Birch Bluff Rd</u>	<u>5/2/2022</u>
Name	Address	Date



REC'D  
MAY 04 2022  
CITY OF SHOREWOOD

James T. Prokopowicz 25990 Birch Bluff Rd May 3, 2022  
Name Address Date  
Bryce Reese

Members of the City Council  
**City of Shorewood**  
5755 Country Club Lane  
Shorewood, MN 55331



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Respectfully,

	25860 Birch Bluff Rd	5/1/22
Name	Address	Date





Members of the City Council  
City of Shorewood  
5755 Country Club Lane  
Shorewood, MN 55331

**Subject: Birch Bluff Reconstruction**

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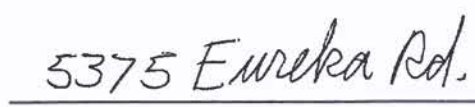
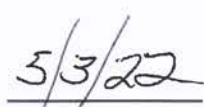
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Members of the City Council  
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Respectfully,

*Heidi W. Swann*  
*Nanette Cream*

Name

*5795 Lee CR S.Wood*

Address

*5/1/2022*

Date



Members of the City Council  
**City of Shorewood**  
5755 Country Club Lane  
Shorewood, MN 55331



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Respectfully,

NADINE & DEK  
GRAFF

Name

5290 LEE CIRCLE

Address

5/2/22

Date

Members of the City Council  
City of Shorewood  
5755 Country Club Lane  
Shorewood, MN 55331



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Respectfully,

Gwend Nese  
Name

25955 Birch Bluff Rd  
Address

5/2/22  
Date



Members of the City Council  
**City of Shorewood**  
5755 Country Club Lane  
Shorewood, MN 55331



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Respectfully,

	25920 Birch Bluff Rd	5/2/22
Name	Address	Date
Bill Henney		

Members of the City Council  
**City of Shorewood**  
5755 Country Club Lane  
Shorewood, MN 55331



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Respectfully,

*Marcia Meloche*

Name

*26120 Birch Bluff Rd.*

Address

*5-2-2022*

Date



Members of the City Council  
**City of Shorewood**  
5755 Country Club Lane  
Shorewood, MN 55331



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Respectfully,

Tom & Cheryl Lesser      26245 Birch Bluff      5/3/22  
Name                                      Address                                      Date

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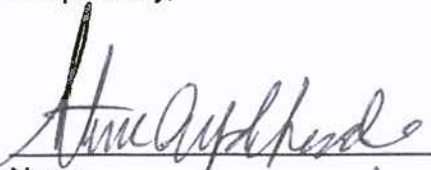
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Respectfully,



Name

Michelle Aufderheide

25585 BIRCH BLUFF Rd  
SHOREWOOD MN 55331

Address

5/2/22

Date



Members of the City Council  
City of Shorewood  
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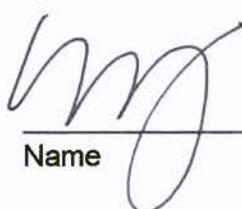
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 CINDY JAMIESON 26195 BIRCH BLUFF RD. MAY 3. 2022  
Name Address Date

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Mark & Kathy Bongard  
Name

26260 Birch Bluff Rd  
Address

3/4/2022  
Date



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*Marcia Meloche*

Name

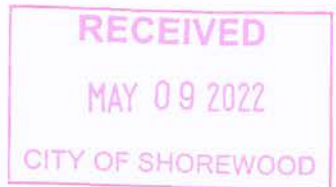
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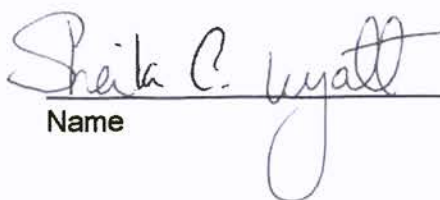
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Name

5335 Eureka Road  
Address

05/02/2022  
Date



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Stacia & John Lynch

Name

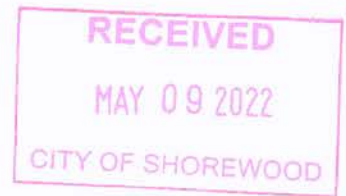
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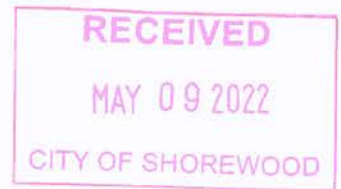
Respectfully,

Diana Tessari      5375 Eureka Road      5/4/22  
Name                                  Address                                  Date

P.S. Have you ever thought about surveying residents to find out what they value about Shorewood?



Members of the City Council  
**City of Shorewood**  
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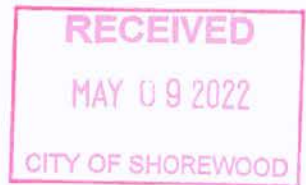
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Respectfully,

  
Name \_\_\_\_\_ Address 20105 Birch Bluff Rd Date 5/4/22



Members of the City Council  
**City of Shorewood**  
5755 Country Club Lane  
Shorewood, MN 55331

**Subject: Birch Bluff Reconstruction**

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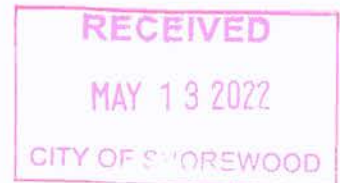
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Respectfully,

<u>Kyle and Chelsey Reilly</u>	<u>25885 Birch Bluff Road</u>	<u>9/5/2022</u>
Name	Address	Date



Members of the City Council  
City of Shorewood  
5755 Country Club Lane  
Shorewood, MN 55331



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Respectfully,

	<u>26025 Birch Bluff</u>	<u>5/8/2022</u>
Name	Address	Date

RECEIVED  
MAY 13 2022  
CITY OF SHOREWOOD

Name Kathleen Ziegler Address 25360 Birch Bluff Rd Date May 10, 2022



Members of the City Council  
**City of Shorewood**  
5755 Country Club Lane  
Shorewood, MN 55331



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Respectfully,

Name

25360 Birch Bluff Rd  
Address

5/5/22  
Date

Members of the City Council  
City of Shorewood  
5755 Country Club Lane  
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Respectfully,

*& more info follow on my separate email*

*Loan Miller*

Name

*2625 Birch Bluff Rd*

Address

*5/16/22*

Date





Carrie L. Moen 5/11/22

Members of the City Council  
City of Shorewood, MN.

Re: Birch Bluff Road  
Construction Project

My name is Carrie Moen. For nearly 20 years I've lived at 25655 Birch Bluff Road. The upcoming project is needed and has been for some time. I agree with widening the road and adding curbs. The wider road should allow for the traffic to pass more safely. And the addition of city water is a plus. I would request the sidewalk be extended thru the full length of Birch Bluff Road as well. ~

The addition of the sidewalk  
would make it much safer  
for bikers and walkers.

I would also ask that  
any of the major trees  
be replaced with some  
plantings after the main  
part of the project is done.

Thank you for your attention.

Sincerely,

Carrie Moun  
25655 Birch Bluff Rd.  
Shorewood, MN 55331



Members of the City Council  
**City of Shorewood**  
5755 Country Club Lane  
Shorewood, MN 55331

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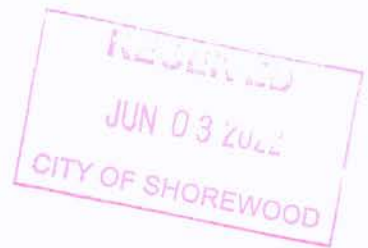
Respectfully,

John & Sharon Santelli  
Name

25510 + 25435 BIRCH BLUFF  
Address

5/20/22  
Date

Members of the City Council  
**City of Shorewood**  
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Shorewood, MN 55331



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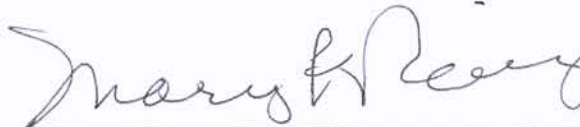
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Respectfully,

  
Name MARY KAY PILEY Address 25560 Birch Bluff Rd Date 5/14/22



Members of the City Council  
**City of Shorewood**  
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Shorewood, MN 55331



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John & Sharon Santelli  
Name

25510 & 25435 BIRCH BLUFF  
Address

5/20/22  
Date



Real People. Real Solutions.

**City of Shorewood, MN**

# **Birch Bluff Road Reconstruction Project Scoping Document**

**City Project No. 21-01**

**June 2022**



**Submitted by:**

Bolton & Menk, Inc.  
2638 Shadow Lane  
Suite 200  
Chaska, MN 55318  
P: 952-448-8838  
F: 952-488-8805



# Scoping Study

For

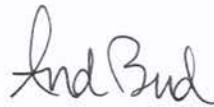
## Birch Bluff Road Reconstruction Project

City of Shorewood  
Hennepin County  
City Project No. 21-01  
BMI Project No. 0C1.123686

June 8, 2022

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.

By:



Andrew Budde, P.E.

License No. 46585

Date: 6/8/2022

# Table of Contents

A.	EXECUTIVE SUMMARY .....	1
	Background and Introduction.....	1
	Proposed Improvements .....	1
	Permitting Requirements .....	2
	Wetland Mitigation.....	2
	Right of Way Acquisition .....	3
	Funding/Financing .....	3
	Estimated Costs .....	3
B.	BACKGROUND AND INTRODUCTION .....	4
C.	PROPOSED IMPROVEMENTS .....	4
	Street Improvements.....	4
	Water System Improvements.....	5
	Storm Sewer Improvements.....	6
	Sanitary Sewer Improvements .....	6
	Pedestrian Facility Improvements.....	6
	Wetland Mitigation.....	8
	Retaining Walls .....	8
	Tree Impacts .....	8
D.	PERMITTING REQUIREMENTS.....	9
	Minnehaha Creek Watershed District (MCWD) .....	9
	Minnesota Pollution Control Agency (MPCA) .....	9
	Minnesota Department of Health (MDH).....	9
	Army Corps of Engineers (ACOE) .....	9
E.	RIGHT OF WAY ACQUISITION.....	9
	Permanent Right of Way (ROW), Drainage & Utility Easements (DUE), & Retaining Wall Easements.....	9
	Temporary Construction Easements/Grading Easements/Right of Entries .....	10
F.	RECOMMENDATION .....	10
	Street Improvements.....	10
	Pedestrian Facility Improvements .....	10
	Water, Storm, and Sanitary System Improvements.....	11
G.	FUNDING/FINANCING.....	11

# Appendix

Appendix A: Figures

Appendix B: Preliminary Cost Estimates



## A. EXECUTIVE SUMMARY

### Background and Introduction

As requested by the City of Shorewood, Bolton & Menk, Inc. has completed a Scoping Study for the proposed Birch Bluff Road Reconstruction Project. The Scoping study was authorized to be prepared by the City Council on June 14, 2021. The project includes reconstructing Birch Bluff Road and Lee Circle. Reconstruction of these streets will have watermain, storm sewer, stormwater treatment, sanitary sewer adjustments, and potential pedestrian improvements. The preparation of the Scoping Study was to evaluate the construction of Birch Bluff Road and Lee Circle to the city standard street width of 26-feet-wide (as measured from face of curbs), minimize easement needs throughout the project, limit the amount of tree impacts, evaluate watermain construction and sizing, review stormwater treatment locations and impacts, and evaluate multiple options for the construction of a trail system or a sidewalk that connects Eureka Road to Crescent Beach, which would satisfy a piece of the City's Master Trail Plan.

