City of Afton

CITY COUNCIL AGENDA
AFTON CITY COUNCIL CHAMBERS
3033 St. Croix Trail South
TUESDAY, April 21, 2015
7:00 P.M.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

_____Mayor Bend
_____Council Member Nelson
_____Council Member Ross
_____Council Member Richter
_____Council Member Palmquist

4. APPROVAL OF AGENDA

A. Approval of the Agenda for the Regular City Council Meeting of April 21, 2015.

5. APPROVAL OF MINUTES

A. Minutes of the February 18, 2015 Special City Council Meeting (TABLED from the 3/17/15 CC mtg) -
B. Minutes of the March 17, 2015 Regular City Council Meeting –
C. Minutes of the March 25, 2015 Special City Council Meeting –
D. Minutes of the April 13, 2015 Special City Council Meeting- Street Lighting Demonstration –

6. PUBLIC INPUT

Citizens may share their comments or concerns on any issue that is a responsibility or function of the Afton City Council, whether or not the issue is on the Agenda. Persons who wish to address the Council must fill out a Comment Card before the meeting begins and give it to the City Administrator or Council Chair. The Council Chair will request you to come to the podium, state your full name and address and present your comments. You are encouraged to limit your presentation to no more than 3 minutes. The Council Chair reserves the right to limit an individual's presentation if it becomes redundant, repetitive, overly argumentative, or if it is not relevant to an issue that is part of the City of Afton's responsibilities. The Council Chair may also limit the number of individual presentations to accommodate the scheduled agenda items.

7. REPORTS/PRESENTATIONS

A. Sheriff's Monthly Report
B. Lower St. Croix Fire District
C. Jim Bougie, Finance Committee Report
D. Matt Moore, South Washington Watershed District
E. Tom Nelson, Stillwater Schools Interim Superintendent
F. Mary Planten-Krell, Youth Service Bureau (Item will be discussed under 9C2)

8. CONSENT AGENDA

All matters listed on the Consent Agenda are considered to be routine by City Council and will be enacted in one motion. If a member wishes to discuss an item, that item will be removed from the Consent Agenda and considered separately. (Roll Call for Consent Agenda approval if Resolutions included):

A. Just and Correct Claims
B. 4M Fund Transfer - MARCH - **Resolution 2015-31**
C. Approval of the Afton Recycling Grant Application and Two-Year Work Plan – **Resolution 2015-32**
D. Afton Historical Society – Temporary Liquor Licenses for three of four Community Events in 2015

9. CITY COUNCIL BUSINESS

A. Planning Commission Report –

1. River Valley Riders Amended CUP at 2007 Neal Avenue - **Resolution 2015 - 33**
2. Matt Twomey Minor Subdivision and Variances at 30th Street Property with PID 16.028.20.31.0001 - **Resolution 2015-34**
3. Manning Avenue Corridor Overlay District Update
4. Election of Officers Update

B. Engineering Report

1. Staff Report/Council Update
   a. Approve Plans and Specifications and Authorize Advertisement for Bids for the Downtown Improvement Projects - **Resolution 2015-35**
   b. No Parking on Segments of CR 21 (TABLED from 3/17/15 CC mtg) – **Resolution 2015-22**
   c. Proposal for Phase 1 Cultural Resources Investigation
   d. Refer Ordinance Amendment for Downtown Sewer and Assessment Regulations to the Planning Commission
   e. Comprehensive Plan Amendment

C. Administration –

1. AABA Request for a Special Event Permit for a Farmers Market at Town Square Park
2. YSB Request for Funding
3. Heritage Preservation Commission (HPC) Reappointments
4. Appointment of Deborah Clayton to the High Speed Internet Access Committee
5. Intern Appointment
6. Minnesota City/County Managers Association Spring Leadership Institute
7. Schedule Work Session
8. Street Repair and Improvement Needs
9. Appointment of Chris Bliska to the Lower St. Croix Valley Fire Department Audit Committee
10. **Easement Settlement (The meeting may be moved to the end of the agenda and closed to consider the response to the City's offer for the purchase of an easement)**

D. Committee Reports

1. Public Works
2. Personnel
3. Parks
4. HPC/DR

10. COUNCIL, CONSULTANT AND STAFF REPORTS, ANNOUNCEMENTS AND UPDATES

A. Ward 1 Council Member Palmquist
B. Ward 2 Council Member Richter
C. Ward 3 Council Member Ross
D. Ward 4 Council Member Nelson
E. Mayor Bend
F. City Attorney Knaak
G. City Administrator Moorse

11. ADJOURN

A quorum of the City Council or Other Commissions may be present to receive information at, but not limited to, any of the following meetings: Planning Commission; the Public Works Committee; Parks Committee; Design Review and Historic Preservation Commission; Lower St. Croix Cable Commission; LSCWMO; MSCWMO; I-94 Corridor Coalition and the 5-City Mayor's Alliance.

5A

PROCEEDINGS OF THE AFTON CITY COUNCIL
CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

DRAFT City Council Work Session Minutes
February 18, 2015
Afton City Hall
3033 St. Croix Trail
Afton, MN 55001
1:00 p.m.

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1. THE MEETING WAS CALLED TO ORDER at 1:00 p.m.by Mayor Bend.

2. ROLL CALL: Nelson, Ross, Richter, Palmquist, Bend. **Quorum present.**

OTHERS PRESENT: City Engineer Diane Hankee, City Administrator Ron Moorse and Deputy Clerk Kim Swanson Linner.

3. APPROVAL OF AGENDA -
Motion/Second: Palmquist/Richter. To approve the February 18, 2015 City Council Work Session agenda as presented. Motion carried 5-0-0.

4. CITY COUNCIL BUSINESS –

A. Establish and Prioritize 2015 Goals – Mayor Bend commended the city staff for their work, noting that "things get done because of staff."

Mayor Bend summarized that the city's goal statements need to be specific about the expected result so that it will be clear when they are achieved, and specific enough about the expected completion date to enable clear prioritization and accountability. He explained a commonly used acronym regarding goals is **S.M.A.R.T.**

Specific
Measurable
Attainable
Results Oriented
Time Framed

Bend reviewed the 2014 Council Goals noting the results of each. There were some that were carried over and are on-going (the cluster septic system bids were rejected, the work is continuing on Downtown Improvements, discussion continues on ordinance language for accessory buildings), some goals had lower priorities and no action was taken last year (paperless office/document imaging, adopting the 2012 Park Plan, Cemetery Road minimum maintenance issues, and a multi-year maintenance/improvement plan for City facilities). After the review, it was noted that 100% of the 2014 City's priority goals had been achieved.

Council jumped to Item B to review the 2015 Downtown Improvement Projects, as they are all top priority items to be undertaken in 2015. Council will then return to the 2015 Goals and their Prioritization.

B. Downtown Improvement Projects Update – City Engineer Hankee reviewed for Council the degree of completion and indicated estimated dates for the critical path needed to remain on the 2015 construction season timeline. Along with the anticipated approval of the MPCA permit this spring are the easement acquisitions required to move forward on the levee project. Negotiated acquisitions of 14 of 40 have been signed to date. All negotiated acquisitions must be done by March 30 or the City has the authority to initiate the eminent domain process. Temporary financing of the Wastewater Collection and Treatment System is moving forward in order to be ready for the start of construction. Finalizing the sewer policy and sewer project assessment policy, minimizing the impacts of construction to businesses and residents and selecting a firm to operate and maintain the Wastewater Collection and Treatment System are also priorities to complete.

Deputy Clerk Swanson Linner left the meeting at 3:00 p.m. for a doctor's appointment. City Administrator Moorse took over the minutes of the meeting for the presentation and prioritizing of the 2015 City Goals. A chart of the proposed goals was provided in order that each council member be allowed to prioritize each item.

Item 4A: Continuation of <u>2015 Establish Goals and their Prioritization</u> -

The Council agreed that a copy of the City Attorney's letter regarding the prescriptive easement over the road that provides public access to Mount Hope Cemetery should be provided to the current owner of the former Elston property, so that their marketing information for the sale of the property can reflect the status of the road.

Nelson suggested a goal added to the 2015 list: Consider the opportunities to designate Stagecoach Trail as a Natural Preservation Route in order to get a higher percentage of funding for aesthetic elements.

Ross requested that a timeline of the tasks related to the downtown projects be provided in a linear format to the Council and an updated timeline be provided to the Council on a regular basis.

Nelson indicated that an economic analysis should be prepared to determine the economic viability and impact of each of the land use options for the Manning Avenue Corridor that are being explored by the Planning Commission. This should include an analysis of the impact of each option on the value of the land.

Mayor Bend indicated the Council should explore opportunities for flexibility in zoning regulations in relation to large lot development that meets the City's density plan but does not meet some requirements, such as steep slopes. Mayor Bend referred to the Twomey subdivision application as an example of a large parcel proposed to be subdivided to create two large lots. He suggested the Planning Commission should study this issue, including the reasoning behind current regulations, such as restrictions related to steep slopes.

Additional goals identified were as follows:
Prioritize road maintenance and rehabilitation funding based on road condition – update the PACER Study. (The Council was advised that Ken Johnson and Diane Hankee are in the process of completing an updated rating process for the roads.
Set a target timeline for resolution of property complaints, including factors to be used as the basis for extending the resolution timeline.
Clarify staff and Council roles in relation to staff supervision
Add language to the Manning Avenue Corridor goal as follows: Planning Commission review and revise land use options for the manning Avenue Corridor based on public input received <u>and Comprehensive Plan compliance, and including a commercial use perspective.</u>
<u>Seek grants to fund a consultant to assist in the upcoming Comprehensive Plan update process</u>
Add <u>Monitor Woodbury's well 18 process with the DNR</u> as the fifth item under involvement with groundwater organizations
Add the following item under Gateway Corridor: <u>Influence the design and construction of the transit line in relation to its impact on the the I-94 and Manning intersection and the Hudson Road and Manning intersection to maintain a high level of service at both intersections.</u>
Add the following item under Administrative: <u>Mount Hope cemetery preservation, including clarifying the role of the City regarding maintenance and preservation, the use of volunteers and the Sentenced-To-Serve program, developing a long term rehabilitation plan, obtaining grant funding, and marking the boundaries of the cemetery.</u>

The Council directed Moorse to prioritize the goals based on his understanding of the Council's discussion.

5. ADJOURN – The meeting was adjourned at 4:30 P.M.

Respectfully submitted by:

_____
Kim Swanson Linner, Deputy Clerk

And

_____
Ronald J. Moorse, City Administrator

TABLED by City Council on March 17, 2015

Approved by City Council on April 21, 2015 as: Presented: _____ or Amended: _____

Signed by: Mayor Richard Bend _____ Date _____

DRAFT

5B

PROCEEDINGS OF THE AFTON CITY COUNCIL
CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

DRAFT Regular City Council Meeting Minutes
March 17, 2015
Afton City Hall
3033 St. Croix Trail
Afton, MN 55001
7:00 p.m.

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1. **THE MEETING WAS CALLED TO ORDER** at 7:00 p.m. by Mayor Bend.

2. **PLEDGE OF ALLEGIANCE** was recited.

3. **ROLL CALL:** Council Members Palmquist, Richter, Ross, Nelson, and Mayor Bend. **Quorum present.**

   OTHERS PRESENT: City Attorney Fritz Knaak, City Engineer Diane Hankee, Planning Commission Chair Barbara Ronningen, City Administrator Ron Moorse and Deputy Clerk Kim Swanson Linner.

4. **APPROVAL OF AGENDA**

   A. Approval of the Agenda for the Regular City Council meeting of March 17, 2015 – Items 7C, Jim Bougie, Finance Committee Report and 7D, Matt Moore, South Washington Watershed District were removed. Two items were added under Administration: Item 9C 10, Estimates for repair of City Garage and Item 9C 11, Consider Recognition for Afton Residents, ie. 2015 World Champion Cross-County Skier Jessie Diggins.

Motion/Second: Richter/Palmquist. To approve the March 17, 2015 Regular City Council Meeting agenda as amended. Motion carried 5-0-0.

Mayor Bend asked to move the Sheriff's Report up on the Agenda to Item 4B due to the Deputy's attendance. **The amendment was accepted by Richter and Palmquist. Motion amendment carried 5-0-0.**

B. Sheriff's Report [moved from Item 7A] – Deputy Nick Sullivan reported on the string of mailbox thefts from the north end of the city; they have good leads on suspects. March is a vulnerable time for check theft from mailboxes; thieves "wash" the ink and fill in what they want and cash the checks. RESIDENTS ARE ENCOURAGED TO CONTINUE REPORTING SUSPICIOUS VEHICLES—particularly if you see a "different" mail carrier vehicle stopping at mailboxes!

Residents are also warned to STAY OFF THE RIVER; the ice is not safe. A person had to be rescued earlier in the day from standing on the ice which broke away and began floating down river.

5. **APPROVAL OF MINUTES**

   A. Minutes of the February 17, 2015 Regular City Council meeting –

Motion/Second: Richter/Palmquist. To approve the minutes of the February 17, 2015 Regular City Council Meeting minutes as presented. Motion carried 5-0-0.

B. Minutes of the February 18, 2015 City Council Work Session – Council Member Nelson requested the statement on Lines 69-70 be reviewed for accuracy.

Council members asked to have the statement written by Administrator Moorse reviewed on the digital recorder. They chose to continue the approval of this set of minutes at the next City Council meeting.

C. Minutes of the February 24, 2015 Special City Council meeting –

Motion/Second: Nelson/Palmquist. To approve the minutes of the February 24, 2015 Improvement Hearing-Special City Council Meeting minutes as presented. Motion carried 3-0-2 (Abstain: Richter and Ross).

D. Minutes of the March 10, 2015 City Council Work Session –

Motion/Second: Richter/Palmquist. To approve the minutes of the March 10, 2015 City Council Work Session minutes as presented. Motion carried 5-0-0.

6. PUBLIC INPUT –

Jim Golden, 1920 Quarry Avenue, Lake St. Croix Beach (LSCB), reported on the LSCB City Council meeting where council members voted to expend $20,000 of city funds to aggressively oppose Afton's wastewater collection and treatment facility because of its proximity to Valley Creek. He felt the Minnesota Pollution Control Agency (MPCA) will be requesting an Environmental Impact Statement (EIS) for Afton's proposed facility.

7. REPORTS/PRESENTATIONS

A. Sheriff's Monthly Report – [was moved to Item 4B]
B. Lower St. Croix Fire District – no representatives in attendance.
C. Jim Bougie, Finance Committee Report – [removed from the agenda]
D. Matt Moore, South Washington Watershed District – [removed from the agenda]
E. Lower St. Croix Valley Community Foundation – Maggie Arzdorf-Schubbe presented for the Foundation; Jeff Heegaard and Tom Hobert were also in attendance. The Foundation is putting forth efforts to renovate the Afton-Lakeland Bike Trail, as they believe parts of it are in disrepair and some parts are dangerous. They met with Washington County to inquire about funding assistance; the County indicated they could put it on a future maintenance budget. They would grind up the trail and resurface it without increasing the existing 8 foot width. The Foundation will work with Met Council to get the trail added to the next Regional Trail System in order to be eligible for additional funding sources.

Richter asked if the Foundation had tracked the funding from each of the five communities, noting that Afton resurfaced the trail bridge over Valley Creek in 2013.

Arzdorf-Schubbe indicated they had not. She understands from the Consulting Engineer's Report that the bridge is now in good shape. The only issue from a renovation standpoint was whether a 10 foot trail width would funnel down to the 8 foot bridge width, which she indicated it could if need be, but at this point it looks as if the bridge will remain the 8 foot width.

Motion/Second: Richter/Palmquist. To approve Resolution 2015-28 in support of the Lower St. Croix Foundation's efforts to renovate the Lower St. Croix Trail, noting that no financial commitment from the City is made for the renovation. ROLL CALL: All Ayes. Motion carried 5-0-0.

8. CONSENT AGENDA –

A. Just and Correct Claims
B. 4M Fund Transfer - JANUARY and FEBRUARY 2015 – **Resolution 2015-16 -**

Motion/Second: Richter/Palmquist. To approve the consent agenda as presented including Resolution 2015-16 for the 4M Fund Transfer for JANUARY and FEBRUARY 2015 as presented. ROLL CALL: All Ayes. Motion carried 5-0-0.

9. CITY COUNCIL BUSINESS

A. Planning Commission Report – Planning Commission Chair Barbara Ronningen reported that both she and Vice Chair Kris Kopitzke were unable to attend the March 2 meeting, therefore, Secretary and Commissioner Mark Nelson was asked to chair the meeting. Nelson was commended for his willingness to step in at short notice and was told he did an excellent job.

1. Ordinance Amendment Regarding Accessory Buildings – **Ordinance 01-2015** – Chair Ronningen asked Commissioner Nelson to give the report on the Public Hearing for the drafted ordinance amendment.

Nelson reported that the amendment included allowing an increase in accessory building size to 5,000 sq. ft on parcels 20 acres and greater, it updated language to current State Statutes, and it reformatted accessory building size and permit information into chart form for consistency, clarity and ease of use.

Administrator Moorse pointed out the sections that were identified as being conflicting language. Sec. 12-187. A paragraph 5 has existing ordinance language that indicates an "existing agricultural building at the time

of a subdivision would be exempt from the limits on the maximum square footage and number of accessory buildings…Any additions to or expansions of accessory buildings shall thereafter be subject to requirements of this section with the existing agricultural buildings being included in both the square footage and building number calculations." This conflicts with the Planning Commission's new language relating to "Performance Standards Related to Accessory Buildings" which states "no subdivision shall be allowed if it would make existing accessory structures non-conforming, with the exception of existing agricultural buildings."