Birch Bluff Road from Grant Lorenz Road to Eureka Road is a Municipal State-Aid (MSA) Route and does qualify to receive state funding for street improvements. To utilize MSA funds the road would need to be constructed to a 30 MPH speed limit and 28-feet-wide if on street parking on Birch Bluff were to be permitted. This is 2 feet wider than the current city standard that allows for on street parking. Also, constructing Birch Bluff Road to a 30 MPH speed limit will require flatter crest and sag vertical curves and larger horizontal curves. Figure 6 shows what the horizontal curve and sight lines would be at the west end of the project at 30 MPH and what the need for Right of Way would be for the curve. These design requirements will have additional negative impacts on how steep multiple driveways can be constructed and increase the amount of retaining walls needed. The City could apply for a variance that would allow the City to construct the road to a 25 MPH design limit and still utilize MSA funding. Approval of the variance is not guaranteed and would need to be approved at their quarterly meetings. Constructing the curve to 25 MPH would still require the City to acquire some Right-of-Way. After discussion with City staff, it was determined that utilizing MSA funds for Birch Bluff Road would not be in the City's or the public's best interest and would be better used on other MSA routes scheduled for upcoming construction. The city would not lose these funds, they would simply be directed towards other projects.

### Proposed Improvements

All improvements addressed within this report are feasible from a technical standpoint. This study addresses issues with aging, substandard, or non-existent infrastructure including street pavement, watermain, storm sewer, stormwater treatment, sanitary sewer, and pedestrian facilities. The improvements discussed in this report are necessary to provide safe and adequate infrastructure and represent cost effective solutions for doing so. Figure 12 in Appendix A indicates the all the proposed improvements along the corridor.

#### 1. Street Improvements

The proposed street improvements on Birch Bluff Road and Lee Circle will consist of full depth reconstruction. The proposed residential street section will include 4-inches of bituminous pavement, 8-inches of aggregate base, 24-inches of select granular borrow, draitile and geotextile fabric placed on compacted subgrade. The reconstructed street sections will include barrier type concrete curb and



gutter. Birch Bluff Road will be designed to a 25 MPH speed limit to match the existing speed limits while accommodating driveways, yards, existing lift station, and reduce the total need for retaining walls.

2. Water System Improvements

Proposed water system improvements include the installation of a new 8-inch or 12-inch watermain (The 12-inch watermain had been proposed in the City's ultimate water supply plan) extending from the existing watermain at the intersection of Eureka Road and Birch Bluff Road both east to the Tonka Bay City limits and to the west to the intersection of Grant Lorenz Road and Edgewood Road. Watermain will also be installed down Lee Circle. New hydrants, valves, and water services will also be installed, which will allow residents the ability to connect to Municipal water.

3. Storm Sewer Improvements

Storm sewer structures and piping within the roadway will be installed to complement the curb & gutter and the new street layout. The storm sewer under the roadway will be installed to accommodate flow from adjacent properties and alleviate existing drainage concerns around Birch Bluff Road and its surrounding watersheds. The storm sewer will outlet into a proposed new Stormwater Pond. Additional pretreatment will be accomplished with sump manholes with sediment removal baffles that will treat the storm water prior to draining into the Stormwater Pond. The proposed improvements include stormwater treatment items required by the Minnehaha Creek Watershed District (MCWD).

4. Pedestrian Facility Improvements

Three options are highlighted in this study and are intended to satisfy the City's Master Trail plan to connect residents along Eureka Road, Birch Bluff Road, and surrounding neighborhoods to Crescent Beach and the Lake Minnetonka Regional Trail. Options consist of a new 8-foot wide bituminous trail and a 6-foot wide concrete sidewalk at the back of curb that extends from the intersection of Eureka Road and Birch Bluff Road east down Birch Bluff Road to the Tonka Bay city limits where it will turn north and terminate at Crescent Beach. If approved additional discussion will need to be had with the City of Tonka Bay prior to approval of any pedestrian facilities within the Tonka Bay City limits.

Permitting Requirements

Permits will be required from Minnehaha Creek Watershed District (MCWD), Board of Water & Soil Resources (BWSR), the Minnesota Pollution Control Agency (MPCA), Minnesota Department of Health (MDH), Department of Natural Resources (DNR), and potentially the Army Corps of Engineers (ACOE). The project will need to comply with water supply, erosion control, stormwater runoff management, and potential wetland and waterbody crossing requirements of the listed agencies for the pedestrian facilities.

Wetland Mitigation

A wetland delineation was conducted as part of the project, and it was determined that existing wetlands have been identified along the corridor. It was also determined that the proposed street improvement would impact the wetlands. Additional impacts to the wetlands

will be needed to construct the proposed Stormwater treatment ponds. The impacts to the wetlands will need to be mitigated for through the purchase of wetland credits from a wetland bank.

#### Right of Way Acquisition

Permanent Retaining Wall Easement and Drainage & Utility Easement acquisition will be required for this project in order to provide adequate space for construction and maintenance of the street and utilities in the proposed corridor. Approximately three parcels will require permanent easements and 20 or more are anticipated to require temporary easements or right of entry agreements. Additional permanent and temporary easements or right of entry agreements may be needed as the progression of the scoping document is refined and ultimately the final scope of the project is determined.

#### Funding/Financing

The city of Shorewood does not assess the construction costs for roadway or utility improvements. The project will be funded through a combination of Street Reconstruction Bond Funds and Utility Capital Funds for watermain, sanitary sewer, and storm sewer. If residents choose to connect to city water they are required to pay a \$10,000 connection charge and are responsible for the cost to run water services from the property line and into their home.

Birch Bluff Road is part of the MnDOT MSA route system and partial funding for the project could be utilized for street and storm sewer construction. However, the city has determined that it is in the best interest to not utilize MSA funds for this project due to the required geometrics, sight lines, and speed requirements. It is not anticipated that any grant funds would be available for this project.

#### Estimated Costs

Cost estimates have been prepared for the proposed improvements. All itemized cost estimates are provided in Appendix B and one option is summarized below in Table 1.

Estimated Project Costs	
Proposed Improvements	Total Estimated Project Cost
Street Improvements	\$3,631,898.17
Water System Improvements	\$864,139.72
Storm Sewer Improvements	\$615,017.18
Sanitary Sewer Improvements	\$140,039.09
Pedestrian Facility Improvements	\$201,501.30
Right of Way Acquisition	\$250,000.00
Wetland Mitigation	\$50,000.00
<b>Total Estimated Project Cost</b>	<b>\$5,752,595.46</b>
Note: All costs have been inflated by 10% to account for inflation from 2021 to 2023.	



## B. BACKGROUND AND INTRODUCTION

The impetus for this report is a request by the City of Shorewood to scope and evaluate the of improvements to roadway, utilities, and pedestrian facilities on Birch Bluff Road and Lee Circle. In addition to improve or resolve multiple drainage issues along the corridor.

Birch Bluff Road is currently a 22-foot wide, rural street section. The overall pavement condition was identified as a 4 out of 10 in 2018 prior to the mill & overlay in 2019. The pavement was overlayed in 2019 to improve the deteriorated pavement with the intention of reconstructing the roadway within several years. On-street parking is typically allowed but has segments signed as no parking. The street does not have curb and gutter, stormwater drains generally down small ditches on each side to adjacent low properties and ultimately drains to Lake Minnetonka. The road has no existing pedestrian facilities along it. There is watermain extended under Eureka Road that terminates at the intersection of Birch Bluff Road. Birch Bluff Road has sanitary sewer that serves each resident and an existing lift station that has been previously upgraded. The corridor has many trees on both sides of the roadway along with retaining walls to accommodate undulating topography. Overhead power and communication lines are generally located on the north side of the roadway and two existing gas lines are buried along the roadway corridor.

Lee Circle is currently a 22-foot wide, rural street section and the cul-de-sac is approximately 55-feet wide. The street does not have curb and gutter, water drains generally to the southeast to the existing wetland between the City of Shorewood and Tonka Bay and eventually to Lake Minnetonka. There is no existing watermain on Lee Circle and there is sanitary sewer that service each resident.

## C. PROPOSED IMPROVEMENTS

### Street Improvements

Figure 1 in Appendix A indicates the proposed project area. Figure 5 in Appendix A indicates the proposed street typical sections.

#### 1. Birch Bluff Road

The proposed project includes reconstruction of the entire street section due to the amount of proposed utility work and the historic condition of the pavement. The proposed street widths will be modified to match the standard city section of 26-feet face to face. The proposed full reconstruction method consists of complete removal of the existing street structural section. A full new street section of select granular, aggregate base, daintile, and pavement is then installed with new concrete curb and gutter. Adjacent driveways are also reconstructed as necessary to match the new roadway. The proposed residential street section will include 4-inches of bituminous pavement, 8-inches of aggregate base, 24-inches of select granular borrow, daintile, and geotextile fabric placed on compacted subgrade. Additional excavation will occur and be replaced with stabilizing aggregate if poor subgrade soils are encountered. Birch Bluff Road will be constructed to a 25 MPH speed limit design to accommodate driveways, yards, the existing lift station, and reduce the total need for retaining walls. The centerline grade of Birch Bluff Road will match the existing street grade in most areas in order to provide adequate tie-ins to existing driveways and drain some adjacent properties, there will be locations that the centerline grade will be lowered or raised to reduce impacts to trees, driveways, and reduce the need for



retaining walls. This is due to the added width of the street. Lowering or raising the street grade will require adjustments to the sanitary manholes in the existing roadway. On street parking is being recommended on the south side of Birch Bluff Road to accommodate as much parking on the road without interfering with driveway access.

2. Lee Circle

The proposed Lee Circle cul-de-sac will be constructed to match the standard city dimension of a 91-foot diameter cul-de-sac from the existing 55-foot cul-de-sac to accommodate turning movements.

The total project cost for the proposed street reconstruction, is estimated to be **\$3,799,473.17**, which includes Right of Way Acquisition. Itemized cost estimates are included in Appendix B.

### Water System Improvements

Figure 3 in Appendix A indicates the proposed water system improvements.

The proposed water system includes a new 8-inch watermain extending from Eureka Road east to the Tonka Bay City limits and to the west to the intersection of Grant Lorenz and Edgewood Road. This proposed watermain connection will provide adequate service, looping, and fire protection to the adjacent properties for the life of the system. Lee Circle will also have new 8-inch watermain installed. The proposed pipe material is Ductile Iron Pipe. Isolation valves and hydrants will be installed to bring the system up to current standards. One inch or larger service lines will be constructed, and curb stops will be installed at the right-of-way line. At this location residents will then have the option to connect to the city watermain as part of their own improvements. Constructing watermain in these streets will provide residents the opportunity to connect to the city's water system and receive access to a safer, cleaner, and more reliable water source.

To protect the watermain against corrosion, the following items will be included with the design and installed during construction:

1. All hydrants and valves will be manufactured and secured using stainless steel bolts.
2. All fittings will be coated with fusion bonded epoxy.
3. All fittings, valves, valve boxes, and hydrants will be wrapped in polyethylene encasement material.
4. All fittings, hydrants, and service line connections shall be provided with cathodic protection (sacrificial anodes).

A 12-inch watermain had been proposed in the City's ultimate water supply plan. After recent water modeling it was determined that an 8-inch watermain would satisfy the City's ultimate need for water in the area.

There are four properties on the east end of the project that are currently hooked up to Tonka Bays water supply. These property owners could stay on Tonka Bays water supply, or the City of Shorewood could disconnect those properties from Tonka Bay and connect them back up to the City of Shorewood's water supply. Figure 8 in Appendix A shows three different options for the water service connections. Further discussion and evaluation will need to be done



prior to determining the best approach for the property owners and the City.

The total project cost for the proposed 8-inch water system improvements, is estimated to be **\$913,064.72**, which includes an estimate for Right of Way Acquisition, which includes an estimate for Right of Way Acquisition. Itemized cost estimates are included in Appendix B.

#### Storm Sewer Improvements

Figure 4 in Appendix A indicates the proposed storm sewer improvements.

The proposed storm sewer improvements include the construction of storm sewer facilities to convey street and area runoff to a proposed Stormwater Pond near the low areas along the corridor. Figure 9 in Appendix A shows the cross-section of the Stormwater Pond and its outlet. City Staff is currently in discussion with property owners to acquire rights to property to construct the Stormwater Pond. There are many low points on properties adjacent to Birch Bluff Road and Lee Circle that will be connected to the trunk storm sewer under the street to help resolve known flooding and prolonged inundation during wet periods.

The total project cost for the proposed storm sewer improvements, is estimated to be **\$643,392.18**, which includes an estimate for Right of Way Acquisition. Itemized cost estimates are included in Appendix B. Figure 10 and 11 in Appendix A indicates the existing and proposed drainage maps. The Figure 11 indicates the proposed conditions based on the storm sewer layout in Figure 4 and the Stormwater Pond in Figure 12.

#### Sanitary Sewer Improvements

The proposed sanitary sewer improvements include the adjustment of the existing sanitary sewer castings and the adjustment and realignment of the existing sanitary sewer services to accommodate the proposed watermain construction. The existing sanitary sewer system has been inspected via televising the existing main and has been found to be in good working condition with minor defects that will be addressed with a future lining project. The existing sanitary sewer manholes have also been reviewed for structural integrity as well as for inflow and infiltration from groundwater and were found to be in good condition with minor to no inflow or infiltration.

The total project cost for the proposed sanitary sewer improvements, is estimated to be **\$145,164.09**, which includes an estimate for Right of Way Acquisition. Itemized cost estimates are included in Appendix B.

#### Pedestrian Facility Improvements

There are three options that have been scoped and included in this study and overview figures are shown in Figure 2 in the appendix.

1. Option 1: A new 8-foot-wide bituminous trail at the back of curb from the intersection of Eureka Road and Birch Bluff Road to the Tonka Bay city limits. Then the trail would extend north along the west side of the existing road and terminate at the Crescent Beach parking lot. The existing road on the north-south portion of Birch Bluff Road is not proposed to be reconstructed, but construction of concrete curb and gutter is recommended to provide separation from vehicles and the 8-foot-wide bituminous trail. The north-south portion of the trail that is being proposed is partially within the City of Tonka Bays city limits and further discussion will need to be had if this option is to proceed. The proposed trail section will include 3-inches of bituminous pavement and 6-inches of aggregate



base. All intersections will be constructed to meet all ADA standards including truncated domes. There is an existing ditch and wetland along the west side of the north-south portion of the proposed trail. If the trail is proposed wetland mitigation will be required and the ditch will need to be moved west 5-feet, both of which can add significant permitting efforts. Four additional trees will need to be removed if this option is approved. Retaining walls or grading easements will be needed along Birch Bluff Road if this option is pursued.

2. Option 2: A new 6-foot-wide concrete sidewalk at the back of curb from the intersection of Eureka Road and Birch Bluff Road to the Tonka Bay city limits. Then the sidewalk would extend north along the west side of the existing road and terminate at Crescent Beach parking lot. The existing road on the north-south portion of Birch Bluff Road is not proposed to be reconstructed, but construction of concrete curb and gutter is recommended to provide separation from vehicles and the 6-foot-wide concrete sidewalk. The north-south portion of the sidewalk that is being proposed is within the City of Tonka Bays city limits and further discussion will need to be had if this option is to proceed. The proposed sidewalk section will include 4-inches of concrete sidewalk and 6-inches of aggregate base. All intersections will be constructed to meet ADA standards including truncated domes. There is an existing ditch and wetland along the west side of the north-south portion of the proposed sidewalk. If the sidewalk is proposed wetland mitigation will be required and the ditch will need to be moved west 3-feet, both of which can add significant permitting efforts. Four additional trees will need to be removed if this option is approved. Retaining walls or grading easements will be needed along Birch Bluff Road if this option is pursued.
3. Option 3: A new 6-foot-wide concrete sidewalk at the back of curb from the intersection of Eureka Road and Birch Bluff Road to the Tonka Bay city limits. Then the sidewalk would extend north and located 2-feet off of the existing Right-of-Way and terminate at the Crescent Beach parking lot. This segment of sidewalk is largely within the right of way of the City of Shorewood and less coordination would be required with the City of Tonka Bay. The proposed sidewalk section will include 4-inches of concrete sidewalk and 6-inches of aggregate base. All intersections will be constructed to meet ADA standards including truncated domes. There is an existing ditch and wetland along the east side of the north-south portion of the proposed sidewalk. If the sidewalk is proposed wetland mitigation will be required but the ditch will not need to be moved, both of which can add significant permitting efforts. Thirteen additional trees will need to be removed if this option is approved. Retaining walls or grading easements will be needed along Birch Bluff Road if this option is pursued.
4. The total project cost for the proposed 8-foot-wide bituminous trail improvements, is estimated to be **\$198,716.31**. The total project cost for the proposed 6-foot-wide concrete sidewalk improvements at the back of curb, is estimated to be **\$198,260.08** and the proposed 6-foot-wide concrete sidewalk improvements 2-feet off the Existing Right-of-Way is estimated to be **\$201,501.30**. Itemized cost estimates are included in Appendix B. Additional options of including a boulevard could be further reviewed, but would have greater impacts to trees, driveways, and the overall height of retaining walls or



grading limits.

#### Wetland Mitigation

The need for impacts to the delineated wetlands have been identified to construct both the street improvements and the Stormwater Treatment improvements. The wetlands that will be impacted have been identified as low-quality wetlands, which means the wetlands have low species diversity, are dominated by non-native invasive species or managed vegetation, and receive stormwater runoff. Impacts to the wetlands will need to be mitigated for at a 2:1 ratio. Mitigation of the impacted wetlands will include the purchasing of Wetland Credits from a private banker. Additional wetland delineation will need to be completed during final design.

The total project cost for the proposed Wetland Mitigation, is estimated to be **\$50,000.00**.

#### Retaining Walls

Due to the undulating topography proposed improvements include the construction of retaining walls to reduce grading limits, erosion concerns, acquisition of property, and the total number of impacted trees. Areas along the corridor will require the removal of existing retaining walls within the City owned Right-of Way. Other areas along the corridor will require newly constructed walls to reduce grading limits on private property. City Staff is currently in discussion with property owners to acquire rights to property to construct the proposed retaining walls.

The City is also reviewing options to grade out areas at a 2:1 slope to avoid the need for retaining walls. There are existing slopes along the corridor that are greater than a 2:1. These slopes, if approved, will have be stabilized with plantings and heavy duty erosion control blanket to protect the slopes from erosion.

#### Tree Impacts

Many tree impacts are unavoidable when constructing street and utility projects. In addition to the street section itself, additional room is required to construct the project safely and properly tie into existing yards and driveways with reasonable grades. Also, utility trenches can have significant impacts to root systems. In advance of the final plan set and reconstruction of Birch Bluff Road, a tree inventory will be completed along the corridor. The inventory will tag each tree with a unique number, catalog the size, species, health, and other unique characteristics of each tree. When discussing tree impacts on this project, the criteria used for quantifying a tree as impacted is if the construction limits extend into any amount of the tree's dripline. Not all trees designated as impacted will be cut down and removed. Some will have their root system cleanly cut or include soil additives during construction that promote root growth. However, in some cases the entire tree will be removed where it is determined that it would be unable to survive if left in place, is in poor health, is an ash tree, or a potential liability to the city or adjacent residents. The goal of the project is to minimize the number of healthy trees that are removed. The number of trees impacted are approximately 435 trees, which includes large shrubs and small diameter trees.

If no Pedestrian Facility is approved there will be 30 less impacted trees and an additional 30 less trees removed, which will save approximately **\$23,000.00** from the Total Estimated Project Cost.



## **D. PERMITTING REQUIREMENTS**

### **Minnehaha Creek Watershed District (MCWD)**

The MCWD permit will address the districts rules including Erosion Control, Wetland Protection, Waterbody Crossings, Floodplain Alterations, and Stormwater Management for Birch Bluff area improvements. All proposed construction meets District requirements so no variances to their rules are necessary.

The Minnesota Department of Natural Resources (MnDNR) and the Board of Water & Soil Resources (BWSR) have delegated their permitting requirements for wetland and lake impacts to the MCWD to help expedite and streamline permitting process. Coordination may be required with the MnDNR and BWSR if there are unique characteristics to the project.

As part of the permitting process, a public notice will be required for all properties within 600 feet of the project. The timeframe for obtaining a MCWD permit is 21 days from submittal of a complete application.

### **Minnesota Pollution Control Agency (MPCA)**

A construction stormwater permit will be required for this project prior to initiation of construction activities. The timeframe for obtaining a NPDES Permit is 1 day from submittal of a complete application.

### **Minnesota Department of Health (MDH)**

With the installation of new watermain, the MDH must review all plans to verify that they are design with appropriate engineering standards to ensure the water system remains safe. This is standard for any watermain installed on any project and this project's watermain will be designed in accordance with 10-State Standards.

### **Army Corps of Engineers (ACOE)**

The Wetland Delineation application may need to be submitted to the American Corps of Engineers if one of the three pedestrian facilities is pursued.

## **E. RIGHT OF WAY ACQUISITION**

### **Permanent Right of Way (ROW), Drainage & Utility Easements (DUE), & Retaining Wall Easements**

The existing right of way width along Birch Bluff Road ranges from 50' to 66' and 50' wide along Lee Circle. Due to the narrow corridor, it is anticipated that right of way and/or easement acquisition will be required at various locations along the corridor to construct and properly maintain the proposed street, utilities, and retaining walls. This acquisition will ideally be negotiated with property owners. If the city cannot come to an amicable agreement with property owners as needed to meet the needs of the project, then the City may need to utilize eminent domain. This process is not desired by the City but would be used as a last resort if mutual agreement is not met during negotiations. This process can take 9 to 12 months for local projects and must be initiated early enough to avoid delays on construction.

There are locations along the proposed corridor where permanent drainage & utility easements or retaining wall easements will be necessary. These will be needed to construct



and maintain utilities, typically drainage facilities and retaining walls that are outside of the available right of way. These are also critical for the maintenance of the retaining walls and surface water inlet locations where surface water drains before entering the storm sewer system.

#### Temporary Construction Easements/Grading Easements/Right of Entries

Temporary construction easements, Grading Easements, or Right of Entries will be needed to access and construct the project. These will be minimized to the extent possible but can significantly aid in the efficiency and constructability of the project such as when used for a construction staging area. Also, as staff meet with residents along the corridor it is likely that minor encroachments into private property will be mutually beneficial to both parties in addressing construction concerns related to grading, driveways, tree impacts, and others.

## F. RECOMMENDATION

The following items are the recommendation of the City Engineer.

#### Street Improvements

1. Street width of 26 feet wide with vertical face concrete curb & gutter (B618). This width is generally the same as adding curb & gutter onto the existing bituminous. Birch Bluff Road will continue to function as a through street and will adhere to the State Fire Code and allows for on-street parking which will slow vehicle speeds. The impacts for a 24 feet wide roadway was evaluated and would save an estimated 24 out of 229 trees, \$27,000 in construction costs, and would not allow for on street parking. Most on street parking along Birch Bluff Road currently pulls the tires off of the existing pavement by about 2 feet and is therefore already utilizing a 26-foot to 28-foot roadway footprint.
2. On street parking allowed on the south side of Birch Bluff Road.
3. Speed limit to remain 25 mph.
4. Birch Bluff Rd/Grant Lorenz Rd radius to be realigned and lowered to 15 mph design and posted speeds.
5. Lee Circle cul-de-sac constructed at the city standard of 90-foot diameter. The current radius is approximately 55-foot diameter.
6. All stop signs are to remain: 3-way stop at Birch Bluff Rd/Eureka Rd, 3-way stop at Birch Bluff Rd/Pleasant Rd, and 1-way stop at Lee Circle/Birch Bluff

#### Pedestrian Facility Improvements

1. Do not construct the sidewalk and trail on Birch Bluff Rd with this project. A large majority of the residents do not want a sidewalk or trail with this project. From an engineering perspective there is no known safety concerns for pedestrians in this location and the item was being discussed because it was identified on the city's sidewalk & trail plan in 2012. Also, there will be a total of 30 less impacted trees and 30 less removed trees, which will save approximately **\$23,000.00** from the Total Estimated Project Cost.