Council members discussed whether "agricultural buildings" could remain in a residential subdivision created from large parcels of land previously determined to be an agricultural use. They inquired of the City Attorney what would happen if an "ag building" was damaged; would it be allowed to be repaired. They wondered if the City could require a building permit, even though a building permit was not issued nor inspections done for the original building.

Attorney Knaak stated that, by statute, if 50% the building was determined to be damaged, then owners would have 180 days to reconstruct it. He recommended that the city require a building permit for the repairs.

Council Member Randy Nelson felt that the proposed 5,000 sq. ft. building on larger parcels was too large.

Planning Commissioners Mark Nelson explained the reasoning commissioners felt the 5,000 sq. ft. size seemed appropriate for large parcels of 20 acres and greater, especially if the property already contains a detached garage (which many large parcel old homesteads have), in that the garage area must be subtracted from the previous allowable 2,500 sq. ft. which for a hobby farm (with produce or livestock) requires storage of equipment, and other items essential to the rural nature of the parcel.

Council members discussed what would happen if an existing agricultural building changed use.

Motion/Second: <u>Palmquist/Richter.</u> To table this item to a future Work Session to work through the questions and details. Motion carried 5-0-0.

B. Engineering Report

1. <u>Staff Report/Council Update</u> – City Engineer Diane Hankee updated Council on the expected timeline for the easement acquisition process, indicating it was proceeding, but recommended the timeline for the eminent domain process be extended from being filed on March 30, 2015 to mid-to-end of April, 2015 in order to allow property owners additional time to finalize acquisition proposals.

2. <u>No Parking on Segments of CR 21</u>– **<u>Resolution 2015-22</u>** - Engineer Hankee informed Council that Washington County will be expending State Aid Funds for the improvements to County Road 21, which does not provide adequate width for parking on both sides of the street and therefore requires parking restrictions in portions of the Village.

Council Member Ross was concerned about reducing parking and the visual impact to the quaintness and the actual impact to downtown businesses with a "sea of no parking signs." He asked how parking will be enforced during Afton's many public events throughout the year.

Richter asked if the City could obtain parking exemptions from the County for the various city events.

Hankee said the concern has been raised with the County and they are checking with their traffic division to determine if the signs are warranted and/or whether parking exemptions are appropriate. She informed this is not a time-sensitive issue and can wait a month.

Motion/Second: <u>Palmquist/Richter.</u> To table this item to next month. Motion carried 5-0-0.

3. <u>Street Width on 35th Street</u> – **<u>Resolution 2015-23</u>** – Engineer Hankee brought forward Resolution 2015-23 stating that 35th Street will be improved with paving and surmountable curbs in addition to its existing non-standard width of 15 feet in order to minimize construction impact and costs beyond typical construction.

Richter asked if the Fire Department had voiced concerns for retaining this narrow street.

Hankee reported that they had not commented when told about this possibility.

Motion/Second: <u>Palmquist/Ross.</u> To approve making the improvements to 35th Street, but retaining its reduced width of 15 feet per Resolution 2015-23. ROLL CALL: All Ayes. Motion carried 5-0-0.

4. Approve Plans and Specifications for 2015 Downtown Improvement Projects – **Resolution 2015-24** – Engineer Hankee presented Resolution 2015-24 for Council to approve the 2015 Plans and Specifications for solidifying the Downtown Village Improvement Projects as reviewed at the March 10, 2015 Council Work Session. She explained the areas of 33rd and 32nd Streets are not finalized, due to the design issues including angled parking, a drop off area and green space that are included with the Afton House reconfiguration and the proposed Levee Plaza.

Bend was concerned that no drawings were attached to the Resolution and wanted clarification of which plans and specs this was intended to approve.

Ross felt there are still many unresolved issues at the committee levels.

Hankee informed that the items left at the committee levels are scheduled for 2016 or are additional funding items. Hankee described that the approvals being asked for in this Resolution are for:

a) Street Widths.
b) Schedules.
c) Lift Station.
d) Roadway Alignments.

Bend asked for confirmation that not approving the Plans and Specs at this meeting would not delay the project timelines for advertising for bids.

Hankee confirmed that it would not delay the bidding.

Council felt they could approve this at a future Special Council Meeting, but would probably need a Work Session prior to that.

Motion/Second: Palmquist/Ross. To table this item. Motion carried 5-0-0.

5. Authorize Preliminary Discussions with the Afton House Regarding Issues Related to the Downtown Improvement Projects, Including the Design of 33rd Street – Engineer Hankee indicated there are a number of interrelated issues regarding the redesign of 33rd Street that need to be worked through with the owners of the Afton House. At its March 10 Work Session, the Council discussed authorizing a group including the Mayor, the City Attorney and the City Administrator to initiate preliminary discussions with the Afton House and bring back to the Council recommendations for resolving the outstanding issues.

Nelson asked Council if adding one more council member to the group would be objectionable; he volunteered for the group. There were no objections.

Administrator Moorse reminded that Council had wanted the Engineer to provide a layout of the parking lot and impervious surface coverage in preparation for meeting with the Afton House representatives. The cost for this design work was estimated at $500.

Motion/Second: Palmquist/Nelson. To authorize a group consisting of the Mayor, City Attorney, City Administrator and Council Member Nelson to initiate preliminary discussions with the Afton House to address issues related to the Downtown Improvement Projects. In preparation for the discussion, the City Engineer is directed to provide a design layout for the areas showing the issues for discussion, not to exceed $1,500. Motion carried 5-0-0.

B. Administration –

1. Lakeview Investment #1 for:

a. Final Plat at 14833 50th Street – **Resolution 2015-25** – Dan Licht, consultant from The Planning Company, reviewed their analysis for the "Trading Post Trail Preserve" subdivision Final Plat, stating that the subdivision is consistent with the Comprehensive Plan and requirements of the Zoning Ordinance and Subdivision Ordinance as well as the approved preliminary plat. They recommended approval of the Final Plat subject to the 11 Conditions as listed in the report and the adoption of resolutions approving the Development Agreement, the dedication of the right-of-way for the extension of the Osgood cul-de-sac and the vacation of an existing public right-of-way now to be known as Block 1, Lot 6. Developer representative, Ray Pruban, was also in attendance to address any questions.

Richter asked if there was a development monument plan. Pruban answered no.

Motion/Second: Palmquist/Richter. To approve the Final Plat for Lakeview Investment #1, LLC a.k.a. "Trading Post Trail Preserve" per Resolution 2015-25. ROLL CALL: All Ayes. Motion carried 5-0-0.

b. Lakeview Investment #1 Development Agreement – **Resolution 2015-26** –

Motion/Second: Richter/Palmquist. To approve the Development Agreement for Lakeview Investment #1, LLC a.k.a. "Trading Post Trail Preserve" Final Plat, which includes an irrevocable Letter of Credit in an amount of 150% of the City Engineer's estimate of total cost of improvements determined to be $210.261.00 per Resolution 2015-26. ROLL CALL: All Ayes. Motion carried 5-0-0.

c. Lakeview Investment #1 Right-of-Way Dedication on Osgood Avenue S. and Vacation of Existing Public Right-of-Way on Block 1, Lot 6 of the Subdivision – **Resolution 2015-27** –

Motion/Second: Palmquist/Richter. To approve the Vacation of an Existing Public Right-of-Way Easement between two former parcels that are now Block 1, Lot 6 of the subdivision and to dedicate a public right-of-way for extending the cul-de-sac of Osgood Avenue South within Lakeview Investment #1, LLC a.k.a. "Trading Post Trail Preserve" Final Plat per Resolution 2015-27 including the attached survey documents. ROLL CALL: All Ayes. Motion carried 5-0-0.

2. Regulations Regarding Contiguous Non-conforming Parcels under Common Ownership – Administrator Moorse reviewed discussions by the Planning Commission and recommendations by the DNR's Molly Shodeen. The Council at their February 17, 2015 meeting wanted more time to study the issue.

Bend reviewed that the city's underlying policy for ordinances is to bring non-conforming lots into conformance. The "common ownership" issue seemed unfair that separate buildable lots under separate owners would be considered buildable, whereas, if they were under common ownership, the city requires the parcels to be combined. This becomes an issue when said common owners may wish to sell off one of the lots for various reasons and they don't know of the requirement to combine. It is a surprise to them that they do not have the "value" they thought they had. He laid out three options for a decision:

a) Do nothing; staff would need to identify all parcels affected by this language, in order for lots to be brought into conformance by having those under common ownership combined.
b) Change the ordinance so all residents are treated equally.
c) Consider a way to have flexibility by using lot size as one parameter.

Motion/Second: Palmquist/Richter. To table this item to a Work Session. Motion carried 5-0-0.

3. Support for Lower St. Croix Community Foundation Efforts to Renovate the Lower St. Croix Trail – **Resolution 2015-28** – [This item was acted on under Item 7E above.]

4. Order Downtown Improvement Projects – **Resolution 2015-21** – Administrator Moorse informed that, although Council took action at the conclusion of the February 24 Public Improvement Hearing to order the Downtown Improvement Projects, staff was advised by the City's bond counsel that the action to order the improvements requires a 4/5ths majority vote of the Council. Because there were only three Council members present for the February 24 hearing, the Council's action did not meet the requirement, and Council needs to take action on the Resolution 2015-21 again.

Motion/Second: Palmquist/Nelson. To adopt Resolution 2015-21 ordering the Downtown Improvement Projects. ROLL CALL: All Ayes. Motion carried 5-0-0.

5. 2015 Pay Adjustments – Administrator Moorse indicated that the majority of cities are providing pay adjustments in the range of 2% to 2.5%. It was noted that the impact to the City for PERA and payroll taxes would be $2,276, within the 2015 budget. The adjustment is for regular, part time and seasonal staff.

Motion/Second: Richter/Palmquist. To approve pay adjustments of 2.5% for City staff retroactive to March 1, 2015. Motion carried 5-0-0.

6. Summer Internship – Administrator Moorse explained that during the summer of 2014, two part-time interns were hired to assist with tasks and projects. The interns were very helpful in assisting the City Administrator with workload tasks. City Council placed $4,500 into the 2015 budget to fund an intern position. The position is proposed to be 30-40 hours per week through the summer at a pay rate of $10 per hour/no benefits.

Motion/Second: Richter/Ross. To authorize advertising for a summer intern position. Motion carried 4-1-0 (Nay-Nelson).

7. Temporary Liquor License Request for Afton Museum for Afton Fest, August 1, 2015 – Administrator Moorse explained that the Afton Historical Museum has for the past four years conducted an annual fundraising event called Afton Fest in Town Square Park with music, food and raffles. They request approval to receive a Temporary Liquor License for the event on August 1, 2015. Because they are a non-profit Afton business, they are also requesting to have the fees waived, as they have been in the past, for this event.

Motion/Second: Palmquist/Nelson. To approve the Afton Historical Museum's request for a Temporary Liquor License for Afton Fest on August 1, 2015 and to have any permit fees waived. The park deposit of $200 will still be required. Motion carried 4-0-1 (Abstain-Ross).

8. March 25 Special City Council meeting – Administrator Moorse indicated a Special Council meeting is needed on March 25 to take action on the sale of bonds to provide temporary financing for the Downtown Improvement Projects. He explained that the timing for obtaining and reviewing bids for the bonds does not allow the Council to take action regarding the bonds until 4:30 p.m. on the 25th. The Council may schedule other topics for this meeting as needed, such as, an opportunity to interview recent applicants for the two newly created Committees and for Planning Commission applicants.

Ross indicated he is not able to attend the meeting and indicated that he feels all the applicants for the Technology and High Speed Internet Access Committee are highly technical and qualified.

Staff offered to send Council the applications for their review for the Technology and High Speed Internet Access Committee, the Natural Resources and Groundwater Committee, and the Planning Commission.

Motion/Second: Nelson/Palmquist. To schedule a Special Council meeting on March 25, 2015 at 4:30 p.m. to award bids for the Temporary Financing Bond Sale, to appoint committee and commission members, and other items as may be added. Motion carried 5-0-0.

9. City Laptop Replacement – Administrator Moorse explained that the laptop computer in the Council Chambers is old and often does not function properly during meetings. He noted that staff uses this laptop off-site when needed to complete work with deadlines, therefore the software needs to match the professional-grade software that the city computers have. The City's technology consultant, PressEnter, quoted three options for replacing the laptop, but the one that meets staff and city specifications includes a business-grade Dell laptop with Office 2013 Professional software and an internal DVD drive for a cost of $1,474.89.

Motion/Second: Palmquist/Ross. To approve the replacement of the Council Chambers' laptop with the purchase of a business-grade Dell laptop with Office 2013 Professional software and an internal DVD drive for a cost of $1,474.89, but to check whether the laptop can be purchased in Minnesota and not be charged Wisconsin sales tax. Motion carried 5-0-0.

10. Estimates for Repair of City Garage [This item was added to the agenda.] – Council wanted to explore repairs (re-roofing and re-siding) and/or relocating the City Garage to the City Hall site, Town Square Park or to the new lift station site. They would also like to explore constructing a new City Garage at the City Hall site approximately the size of the two-car garage.

Ross wanted to explore building a garage with volunteer labor.

Nelson wanted the Public Works supervisor to get a cost of a two-car garage from Menards.

Public Works Supervisor Ken Johnson was directed to put together costs for a two-car garage from Menards.

11. Recognition for Afton Resident, Jessie Diggins [This item was added to the agenda.] – Mayor Bend explained that he thinks the City should have a policy and procedure to recognize outstanding achievement by residents. Recently cross-country skier Jessie Diggins came in second in the World Championships in Sweden. He would like to have a way to let others know that Afton produces these quality skiers and be known as a destination for the skiing population.

Ross indicated he has been talking with the parents of Jessie Diggins and would like them and Jessie to be Grand Marshalls of the 4th of July Parade this year.

Nelson had wanted a statement in the newsletter last month, but it had already gone to the printer. The Deputy Clerk put a notice in the April newsletter.

Bend would like a Proclamation and Press Release for the recognition.

D. Committee Reports –

1. Public Works – The Public Works Committee needs to schedule their Spring Road review meeting.
2. Personnel – The Committee met about pay adjustments and the intern position. Their April meeting will be for long-term planning.
3. Parks – The Committee met last month to review the U of M Park Design in conjunction with the Downtown Projects.
4. HPC/DR – They met last month on Mt. Hope Cemetery and the Afton Museum historic designation projects. The City received one $10,000 grant and is waiting to hear about getting the matching $10,000 grant for local historic designation. They meet tomorrow, Wednesday, March 18, at 5:00 p.m.

10. COUNCIL, CONSULTANT AND STAFF REPORTS, ANNOUNCEMENTS AND UPDATES

A. Ward 1 Council Member Palmquist – none

B. Ward 2 Council Member Richter – none.

C. Ward 3 Council Member Ross – none.

D. Ward 4 Council Member Nelson – none.

E. Mayor Richard Bend – The Middle St. Croix Water Management Organization is dealing with tax redistricting; they do not have levy authority; the portion in Afton is very small. The Water Consortium is modeling surface water. Bend reported that he attended the Lake St. Croix Beach (LSCB) Council meeting where they voted to pay an engineering firm $20,000 to review Afton's Wastewater Collection & Treatment Facility. He noted that the MN Pollution Control Agency (MPCA) representatives at their Afton open house on March 16 confirmed that our City Engineer's calculations for the test wells and the direction of the water flow is correct. He noted that LSCB will have the benefit of substantial mitigation, reducing the severity of their groundwater, by virtue of Afton's wastewater collection and treatment facility releasing much cleaner groundwater than individual septic systems.

F. City Attorney Knaak – The prosecution report was in the Supplemental Packet. It was a quiet month.

G. City Administrator Moorse – none.

11. ADJOURN

Motion/Second: Richter/Palmquist. To adjourn the meeting at 10:00 p.m. Motion carried 5-0-0.

Respectfully submitted by:

_____

Kim Swanson Linner, Deputy Clerk

Approved by Council (at the 4/21/2015 meeting) as: Presented: _____ or Amended: _____

Signed by Mayor Richard Bend: _____ Date: _____

5C

PROCEEDINGS OF THE AFTON CITY COUNCIL
CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

DRAFT City Council Special Meeting Minutes
March 25, 2015
Afton City Hall
3033 St. Croix Trail
Afton, MN 55001
4:30 P.M.

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1. **THE SPECIAL COUNCIL MEETING WAS CALLED TO ORDER** at 4:30 P.M. by Mayor Bend.

2. **ROLL CALL:** Palmquist, Richter, Nelson and Mayor Bend. Absent: Ross. **Quorum Present.**

ALSO PRESENT: City Attorney Fritz Knaak, City Administrator Ron Moorse and Deputy Clerk Kim Swanson Linner.

3. **APPROVAL OF AGENDA** - for the March 25, 2015 Special City Council Meeting.
Motion /Second: Richter/Palmquist. To approve the agenda of the March 25, 2015 Special City Council Meeting as presented. The motion carried 4-0-0.

4. **CITY COUNCIL BUSINESS –**

A. Award the Sale of General Obligation Temporary Improvement Bonds, Series 2015A – **Resolution 2015-29** – Doug Green from Springsted presented the Bond Sale bids, received on the morning of March 25, 2015. There were five bidders, which is above the average number of bidders. Piper Jaffray was low bidder; the difference between the interest cost from low to high bidder was $14,000. Council chose the bond sale option over the bank loan option and the savings the City will see over the life of the bonds will be approximately $35,000. The bonds have a two-year maturity on April 1, 2017, but have a one-year call option on April 1, 2016.

Motion /Second: Palmquist/Richter. To approve the issuance and sale of $3,755.000 General Obligation Temporary Improvement Bonds, Series 2015A, pledging the security thereof Special Assessments and Levying a Tax for the Payment thereof as presented at this March 25, 2015 Special City Council Meeting per Resolution 2015-29. ROLL CALL: All Ayes. Motion carried 4-0-0.

B. Initial Offers to the Robbs and Knutsons for the Acquisition of Easements for Stormwater Improvements – **Resolution 2015-30** - The Council moved this item to the end in order to close the meeting to discuss the initial property acquisition offers.

C. LMC Conference – Administrator Moorse introduced the League of Minnesota Cities conference being held in Duluth, June 24-26, 2015. He informed that Council Member Ross may be particularly interested, as a newly elected official workshop is being held as a pre-conference workshop. Council has encouraged the City Administrator to attend the conference in past years. The program includes a number of beneficial workshops including: Long Range Planning, Getting to Yes: Citizen Engagement; Sustainable Infrastructure; Problem Solving; and Saying "No" when "No" Is Hard.

Motion/Second: Richter/Palmquist. To approve attendance of Council members and the City Administrator at the League of Minnesota Cities Conference in Duluth, June 24-26, 2015. A friendly amendment was added by Palmquist and accepted by Richter to also include a $150 per night stipend for lodging. Motion carried 3-0-1 (Bend abstained-as a possible attendee).

Planning Commission Applicant Interviews and Appointment – Mayor Bend gave each of the applicants for the Planning Commission a chance to introduce themselves and highlight their experience. Council members were given a chance to ask applicants questions. There being only one opening on the Planning Commission and both being excellent candidates for any of the city committees, Council discussed that Langan's schedule fit best with the regular schedule of evening Planning Commission meetings. The flexibility of Whelan's schedule could lend itself better for the Public Works Committee, as those meetings are scheduled as needed and are held during daytime hours for attendance by the City Engineer and to be able to visit potential project sites during daylight.

Motion/Second: Richter/Nelson. To appoint James Langan to the Planning Commission. Motion carried 3-1-0 (Nay-Palmquist).

Motion/Second: Palmquist/Bend. To direct staff to contact Bill Whelan to inquire if he would be willing to apply for the Public Works Committee. Motion carried 4-0-0.

D. Appointments to the Natural Resources and Groundwater Committee and the Technology and High Speed Internet Access Committee – Administrator Moorse reviewed that Council at their March 17, 2015 meeting agreed that they would accept the recommendations of Council Member Ross for the appointments for the Technology and High Speed Internet Access Committee and the recommendations of Mayor Bend for the Natural Resources and Groundwater Committee.

Motion/Second: Palmquist/Nelson. To appoint the five applicants: Marc Porupsky, Joel Hampton, Roger Larson, Van Fayler, and Yung Yip to the Technology and High Speed Internet Access Committee. Motion carried 4-0-0.

Motion/Second: Bend/Richter. To appoint the six applicants: Mark Have, Jill Chezik, Christa Bren, Susan Winsor, Perry Eggers, and Sondra Larson to the Natural Resources and Groundwater Committee, joining the two members who were previously appointed: Jack Kollmer and Keith Hoffmann. Motion carried 4-0-0.

Nelson requested that the members of the Natural Resources and Groundwater Committee get all the meetings for water and natural resources before them.

Staff asked if, similar to Council Member Ross, Mayor Bend would be taking a role in the committee and be instrumental in scheduling the first meeting in order to name a chair and organize how the committee will work.

Motion/Second: Palmquist/Nelson. To appoint Mayor Bend as a Council Liaison to the Natural Resources and Groundwater Committee. Motion carried 4-0-0.

E. Cooperative Opportunity with the Sheriff's Department – Administrator Moorse explained that as a follow-up to the discussion at the March 17 Council meeting regarding the option of a garage at the City Hall site, staff contacted the Sheriff's department regarding their interest in exploring the possibility of cooperating with the City on a joint facility on the City Hall site, as the Sheriff's Department has been exploring options for a location to house the deputies that serve the lower St. Croix Valley, including garage space for the patrol cars. The Sheriff's Department indicated they would be interested in exploring a joint facility. A joint facility, constructed as an addition to the existing City Hall building, may be able to meet the needs of both the City and the Sheriff's Department at a cost that would be acceptable to both parties.

It was noted that the Sheriff's Office were ready to sign a cooperative agreement with Lake St. Croix Beach (LSCB) to be housed at their City Hall facility until LSCB Council decided to charge them $1,000 lease payment per month. The Sheriff's Office has stated they do not have in their budget an amount that can be expended for maintaining a facility. However, they do have an amount of capital that it can spend to build or refurbish facilities for the deputies.

Council members felt there would be lots of advantages to a cooperative agreement for a shared facility between the Sheriff's Office and Afton. In a cooperative agreement, if the Sheriff's Office contributed the capital investment, then the City could agree to maintenance of the facility. Preliminary discussions noted that the deputies would need two garage stalls, office space and perhaps a shower/locker area. The City would need two garage stalls, miscellaneous equipment storage and office space. If the structure were attached to City Hall, with second story access and egress, the City would also gain additional storage space.

City Attorney Knaak confirmed that such an agreement could be made between the two entities.

Motion/Second: Bend/Nelson. To authorize Staff to move forward with discussions with the Sheriff's Office regarding the feasibility of a joint facility to house not only the City Public Works equipment and staff, but the deputies that serve the lower St. Croix Valley, including garage space for the patrol cars.

F. Wenck Addendum to Facility Plan Proposal – Administrator Moorse explained that the scope and cost of the proposal from Wenck Associates for the design of the Watewater Treatment Facility included work related to the Facility Plan permit approval process. However, the proposal did not anticipate the extent of the MPCA's permit review process, which has included an Environmental Assessment Worksheet and which will involve a meeting of the MPCA's Citizens' Board. In recent weeks, Wenck has advised staff that an addendum would be needed to reflect the additional scope and costs related to the permit review process. Their addendum identifies additional costs estimated at $18,050.

Motion/Second: Richter/Palmquist. To approve the addendum to the Wenck Associates Facility Plan proposal to reflect the additional scope and costs related to the permit review process, in an amount not to exceed $18,050. Motion carried 4-0-0.

Council wished to address Item 4B, which was moved to the end of the agenda in order to discuss the Initial Offers to the Robbs and Knutsons for the Acquisition of Easements for Stormwater Improvements per **Resolution 2015-30**.

Motion/Second: Bend/Nelson. To move into a CLOSED SESSION at 5:38 p.m. for discussion of Item 4B, Authorizing the Presentation of Initial Offers to the Robbs and Knutsons for the Acquisition of Easements for Stormwater Improvements. Motion carried 4-0-0. [Deputy Clerk left the CLOSED SESSION. Administrator Moorse completed minutes for the meeting.]

Motion/Second: Palmquist/Richter. To come out of closed session at 6:03 p.m. Motion carried 3-0-0 (Nelson was not at the dais at the time of the vote).

Mayor Bend summarized the discussion of the Council.

Motion/Second: Richter/Nelson. To approve a resolution authorizing initial offers to the Robbs and Knutsons for the acquisition of easements for stormwater improvements. Motion carried 4-0-0.

5. ADJOURN – Motion/Second: Richter/Palmquist. To adjourn the meeting at 6:05 p.m. Motion carried 4-0-0.

Respectfully submitted by:

_____

Kim Swanson Linner, Deputy Clerk

And for the CLOSED SESSION TO ADJOURN:

_____
Ronald J. Moorse, City Administrator

Approved by council (on April 21, 2015) as (check one): Presented: _____ or Amended: _____

Signed by Mayor Richard Bend_____ Date_____

PROCEEDINGS OF THE AFTON CITY COUNCIL
CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

DRAFT City Council Special Meeting Minutes
April 13, 2015
Outdoors at Intersection of
33rd Street and St. Croix Trail
Afton, MN 55001
8:00 P.M.

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1. **THE SPECIAL COUNCIL MEETING WAS A STREET LIGHTING DEMONSTRATION FOR THE DOWNTOWN IMPROVEMENT PROJECTS.**

2. **COUNCIL MEMBERS PRESENT:** Palmquist, Ross and Mayor Bend.

   ALSO PRESENT: City Administrator Ron Moorse and Public Works Supervisor Ken Johnson.

3. **APPROVAL OF AGENDA** – The meeting was an informal setting; the agenda stood as written.

4. **CITY COUNCIL BUSINESS –**

   A. The Council participated in a demonstration of street light brightness, color, and spacing options.

5. **ADJOURN –The meeting adjourned at 9:00 p.m.**

Respectfully submitted by:

_____
Ronald J. Moorse, City Administrator

Approved by council (on April 21, 2015) as (check one): Presented: _____ or Amended: _____

Signed by Mayor Richard Bend_____ Date_____

DRAFT

Washington County Sheriff's Office
CITATIONS BY CITY REPORT

City Selected: AFTON

From Date: 3/01/2015 To: 3/31/2015

AFTON

Offense Date	Offense Time	Location	Citation #
3/01/2015	1238	I94 WB/STAGECOACH TR	CT8214389
Statute 169 14 2		74 MPH IN A 65 ZONE	
3/07/2015	0755	NEAL AV S/10TH ST S	CT8214527
Statute 169 14 4		SPEED 68/50	
3/14/2015	0121	I94 REST AREA	CT8216388
Statute 169 13 1A		RECKLESS DRIVING	
3/14/2015	1030	I94 EB/MANNING AV	CT8217843
Statute 169 14 2A3		SPEED 83/65	
3/14/2015	1205	I94 WB/MANNING AV	CT8217844
Statute 171 24 2		DAR	
3/14/2015	1340	MANNING AV/50TH ST S	CT8217845
Statute 169 14 2A3		SPEED 68/55	
3/14/2015	1850	MANNING AV/I94	CT827793
Statute 171 24 1(3)		DAS	

Total for City: AFTON 7

** END OF REPORT **

Washington County Sheriff's Office
CONTRACT ICR's
Contract Report for AFTON
For the Period 3/01/15 To 3/31/15

Date	Time	ICR #	ID#	Street Name	Complaint
3/01/15	12:42:24	115005878	0160	I94	TRAFFIC
3/01/15	15:33:43	115005887	0176	SAINT CROIX TR	TRAFFIC
3/01/15	17:07:27	115005892	0093	MANNING AV	PROPERTY DAMAGE REPORT
3/02/15	2:41:14	115005921	0092	I94	DRIVING COMPLAINT
3/02/15	10:48:08	115005963	0067	PENFIELD AV	THEFT REPORT
3/02/15	13:27:03	115006000		SAINT CROIX TR	RECEIPT# 150000574
3/02/15	14:18:15	115006013	0072	AFTON	PROPERTY RETRIEVAL
3/02/15	16:03:44	115006028	0176	SAINT CROIX TR	TRAFFIC
3/02/15	22:41:43	115006048	0176	22ND ST	MEDICAL/DOMESTIC LEVEL 1
3/03/15	8:56:39	115006075	0160	OSGOOD AV	PUBLIC ASSIST
3/03/15	10:42:45	115006089	0160	15TH ST	PHONE CALL CONCERN
3/03/15	11:32:03	115006103	0160	OSGOOD AV	LIFT ASSIST LEVEL 3
3/03/15	20:41:01	115006171	0072	I94	RECKLESS DRIVER
3/03/15	20:59:39	115006172	0176	SAINT CROIX TR	TRAFFIC
3/03/15	21:15:15	115006173	0176	AFTON BLVD	TRAFFIC
3/04/15	21:31:40	115006286	0072	45TH ST	VERBAL DOMESTIC
3/05/15	6:27:34	115006297	0166	NEAL AV	INFORMATION/EXTRA PATROL
3/05/15	17:19:05	115006388	0192	NEAL AV	WELFARE CONCERN
3/06/15	17:27:47	115006512	0138	59TH ST	SUSP PHONE CALL
3/06/15	19:55:34	115006522	0093	NEAL AV	OFFICER QUESTION
3/07/15	6:13:01	115006542	0077	HUDSON RD	BURGLAR ALARM
3/07/15	8:05:16	115006543	0130	NEAL AV	TRAFFIC
3/08/15	17:21:11	115006641	0139	HUDSON RD	TRAFFIC-WW
3/08/15	19:02:42	115006650	1240	40TH ST	ALARM
3/09/15	14:38:22	115006721	0176	SAINT CROIX TR	THEFT REPORT
3/09/15	23:11:04	115006755	0065	60TH ST	SUSPICIOUS VEHICLE
3/10/15	13:42:22	115006839	0081	VALLEY CREEK TR	THEFT REPORT **RESTACK 21**
3/10/15	15:18:12	115006851	0061	AFTON	PHONE CALL REQUEST
3/10/15	16:02:05	115006858	0170	15TH ST	MEDICAL **LEVEL 1**
3/11/15	15:32:31	115006972	0919	CROIXVIEW DR	INFORMATIONAL
3/12/15	9:54:42	115007035	0160	OSGOOD AV	LIFT ASSIST
3/12/15	10:36:53	115007042	0063	PARTRIDGE CIR	EXTRA PATROL REQUEST *RSTK
3/12/15	11:03:48	115007052	0115	NEAL AV	BURGLARY ALARM
3/12/15	14:48:00	115007086	0176	OSGOOD AV	LIFT ASSIST
3/12/15	15:09:34	115007090	0061	SWEDE HILL DR	EXTRA PATROL REQUEST
3/12/15	16:01:32	115007103	0133	NEAL AV	BURGLARY
3/12/15	17:32:36	115007112	0061	45TH ST	911 OPEN LINE
3/12/15	18:31:47	115007119	0164	MANNING AV	TRAFFIC/WW
3/13/15	12:50:20	115007222	0067	RIVER RD	VEH LOCKOUT
3/13/15	13:56:03	115007242	0160	MEADOW POINT PA	LOOSE DOG
3/13/15	18:43:13	115007278	0089	VALLEY CREEK TR	SUSPICIOUS ACTIVITY
3/13/15	19:00:06	115007279	0176	AFTON HILLS CT	PUBLIC ASSIST
3/13/15	19:56:28	115007284	0089	STAGECOACH TR	PROPERTY DAMAGE REPORT *3RD
3/13/15	20:55:37	115007291	0176	45TH ST	ACCIDENT/NO INJU **RSTK 21 SAM
3/13/15	23:48:24	115007302	0179	SAINT CROIX TR	DOMESTIC
3/14/15	1:19:03	115007306	0179	I94	TRAFFIC-SPEED/RECKLESS DRIVING
3/14/15	8:35:26	115103383	0077	70TH ST	PROPERTY DAMAGE ACCIDENT/CRASH
3/14/15	10:33:59	115007323	0189	I94	TRAFFIC: SPEED 83/65
3/14/15	12:08:46	115007330	0189	I94	TRAFFIC: DAR/NO PROOF INS
3/14/15	13:46:10	115007338	0189	MANNING AV	TRAFFIC: SPEED 68/55, NO VALID
3/14/15	15:28:26	115007344	0093	INDIAN TR	THEFT REPORT
3/14/15	18:54:33	115007364	0170	MANNING AV	TRAFFIC 82-7777 DAS

Washington County Sheriff's Office
CONTRACT ICR's
Contract Report for AFTON
For the Period 3/01/15 To 3/31/15