2. Do not plan to construct a sidewalk/trail as part of the future Eureka Road Improvements project slated for 2027.

**Water, Storm, and Sanitary System Improvements**

1. Construct an 8-inch watermain under Birch Bluff Road and Lee Circle.
2. The four parcels currently served by Tonka Bay watermain are to remain on Tonka Bay water.
3. Utilize existing fire lanes for storm sewer outlets to Lake Minnetonka.
4. Pursue ponding & associated drainage & utility easement acquisition at 26045 Birch Bluff Rd.

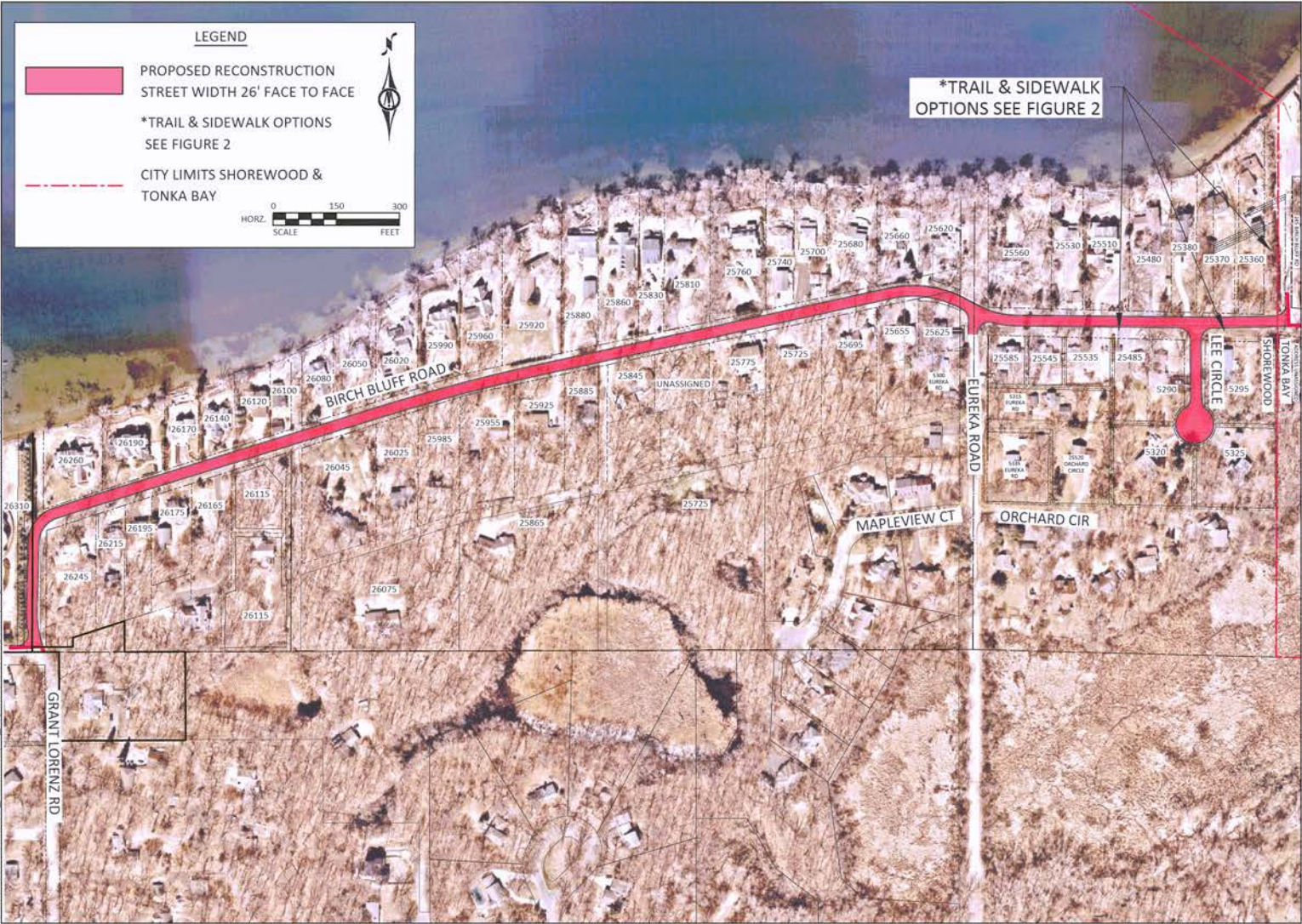
Recommended Estimated Project Costs	
Proposed Improvements	Total Estimated Project Cost
Street Improvements	\$3,631,898.17
Water System Improvements	\$864,139.72
Storm Sewer Improvements	\$615,017.18
Sanitary Sewer Improvements	\$140,039.09
Right of Way Acquisition	\$250,000.00
Wetland Mitigation	\$50,000.00
<b>Total Estimated Project Cost</b>	<b>\$5,551,094.16</b>
Note: All costs have been inflated by 10% to account for inflation from 2021 to 2023.	

## G. FUNDING/FINANCING

The proposed method of funding or financing the street portion of the project is by Street Reconstruction Bonds. Most of the roadway project costs are eligible since the existing streets will be reconstructed. Utility improvements will also be funded through the various Capital Improvements Funds: Street Reconstruction Fund, Water Fund, Sanitary Sewer Fund, and Stormwater Management Fund. There is an opportunity to receive MSA funding, but at this time City staff believes that these funds can be better utilized on other upcoming projects due to the geometric and speed related requirements associated with meeting the MSA requirements.

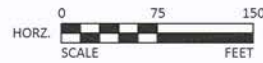
## Appendix A: Figures





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### LEGEND

- PROPOSED RECONSTRUCTION B618 CURB STREET WIDTH 26' FACE TO FACE
- CITY LIMITS SHOREWOOD & TONKA BAY
- CONCRETE SIDEWALK
- BITUMINOUS TRAIL



**OPTION 1:**  
8' TRAIL AT BACK OF CURB ALONG BIRCH BLUFF ROAD AND 8' TRAIL ALONG TONKA BAY'S NORTH SOUTH RUN ON BIRCH BLUFF WITH NEW B618.

**OPTION 2:**  
6' SW AT BACK OF CURB ALONG BIRCH BLUFF ROAD AND 6' SW ALONG TONKA BAY'S NORTH SOUTH RUN ON BIRCH BLUFF WITH NEW B618

**OPTION 3:**  
6' SW AT BACK OF B618 CURB ALONG BIRCH BLUFF ROAD AND 6' SW 2' OFF THE ROW ALONG TONKA BAY'S NORTH SOUTH RUN OF BIRCH BLUFF.





LEGEND

— PROPOSED WATERMAIN

★ PROPOSED HYDRANT & GATE VALVE

--- CITY LIMITS SHOREWOOD & TONKA BAY

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
## City of Shorewood

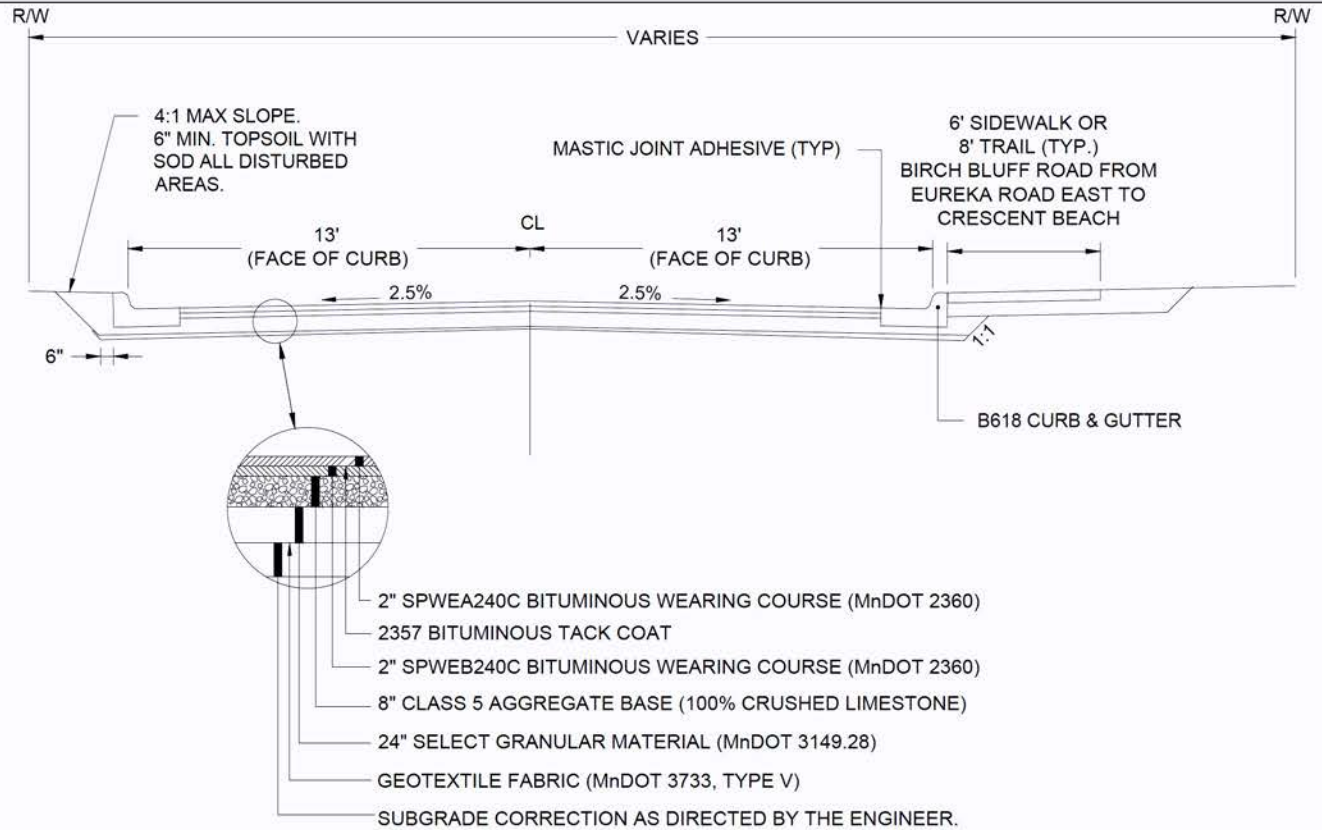
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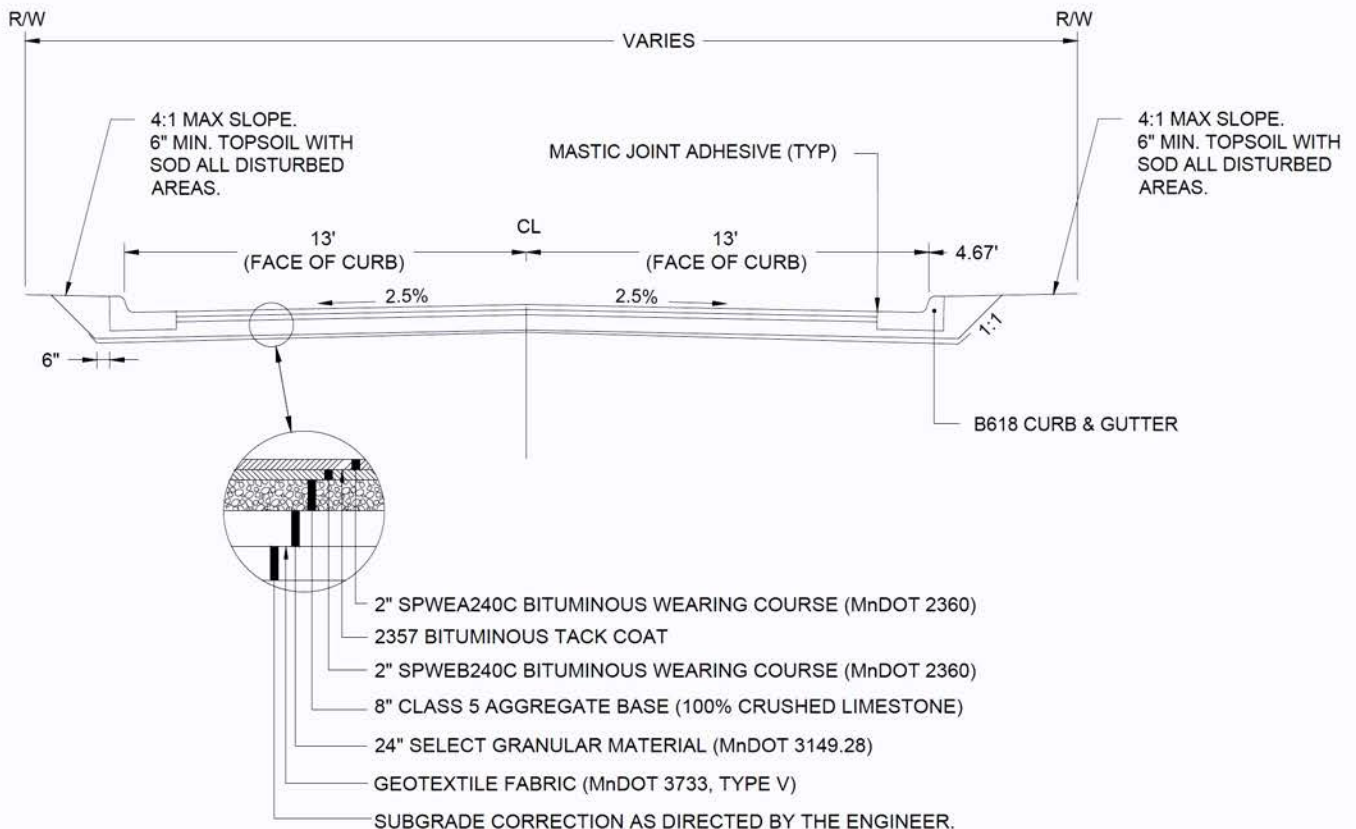
**LEGEND**