Date	Time	ICR #	ID#	Street Name	Complaint
3/15/15	0:52:02	115007395	0070	AFTON HILLS DR	SUSPICIOUS ACTIVITY ---CALL CO
3/15/15	7:33:35	115007405	0185	TRADING POST TR	EXTRA PATROL
3/15/15	12:02:59	115007426	0087	32ND ST	ALARM
3/15/15	15:32:37	115007443	0061	AFTON BLVD	PROPERTY DAMAGE REPORT
3/15/15	15:32:37	115701078		AFTON BLVD	PROPERTY DAMAGE REPORT
3/15/15	16:20:05	115007452	0061	PUTNAM BLVD	911 OPEN LINE
3/15/15	20:13:08	115007460	0087	INDIAN TR	SUSP VEHICLE **RSTK CALL**
3/15/15	21:05:45	115007464	0165	MANNING AV	WW#108569 UNSAFE PASS
3/15/15	21:29:43	115007465	0139	MANNING AV	TRAFFIC-CITATION
3/16/15	9:09:46	115007499	0063	NYBECK AV	PUBLIC ASSIST
3/16/15	9:39:02	115007503	0063	PUTNAM BLVD	OPEN 911 LINE
3/16/15	10:08:44	115007510	0068	NEAL AV	FOUND MAIL
3/16/15	10:08:44	115605561	0087	NEAL AVE	AOA- FOUND MAIL **RESTACK/SEE
3/16/15	12:16:10	115007536	0130	AFTON BLVD	MEDICAL LEVEL 2
3/16/15	14:43:54	115007555	0063	15TH ST	VACA CHECK
3/16/15	18:01:30	115007584	0061	MANNING AV	ROAD HAZARD
3/16/15	18:10:39	115007587	0072	MOUNT HOPE CEME	SUSPICIOUS VEHICLES
3/16/15	21:13:14	115007598	0139	UPPER 34TH ST	MEDICAL LVL 1
3/16/15	22:14:24	115007600	0072	VALLEY CREEK TR	911 HANG UP
3/16/15	22:14:33	115007601	0176	32ND ST	MEDICAL LEVEL 1 **RESTACK/
3/17/15	7:30:09	115007615	0068	AFTON HILLS DR	BURGLAR ALARM
3/17/15	8:01:14	115007619	0124	MANNING AV	XP SPEED
3/17/15	9:04:19	115007626	0124	STAGECOACH TR	DEER TAG/S
3/17/15	12:05:26	115007665	0124	HUDSON RD	DAR NO POI
3/17/15	12:36:39	115007674	0085	OSGOOD AV	LIFT ASSIST
3/17/15	19:07:21	115007728	0176	SAINT CROIX TR	AFTON COUNCIL MEETING
3/18/15	5:10:34	115007751	0177	SAINT CROIX TR	FOUND DOG **RSTK CALL COMP**
3/18/15	10:20:00	115007777	0160	TRADING POST TR	INFORMATION *RESTACK DAUGHTER
3/18/15	11:26:01	115007789	0160	MANNING AV	THEFT REPORT
3/18/15	14:24:17	115007813	0077	STAGECOACH TR	PROPERTY DAMAGE ACCIDENT
3/19/15	6:40:08	115007867	0088	42ND ST	ABANDONED VEHICLE
3/19/15	8:39:07	115007881	0077	PARADOX END AV	CSC REPORT *RESTACK
3/19/15	11:07:26	115007909	0160	OSGOOD AV	MEDICAL LEVEL 3
3/19/15	13:33:35	115007941	0077	NEAL AV	ALARM
3/19/15	17:18:24	115007965	0176	NEAL AV	TRAFFIC
3/19/15	17:25:13	115007968	0176	SAINT CROIX TR	DRIVING COMPLAINT
3/19/15	17:51:48	115007970	0176	AFTON BLVD	TRAFFIC CITATION:D.A.C.
3/19/15	18:22:30	115007972	0176	OSGOOD AV	LIFT ASSIST LEVEL 3
3/20/15	9:37:38	115008012	0160	50TH ST	MEDICAL LEVEL 1
3/20/15	10:58:12	115008034	0160	NEAL AV	ALARM
3/20/15	16:53:10	115008101	0176	HUDSON RD	UNKNOWN SITUATION
3/20/15	20:14:50	115008121	0176	I94	STALLED VEH
3/20/15	21:28:51	115008128	0176	MANNING AV	TRAFFIC
3/21/15	9:51:02	115008152	0189	MANNING AV	TRAFFIC: SPEED 67/55
3/21/15	15:06:03	115008182	0061	TRADING POST TR	ALARM
3/21/15	16:56:33	115008191	0176	50TH ST	ALARMS
3/21/15	18:29:31	115008204	0176	SAINT CROIX TR	TRAFFIC
3/21/15	18:38:16	115008205	0176	SAINT CROIX TR	TRAFFIC
3/21/15	19:06:45	115008208	0190	MANNING AV	TRAFFIC SPEED
3/22/15	16:34:15	115008270	0139	NEAL AV	MEDICAL *LEVEL 1*
3/22/15	16:46:45	115008271	0061	31ST ST	HARRASSMENT REPORT
3/22/15	20:40:05	115008284	0139	MANNING AV	ACCIDENT

Contract Report for AFTON
For the Period 3/01/15 To 3/31/15

Date	Time	ICR #	ID#	Street Name	Complaint
3/22/15	20:40:05	115103835	0100	MANNING AV	AOA-ACCIDENT/COMMENTS
3/22/15	21:30:57	115008286	0191	15TH ST	ALARM RESTACKED TO
3/23/15	5:19:58	115008299	0098	SAINT CROIX TR	CHECK THE WELFARE
3/23/15	8:29:34	115008320	0130	VALLEY CREEK TR	MEDICAL LEVEL 1
3/23/15	10:45:57	115008337	0068	FAHLSTROM PL	INFORMATION
3/23/15	12:17:04	115008352	0130	ST CROIX TR	CSC REPORT
3/24/15	5:39:27	115008421	0198	40TH ST	DIRECTED PATROL
3/24/15	11:38:18	115008466	0085	PENFIELD AV	FRAUD REPORT
3/24/15	15:42:47	115008493	0139	HUDSON RD	TRAFFIC-WW
3/25/15	4:53:52	115008519	0198	MANNING AV	TRAFFIC - SPEED 70/55
3/25/15	8:12:36	115008533	0130	NEAL AV	TRAFFIC SPEED
3/25/15	15:58:29	115008614	0176	SAINT CROIX TR	TRAFFIC
3/25/15	16:09:05	115008615	0176	SAINT CROIX TR	TRAFFIC
3/25/15	16:59:29	115008622	0061	I94	SUSP VEHICLE
3/25/15	21:06:20	115008638	0061	I94	DRIVING CONCERN
3/26/15	5:25:42	115008645	0198	I94	W/W SPEED
3/26/15	8:48:34	115008658	0160	INDIAN TR	MEDICAL LEVEL 2
3/26/15	9:01:34	115008662	0130	8TH ST	MEDICAL LEVEL 1
3/26/15	11:19:29	115008685	0160	OSGOOD AV	LIFT ASSIST ONLY
3/26/15	12:36:43	115008703	0133	15TH ST	MAIL RECOVERED FROM STOLEN VEH
3/26/15	12:46:16	115008707	0160	50TH ST	MEDICAL LEVEL 1
3/26/15	15:54:23	115008738	0176	INDIAN TR	SUSPICIOUS ACTIVITY
3/26/15	15:57:29	115008739	0176	OSGOOD AV	MEDICAL LEVEL 3/LIFT ASSIST
3/27/15	11:03:14	115008818		PENFIELD AV	WARRANT / CG / CR15592
3/27/15	13:06:25	115008846	0063	RIVER RD	ASSIST
3/27/15	14:15:03	115008864	0087	AFTON	OFFICER QUESTION
3/27/15	19:05:29	115008904	0176	NEAL AV	ALARM
3/27/15	21:15:04	115008912	0176	SAINT CROIX TR	TRAFFIC
3/28/15	8:23:22	115008932	0115	MANNING AV	SPEEDING 75 IN A 55
3/28/15	11:19:37	115008947	0160	PARTRIDGE CIR	IDENTITY THEFT *RESTACK-CAL
3/28/15	12:28:23	115008952	0068	SAINT CROIX TR	SICK FOX
3/28/15	14:23:30	115008959	0160	10TH ST	FOUND CHILD
3/28/15	16:35:54	115008972	0176	TRADING POST TR	FIRE ALARM
3/28/15	17:22:37	115008977	0176	MANNING AV	RECKLESS DRIVER
3/28/15	22:22:05	115008991	0061	I94	POSS DK DRIVER
3/28/15	22:48:55	115008993	0160	SAINT CROIX TR	SUSP ACTIVITY/PEEPING TOM
3/29/15	8:02:10	115009006	0115	MANNING AV	TRAFFIC
3/29/15	11:20:10	115009019	0160	15TH ST	THEFT REPORT
3/29/15	11:49:29	115009025	0087	AFTON BLVD	AOA/ABAN VEH **RESTACK OAKDAL
3/29/15	15:04:43	115009043	0115	MANNING AV	SPEEDING 70 IN A 55
3/29/15	20:57:16	115009072	0061	TRADING POST TR	ALARM **PROPER CODE PRIOR
3/29/15	23:19:48	115009076	0194	31ST ST	ASSIST *** RESTK NARCO
3/30/15	7:59:52	115009091	0094	10TH ST	SUSP SITUATION *RSTCK*
3/30/15	11:33:27	115009118	0190	SAINT CROIX TR	TREE IN ROADWAY
3/30/15	14:47:23	115009156	0134	32ND ST	WALK IN REPORT/ CHECK FRAUD
3/30/15	14:50:14	115009157		NEAL AV	WARRANT / WCSO / CR14771
3/30/15	19:16:20	115009196	0139	30TH ST	MEDICAL LEVEL 1
3/31/15	13:50:47	115009284	0077	NEAL AV	DRIVING COMPLAINT
3/31/15	17:03:55	115009310	0139	PASTURE RIDGE R	ALARM
3/31/15	17:23:39	115009313	0170	MANNING AV	W/W 101488 SPEED
3/31/15	18:53:34	115009320	0139	MANNING AV	TRAFFIC-CITATION

Total ICRs Processed: 155

Contract Report for AFTON
For the Period 3/01/15 To 3/31/15

** END OF REPORT **

7F

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date April 21, 2015

Council Action Memo

To: Mayor Bend and Members of the City Council

From: Ron Moorse, City Administrator

Date: April 15, 2015

Re: Youth Service Bureau (YSB) Request for Funding

Attached is a letter from Mary Planten-Krell, Executive Director of the Youth Service Bureau (YSB), regarding the services provided by the YSB and a request for funding in the amount of $750.00. Mary Planten-Krell will attend the Council meeting to provide an overview of the services provided by the YSB and an explanation of the funding request. The 2015 budget includes $1,500 for miscellaneous service fees, including the YSB and 4H.

Council Action Requested

Motion regarding the funding request from the Youth Service Bureau in the amount of $750.00.

Youth Service Bureau

Improving young lives

www.ysb.net

STILLWATER
Historic Court House
101 W. Pine Street
Stillwater, MN 55082
Phone 651-439-8800
Fax 651-439-1040
WI Phone 715-781-0409

WOODBURY
1976 Wooddale Drive
Suite 4
Woodbury, MN 55125
Phone 651-735-9534
Fax 651-735-8986

COTTAGE GROVE
7064 W. Point Douglas Rd.
Suite 201
Cottage Grove, MN 55016
Phone 651-458-5224
Fax 651-458-5310

January 23, 2015

RECEIVED
JAN 27 2015
CITY OF AFTON

Mr. Ronald Moorse, City Administrator
City of Afton
P.O. Box 219
3033 Saint Croix Trail South
Afton, MN 55001-0219

Dear Mr. Moorse,

Since 1976, Youth Service Bureau (YSB) has served the City of Afton and families throughout Washington County. Thanks to your support we have built partnerships throughout the community to meet the changing needs of youth and their families.

We ask you to continue this partnership in 2015 by investing $750 to help youth and families learn the skills they need to be more successful at home, in school and throughout the community.

YSB programs make a real difference in the lives of youth and families by improving school performance and health outcomes and reducing truancy, near-term court costs, and the need for social services. When youth understand the impact of their actions, they often make better choices. And, statistics show that every dollar you invest today saves $8 in future costs.

In 2014, we continued to see an increase in the number of youth and families seeking counseling and chemical health services. We have also seen an increase in the number of parents seeking tools to help them set and enforce boundaries, talk to their kids about difficult topics and support their kids as they deal with pressures both in and out of school.

Last year we provided 1,800 services to 1,105 families throughout Washington County. We're proud to share that 77% of families involved in our counseling program report improvement and 85% of youth served will not reoffend.

YSB remains committed to providing access to respectful and affordable programs that promote healthier youth, families and communities. We offer affordable fees that can be waived, flexible scheduling with no waiting list, and neighborhood based locations.

We would be happy to attend an upcoming City Council meeting to share information about the services we've provided to Afton youth and their families.

Thank you for your consideration and past support in finding local solutions that help youth and their families make better choices and have brighter futures.

Sincerely,

Mary E. Planten-Krell

Mary E. Planten-Krell
Executive Director

United Way

City of Afton
Claims to be Approved
March 18, 2015 thru April 21, 2015

Checks Numbered

From	To	Description	To Be Approved
19644		Check(s) from Administrator stock: Newsletter Postage	$185.64
20021	20025	Four Applicant Refunds + One Routine Vendor Bill	$3,362.00
20026	20030	3/15/15 Staff Payroll	$5,560.96
20031	20032	Two Void Checks	$0.00
20033	20055	Routine Vendor Bills (Ck#20055 is Void)	$5,012.36
20056	20061	3/31/15 Staff Payroll (Ck#20056 is Void)	$5,996.16
20062	20065	One Routine Vendor Bill + Three Replacement Checks for a Council Member	$520.90
20066	20090	More Routine Vendor Bills (Cks#20077 & 20078 are Void)	$3,501.09
20091	20107	Significant Vendor & Other Bills	$163,723.04
20108		2nd Qtr 2015 Fire Protection Services (April Financials)	$54,988.25
20109	20113	Council Payroll April 2015	$1,029.05
20114	20121	More Routine Vendor Bills	$1,398.03
20122	20123	Two More Significant Vendor & Other Bills (April Financials)	$9,882.95
20124	20128	4/15/15 Staff Payroll	$5,866.39
EFT Payments		PERA, MN Withholding, Federal Witholding/Payroll Taxes, Bldg Surcharges	$7,663.48
		Claims to be approved at 4/21/15 meeting	**$268,690.30**

Submitted by Thomas H. Niedzwiecki, Accountants
File: Afton 2015 Claim Summary.xlsm Worksheet: Mar15 4/15/2015

8A

City of Afton
Claims to be Approved
March 12, 2015

Type	Date	Num	Name	Memo	Account	Original Amount
Check	**03/12/2015**	**20021**	**Fayer, Van & Julie Z4-13 3570 Pennington**	**Refund escrow Variance Z004-2013**	**100 · 4M Fund/US Bank - General F...**	**(600.00)**
			Fayer, Van & Julie Z4-13 3570 Pennington	Refund escrow Variance Z004-2013	2001 · Permit Escrow & Fees	600.00
TOTAL						600.00
Check	**03/12/2015**	**20022**	**Hage & Co 12403 meadow Bluff Trl**	**Refund Escrow Driveway Z30-13 Peter Hiesland**	**100 · 4M Fund/US Bank - General F...**	**(1,500.00)**
			Hage & Co 12403 meadow Bluff Trl	Refund Escrow Driveway Z30-13 Peter Hiesland 12403 Meadow...	2001 · Permit Escrow & Fees	1,500.00
TOTAL						1,500.00
Check	**03/12/2015**	**20023**	**LePlavy, David & Jorie Z14-31 5458 Trad P**	**Refund Variance Escrow Z31-14 driveway**	**100 · 4M Fund/US Bank - General F...**	**(462.00)**
			LePlavy, David & Jorie Z14-31 5458 Trad P	Refund Variance Escrow Z31-14 driveway	2001 · Permit Escrow & Fees	462.00
TOTAL						462.00
Check	**03/12/2015**	**20024**	**Oehlke, Dan 12185 30th St S**	**Refund Escrow Z28-2013 Admin Permit, Farm Site**	**100 · 4M Fund/US Bank - General F...**	**(600.00)**
			Oehlke, Dan 12185 30th St S	Refund Escrow Z28-2013 Admin Permit, Farm Site	2001 · Permit Escrow & Fees	600.00
TOTAL						600.00
Bill Pmt -C...	**03/12/2015**	**20025**	**Pitney Bowes (#8000-9090-0626-5198)**	**8000-9000-0232-7223 cust ID 15296006883**	**100 · 4M Fund/US Bank - General F...**	**(200.00)**
Bill	03/12/2015	30976419 0...	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5550 Postage	Postage by phone number 30976419. Postage meter P700, Serial ...	5550 · Postage	200.00
TOTAL						200.00
Paycheck	**03/12/2015**	**20026**	**Johnson, Kenneth L**		**100 · 4M Fund/US Bank - General F...**	**(224.85)**
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5020 · Maintenance Person	294.52
					2302 · PERA Payable - Staff	(19.14)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5053 · PERA Contribution - Employer	22.09
					2302 · PERA Payable - Staff	(22.09)
					2210 · Federal Withholding	(18.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5051 · Social Security Tax - Employer	18.26
					2205 · Soc Sec Payable - Employer	(18.26)
					2204 · Social Security W/H - Employee	(18.26)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5052 · Medicare Tax - Employer	4.27
					2213 · Medicare Payable - Employer	(4.27)
					2212 · Medicare W/H - Employee	(4.27)
					2208 · MN State Withholding	(10.00)
TOTAL						224.85
Paycheck	**03/12/2015**	**20027**	**Johnson, Kenneth L**		**100 · 4M Fund/US Bank - General F...**	**(208.35)**
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5020 · Maintenance Person	270.64

City of Afton
Claims to be Approved
March 12, 2015

Type	Date	Num	Name	Memo	Account	Original Amount
					2302 · PERA Payable - Staff	(17.59)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5053 · PERA Contribution - Employer	20.30
					2302 · PERA Payable - Staff	(20.30)
					2210 · Federal Withholding	(16.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5051 · Social Security Tax - Employer	16.78
					2205 · Soc Sec Payable - Employer	(16.78)
					2204 · Social Security W/H - Employee	(16.78)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5052 · Medicare Tax - Employer	3.92
					2213 · Medicare Payable - Employer	(3.92)
					2212 · Medicare W/H - Employee	(3.92)
					2208 · MN State Withholding	(8.00)
TOTAL						208.35
Paycheck	**03/12/2015**	**20028**	**Joyce, Patrick C**		**100 · 4M Fund/US Bank - General F...**	**(513.39)**
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		5007 · Intern/Office Assistant Wages	641.10
					2302 · PERA Payable - Staff	(41.67)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		5053 · PERA Contribution - Employer	48.08
					2302 · PERA Payable - Staff	(48.08)
					2210 · Federal Withholding	(24.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		5051 · Social Security Tax - Employer	39.75
					2205 · Soc Sec Payable - Employer	(39.75)
					2204 · Social Security W/H - Employee	(39.75)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		5052 · Medicare Tax - Employer	9.29
					2213 · Medicare Payable - Employer	(9.29)
					2212 · Medicare W/H - Employee	(9.29)
					2208 · MN State Withholding	(13.00)
TOTAL						513.39
Paycheck	**03/12/2015**	**20029**	**Swanson Linner, Kimberly J**		**100 · 4M Fund/US Bank - General F...**	**(1,246.33)**
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5006 Deputy ...		5008 · Office Manager Wages	1,597.35
					2302 · PERA Payable - Staff	(103.83)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5006 Deputy ...		5053 · PERA Contribution - Employer	119.80
					2302 · PERA Payable - Staff	(119.80)
					2210 · Federal Withholding	(82.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5006 Deputy ...		5051 · Social Security Tax - Employer	99.03
					2205 · Soc Sec Payable - Employer	(99.03)
					2204 · Social Security W/H - Employee	(99.03)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5006 Deputy ...		5052 · Medicare Tax - Employer	23.16
					2213 · Medicare Payable - Employer	(23.16)
					2212 · Medicare W/H - Employee	(23.16)
					2208 · MN State Withholding	(43.00)
TOTAL						1,246.33
Paycheck	**03/12/2015**	**20030**	**Moorse, Ronald J**		**100 · 4M Fund/US Bank - General F...**	**(3,368.04)**
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administ...		5004 · Administrator Salary	3,672.92
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administ...		5053 · PERA Contribution - Employer	275.47
					2302 · PERA Payable - Staff	(275.47)