- PROPOSED STORM SEWER
- STORM SEWER MANHOLE
- STORM SEWER CATCH BASIN
- ▤ STORM SEWER FLARED END SECTION
- CITY LIMITS SHOREWOOD & TONKA BAY



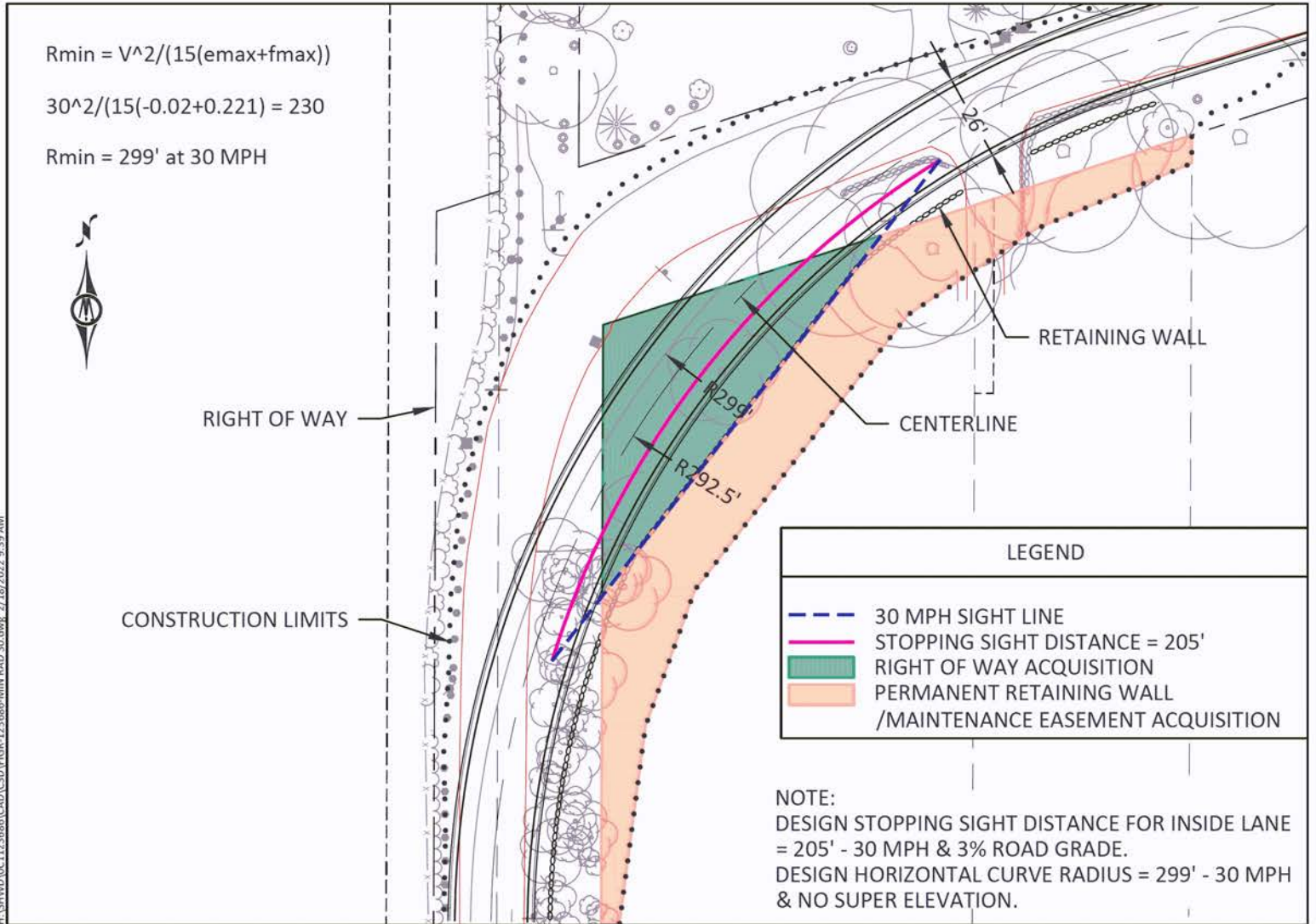


**RECONSTRUCTION TYPICAL SECTION-BIRCH BLUFF ROAD & LEE CIRCLE  
WITH 6' CONCRETE SIDEWALK OR 8' BITUMINOUS TRAIL**

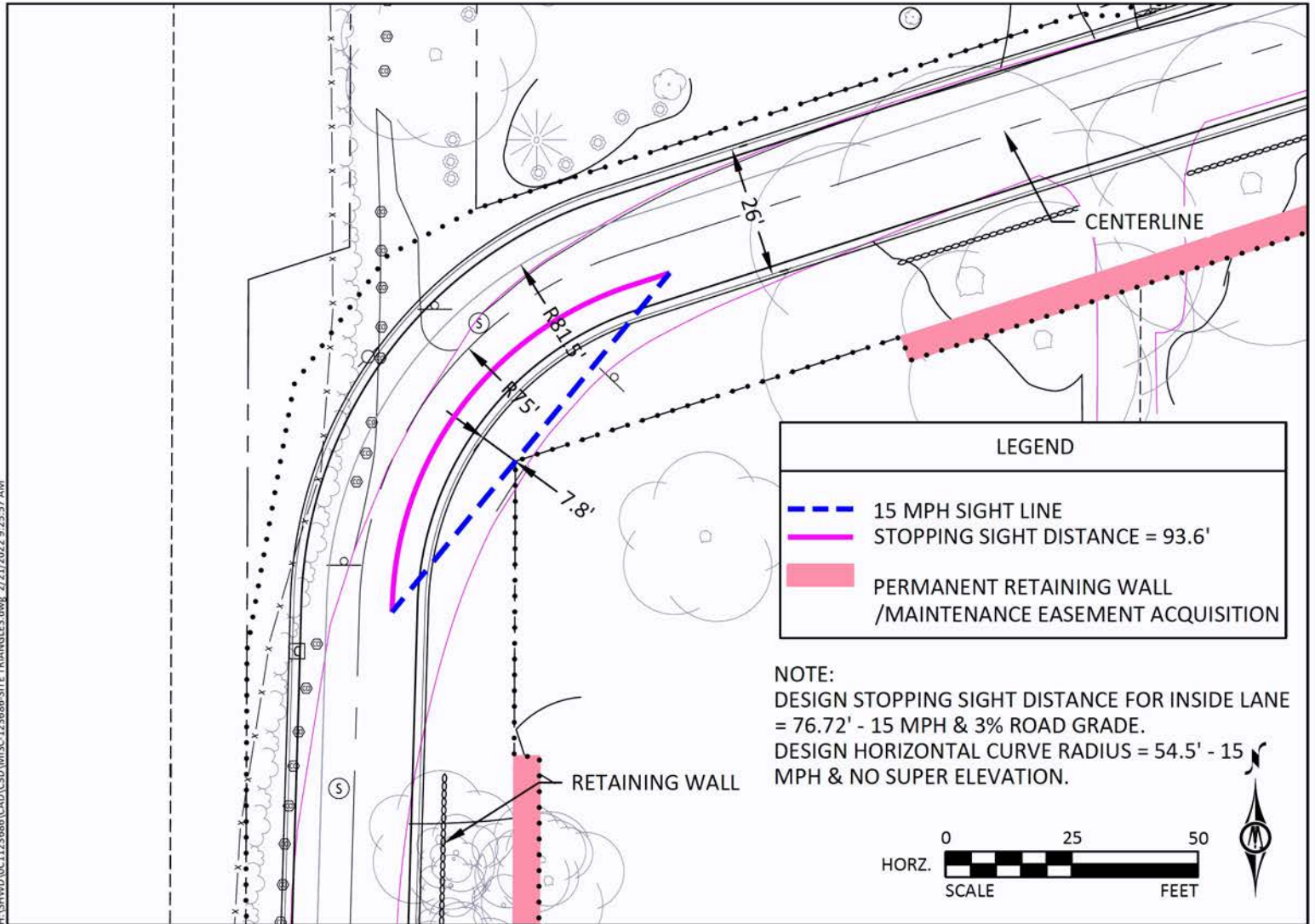


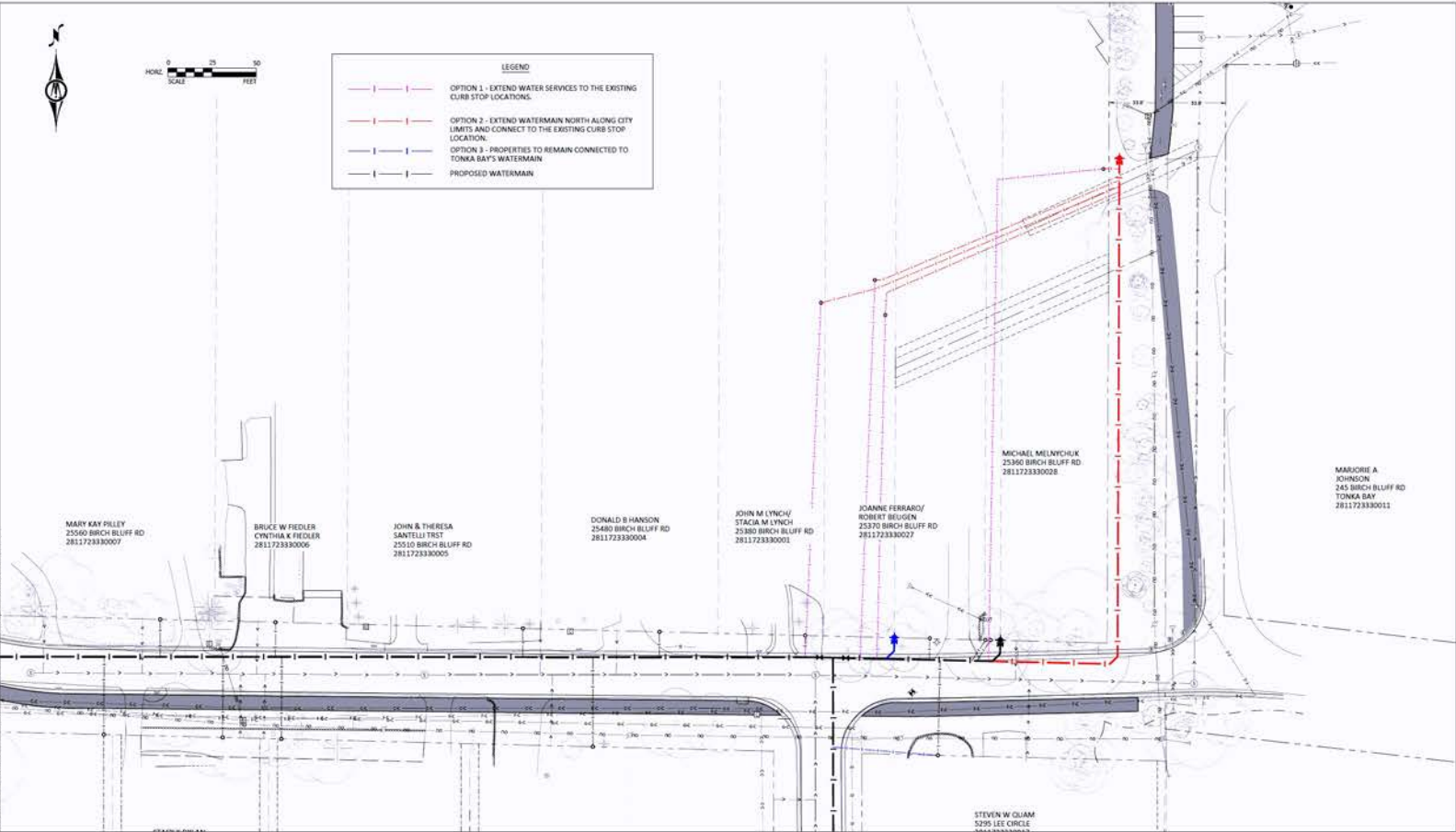
**RECONSTRUCTION TYPICAL SECTION-BIRCH BLUFF ROAD & LEE CIRCLE**











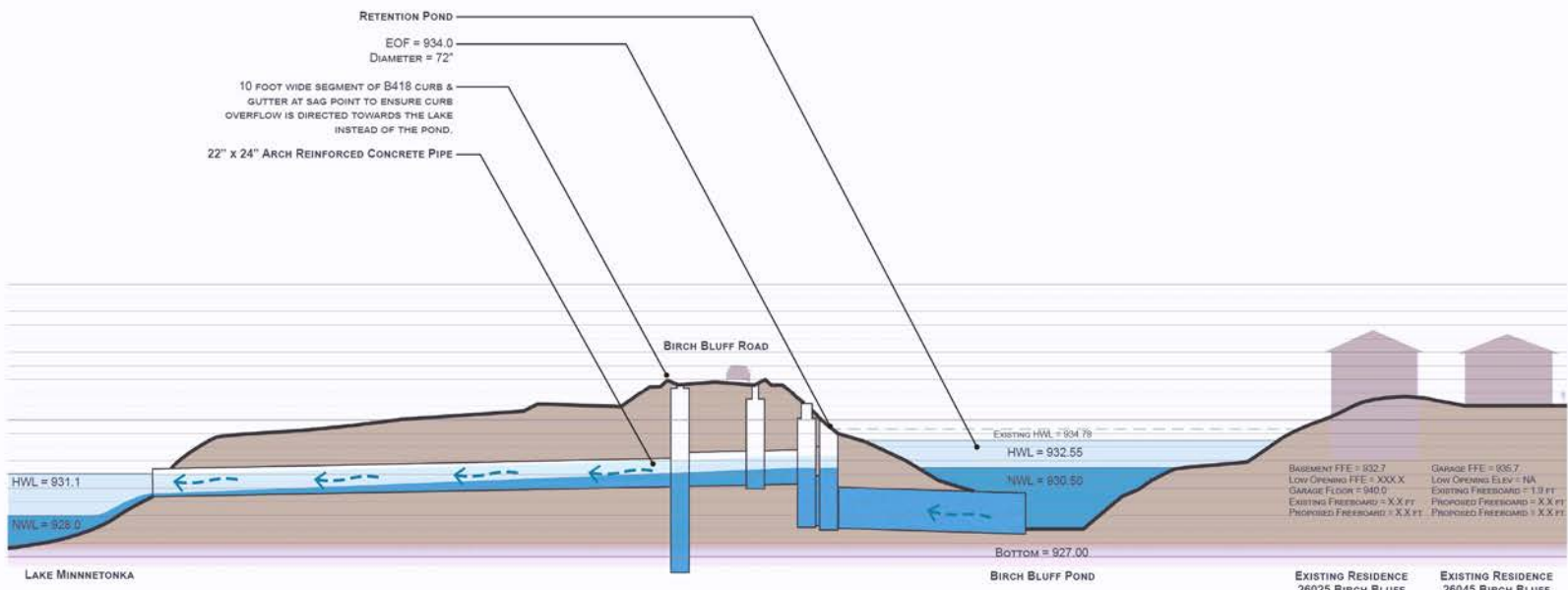


FIGURE 9: BIRCH BLUFF POND - SYSTEM FUNCTION DIAGRAM  
 CITY OF SHOREWOOD





**Birch Bluff Street & Utility Improvements**  
City of Shorewood, Minnesota

**Figure 10: Existing Drainage Map**  
February 2022











## Appendix B: Preliminary Cost Estimates

**BIRCH BLUFF ROAD RECONSTRUCTION**  
**PRELIMINARY COST ESTIMATE**  
**CITY OF SHOREWOOD**  
**STREET, STORM, & AND SANITARY IMPROVEMENT ESTIMATE**  
**DATE: 2/22/2022**



ITEM NO.	BID ITEM	UNIT	UNIT COST	STREET QUANTITY	STREET COST	STORM QUANTITY	STORM COST	SANITARY QUANTITY	SANITARY COST
1	MOBILIZATION	LUMP SUM	\$185,000.00	0.670	\$124,005.50	0.114	\$20,997.50	0.021	\$3,792.50
2	CLEARING	TREE	\$300.00	310	\$93,000.00				
3	CLEAN ROOT CUTTING	TREE	\$100.00	200	\$20,000.00				
4	GRUBBING	TREE	\$300.00	330	\$99,000.00				
5	REMOVE DRAINAGE STRUCTURE	EACH	\$725.00			6	\$4,350.00		
6	REMOVE SIGN & POST	EACH	\$50.00	29	\$1,450.00				
7	REMOVE SEWER PIPE (STORM)	LIN FT	\$15.00			185	\$2,775.00		
8	REMOVE BITUMINOUS PAVEMENT	SQ YD	\$3.75	1340	\$5,025.00				
9	REMOVE CONCRETE DRIVEWAY PAVEMENT	SQ FT	\$2.00	1425	\$2,850.00				
10	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SQ FT	\$1.25	12300	\$15,375.00				
11	SALVAGE & REINSTALL CONCRETE BRICK DRIVEWAY	SQ FT	40.00	1950	\$78,000.00				
12	SALVAGE & REINSTALL FENCE	LIN FT	\$40.00	115	\$4,600.00				
13	SALVAGE & REINSTALL MAILBOX	EACH	150.00	45	\$6,750.00				
14	SALVAGE & REINSTALL RETAINING WALL	LIN FT	\$75.00	250	\$18,750.00				
15	GEOTEXTILE FABRIC TYPE 5	SQ YD	\$2.35	12900	\$30,315.00				
16	COMMON EXCAVATION (EV)	CU YD	\$22.00	11000	\$242,000.00				
17	SUBGRADE EXCAVATION (EV)	CU YD	\$24.00	850	\$20,400.00				
18	STABILIZING AGGREGATE 3" MINUS (CV)	CU YD	\$47.00	850	\$39,950.00				
19	SELECT GRANULAR BORROW	CU YD	\$31.00	8450	\$261,950.00				
20	SUBGRADE PREPARATION	SQ YD	\$2.00	12700	\$25,400.00				
21	DEWATERING	LUMP SUM	\$4,500.00	1	\$4,500.00				
22	AGGREGATE SURFACING CLASS 2	TON	\$100.00	15	\$1,500.00				
23	STREET SWEEPER (WITH PICKUP BROOM)	HR	\$175.00	100	\$17,500.00				
24	WATER (DUST CONTROL)	MGAL	\$75.00	100	\$7,500.00				
25	EXPLORATORY DIGGING	HR	\$540.00	15	\$8,100.00			15	\$8,100.00
26	AGGREGATE BASE (CV) CLASS 5	CU YD	\$42.00	2825	\$118,650.00				
27	DRILL & GROUT REINF BARS (EPOXY COATED)	EACH	\$17.00	212	\$3,604.00				
28	JOINT ADHESIVE - MASTIC	LIN FT	\$1.00	22305	\$22,305.00				
29	TYPE SP 9.5 WEARING COURSE MIX (2,C)	TON	\$80.00	1250	\$100,000.00				
30	TYPE SP 12.5 NON WEAR COURSE MIX (2,C)	TON	\$77.00	1250	\$96,250.00				
31	BITUMINOUS RAMP CURB EDGE	LIN FT	\$3.50	7450	\$26,075.00				

**BIRCH BLUFF ROAD RECONSTRUCTION**  
**PRELIMINARY COST ESTIMATE**  
**CITY OF SHOREWOOD**  
**STREET, STORM, & AND SANITARY IMPROVEMENT ESTIMATE**  
**DATE: 2/22/2022**