City of Afton
Claims to be Approved
March 12, 2015

Type	Date	Num	Name	Memo	Account	Original Amount
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administ...		2302 · PERA Payable - Staff	(238.74)
					5037 · Flexible Benefits	1,100.00
					2210 · Federal Withholding	(568.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administ...		5051 · Social Security Tax - Employer	295.93
					2205 · Soc Sec Payable - Employer	(295.93)
					2204 · Social Security W/H - Employee	(295.93)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administ...		5052 · Medicare Tax - Employer	69.21
					2213 · Medicare Payable - Employer	(69.21)
					2212 · Medicare W/H - Employee	(69.21)
					2208 · MN State Withholding	(233.00)
TOTAL						3,368.04

04/15/15

City of Afton
Claims to be Approved
March 18 through April 21, 2015

Type	Date	Num	Name	Memo	Account	Original Amount
Bill Pmt -C...	**03/30/2015**	**19644**	**Postmaster**		**100 · 4M Fund/US Bank - General F...**	**(185.64)**
Bill	03/30/2015	AprilNewsle...	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5560 Newsletter	April 2015 Newsletter	5560 · Newsletter Expenses	185.64
TOTAL						185.64
Check	**03/31/2015**	**20031**	**Void**		**100 · 4M Fund/US Bank - General F...**	**0.00**
TOTAL						0.00
Check	**03/31/2015**	**20032**	**Void**		**100 · 4M Fund/US Bank - General F...**	**0.00**
TOTAL						0.00
Bill Pmt -C...	**03/31/2015**	**20033**	**General Repair Service**		**100 · 4M Fund/US Bank - General F...**	**(1,532.22)**
Bill	03/31/2015	55877	400 201 Project Fund:B. Exp:5915 201 Project Maintenance	201 System 2015 Pump Repair	5915 · 201 Project Maintenance	1,532.22
TOTAL						1,532.22
Bill Pmt -C...	**03/31/2015**	**20034**	**Ace Trailer Sales**		**100 · 4M Fund/US Bank - General F...**	**(60.50)**
Bill	03/31/2015	34187	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.3 Oth Pub Wrks:5...	molded 4-wayflat trailer end, lights, labor	5920 · Repair & Maint Equipment	60.50
TOTAL						60.50
Bill Pmt -C...	**03/31/2015**	**20035**	**Bayport Printing House, Inc.**	**Acct# CIAF01**	**100 · 4M Fund/US Bank - General F...**	**(193.00)**
Bill	03/31/2015	3758-P	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5545 Other Administration	Business cards for Stan Ross and Richard Bend	5545 · Other Admin Expense	193.00
TOTAL						193.00
Bill Pmt -C...	**03/31/2015**	**20036**	**Centerpoint Energy (8000015314-0)**	**Acct No. 8000015314-0**	**100 · 4M Fund/US Bank - General F...**	**(537.60)**
Bill	03/31/2015	Mar2015	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6010 Gas Heat	6010 5280051 3175 St. Croix Trl S Meter #M19810528546	6010 · Gas Heat	141.87
			100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5855 Ga...	5855 5297140 3033 St. Croix Trl S Meter #M19981171295	5855 · Gas Lamps - Operating Costs	169.78
			100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6010 Gas Heat	6010 5279993 3033 St. Croix Trl S Meter #M19981172549	6010 · Gas Heat	102.15
			100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5855 Ga...	5855 5297143 3033 St. Croix Trl S Meter #M19981171296	5855 · Gas Lamps - Operating Costs	123.80
TOTAL						537.60
Bill Pmt -C...	**03/31/2015**	**20037**	**Comcast (8772 10 572 0001508)**	**Account # 8772 10 572 0001508**	**100 · 4M Fund/US Bank - General F...**	**(197.55)**
Bill	03/31/2015	Mar2015	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5510 Computer Serv/Sof...	High Speed Internet	5510 · Computer Service/Software	34.90
			100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5565 Telephone	Digital Voice	5565 · Telephone	162.65
TOTAL						197.55
Bill Pmt -C...	**03/31/2015**	**20038**	**Innovative Office Solutions LLC**	**customer # V105001**	**100 · 4M Fund/US Bank - General F...**	**(101.52)**

City of Afton
Claims to be Approved
March 18 through April 21, 2015

Type	Date	Num	Name	Memo	Account	Original Amount
Bill	03/31/2015	01QW5443	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5540 Office Supplies	plates, color copy paper	5540 · Office Supplies	101.52
TOTAL						101.52
Bill Pmt -C...	**03/31/2015**	**20039**	**Menards - Hudson**		**100 · 4M Fund/US Bank - General F...**	**(18.84)**
Bill	03/31/2015	81382	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6035 Routine Cleaning	cleaning supplies	6035 · Routine Cleaning	9.85
Bill	03/31/2015	80726	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6035 Routine Cleaning	cleaning supplies	6035 · Routine Cleaning	8.99
TOTAL						18.84
Bill Pmt -C...	**03/31/2015**	**20040**	**Metro Sales Inc.**		**100 · 4M Fund/US Bank - General F...**	**(419.45)**
Bill	03/31/2015	inv205266	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5510 Computer Serv/Sof...	Ricoh/MPC5501 color copier Serial No. V9615000588	5510 · Computer Service/Software	419.45
TOTAL						419.45
Bill Pmt -C...	**03/31/2015**	**20041**	**Pitney Bowes (2995827)**	**Acct No. 2995827 Schedule No. 402**	**100 · 4M Fund/US Bank - General F...**	**(188.07)**
Bill	03/31/2015	2995824-M...	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5550 Postage	Sch# 402: Postage meter P700, Serial No. 1656729	5550 · Postage	188.07
TOTAL						188.07
Bill Pmt -C...	**03/31/2015**	**20042**	**Pitney Bowes (#8000-9090-0626-5198)**	**8000-9000-0232-7223 cust ID 15296006883**	**100 · 4M Fund/US Bank - General F...**	**(200.00)**
Bill	03/31/2015	Mar2015	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5550 Postage	Postage by phone number 30976419. Postage meter P700, Serial ...	5550 · Postage	200.00
TOTAL						200.00
Bill Pmt -C...	**03/31/2015**	**20043**	**PressEnter**	**Acct # 33299 Customer # 33881**	**100 · 4M Fund/US Bank - General F...**	**(290.00)**
Bill	03/31/2015	Mar2015	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5510 Computer Serv/Sof...	1 mo contracted service and 1 McAfee Email protection from 4/1...	5510 · Computer Service/Software	290.00
TOTAL						290.00
Bill Pmt -C...	**03/31/2015**	**20044**	**River Valley Printing**	**Cust No. 1483**	**100 · 4M Fund/US Bank - General F...**	**(290.00)**
Bill	03/31/2015	4789	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5560 Newsletter	1250 4pg newsletters	5560 · Newsletter Expenses	290.00
TOTAL						290.00
Bill Pmt -C...	**03/31/2015**	**20045**	**Wash Cty (Taxation Division)**		**100 · 4M Fund/US Bank - General F...**	**(318.82)**
Bill	03/31/2015	80642	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5555 Publishing & Printing	2015 Truth in Taxation Notice	5555 · Publishing & Printing	318.82
TOTAL						318.82
Bill Pmt -C...	**03/31/2015**	**20046**	**Xcel Energy (51-0895345-1)**	**Acct: 51-0895345-1 Meter# 000071246886**	**100 · 4M Fund/US Bank - General F...**	**(21.82)**

City of Afton
Claims to be Approved
March 18 through April 21, 2015

Type	Date	Num	Name	Memo	Account	Original Amount
Bill	03/31/2015	447462872	800 City InfraStructure Imp Fd:B. Exp:8890 DNR Flood Imp Exp	Eastwood - Septic Property 2318 St Croix Trl S Meter# 0000712...	8891 · DNR Flood Imp - Property Exp	21.82
TOTAL						21.82
Bill Pmt -C...	**03/31/2015**	**20047**	**Xcel Energy (51-4272629-8)**	**3175 St. Croix Trail S Meter #0098360010**	**100 · 4M Fund/US Bank - General F...**	**(23.88)**
Bill	03/31/2015	447701720	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6020 Electricity - Xcel Energy	3175 St. Croix Trail S Meter #0098360010	6020 · Electricity	23.88
TOTAL						23.88
Bill Pmt -C...	**03/31/2015**	**20048**	**Xcel Energy (51-5247622-9)**	**Acct No. 51-5247622-9 Meters 92023602 & 98359441**	**100 · 4M Fund/US Bank - General F...**	**(92.68)**
Bill	03/31/2015	447716247	400 201 Project Fund:B. Exp:5915 201 Project Maintenance	201-Project: 3741 & 4105 River Rd	5915 · 201 Project Maintenance	92.68
TOTAL						92.68
Bill Pmt -C...	**03/31/2015**	**20049**	**Xcel Energy (51-5371356-9)**	**15891 34th St. S: Automatic Protective Lighting Service**	**100 · 4M Fund/US Bank - General F...**	**(15.70)**
Bill	03/31/2015	448238676	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6020 Electricity - Xcel Energy	15891 34th St. S: Automatic Protective Lighting Service	6020 · Electricity	15.70
TOTAL						15.70
Bill Pmt -C...	**03/31/2015**	**20050**	**Xcel Energy (51-5641441-6)**	**Acct #51-5641441-6 Meter #0096704046**	**100 · 4M Fund/US Bank - General F...**	**(13.59)**
Bill	03/31/2015	447721828	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6020 Electricity - Xcel Energy	3415 St. Croix Trail S Meter #0096704046	6020 · Electricity	13.59
TOTAL						13.59
Bill Pmt -C...	**03/31/2015**	**20051**	**Xcel Energy (51-5700429-6)**	**Acct #51-5700429-6 Meter #0077765464**	**100 · 4M Fund/US Bank - General F...**	**(159.61)**
Bill	03/31/2015	447721471	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5850 Str...	3033 St. Croix Trail S Meter #0077765464	5850 · Street Lighting	159.61
TOTAL						159.61
Bill Pmt -C...	**03/31/2015**	**20052**	**Xcel Energy (51-6223921-2)**	**Acct No. 51-6223921-2 Street Lighting**	**100 · 4M Fund/US Bank - General F...**	**(213.86)**
Bill	03/31/2015	447549867	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5850 Str...	Street Lighting Service	5850 · Street Lighting	213.86
TOTAL						213.86
Bill Pmt -C...	**03/31/2015**	**20053**	**Xcel Energy (51-6257802-9)**	**3420 St. Croix Trl S Meter #0096987678**	**100 · 4M Fund/US Bank - General F...**	**(80.77)**
Bill	03/31/2015	447730901	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6020 Electricity - Xcel Energy	3420 St. Croix Trl S Meter #0096987678	6020 · Electricity	80.77
TOTAL						80.77
Bill Pmt -C...	**03/31/2015**	**20054**	**Xcel Energy (51-6852605-2)**	**Acct #51-6852605-2 Install No. 184509 & 184508**	**100 · 4M Fund/US Bank - General F...**	**(42.88)**
Bill	03/31/2015	448456741	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6020 Electricity - Xcel Energy	Automatic Protective Light Service Install No. 184509 & 184508	6020 · Electricity	42.88

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TOTAL						42.88
Bill Pmt -C...	**03/31/2015**	**20055**	**Xcel Energy (51-7576371-4)**	**VOID: Acct#51-7576371-4 Meter #19818068**	**100 · 4M Fund/US Bank - General F...**	**0.00**
TOTAL						0.00
Liability C...	**03/31/2015**	**20056**	**Madison National Life**	**VOID: 103815000000000**	**100 · 4M Fund/US Bank - General F...**	**0.00**
TOTAL						0.00
Paycheck	**03/31/2015**	**20057**	**Johnson, Kenneth L**		**100 · 4M Fund/US Bank - General F...**	**(612.82)**
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5020 · Maintenance Person	375.36
					2302 · PERA Payable - Staff	(24.40)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5053 · PERA Contribution - Employer	28.15
					2302 · PERA Payable - Staff	(28.15)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5020 · Maintenance Person	450.00
					2210 · Federal Withholding	(87.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5051 · Social Security Tax - Employer	51.17
					2205 · Soc Sec Payable - Employer	(51.17)
					2204 · Social Security W/H - Employee	(51.17)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5052 · Medicare Tax - Employer	11.97
					2213 · Medicare Payable - Employer	(11.97)
					2212 · Medicare W/H - Employee	(11.97)
					2208 · MN State Withholding	(38.00)
TOTAL						612.82
Check	**03/31/2015**	**20058**	**Void**		**100 · 4M Fund/US Bank - General F...**	**0.00**
TOTAL						0.00
Paycheck	**03/31/2015**	**20059**	**Swanson Linner, Kimberly J**		**100 · 4M Fund/US Bank - General F...**	**(1,521.25)**
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5006 Deputy ...		5008 · Office Manager Wages	1,969.59
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5006 Deputy ...		5008 · Office Manager Wages	40.02
					2302 · PERA Payable - Staff	(130.62)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5006 Deputy ...		5053 · PERA Contribution - Employer	150.72
					2302 · PERA Payable - Staff	(150.72)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5006 Deputy ...		5018 · Insurance Benefits	26.90
					2325 · Madison Life ST & LT Disability	(26.90)
					2210 · Federal Withholding	(140.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5006 Deputy ...		5051 · Social Security Tax - Employer	124.60
					2205 · Soc Sec Payable - Employer	(124.60)
					2204 · Social Security W/H - Employee	(124.60)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5006 Deputy ...		5052 · Medicare Tax - Employer	29.14
					2213 · Medicare Payable - Employer	(29.14)
					2212 · Medicare W/H - Employee	(29.14)
					2208 · MN State Withholding	(64.00)
TOTAL						1,521.25

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Type	Date	Num	Name	Memo	Account	Original Amount
Paycheck	**03/31/2015**	**20060**	**Joyce, Patrick C**		**100 · 4M Fund/US Bank - General F...**	**(595.01)**
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		5007 · Intern/Office Assistant Wages	740.05
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		5007 · Intern/Office Assistant Wages	15.93
					2302 · PERA Payable - Staff	(49.14)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		5053 · PERA Contribution - Employer	56.70
					2302 · PERA Payable - Staff	(56.70)
					2210 · Federal Withholding	(35.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		5051 · Social Security Tax - Employer	46.87
					2205 · Soc Sec Payable - Employer	(46.87)
					2204 · Social Security W/H - Employee	(46.87)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		5052 · Medicare Tax - Employer	10.96
					2213 · Medicare Payable - Employer	(10.96)
					2212 · Medicare W/H - Employee	(10.96)
					2208 · MN State Withholding	(19.00)
TOTAL						595.01
Paycheck	**03/31/2015**	**20061**	**Moorse, Ronald J**		**100 · 4M Fund/US Bank - General F...**	**(3,267.08)**
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administ...		5004 · Administrator Salary	3,672.92
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administ...		5053 · PERA Contribution - Employer	275.47
					2302 · PERA Payable - Staff	(275.47)
					2302 · PERA Payable - Staff	(238.74)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administ...		5037 · Flexible Benefits	1,100.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administ...		5018 · Insurance Benefits	26.90
					2325 · Madison Life ST & LT Disability	(26.90)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administ...		2325 · Madison Life ST & LT Disability	(100.98)
					2210 · Federal Withholding	(568.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administ...		5051 · Social Security Tax - Employer	295.92
					2205 · Soc Sec Payable - Employer	(295.92)
					2204 · Social Security W/H - Employee	(295.92)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administ...		5052 · Medicare Tax - Employer	69.20
					2213 · Medicare Payable - Employer	(69.20)
					2212 · Medicare W/H - Employee	(69.20)
					2208 · MN State Withholding	(233.00)
TOTAL			20062 and 20063 : Replacement Checks for Stan Ross (checks presumed lost)	19962 + 19963 187.10 + 187.10		3,267.08
Bill Pmt -C...	**03/31/2015**	**20064**	**Xcel Energy (51-7576371-4)**	**Acct#51-7576371-4 Meter #19818068**	**100 · 4M Fund/US Bank - General F...**	**(146.70)**
Bill	03/31/2015	447569960	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6045 City Garage Expense	City Garage 1675 Stagecoach Trl S: Acct#51-7576371-4 Meter #...	6045 · City Garage Expense	146.70
TOTAL			20065 Replacement of one of the Replacement Checks for Stan Ross : 187.10	19962 and 20062		146.70
Bill Pmt -C...	**04/15/2015**	**20066**	**Centerpoint Energy (6217601-1)**	**Meter # M19702480474 Account No. 6217601-1**	**100 · 4M Fund/US Bank - General F...**	**(221.42)**
Bill	03/31/2015	Mar2015	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6045 City Garage Expense	1675 Stagecoach Trl S: City Garage	6045 · City Garage Expense	221.42
TOTAL						221.42
Bill Pmt -C...	**04/15/2015**	**20067**	**Centerpoint Energy (9859256-1)**	**Acct No. 9859256-1**	**100 · 4M Fund/US Bank - General F...**	**(47.59)**

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Type	Date	Num	Name	Memo	Account	Original Amount
Bill	03/31/2015	Mar2015	800 City InfraStructure Imp Fd:B. Exp:8890 DNR Flood Imp Exp	Meter #M19951077099 DNR Flood Mit Grant 2318 St Croix Trl...	8891 · DNR Flood Imp - Property Exp	47.59
TOTAL						47.59
Bill Pmt -C...	**04/15/2015**	**20068**	**Conroy, Michael**		**100 · 4M Fund/US Bank - General F...**	**(50.00)**
Bill	03/31/2015	Mail Box 2/...	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5830 Sn...	mail box damaged by plow 2/4/15: 4696 Trading Post Trl	5830 · Snow & Ice Control	50.00
TOTAL						50.00
Bill Pmt -C...	**04/15/2015**	**20069**	**Croix Crystal Water Treatment**	**cooler lease and water**	**100 · 4M Fund/US Bank - General F...**	**(27.00)**
Bill	03/31/2015	44972	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6030 Misc Expense	rent on hot & cold cooler, bottled water	6030 · Misc Exp - Bldg & Land	27.00
TOTAL						27.00
Bill Pmt -C...	**04/15/2015**	**20070**	**GE Capital**	**Billing ID No. 90133894302 Acct Sch 7553611-002**	**100 · 4M Fund/US Bank - General F...**	**(410.00)**
Bill	03/31/2015	62495032	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5516 Copier Lease	RICOH Aficio MP C5501 copier	5516 · Copier Lease	410.00
TOTAL						410.00
Bill Pmt -C...	**04/15/2015**	**20071**	**Gopher State One Call**		**100 · 4M Fund/US Bank - General F...**	**(11.60)**
Bill	03/31/2015	134174	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5870 Ot...	Cafton01 FTP Tickets	5870 · Other Road Maintenance	11.60
TOTAL						11.60
Bill Pmt -C...	**04/15/2015**	**20072**	**Highland Sanitation**	**Acct No. 7208**	**100 · 4M Fund/US Bank - General F...**	**(88.16)**
Bill	03/31/2015	0000170831	100 Gen'l Fd:B. Exp:B02 Public Safety & Health:B2.2 Public Health:572...	extra hauling	5720 · Refuse Hauling - City Hall	88.16
TOTAL						88.16
Bill Pmt -C...	**04/15/2015**	**20073**	**Home & Business Handyworks (Bill Baglio)**	**1099 Vendor**	**100 · 4M Fund/US Bank - General F...**	**(70.00)**
Bill	03/31/2015	March2015	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6035 Routine Cleaning	cleaning city hall	6035 · Routine Cleaning	70.00
TOTAL						70.00
Bill Pmt -C...	**04/15/2015**	**20074**	**Innovative Office Solutions LLC**	**customer # V105001**	**100 · 4M Fund/US Bank - General F...**	**(76.30)**
Bill	03/31/2015	01QX1252	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5540 Office Supplies	tissue, pad lgl	5540 · Office Supplies	76.30
TOTAL						76.30
Bill Pmt -C...	**04/15/2015**	**20075**	**Kathi Pelnar**	**Humane Animal Control Service**	**100 · 4M Fund/US Bank - General F...**	**(144.36)**

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Type	Date	Num	Name	Memo	Account	Original Amount
Bill	03/31/2015	March2015	100 Gen'l Fd:B. Exp:B02 Public Safety & Health:B2.1 Public Safety:560...	animal control	5605 · Animal Control	144.36
TOTAL						144.36
Bill Pmt -C...	**04/15/2015**	**20076**	**LMC (conferences)**		**100 · 4M Fund/US Bank - General F...**	**(50.00)**
Bill	03/31/2015	215844	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5585 Seminars & Educat...	Stan Ross: advanced trng for newly elected officials	5585 · Seminars & Education	50.00
TOTAL						50.00
Check	**04/15/2015**	**20077**	**Void**		**100 · 4M Fund/US Bank - General F...**	**0.00**
TOTAL						0.00
Check	**04/15/2015**	**20078**	**Void**		**100 · 4M Fund/US Bank - General F...**	**0.00**
TOTAL						0.00
Bill Pmt -C...	**04/15/2015**	**20079**	**Menards - Hudson**	**Account No. 30890280**	**100 · 4M Fund/US Bank - General F...**	**(294.00)**
Bill	03/31/2015	82471	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5500 Office Equipment	Cabinet for Ron's office	5500 · Office Equipment	294.00
TOTAL						294.00
Bill Pmt -C...	**04/15/2015**	**20080**	**Pioneer Press**	**Acct # 415245**	**100 · 4M Fund/US Bank - General F...**	**(860.00)**
Bill	03/31/2015	0315415245	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5555 Publishing & Printing	legal notices	5555 · Publishing & Printing	860.00
TOTAL						860.00
Bill Pmt -C...	**04/15/2015**	**20081**	**PressEnter**	**Acct # 33299 Customer # 33881**	**100 · 4M Fund/US Bank - General F...**	**(290.00)**
Bill	03/31/2015	March2015	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5510 Computer Serv/Sof...	1 mo contracted service and 1 McAfee Email protection from 5/1...	5510 · Computer Service/Software	290.00
TOTAL						290.00
Bill Pmt -C...	**04/15/2015**	**20082**	**River Valley Printing**	**Cust No. 1483**	**100 · 4M Fund/US Bank - General F...**	**(290.00)**
Bill	03/31/2015	4834	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5560 Newsletter	1250 4pg newsletters	5560 · Newsletter Expenses	290.00
TOTAL						290.00
Bill Pmt -C...	**04/15/2015**	**20083**	**Wash Cty (Surveyor)**		**100 · 4M Fund/US Bank - General F...**	**(8.50)**
Bill	03/31/2015	1011586	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5870 Ot...	13695 Tomahawk (for 3/31/15 public works meeting)	5870 · Other Road Maintenance	8.50
TOTAL						8.50
Bill Pmt -C...	**04/15/2015**	**20084**	**Xcel Energy (51-0895345-1)**	**Acct: 51-0895345-1 Meter# 000071246886**	**100 · 4M Fund/US Bank - General F...**	**(22.18)**

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Type	Date	Num	Name	Memo	Account	Original Amount
Bill	03/31/2015	451180858	800 City InfraStructure Imp Fd:B. Exp:8890 DNR Flood Imp Exp	Eastwood - Septic Property 2318 St Croix Trl S Meter# 0000712...	8891 · DNR Flood Imp - Property Exp	22.18
TOTAL						22.18
Bill Pmt -C...	**04/15/2015**	**20085**	**Xcel Energy (51-4272629-8)**	**3175 St. Croix Trail S Meter #0098360010**	**100 · 4M Fund/US Bank - General F...**	**(19.16)**
Bill	03/31/2015	451406846	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6020 Electricity - Xcel Energy	3175 St. Croix Trail S Meter #0098360010	6020 · Electricity	19.16
TOTAL						19.16
Bill Pmt -C...	**04/15/2015**	**20086**	**Xcel Energy (51-5641441-6)**	**Acct #51-5641441-6 Meter #0096704046**	**100 · 4M Fund/US Bank - General F...**	**(13.59)**
Bill	03/31/2015	451426548	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6020 Electricity - Xcel Energy	3415 St. Croix Trail S Meter #0096704046	6020 · Electricity	13.59
TOTAL						13.59
Bill Pmt -C...	**04/15/2015**	**20087**	**Xcel Energy (51-5700429-6)**	**Acct #51-5700429-6 Meter #0077765464**	**100 · 4M Fund/US Bank - General F...**	**(141.61)**
Bill	03/31/2015	451427951	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5850 Str...	3033 St. Croix Trail S Meter #0077765464	5850 · Street Lighting	141.61
TOTAL						141.61
Bill Pmt -C...	**04/15/2015**	**20088**	**Xcel Energy (51-6223921-2)**	**Acct No. 51-6223921-2 Street Lighting**	**100 · 4M Fund/US Bank - General F...**	**(211.21)**
Bill	03/31/2015	451603408	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5850 Str...	Street Lighting Service	5850 · Street Lighting	211.21
TOTAL						211.21
Bill Pmt -C...	**04/15/2015**	**20089**	**Xcel Energy (51-6257802-9)**	**3420 St. Croix Trl S Meter #0096987678**	**100 · 4M Fund/US Bank - General F...**	**(56.07)**
Bill	03/31/2015	451437221	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6020 Electricity - Xcel Energy	Town Square Park 3420 St. Croix Trl S Meter #0096987678	6020 · Electricity	56.07
TOTAL						56.07
Bill Pmt -C...	**04/15/2015**	**20090**	**Xcel Energy (51-7576371-4)**	**Acct#51-7576371-4 Meter #19818068**	**100 · 4M Fund/US Bank - General F...**	**(98.34)**
Bill	03/31/2015	451279867	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6045 City Garage Expense	City Garage 1675 Stagecoach Trl S: Acct#51-7576371-4 Meter #...	6045 · City Garage Expense	98.34
TOTAL						98.34
Bill Pmt -C...	**04/21/2015**	**20091**	**CNA Surety (Valley Agencies)**	**Company # 0601, Policy # 69721463**	**100 · 4M Fund/US Bank - General F...**	**(225.00)**
Bill	03/31/2015	03272015	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5304 Accounting Fees	CNA Surety Bond thru Valley Agencies $50,000: Thomas H. Nie...	5304 · Accounting Fees	225.00
TOTAL						225.00
Bill Pmt -C...	**04/21/2015**	**20092**	**Holstad & Knaak, PLC**	**Legal Services**	**100 · 4M Fund/US Bank - General F...**	**(4,000.00)**
Bill	03/31/2015	Mar2015	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5321 General - Legal F...	Civil / General	5321 · Legal Fees - General	1,596.00

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Type	Date	Num	Name	Memo	Account	Original Amount
			100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5320 Prosecution - Leg...	Criminal	5320 · Legal Fees - Prosecution	1,704.00
			550 Special Activities Fund:F. Applicant Pass-Thru Expenses:5342 Lega...	Lakeview Development	5342 · Legal - Pass Thru	700.00
TOTAL						4,000.00
Bill Pmt -C...	**04/21/2015**	**20093**	**Lindquist & Vennum LLP**	**File No. 510385.0002**	**100 · 4M Fund/US Bank - General F...**	**(770.00)**
Bill	03/31/2015	682008-3348	800 City InfraStructure Imp Fd:B. Exp:8890 DNR Flood Imp Exp	Wastewater treatment facility, services through Feb 28, 2015	8895 · DNR Flood Imp Proj - Engineer	770.00
TOTAL						770.00
Bill Pmt -C...	**04/21/2015**	**20094**	**Meyer Sewer Service, Inc**		**100 · 4M Fund/US Bank - General F...**	**(1,450.00)**
Bill	03/31/2015	57820	400 201 Project Fund:B. Exp:5915 201 Project Maintenance	201 Septic system	5915 · 201 Project Maintenance	1,400.00
Bill	03/31/2015	58045	400 201 Project Fund:B. Exp:5915 201 Project Maintenance	201 septic system	5915 · 201 Project Maintenance	50.00
TOTAL						1,450.00
Bill Pmt -C...	**04/21/2015**	**20095**	**Michael W. Pofahl (CPA)**		**100 · 4M Fund/US Bank - General F...**	**(2,700.00)**
Bill	03/31/2015	Mar2015	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5305 Auditing Fees	Progress billing of 2014 Audit: Total $5,150.00	5305 · Auditing Fees	2,700.00
TOTAL						2,700.00
Bill Pmt -C...	**04/21/2015**	**20096**	**Niedzwiecki, Thomas H.**	**Accounting Services**	**100 · 4M Fund/US Bank - General F...**	**(1,139.00)**
Bill	03/31/2015	AcctMar2015	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5304 Accounting Fees	Monthly charge for Accounting Services per Contract	5304 · Accounting Fees	1,075.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5540 Office Supplies	Monthly charge for QB Pro software including Payroll Service & ...	5540 · Office Supplies	26.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5540 Office Supplies	Mailing envelopes, copies of invoices, misc postage	5540 · Office Supplies	38.00
TOTAL						1,139.00
Bill Pmt -C...	**04/21/2015**	**20097**	**Stensland Inspection Services**	**Building Inspection Services**	**100 · 4M Fund/US Bank - General F...**	**(1,069.00)**
Bill	03/31/2015	March2015	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5350 Bldg Insp Fees - S...	Building Permits, B-14-15 - B-25-15	5350 · Building Insp Fees - Stensland	1,069.00
TOTAL						1,069.00
Bill Pmt -C...	**04/21/2015**	**20098**	**The Planning Company LLC**		**100 · 4M Fund/US Bank - General F...**	**(687.50)**
Bill	03/31/2015	2527	550 Special Activities Fund:F. Applicant Pass-Thru Expenses:5343 Plan...	Lakeview Invest #1 LLC Z-33-14	5343 · Planning - Pass Thru	687.50
TOTAL						687.50
Bill Pmt -C...	**04/21/2015**	**20099**	**Tri-County Services (Snow Ice)**		**100 · 4M Fund/US Bank - General F...**	**(1,530.00)**
Bill	03/31/2015	708	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5830 Sn...	snow plow 18 hrs @ $85	5830 · Snow & Ice Control	1,530.00
TOTAL						1,530.00

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Type	Date	Num	Name	Memo	Account	Original Amount
Bill Pmt -C...	**04/21/2015**	**20100**	**Tri-County Services (Streets, Other)**		**100 · 4M Fund/US Bank - General F...**	**(14,437.50)**
Bill	03/31/2015	709	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5845 Br...	brushing on Trading Post, 15th St, Tomahawk	5845 · Brush/Tree/Sod/Seed	8,510.00
Bill	03/31/2015	711	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5845 Br...	sheriff call out April 6 tree down	5845 · Brush/Tree/Sod/Seed	150.00
Bill	03/31/2015	713	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5845 Br...	sheriff call out trees down on Trading Post	5845 · Brush/Tree/Sod/Seed	425.00
Bill	03/31/2015	715	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5845 Br...	puttman ken call out trees down on Trading Post	5845 · Brush/Tree/Sod/Seed	295.00
Bill	03/31/2015	710	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5835 Su...	potholes 3/11, 3/16, 3/31/15	5835 · Surf Maint/Bit Patch/Sweeping	4,292.50
Bill	03/31/2015	712	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5820 Gr...	grade 60th 4 times	5820 · Gravel Road Maintenance	510.00
Bill	03/31/2015	714	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5835 Su...	Norstead potholes	5835 · Surf Maint/Bit Patch/Sweeping	255.00
TOTAL						14,437.50
Bill Pmt -C...	**04/21/2015**	**20101**	**Wash Cty (Rd & Bridge)(Trans & Phys Dev)**	**Account No. 20490**	**100 · 4M Fund/US Bank - General F...**	**(4,610.39)**
Bill	03/31/2015	80839	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5830 Sn...	snow & ice control, sand and salt 2/20, 2/25, 3/11/15	5830 · Snow & Ice Control	4,610.39
TOTAL						4,610.39
Bill Pmt -C...	**04/21/2015**	**20102**	**Wenck Associates Inc.**	**project 2656**	**100 · 4M Fund/US Bank - General F...**	**(6,901.65)**
Bill	03/31/2015	11501325	800 City InfraStructure Imp Fd:B. Exp:8890 DNR Flood Imp Exp	Wastewater System Engineering	8895 · DNR Flood Imp Proj - Engineer	6,901.65
TOTAL						6,901.65
Bill Pmt -C...	**04/21/2015**	**20103**	**WSB (Applicants)**	**Customer No. 01856**	**100 · 4M Fund/US Bank - General F...**	**(143.00)**
Bill	03/31/2015	180-21	550 Special Activities Fund:F. Applicant Pass-Thru Expenses:5341 Engi...	Cedar Bluff Homestead 2nd Addition	5341 · Engineering - Pass Thru	143.00
TOTAL						143.00
Bill Pmt -C...	**04/21/2015**	**20104**	**WSB (City Engineer)**		**100 · 4M Fund/US Bank - General F...**	**(3,227.00)**
Bill	03/31/2015	450-1	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5310 Engineering Fees	2015 City Engineering Services Jan 1 to Jan 31	5310 · Engineering Fees	981.00
Bill	03/31/2015	450-2	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5310 Engineering Fees	2015 City Engineering Services Feb15	5310 · Engineering Fees	1,342.50
			550 Special Activities Fund:F. Applicant Pass-Thru Expenses:5341 Engi...	Lakeview Investment #1 LLC Z-33-14 Trading Post	5341 · Engineering - Pass Thru	903.50
TOTAL						3,227.00
Bill Pmt -C...	**04/21/2015**	**20105**	**WSB (DNR Flood Imp)**		**100 · 4M Fund/US Bank - General F...**	**(35,414.50)**
Bill	03/31/2015	410-15	800 City InfraStructure Imp Fd:B. Exp:8890 DNR Flood Imp Exp	Sanitary Sewer Improvements	8895 · DNR Flood Imp Proj - Engineer	5,603.00
Bill	03/31/2015	320-38	800 City InfraStructure Imp Fd:B. Exp:8890 DNR Flood Imp Exp	Flood Protection Improvement Project	8895 · DNR Flood Imp Proj - Engineer	29,811.50
TOTAL						35,414.50
Bill Pmt -C...	**04/21/2015**	**20106**	**WSB (Flood ROW Mitigation)**		**100 · 4M Fund/US Bank - General F...**	**(18,701.50)**
Bill	03/31/2015	321-19	800 City InfraStructure Imp Fd:B. Exp:8890 DNR Flood Imp Exp	flood mitigation project right of way services	8895 · DNR Flood Imp Proj - Engineer	8,284.75
Bill	03/31/2015	321-18	800 City InfraStructure Imp Fd:B. Exp:8890 DNR Flood Imp Exp	flood mitigation project right of way services	8895 · DNR Flood Imp Proj - Engineer	10,416.75
TOTAL						18,701.50