ITEM NO.	BID ITEM	UNIT	UNIT COST	STREET QUANTITY	STREET COST	STORM QUANTITY	STORM COST	SANITARY QUANTITY	SANITARY COST
32	MILL OUT BITUMINOUS RAMP CURB EDGE	LIN FT	\$1.75	7450	\$13,037.50				
33	4" PERF PVC PIPE DRAIN	LIN FT	\$12.00			7200	\$86,400.00		
34	12" PVC PIPE SEWER	LIN FT	\$66.00			325	\$21,450.00		
35	4" PVC PIPE DRAIN CLEANOUT	EACH	\$375.00			25	\$9,375.00		
36	6" PVC PIPE DRAIN CLEANOUT	EACH	\$450.00			2	\$900.00		
37	12" RC PIPE SEWER DES 3006 CL V	LIN FT	\$53.00			1200	\$63,600.00		
38	15" RC PIPE SEWER DES 3006 CL V	LIN FT	\$56.00			510	\$28,560.00		
39	18" RC PIPE SEWER DES 3006 CL V	LIN FT	\$60.00			190	\$11,400.00		
40	24" RC PIPE SEWER DES 3006 CL V	LIN FT	\$65.00			20	\$1,300.00		
41	36" RC PIPE SEWER DES 3006 CL V	LIN FT	\$300.00			8	\$2,400.00		
42	24" SPAN RC PIPE ARCH	LIN FT	\$125.00			193	\$24,125.00		
43	43" SPAN RC PIPE ARCH	LIN FT	\$150.00			72	\$10,800.00		
44	12" RC PIPE APRON W/TRASH GUARD	EACH	\$1,750.00			1	\$1,750.00		
45	15" RC PIPE APRON W/TRASH GUARD	EACH	\$2,250.00			1	\$2,250.00		
46	18" RC PIPE APRON W/TRASH GUARD	EACH	\$2,750.00			1	\$2,750.00		
47	24" RC PIPE APRON W/TRASH GUARD	EACH	\$3,000.00			1	\$3,000.00		
48	36" SPAN RC PIPE APRON W/TRASH GUARD	EACH	\$3,500.00			1	\$3,500.00		
49	SANITARY SEWER SERVICE REPAIR	LIN FT	\$60.00					300	\$18,000.00
50	4" PVC PIPE SEWER SERVICE SDR-26	LIN FT	\$55.00					200	\$11,000.00
51	8" PVC PIPE SEWER SDR-35	LIN FT	\$120.00					100	\$12,000.00
52	8"X4" PVC WYE	EACH	\$700.00					5	\$3,500.00
53	RECONSTRUCT MANHOLE	EACH	\$2,500.00					3	\$7,500.00
54	CASTING ASSEMBLY (STORM)	EACH	\$750.00			19	\$14,250.00		
55	CASTING ASSEMBLY (SANITARY)	EACH	\$750.00					20	\$15,000.00
56	ADJUST FRAME & RING CASTING	EACH	\$675.00					19	\$12,825.00
57	SAFFLE BAFFLE	EACH	\$1,500.00			2	\$3,000.00		
58	CONSTRUCT DRAINAGE STRUCTURE DESIGN 2'X3'	LIN FT	\$500.00			90	\$45,000.00		
59	CONSTRUCT DRAINAGE STRUCTURE DES 48-4020	LIN FT	\$900.00			14	\$12,600.00		
60	CONSTRUCT DRAINAGE STRUCTURE DES 48-4022	LIN FT	\$1,200.00			12	\$14,400.00		
61	SUMP PUMP SERVICE LINE CONNECTION	EACH	\$425.00			43	\$18,275.00		
62	CHIMNEY SEAL	EACH	\$260.00			20	\$5,200.00	19	\$4,940.00
63	4" POLYSTYRENE INSULATION	SQ YD	\$50.00			50	\$2,500.00		



**BIRCH BLUFF ROAD RECONSTRUCTION**  
**PRELIMINARY COST ESTIMATE**  
**CITY OF SHOREWOOD**  
**STREET, STORM, & AND SANITARY IMPROVEMENT ESTIMATE**  
**DATE: 2/22/2022**



ITEM NO.	BID ITEM	UNIT	UNIT COST	STREET QUANTITY	STREET COST	STORM QUANTITY	STORM COST	SANITARY QUANTITY	SANITARY COST
64	RANDOM RIPRAP	CU YD	\$120.00			60	\$7,200.00		
65	6" CONCRETE DRIVEWAY PAVEMENT (W/ 6" AGG. BASE CL 5)	SQ FT	\$10.00	1575	\$15,750.00				
66	3" BITUMINOUS DRIVEWAY (W/ 6" AGG. BASE CL 5)	SQ FT	\$5.00	12800	\$64,000.00				
67	RETAINING WALL	SQ FT	\$65.00	6400	\$416,000.00				
68	CONCRETE CURB & GUTTER DESIGN B618	LIN FT	\$18.00	7600	\$136,800.00				
69	MAILBOX (TEMPORARY)	EACH	\$65.00	45	\$2,925.00				
70	TRAFFIC CONTROL	LUMP SUM	\$10,000.00	0.670	\$6,703.00	0.114	\$1,135.00	0.021	\$205.00
71	STRUCTURE MARKER	EACH	\$125.00	6	\$750.00				
72	SIGN PANEL TYPE C	SQ FT	\$55.00	225	\$12,375.00				
73	SIGN PANEL TYPE SPECIAL	EACH	\$240.00	6	\$1,440.00				
74	TREE 2.5" CAL B&B	TREE	\$575.00	125	\$71,875.00				
75	STABILIZED CONSTRUCTION EXIT	LUMP SUM	\$4,500.00	1	\$4,500.00				
76	EROSION CONTROL SUPERVISOR	LUMP SUM	\$6,550.00	0.670	\$4,390.47	0.114	\$743.43	0.021	\$134.28
77	STORM DRAIN INLET PROTECTION	EACH	\$175.00	26	\$4,550.00				
78	SILT FENCE, TYPE MS	LIN FT	\$2.50	10000	\$25,000.00				
79	SEDIMENT CONTROL LOG TYPE WOOD FIBER	LIN FT	\$4.00	1200	\$4,800.00				
80	SANDBAG BARRIER	EACH	\$110.00	25	\$2,750.00				
81	COMMON TOPSOIL BORROW (LV)	CU YD	\$40.00	2300	\$92,000.00				
82	TURF RESTORATION	SQ YD	\$6.00	11900	\$71,400.00				
83	RAPID STABILIZATION METHOD 3	MGAL	\$650.00	15	\$9,750.00				
84	LANDSCAPING ALLOWANCE	LUMP SUM	\$40,000.00	1	\$40,000.00				
85	IRRIGATION ALLOWANCE	LUMP SUM	\$20,000.00	1	\$20,000.00				
TOTAL WITHOUT PRORATA ITEMS:					\$2,380,501.50		\$403,110.00		\$92,865.00
PRORATA ITEMS:					\$135,098.97		\$22,875.93		\$4,131.77
CONTINGENCY (5%):					\$125,780.02		\$21,299.30		\$4,849.84
INFLATION (ACCOUNTS FOR INFLATION FROM 2021 TO 2023. ASSUMED TO BE 10%):					\$264,138.05		\$44,728.52		\$10,184.66
TOTAL ESTIMATED CONSTRUCTION COST:					\$2,905,518.54		\$492,013.74		\$112,031.28
25% PROJECT DEVELOPMENT COSTS:					\$726,379.63		\$123,003.44		\$28,007.82
RIGHT OF WAY ACQUISITION:					\$167,575.00		\$28,375.00		\$5,125.00
TOTAL ESTIMATED PROJECT COST:					\$3,799,473.17		\$643,392.18		\$145,164.09

**BIRCH BLUFF ROAD RECONSTRUCTION**  
**PRELIMINARY COST ESTIMATE**  
**CITY OF SHOREWOOD**  
**WATER SYSTEM IMPROVEMENT (8-INCH) ESTIMATE**  
**DATE: 2/22/2022**



ITEM NO.	BID ITEM	UNIT	QUANTITY	UNIT COST	TOTAL COST
1	MOBILIZATION	LUMP SUM	0.196	\$185,000.00	\$36,204.50
2	TRAFFIC CONTROL	LUMP SUM	0.196	\$10,000.00	\$1,957.00
3	EROSION CONTROL SUPERVISOR	LUMP SUM	0.196	\$6,550.00	\$1,281.84
4	COURSE AGGREGATE BEDDING (LV)	CU YD	500	\$60.00	\$30,000.00
5	CONNECT TO EXISTING WATERMAIN	EACH	1	\$2,350.00	\$2,350.00
6	HYDRANT	EACH	10	\$5,825.00	\$58,250.00
7	HYDRANT EXTENSION	LIN FT	15	\$1,150.00	\$17,250.00
8	6" GATE VALVE & BOX	EACH	10	\$2,700.00	\$27,000.00
9	8" GATE VALVE & BOX	EACH	7	\$3,350.00	\$23,450.00
10	CASTING ASSEMBLY (WATER)	EACH	2	\$1,125.00	\$2,250.00
11	CASTING ASSEMBLY (SPECIAL)	EACH	2	\$950.00	\$1,900.00
12	1" CORPORATION STOP	EACH	58	\$475.00	\$27,550.00
13	1" CURB STOP & BOX	EACH	58	\$550.00	\$31,900.00
14	1" TYPE K COPPER PIPE	LIN FT	1500	\$45.00	\$67,500.00
15	6" DIP WATERMAIN, CL 52 W/POLY WRAP	LIN FT	120	\$60.00	\$7,200.00
16	8" DIP WATERMAIN, CL 52 W/POLY WRAP	LIN FT	3775	\$65.00	\$245,375.00
17	9 LB ANODE BAG	EACH	8	\$275.00	\$2,200.00
18	DUCTILE IRON FITTINGS	POUND	1492	\$10.00	\$14,920.00
TOTAL WITHOUT PRORATA ITEMS					\$559,095.00
PRORATA ITEMS					\$39,443.34
CONTINGENCY (5%)					\$29,926.92
INFLATION (ACCOUNTS FOR INFLATION FROM 2021 TO 2023. ASSUMED TO BE 10%)					\$62,846.53
TOTAL ESTIMATED CONSTRUCTION COST:					\$691,311.78
25% PROJECT DEVELOPMENT COSTS:					\$172,827.94
RIGHT OF WAY ACQUISITION					\$48,925.00
TOTAL ESTIMATED PROJECT COST:					\$913,064.72

**BIRCH BLUFF ROAD RECONSTRUCTION**  
**PRELIMINARY COST ESTIMATE**  
**CITY OF SHOREWOOD**  
**8-FOOT TRAIL AT BACK OF CURB ESTIMATE**  
**DATE: 2/22/2022**



ITEM NO.	BID ITEM	UNIT	QUANTITY	UNIT COST	TOTAL COST
1	6" CONCRETE WALK (W/ 6" AGG. BASE CL 5)	SQ FT	336	\$15.00	\$5,040.00
2	DRILL & GROUT REINF BARS (EPOXY COATED)	EACH	32	\$17.00	\$544.00
3	3" BITUMINOUS TRAIL (W/ 6" AGG. BASE CL 5)	SQ FT	7620	\$4.50	\$34,290.00
4	TRUNCATED DOMES	SQ FT	65	\$65.00	\$4,225.00
5	CONCRETE CURB & GUTTER DESIGN B618	LIN FT	250	\$18.00	\$4,500.00
6	RETAINING WALL	SQ FT	1000	\$65.00	\$65,000.00
7	REMOVE & REPLACE BITUMINOUS PAVEMENT	SQ FT	500	\$10.00	\$5,000.00
8	COMMON EXCAVATION (EV)	CU YD	500	\$22.00	\$11,000.00
9	TURF RESTORATION	SQ YD	550	\$6.00	\$3,300.00
10	AGGREGATE BASE (CV) CLASS 5	CU YD	20	\$42.00	\$840.00
11	CLEAR TREE	EACH	4.00	\$300.00	\$1,200.00
12	GRUB TREE	EACH	4	\$300.00	\$1,200.00
13	WETLAND MITIGATION	ACRE	0.10	\$15,000.00	\$1,500.00
				TOTAL	\$137,639.00
				CONTINGENCY (5%)	\$6,881.95
				INFLATION (ACCOUNTS FOR INFLATION FROM 2021 TO 2023. ASSUMED TO BE 10%)	\$14,452.10
				TOTAL ESTIMATED CONSTRUCTION COST:	\$158,973.05
				25% PROJECT DEVELOPMENT COSTS:	\$39,743.26
				<b>TOTAL ESTIMATED PROJECT COST:</b>	<b>\$198,716.31</b>



**BIRCH BLUFF ROAD RECONSTRUCTION**  
**PRELIMINARY COST ESTIMATE**  
**CITY OF SHOREWOOD**  
**6-FOOT SIDEWALK AT BACK OF CURB ESTIMATE**  
**DATE: 2/22/2022**