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Type	Date	Num	Name	Memo	Account	Original Amount
Bill Pmt -C...	**04/21/2015**	**20107**	**WSB (Street Imp)**		**100 · 4M Fund/US Bank - General F...**	**(66,717.00)**
Bill	03/31/2015	400-16	120 Street Imp Capital Fd:B. Exp:7941 2015 Street Projects	Village Local Road Improvements	7941 · 2015 Street Projects	64,936.50
Bill	03/31/2015	390-16	120 Street Imp Capital Fd:B. Exp:7941 2015 Street Projects	CR 21mprovement Project	7941 · 2015 Street Projects	1,034.00
Bill	03/31/2015	390-17	120 Street Imp Capital Fd:B. Exp:7941 2015 Street Projects	CR 21mprovement Project	7941 · 2015 Street Projects	746.50
TOTAL						66,717.00
Bill Pmt -C...	**04/21/2015**	**20108**	**LSCV Fire Protection District**	**Fire Protection Services**	**100 · 4M Fund/US Bank - General F...**	**(54,988.25)**
Bill	04/21/2015	Levy2Qtr15	100 Gen'l Fd:B. Exp:B02 Public Safety & Health:B2.1 Public Safety:562...	Fire Protection Services - 2nd Quarter 2015	5625 · Fire & Ambulance Services	54,988.25
TOTAL						54,988.25
Paycheck	**04/21/2015**	**20109**	**Bend, Richard H**		**100 · 4M Fund/US Bank - General F...**	**(280.65)**
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5002 · Mayor & Council Wages	300.00
					2303 · PERA Payable - Council	(15.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5053 · PERA Contribution - Employer	15.00
					2303 · PERA Payable - Council	(15.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5052 · Medicare Tax - Employer	4.35
					2213 · Medicare Payable - Employer	(4.35)
					2212 · Medicare W/H - Employee	(4.35)
TOTAL						280.65
Paycheck	**04/21/2015**	**20110**	**Nelson, Randall P**		**100 · 4M Fund/US Bank - General F...**	**(187.10)**
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5002 · Mayor & Council Wages	200.00
					2303 · PERA Payable - Council	(10.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5053 · PERA Contribution - Employer	10.00
					2303 · PERA Payable - Council	(10.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5052 · Medicare Tax - Employer	2.90
					2213 · Medicare Payable - Employer	(2.90)
					2212 · Medicare W/H - Employee	(2.90)
TOTAL						187.10
Paycheck	**04/21/2015**	**20111**	**Palmquist, William B**		**100 · 4M Fund/US Bank - General F...**	**(187.10)**
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5002 · Mayor & Council Wages	200.00
					2303 · PERA Payable - Council	(10.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5053 · PERA Contribution - Employer	10.00
					2303 · PERA Payable - Council	(10.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5052 · Medicare Tax - Employer	2.90
					2213 · Medicare Payable - Employer	(2.90)
					2212 · Medicare W/H - Employee	(2.90)
TOTAL						187.10
Paycheck	**04/21/2015**	**20112**	**Richter, Joseph J**		**100 · 4M Fund/US Bank - General F...**	**(187.10)**

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			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5002 · Mayor & Council Wages	200.00
					2303 · PERA Payable - Council	(10.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5053 · PERA Contribution - Employer	10.00
					2303 · PERA Payable - Council	(10.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5052 · Medicare Tax - Employer	2.90
					2213 · Medicare Payable - Employer	(2.90)
					2212 · Medicare W/H - Employee	(2.90)
TOTAL						187.10
Paycheck	**04/21/2015**	**20113**	**Ross, Stanley A**		**100 · 4M Fund/US Bank - General F...**	**(187.10)**
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5002 · Mayor & Council Wages	200.00
					2303 · PERA Payable - Council	(10.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5053 · PERA Contribution - Employer	10.00
					2303 · PERA Payable - Council	(10.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5052 · Medicare Tax - Employer	2.90
					2213 · Medicare Payable - Employer	(2.90)
					2212 · Medicare W/H - Employee	(2.90)
TOTAL						187.10
Bill Pmt -C...	**04/21/2015**	**20114**	**Comcast (8772 10 572 0001508)**	**Account # 8772 10 572 0001508**	**100 · 4M Fund/US Bank - General F...**	**(197.55)**
Bill	03/31/2015	March2015	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5510 Computer Serv/Sof...	High Speed Internet	5510 · Computer Service/Software	34.90
			100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5565 Telephone	Digital Voice	5565 · Telephone	162.65
TOTAL						197.55
Bill Pmt -C...	**04/21/2015**	**20115**	**Donald Salverda & Associates**		**100 · 4M Fund/US Bank - General F...**	**(600.00)**
Bill	03/31/2015	P-1502-1	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5585 Seminars & Educat...	2015 East Metro Area Managers and Administrators Leadership ...	5585 · Seminars & Education	600.00
TOTAL						600.00
Bill Pmt -C...	**04/21/2015**	**20116**	**Memorial Lutheran Church (Vendor)**		**100 · 4M Fund/US Bank - General F...**	**(200.00)**
Bill	03/31/2015	Mar2015	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5545 Other Administration	rent of Fellowship Hall for public meeting to be held May 4, 2015	5545 · Other Admin Expense	200.00
TOTAL						200.00
Bill Pmt -C...	**04/21/2015**	**20117**	**Menards - Hudson**	**Account No. 30890280**	**100 · 4M Fund/US Bank - General F...**	**(5.52)**
Bill	03/31/2015	82977	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6035 Routine Cleaning	cleaners	6035 · Routine Cleaning	5.52
TOTAL						5.52
Bill Pmt -C...	**04/21/2015**	**20118**	**Xcel Energy (51-5371356-9)**	**15891 34th St. S: Automatic Protective Lighting Service**	**100 · 4M Fund/US Bank - General F...**	**(15.57)**
Bill	03/31/2015	452306273	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6020 Electricity - Xcel Energy	15891 34th St. S: Automatic Protective Lighting Service	6020 · Electricity	15.57

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Type	Date	Num	Name	Memo	Account	Original Amount
TOTAL						15.57
Bill Pmt -C...	**04/21/2015**	**20119**	**Joyce, Patrick (Reimburse Expenses)**	**Reimburse Expenses**	**100 · 4M Fund/US Bank - General F...**	**(233.98)**
Bill	03/31/2015	Mar2015	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6040 Repairs & Maintenance	Barstools. Replace stools at front counter	6040 · City Property Maintenance	233.98
TOTAL						233.98
Bill Pmt -C...	**04/21/2015**	**20120**	**Ross, Stan**	**reimburse expenses**	**100 · 4M Fund/US Bank - General F...**	**(49.15)**
Bill	04/21/2015	Mar2015	100 Gen'l Fd:B. Exp:B05 Parks & Recreation:6105 4th of July Celebration	Lighting Demo Supplies from Home Depot	7941 · 2015 Street Projects	49.15
TOTAL						49.15
Bill Pmt -C...	**04/21/2015**	**20121**	**Xcel Energy (51-5247622-9)**	**Acct No. 51-5247622-9 Meters 92023602 & 98359441**	**100 · 4M Fund/US Bank - General F...**	**(96.26)**
Bill	04/21/2015	451761066	400 201 Project Fund:B. Exp:5915 201 Project Maintenance	201 Project: 3741 & 4105 River Rd	5915 · 201 Project Maintenance	96.26
TOTAL						96.26
Bill Pmt -C...	**04/21/2015**	**20122**	**American Engineering Testing, Inc.**	**Cust No. AFT002**	**100 · 4M Fund/US Bank - General F...**	**(9,705.45)**
Bill	04/21/2015	66237	800 City InfraStructure Imp Fd:B. Exp:8890 DNR Flood Imp Exp	Levee Design and FEMA Cert	8895 · DNR Flood Imp Proj - Engineer	9,705.45
TOTAL						9,705.45
Bill Pmt -C...	**04/21/2015**	**20123**	**Lindquist & Vennum LLP**	**File No. 510385.0002**	**100 · 4M Fund/US Bank - General F...**	**(177.50)**
Bill	04/21/2015	683762-3348	800 City InfraStructure Imp Fd:B. Exp:8890 DNR Flood Imp Exp	Wastewater treatment facility, services through March 31, 2015	8895 · DNR Flood Imp Proj - Engineer	177.50
TOTAL						177.50
Liability C...	**03/31/2015**	**20124**	**Madison National Life**	**103815000000000**	**100 · 4M Fund/US Bank - General F...**	**(154.78)**
				103815000000000	2325 · Madison Life ST & LT Disability	100.98
				103815000000000	2325 · Madison Life ST & LT Disability	53.80
TOTAL						154.78
Paycheck	**04/15/2015**	**20125**	**Johnson, Kenneth L**		**100 · 4M Fund/US Bank - General F...**	**(365.32)**
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5020 · Maintenance Person	489.60
					2302 · PERA Payable - Staff	(31.82)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5053 · PERA Contribution - Employer	36.72
					2302 · PERA Payable - Staff	(36.72)
					2210 · Federal Withholding	(36.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5051 · Social Security Tax - Employer	30.36
					2205 · Soc Sec Payable - Employer	(30.36)
					2204 · Social Security W/H - Employee	(30.36)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5052 · Medicare Tax - Employer	7.10
					2213 · Medicare Payable - Employer	(7.10)

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Type	Date	Num	Name	Memo	Account	Original Amount
					2212 · Medicare W/H - Employee	(7.10)
					2208 · MN State Withholding	(19.00)
TOTAL						365.32
Paycheck	**04/15/2015**	**20126**	**Joyce, Patrick C**		**100 · 4M Fund/US Bank - General F...**	**(609.32)**
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		5007 · Intern/Office Assistant Wages	776.15
					2302 · PERA Payable - Staff	(50.45)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		5053 · PERA Contribution - Employer	58.21
					2302 · PERA Payable - Staff	(58.21)
					2210 · Federal Withholding	(37.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		5051 · Social Security Tax - Employer	48.12
					2205 · Soc Sec Payable - Employer	(48.12)
					2204 · Social Security W/H - Employee	(48.12)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		5052 · Medicare Tax - Employer	11.26
					2213 · Medicare Payable - Employer	(11.26)
					2212 · Medicare W/H - Employee	(11.26)
					2208 · MN State Withholding	(20.00)
TOTAL						609.32
Paycheck	**04/15/2015**	**20127**	**Swanson Linner, Kimberly J**		**100 · 4M Fund/US Bank - General F...**	**(1,368.92)**
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5006 Deputy ...		5008 · Office Manager Wages	1,779.75
					2302 · PERA Payable - Staff	(115.68)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5006 Deputy ...		5053 · PERA Contribution - Employer	133.48
					2302 · PERA Payable - Staff	(133.48)
					2210 · Federal Withholding	(107.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5006 Deputy ...		5051 · Social Security Tax - Employer	110.34
					2205 · Soc Sec Payable - Employer	(110.34)
					2204 · Social Security W/H - Employee	(110.34)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5006 Deputy ...		5052 · Medicare Tax - Employer	25.81
					2213 · Medicare Payable - Employer	(25.81)
					2212 · Medicare W/H - Employee	(25.81)
					2208 · MN State Withholding	(52.00)
TOTAL						1,368.92
Paycheck	**04/15/2015**	**20128**	**Moorse, Ronald J**		**100 · 4M Fund/US Bank - General F...**	**(3,368.05)**
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administ...		5004 · Administrator Salary	3,672.92
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administ...		5053 · PERA Contribution - Employer	275.47
					2302 · PERA Payable - Staff	(275.47)
					2302 · PERA Payable - Staff	(238.74)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administ...		5037 · Flexible Benefits	1,100.00
					2210 · Federal Withholding	(568.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administ...		5051 · Social Security Tax - Employer	295.92
					2205 · Soc Sec Payable - Employer	(295.92)
					2204 · Social Security W/H - Employee	(295.92)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administ...		5052 · Medicare Tax - Employer	69.21
					2213 · Medicare Payable - Employer	(69.21)
					2212 · Medicare W/H - Employee	(69.21)

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Type	Date	Num	Name	Memo	Account	Original Amount
					2208 · MN State Withholding	(233.00)
TOTAL						3,368.05
Liability C...	**03/30/2015**	**201504001**	**PERA (Staff)**	**3030-01 210990**	**100 · 4M Fund/US Bank - General F...**	**(906.71)**
				3030-01 210990	2302 · PERA Payable - Staff	420.97
				3030-01 210990	2302 · PERA Payable - Staff	485.74
TOTAL						906.71
Liability C...	**03/31/2015**	**201504002**	**PERA (Staff)**	**3030-01 210990**	**100 · 4M Fund/US Bank - General F...**	**(953.94)**
				3030-01 210990	2302 · PERA Payable - Staff	442.90
				3030-01 210990	2302 · PERA Payable - Staff	511.04
TOTAL						953.94
Liability C...	**04/21/2015**	**201504003**	**PERA (Council)**	**3030-51 207620**	**100 · 4M Fund/US Bank - General F...**	**(110.00)**
				3030-51 207620	2303 · PERA Payable - Council	55.00
				3030-51 207620	2303 · PERA Payable - Council	55.00
TOTAL						110.00
Liability C...	**04/13/2015**	**201504004**	**IRS (US Treasury)**	**41-1290668**	**100 · 4M Fund/US Bank - General F...**	**(4,008.76)**
				41-1290668	2210 · Federal Withholding	1,538.00
				41-1290668	2213 · Medicare Payable - Employer	247.07
				41-1290668	2212 · Medicare W/H - Employee	247.07
				41-1290668	2205 · Soc Sec Payable - Employer	988.31
				41-1290668	2204 · Social Security W/H - Employee	988.31
TOTAL						4,008.76
Liability C...	**04/13/2015**	**201504005**	**MN Dept of Revenue**	**5050730**	**100 · 4M Fund/US Bank - General F...**	**(661.00)**
				5050730	2208 · MN State Withholding	661.00
TOTAL						661.00
Bill Pmt -C...	**04/17/2015**	**201504006**	**MN Dept of Labor & Ind (Bldg Surchg)**	**Building Surcharges Cert #2164**	**100 · 4M Fund/US Bank - General F...**	**(82.50)**
Bill	03/31/2015	BldgSurchg...		1st Quarter 2015 Building Surcharges Cert #2164	2121 · Afton Bldg Surcharges Payable	82.50
TOTAL						82.50
Liability C...	**04/21/2015**	**201504007**	**PERA (Staff)**	**3030-01 210990**	**100 · 4M Fund/US Bank - General F...**	**(940.57)**
				3030-01 210990	2302 · PERA Payable - Staff	436.69

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March 18 through April 21, 2015

Type	Date	Num	Name	Memo	Account	Original Amount
				3030-01 210990	2302 · PERA Payable - Staff	503.88
TOTAL						940.57

RESOLUTION 2015-31

CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

A RESOLUTION APPROVING 4M FUND TRANSFERS FOR – MARCH, 2015

BE IT RESOLVED THAT the City Council of the City of Afton, County of Washington, Minnesota, authorizes the transfer of the following sums of money between the City's 4M Fund Accounts, as detailed in Exhibit A – 4M Fund Transfers – Month of MARCH, 2015.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 21ST DAY OF APRIL, 2015.

SIGNED:

_____
Richard Bend, Mayor

ATTEST:

_____
Ronald J. Moorse, City Administrator

Motion by:
Second by:
Palmquist:
Richter:
Ross:
Nelson:
Bend:

City of Afton
Exhibit A: 4M Fund Transfers

		Month of:	Mar-15	
	4M Fund Accounts			
#	***From***	***To***	***Amount***	***Comments***
1	City Infra-Structure Improvement Fund (35001-114)	General (35001-101)	$61,879.24	Mar15 DNR Flood Imp Project Expense
2	General (35001-101)	Special Activities Fund (35001-106)	$6,105.71	Mar15 Spec Act Fd Rev (Cable Comm)
3	Street Improvements Fund (35001-116)	General (35001-101)	$66,717.00	Mar15 Street Imp Fd Exp
4	General (35001-101)	201 Project Fund (35001-103)	$155.86	Mar15 201 Project Revenue
5	201 Project Fund (35001-103)	General (35001-101)	$3,074.90	Mar15 201 Project Expense
6	Special Reserve Fund (MN-01-0001-2001)	City Infra-Structure Improvement Fund (35001-114)	$22,000.00	Temporary Cash Flow Transfer(s)
7	Street Improvements Fund (35001-116)	City Infra-Structure Improvement Fund (35001-114)	$2,279.24	Temporary Cash Flow Transfer(s)
8	General (35001-101)	City Infra-Structure Improvement Fund (35001-114)	$37,600.00	Good Faith Deposit on Downtown GO Temp Imp Bonds

The City Infra-Structure Improvement Fund owes the Special Reserve Fund $428,737 and the Street Improvement Fund $2,279 as of 3/31/15. The $37,600 Good Faith Deposit on the Downtown GO Temp Imp Bonds was used to cover expenses in the City Infra-Structure Improvement Fund.