ITEM NO.	ITEM DESCRIPTION	UNIT	QUANTITY	UNIT COST	TOTAL COST
1	4" CONCRETE WALK (W/ 6" AGG. BASE CL 5)	SQ FT	5,692	\$9.00	\$51,228.00
2	6" CONCRETE WALK (W/ 6" AGG. BASE CL 5)	SQ FT	288	\$15.00	\$4,320.00
3	DRILL & GROUT REINF BARS (EPOXY COATED)	EACH	24	\$17.00	\$408.00
4	TRUNCATED DOMES	SQ FT	65	\$65.00	\$4,225.00
5	CONCRETE CURB & GUTTER DESIGN B618	LIN FT	250	\$18.00	\$4,500.00
6	RETAINING WALL	SQ FT	800	\$65.00	\$52,000.00
7	REMOVE & REPLACE BITUMINOUS PAVEMENT	SQ FT	500	\$10.00	\$5,000.00
8	COMMON EXCAVATION (EV)	CU YD	291	\$22.00	\$6,402.00
9	TURF RESTORATION	SQ YD	750	\$6.00	\$4,500.00
10	AGGREGATE BASE (CV) CLASS 5	CU YD	20	\$42.00	\$840.00
11	CLEAR TREE	EACH	4.00	\$300.00	\$1,200.00
12	GRUB TREE	EACH	4	\$300.00	\$1,200.00
13	WETLAND MITIGATION	ACRE	0.10	\$15,000.00	\$1,500.00
TOTAL					\$137,323.00
CONTINGENCY (5%)					\$6,866.15
INFLATION (ACCOUNTS FOR INFLATION FROM 2021 TO 2023. ASSUMED TO BE 10%)					\$14,418.92
TOTAL ESTIMATED CONSTRUCTION COST:					\$158,608.07
25% PROJECT DEVELOPMENT COSTS:					\$39,652.02
TOTAL ESTIMATED PROJECT COST:					\$198,260.08

**BIRCH BLUFF ROAD RECONSTRUCTION**  
**PRELIMINARY COST ESTIMATE**  
**CITY OF SHOREWOOD**  
**6-FOOT SIDEWALK 2-FOOT OFF ROW ESTIMATE**  
**DATE: 2/22/2022**



ITEM NO.	ITEM DESCRIPTION	UNIT	QUANTITY	UNIT COST	TOTAL COST
1	4" CONCRETE WALK (W/ 6" AGG. BASE CL 5)	SQ FT	5643	\$9.00	\$50,787.00
2	6" CONCRETE WALK (W/ 6" AGG. BASE CL 5)	SQ FT	288	\$15.00	\$4,320.00
3	DRILL & GROUT REINF BARS (EPOXY COATED)	EACH	24	\$17.00	\$408.00
4	TRUNCATED DOMES	SQ FT	65	\$65.00	\$4,225.00
5	RETAINING WALL	SQ FT	800	\$65.00	\$52,000.00
6	COMMON EXCAVATION (EV)	CU YD	204	\$22.00	\$4,488.00
7	TURF RESTORATION	SQ YD	840	\$6.00	\$5,040.00
8	CLEAR TREE	EACH	16	\$300.00	\$4,800.00
9	GRUB TREE	EACH	31	\$300.00	\$9,300.00
10	CULVERT	LIN FT	20	\$60.00	\$1,200.00
11	WETLAND MITIGATION	ACRE	0.20	\$15,000.00	\$3,000.00
TOTAL					\$139,568.00
CONTINGENCY (5%)					\$6,978.40
INFLATION (ACCOUNTS FOR INFLATION FROM 2021 TO 2023. ASSUMED TO BE 10%)					\$14,654.64
TOTAL ESTIMATED CONSTRUCTION COST:					\$161,201.04
25% PROJECT DEVELOPMENT COSTS:					\$40,300.26
TOTAL ESTIMATED PROJECT COST:					\$201,501.30

**CITY OF SHOREWOOD  
COUNTY OF HENNEPIN  
STATE OF MINNESOTA**

**RESOLUTION 22-056**

**A RESOLUTION TO APPROVE SCOPING DOCUMENT AND AUTHORIZE  
PREPARATION OF FINAL PLANS AND SPECIFICATIONS FOR THE BIRCH BLUFF  
ROAD RECONSTRUCTION PROJECT  
CITY PROJECT 21-01**

**WHEREAS**, the current Capital Improvement Plan (CIP) identifies improvements to Birch Bluff Road and Lee Circle Reconstruction Project from Grant Lorenz Road to Pleasant Ave and includes street reconstruction, watermain, and drainage improvements; and

**WHEREAS**, the above Improvements are identified in the CIP for 2023 construction season and will require the acquisition of easements and right of way; and

**WHEREAS**, the City has completed the Scoping Document that provides recommendations to be incorporated into the design; and

**WHEREAS**, the City Council as appointed Bolton & Menk as the City Engineer and will prepare the final plans & specifications for the Birch Bluff Street Reconstruction Project;

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

1. The City Council of the City of Shorewood, Minnesota approves the Scoping Document with the included recommendations and authorizes Bolton & Menk to prepare final plans & specifications for the Birch Bluff Reconstruction Project with the recommendations provided.

Passed by the City Council of Shorewood, Minnesota this 13<sup>th</sup> day of June 2022.

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**Jennifer Labadie, Mayor**

**Attest:**

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**Sandie Thone, City Clerk**





## City of Shorewood Council Meeting Item

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**Title/Subject:** Bond Reimbursement Resolution

Meeting Date: June 13, 2022

Prepared By: Joe Rigdon, Finance Director

Reviewed By: Ed Shukle, Interim City Administrator

9A

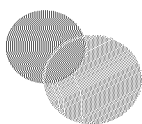
MEETING  
TYPE  
REGULAR

**Attachments:** Letter from Shannon Sweeney of David Drown Associates;  
Resolution

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**Background:** Reimbursement resolutions allow one or more city funds to loan money to a capital projects fund or enterprise fund for capital costs, and to require reimbursement to the original fund(s). For the 2022 street and utility projects, it is advisable that the city have a reimbursement Resolution approved. The Resolution will allow the city to reimburse itself with tax exempt bond proceeds for project expenses that the city has already paid for, as well as provide flexibility for financing as there will be multiple projects financed through a single bond issue.

**Recommended Action:** Staff recommends approval of a Resolution Declaring the Official Intent of the City of Shorewood to Reimburse Certain Expenditures from the Proceeds of Bonds to be Issued by the City.

**DDA****David Drown Associates, Inc.  
Public Finance Advisors**

Cologne Office:  
10555 Orchard Road  
Cologne, MN 55322  
(952) 356-2992  
shannon@daviddrown.com

June 8, 2022

City of Shorewood  
Attn: Ed Shukle, Interim City Administrator  
Attn: Joe Rigdon, Finance Director  
5755 Country Club Road  
Shorewood, MN 55331

**RE: Reimbursement Resolution - Street & Utility Reconstruction Projects**

Honorable Mayor, Council Members, and Interim Administrator Shukle:

The City of Shorewood is in the process of implementing several street and utility reconstruction projects that have been bid, or will be bid, in 2022. As some or all of those projects may be funded through the issuance of tax-exempt bonds, it would be our recommendation for the City Council to adopt a reimbursement resolution which preserves the City's ability to reimburse project costs from the proceeds of tax-exempt bonds for projects that may start construction more than 60 days in advance of the issuance of bonds.

A reimbursement resolution is required to reimburse capital costs from tax exempt bond proceeds if the bonds are issued more than 60 days after the capital cost has been incurred. As the implementation timeline varies for several of the 2022/2023 projects, it would be appropriate to adopt a reimbursement resolution to preserve flexibility for the implementation of project financing.

Enclosed for City Council consideration is a resolution declaring the City's intent to reimburse project costs from the proceeds of tax-exempt bonds. The resolution does not obligate the City to issue bonds, but it does preserve the City's ability to coordinate financing for multiple projects.

Please feel free to contact me if I can be of any assistance in answering questions regarding the information provided.

Sincerely,

Shannon Sweeney, Associate  
David Drown Associates, Inc.

**CITY OF SHOREWOOD, MINNESOTA**

**RESOLUTION NO. 22-057**

**DECLARING THE OFFICIAL INTENT OF THE  
CITY OF SHOREWOOD TO REIMBURSE  
CERTAIN EXPENDITURES FROM THE PROCEEDS  
OF BONDS TO BE ISSUED BY THE CITY**

WHEREAS, the Internal Revenue Service has issued Treas. Reg. § 1.150-2 (the “Reimbursement Regulations”) providing that proceeds of tax-exempt bonds used to reimburse prior expenditures will not be deemed spent unless certain requirements are met; and

WHEREAS, the City expects to incur certain expenditures that may be financed temporarily from sources other than bonds, and reimbursed from the proceeds of a tax-exempt bond;

WHEREAS, the City has determined to make this declaration of official intent (the “Declaration”) to reimburse certain costs from proceeds of bonds in accordance with the Reimbursement Regulations.

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

1. The City proposes to undertake the following projects (the “Projects”).

2022 Sanitary Sewer Lift Station Rehabilitation Projects  
2022 Street Mill & Overlay Projects  
Strawberry Lane Street & Utility Reconstruction Project  
Strawberry Court Street Reclamation Project  
Peach Circle Street & Utility Reconstruction Project

2. The City reasonably expects to reimburse the expenditures made for certain costs of the Projects from the proceeds of bonds in an estimated maximum principal amount of \$6,900,000. All reimbursed expenditures will be capital expenditures, costs of issuance of the bonds, or other expenditures eligible for reimbursement under Section 1.150-2(d)(3) of the Reimbursement Regulations.

3. This Declaration has been made not later than 60 days after payment of any original expenditure to be subject to a reimbursement allocation with respect to the proceeds of bonds, except for the following expenditures: (a) costs of issuance of bonds; (b) costs in an amount not in excess of the lesser of \$100,000 or 5 percent of the proceeds of an issue; or (c) “preliminary expenditures” up to an amount not in excess of 20 percent of the aggregate issue price of the issue or issues that finance or are reasonably expected by the City to finance the project for which the preliminary expenditures were incurred. The term “preliminary expenditures” includes architectural, engineering, surveying, bond issuance, and similar costs that are incurred prior to



commencement of acquisition, construction or rehabilitation of a project, other than land acquisition, site preparation, and similar costs incident to commencement of construction.

4. This Declaration is an expression of the reasonable expectations of the City based on the facts and circumstances known to the City as of the date hereof. The anticipated original expenditures for the Project and the principal amount of the bonds described in paragraph 2 are consistent with the City's budgetary and financial circumstances. No sources other than proceeds of bonds to be issued by the City are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside pursuant to the City's budget or financial policies to pay such Project expenditures.

5. This Declaration is intended to constitute a declaration of official intent for purposes of the Reimbursement Regulations.

Approved by the City Council of the City of SHOREWOOD this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

CITY OF SHOREWOOD, MINNESOTA

Attest:

\_\_\_\_\_  
Mayor Jennifer Labadie

\_\_\_\_\_  
Sandie Thone, City Clerk



## City of Shorewood Council Meeting Item

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**Title / Subject: Water Efficiency Grant from Metropolitan Council**

Meeting Date: Monday, June 13, 2022

Prepared by: Julie Moore, Communications and Recycling Coordinator

Reviewed by: Sandie Thone, City Clerk/Human Resources Director

10A.1

MEETING TYPE  
Regular

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**Background:**

The City of Shorewood was awarded a \$8,400 water efficiency grant through the Clean Water, Land and Legacy Amendment and the Metropolitan Council. The city's matching funds requirement is \$2,100. The funds will be used to help residents swap out inefficient appliances with more efficient WaterSense- and Energy Star-labeled replacements.

**Timeline:**

The grant program period begins on July 1, 2022, and ends January 30, 2024 while funds last.

**Connection to Vision/Mission:** Consistency in providing residents quality public services, a healthy environment, a variety of attractive amenities, a sustainable tax base, and sound financial management through effective, efficient, and visionary leadership.