Recommended by Thomas H. Niedzwiecki, Accountant
File: Afton 2015 Bank Transfers.xlsm Worksheet: Mar15 4/15/2015

R1

8C

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date April 21, 2015

Council Action Memo

To: Mayor Bend and Members of the City Council

From: Kim Swanson Linner, Deputy Clerk

Date: April 15, 2015

Re: 2015-2016 Recycling Grant Agreement & approval of Two-Year Work Plan

---

Washington County has changed its Recycling Grant Program to encompass a two-year period and, due to new state regulations and reporting, has implemented a more detailed grant application process and reporting requirements for staff to complete.

Attached is the Two-Year Work Plan which details the projects the City proposes to complete. The new state regulations require at least three "measurements" for each recycling project.

The funding remains the same as before:

Base Funding	$5,000	(# of HH 1,001-2000)
Project Funding	$2,210	($.50 x 1,105 x 4 projects)
Total Grant/Year	$7,210	

(Please note that the "Get Caught" Recycling Incentive Program is calling for 20 households being "caught" recycling, rather than the past amount of 16 households, for a grant outlay of $500 instead of $400.)

Council Action Requested

Motion to approve the 2015-2016 Washington County Recycling Grant Agreement and to approve the Two-Year Work Plan for recycling projects that the City will complete in order to receive the full grant funding.

Section 2.

2015-2016 Municipal Recycling Grant Application

2015-2016
Municipal Recycling Grant Application

Washington Co. Department of Public Health and Environment
14949 62nd Street N., P.O. Box 6 • Stillwater, MN 55082-0006
Office (651) 430-6655 • TTY (651) 430-6246 • FAX • (651) 430-6730

Municipality: City of Afton
Address: 3033 St. Croix Trl S., P.O. Box 219, Afton, MN 55001
Your name: Kim Swanson Linner Your Title Deputy Clerk
Telephone #: 651-436-5090 Email address deputyclerk@ci.afton.mn.us

I certify that I am authorized to apply for grants from Washington County or have received such authorization from the appropriate official:
☒ Yes (Name/Date) Kim Swanson Linner 4/1/2015
☐ No

I certify that I am Afton City Administrator
I authorize the above named person to apply for grants from Washington County:

Ronald J. Moorse — Signature — 4-7-15
Print Name — Date

Email completed application to:
DanielleLesmeister@co.washington.mn.us **by May 1st, 2015.**
(d) 651-430-6683
Washington County Public Health & Environment

Late submittals will be rejected.

Part 1. General Program Information

1. Have you submitted your 2014 annual report?
   - ☒ Yes
   - ☐ No, please submit your report before completing and submitting this application

2. Please indicate how the collection of recyclables is arranged for in your municipality:
   - ☒ **By ordinance** requiring licensed haulers to collect recyclables. If so, does this ordinance include penalties for non-compliance? (Circle: Yes/No) What type of penalties: Petty Misdemeanor
   - ☒ **By contract** with one recyclables hauler:
     - ☒ Name of hauler: Highland Sanitation
     - ☒ Contact person: Bob and/or Sue Stewart
     - ☒ Telephone #: 651-458-0043
     - ☒ What is the cost of recyclables collection for residents?
       $_____/ household/month or $_____/ ton recycled
       Trash & Recycling is included in cost:

       90gal $27.51/mo
       60gal $23.54/mo
       35gal $19.45/m
       Senior Discount as above – $1.50
       Email Bill Discount $.50/mo
   - ☐ **None of the above**, please describe how the collection of recyclables is arranged for in your municipality:_____

   -Please submit a copy of updated ordinance or contract if changed from previous year-

3. Please indicate how the collection of garbage (MSW) is arranged for in your municipality:
   - ☒ **By ordinance** requiring licensed haulers to collect garbage. If yes, does this ordinance include penalties for non-compliance? (Circle: Yes/No) What type of penalties: - Misdemeanor
   - ☐ **By contract** with one garbage (MSW) hauler:
     - o Name of hauler:
     - o Contact person:
     - o Telephone #:

       Same as above Recycling Contractor
     - o What is the cost of garbage collection for residents?
       $_____/household/month or $_____/ton disposed
   - ☐ **None of the above,** please describe how the collection of garbage (MSW) is arranged for in your municipality:_____

   -Please submit copy of updated ordinance or contract if changed from previous year-

4. A. Do you have an ordinance that requires businesses to recycle?
   - ☒ Yes
   - ☐ No

   B. If yes, does this ordinance include penalties for non-compliance? (Circle: Yes/No). What type of penalties Misdemeanor (trash) & Petty Misdemeanor (Recycling)

5. Use the table below to indicate **by facility** which materials are currently recycled in your municipally owned buildings. Provide tonnages if collected separately from your residential program (attach reports from hauler). <u>If recycling is not offered at a certain facility, please place an **X** in the grey column labeled "Nothing."</u>

Materials in **green columns** are on the County's List of Standard Items to be Collected (pages 6-7)

FACILITY	**Nothing**	**Paper**	**Cartons**	**Metal**	**Glass**	**Plastics #1**	**Plastics #2**	Plastics #3	Plastics #4	**Plastics #5**	Plastics #6	Plastics #7	*SSO	Yard Waste	Other:
City/Township Hall		X	X	X	X	X	X	X	X	X	X	X			
Parks				X	X	X	X	X	X	X	X	X			
Libraries	N/A														
Ice arenas	N/A														
Golf courses	N/A														
Sports facilities	N/A														
Playgrounds		X		X								X			
Swim beaches	N/A														
Public works facilities	X														
Police stations	N/A														
Fire stations	N/A														
Other:															
Other:															
Other:															
Other:															

Please see the County's List of Standard Items to be Collected Curbside for a more detailed breakdown of materials found in each green column above (pages 6-7).

***SSO** stands for Source Separated Organics and includes food waste and other compostable materials such as paper products.

Part 2. Recycling Continuum

Place a ✓ next to each component your municipality **currently meets**. Your 2-year work plan should indicate the components your municipality is *working towards* meeting and should be developed in collaboration with PHE staff. (WT)

BASIC		IMPROVED (BASIC *plus:*)		ADVANCED (BASIC + IMPROVED *plus:*)	
Submit grant materials by due date	✓	Provide new resident education		Require weekly recycling collection	
Attend recycling coordinator meetings	✓	Include requirements in hauler license		Implement away from home recycling opportunities	
Participate in shared resources opportunities	✓	Provide recycling in municipal owned/operated public spaces (for large communities)		Pilot tiered trash rates	✓
Require single sort collection	✓	Ensure adequate Multi Family Housing recycling infrastructure in place		Implement a recycling incentives program	✓
WT — Provide recycling costs to residents once/year		Target education to Multi Family Housing Units N/A		Provide source separated organics collection (for contracted waste and recycling communities)	
Require standard list of recyclables collected	✓			Implement other waste diversion strategies	
same — Provide effective resident education	✓			Encourage backyard composting	✓
same — Effective resident education				Conduct Multi Family Housing waste sorts N/A	
Participation in county wide promotions					
WT — Provide online recycling information	✓				

Part 3. Funding

Base Funding

Base funding is available for activities that sustain your existing recycling program and meet the BASIC components of the recycling continuum. If your municipality does not meet all components under the BASIC category, you must be making progress towards meeting them to receive grant funding. (ie work plan projects) Examples of eligible activities include, but are not limited to:

- Submit grant materials by due date
- Attend recycling coordinator meetings
- Participate in shared resource opportunities
- Require single sort recycling collection
- Provide recycling cost to residents once/year
- Require standard recyclables collected (see page 6)
- Provide effective resident education
- Participate in county-wide promotions
- Provide online recycling information

The table below shows how the 2015/2016 base funding eligibility was determined for each community. The table on page 20 lists each community's base funding amount for 2015/2016.

# OF HOUSEHOLDS	2015 ELIGIBLE AMOUNT FOR BASE FUNDING
≤450	$1,500.00
451-1000	$2,500.00
1001-2000	$5,000.00
2001-5000	$10,000.00
5001-10000	$20,000.00
≥10000	$30,000.00

Note: household data is retrieved from Met Council's most recent population estimates. These estimates are the official population and household estimates for state government purposes, including how local government aid (LGA) and local street aid allocations are determined. Previous year estimates are prepared the following year and certified by July 15. For example, population as of April 1, 2013 is estimated in Spring 2014 and certified by July 15, 2014. This due date is specified in Minnesota Statutes 473.24.

Please enter your base funding amount $ 5,000

Part 4. Itemized Budget

A. For each line item, enter **estimated** expenditures and indicate the funding source (ie County grant, Municipality share), the percentage of County grant used to fund activity, and total estimated expenditures for each in 2015/2016.

	County share	Municipality share	% County grant	Total expenditure
1. Administrative				
Direct salaries				
Direct membership, training, subscriptions				
Consultant services and/or temporary help				
Other:				
1. Promotion				
Design, printing, postage				
Advertisements				
Videos				
Promotional items				
Special events (ie clean up days)				
Other promotion: (itemize)				
-				
-				
-				
3. Capital Costs (itemize)				
-				
-				
4. Collection Costs (County grant funds cannot be used for collection costs)	X		X	
5. Other (itemize)				
-				
-				
TOTALS			/100%	

To be completed after approval of Council

B. Currently, what percentage of total staff time (in Full Time Equivalents- FTE) is allocated to your residential curbside recycling program?

- ☒ 0-0.25% FTE
- ☐ 0.26-0.50% FTE
- ☐ 0.51-0.75% FTE
- ☐ 0.76-1.0% FTE

Part 5. Grant funding allocations for 2015-2016

City/Township	# of Households*	Maximum Base Funding	Maximum Project Funding (4 projects)	Maximum Eligibility
Afton	1,105	$5,000	$2,210	**$7,210**
Bayport	910	$2,500	$1,820	**$4,320**
Baytown Twp.	606	$2,500	$1,212	**$6,212**
Birchwood	356	$1,500	$712	**$2,212**
Cottage Grove	11,959	$30,000	$23,918	**$53,918**
Dellwood	377	$1,500	$754	**$2,254**
Denmark Twp.	632	$2,500	$1,264	**$3,764**
Forest Lake	7,346	$20,000	$14,692	**$34,692**
Grant	1,471	$5,000	$2,942	**$7,942**
Grey Cloud Island Twp.	119	$1,500	$238	**$1,738**
Hugo	5,188	$20,000	$10,376	**$30,376**
Lake Elmo	2,844	$10,000	$5,688	**$15,688**
Lake St. Croix Beach	472	$2,500	$944	**$3,444**
Lakeland	685	$2,500	$1,370	**$3,870**
Lakeland Shores	117	$1,500	$234	**$1,734**
Landfall	262	$1,500	$524	**$2,024**
Mahtomedi	2,951	$10,000	$5,902	**$15,902**
Marine on St. Croix	307	$1,500	$614	**$2,114**
May Twp.	1,105	$5,000	$2,210	**$7,210**
Newport	1,396	$5,000	$2,792	**$7,792**
Oakdale	11,222	$30,000	$22,444	**$52,444**
Oak Park Heights	2,121	$10,000	$4,242	**$14,242**
Pine Springs	146	$1,500	$292	**$1,792**
Scandia	1,553	$5,000	$3,106	**$8,106**
St. Mary's Point	152	$1,500	$304	**$1,804**
St. Paul Park	2,003	$10,000	$4,006	**$14,006**
Stillwater	7,309	$20,000	$14,618	**$34,618**
Stillwater Twp.	863	$2,500	$1,726	**$4,226**
West Lakeland Twp.	1,322	$5,000	$2,644	**$7,644**
White Bear Lake	202	$1,500	$404	**$1,904**
Willernie	226	$1,500	$452	**$1,952**
Woodbury	23,964	$30,000	$47,928	**$77,928**

**Source: Metropolitan Council estimates as of April 1, 2013*

Section 3.

2015-2016
Work Plan Template

City of Afton

WORK PLAN

2015-2016 WASHINGTON COUNTY RECYCLING GRANT PROGRAM

PROJECT #1: GENERAL RECYCLING UPDATES AND INFORMATION - CITY NEWSLETTER & WEBSITE

Description:

Review and Update the city website.
Highlight the 2015 Going Green booklet.
Newsletter articles highlighting hazardous materials disposal/recycling, the County Environmental Center, the A-Z Recycling Guide, other online and local recycling resources, and new information from the County, State or others pertaining to recycling/composting/environmental stewardship.
Highlight some of the useful products that are made from recycled materials.

Action Steps to be completed:

January -- Update website with new Hauler Recycling Schedule; review website to ensure current items. Take off or add items.
April 1 -- Load 2015 Going Green Booklet and the Environmental eUpdate to the website – so residents can take the survey on the Going Green booklet.
June newsletter – Research and write an article on the useful products made from recycled materials. "How your recycling helps—What have you helped to "make" this year?" "How much recycled material it takes to...blue jeans to insulate a home; plastic bags to make a deck; ??"

Targeted recyclable materials:

Hazardous materials – where to recycle.
Single Sort Recycling - benefits and ease.
Reusable Items (drop off/pick up) – Free Product Room, County Environmental Center.

If/how consultant will be needed for technical assistance:

N/A

New or Enhancement	Recycling Continuum Components	Start Date	End Date	Staff Involved	Measurement (3 needed)
Enhancement	**Basic**- effective education; online recycling information.	January 1	December 31	KSL	1) Newsletter mailed to 1190 Households. 2) Track present year recycling tonnages (from Wash Co reports); compare to past; graph & publish tonnages. 3) Use Google Analytics to track visits to the website's Recycling page.

City of Afton

WORK PLAN

2015-2016 WASHINGTON COUNTY RECYCLING GRANT PROGRAM

PROJECT #2: TARGETED RECYCLING INFORMATION IN NEWSLETTER

Description:

Targeted information about recycling in the May & June newsletter editions:

- Cost benefit of maximizing Recycling: "You're paying for Recycling – ***Use it*** and ***Reduce*** your trash bin cost." – from Hauler contract and tonnage reports.
- Highlight the ease of recycling – "Single Sort has it all." – from Washington County "City Recycling Resources"
- Article on "Waste Diversion – the next step (or is it a back step) in Recycling" – separating organics and what to do with them.
- Composting the separated organics -- how to's and benefits.
- Work towards BizRecycling.

Action Steps to be completed:

April – Gather 2014 data; Write articles on Cost Benefit and Single Sort for inclusion in the newsletter.
May – Contact Afton restaurants about the BizRecycling Program to find out their current recycling practices. Direct them to www.LessTrash.com for ideas.
Contact Afton Area Business Association (AABA) to have Washington County consultant present BizRecycling at a meeting.
May – Research information on Waste Diversion; write article on past practice and new opportunities for separating organics.
June – Research & write compost article about separated organics. (Include state requirements going into effect.)

Targeted recyclable materials:

All recyclables included in Single Sort.
Separated organics.
Increased recycling opportunities for businesses.

If/how consultant will be needed for technical assistance:

Yes. I would like the consultants to present BizRecycling at an AABA meeting.

New or Enhancement	Recycling Continuum Components	Start Date	End Date	Staff Involved	Measurement (3 needed)
New	**Basic**-req standard & single sort collection; provide recycling costs to residents 1x/yr; **Advanced**-Tiered trash rates; separate organics; waste diversion	April 1	August 31	KSL	1) Multiple monthly Newsletters mailed to 1190 Households. 2) Track how many businesses commit to increased efforts to recycle. 3) Report what types of new recycling is being added by businesses.

City of Afton

WORK PLAN

2015-2016 WASHINGTON COUNTY RECYCLING GRANT PROGRAM

PROJECT #3: METAL & TIRE RECYCLING DAY

Description:

Afton schedules a day for residents to bring metal items for recycling and tires for disposal—so that they do not go to the landfill or sit and breed mosquitos or get thrown into our ditches. This year we moved it from June to a more appropriate "spring cleaning" date: May 16, 2015.

° Scrap metal can include swing sets, bicycles, metal toys. All fabric, rubber, wood, fluids, and anything else that is not metal MUST BE REMOVED in order to be recycled. (*NO APPLIANCES ALLOWED.)*

° Tires need to be off the rims (metal rims can be recycled). Tire size is limited to your ability to lift it. No large tires such as tractor tires. This is intended for personal disposal only. (*NO COMMERCIAL SUPPLIES OF TIRES.)*

Action Steps to be completed:

Schedule an appropriate day for the Saturday Metal & Tire Recycling day at the City Garage. (Set for Saturday, May 16, 9:00 am to 1:00 pm)
Schedule Public Works staff who will work the hours of drop off.
Develop the forms for recording participants and number of tires.
Public Works contact Mosquito Control for pickup date.
Advertise the event in the May newsletter.
Obtain the weight ticket for the metal collected and the approximate cubic yards of how much was kept out of the waste stream.

Targeted recyclable materials:

Metal.
Tires.

If/how consultant will be needed for technical assistance:

N/A

New or Enhancement	Recycling Continuum Components	Start Date	End Date	Staff Involved	Measurement (3 needed)
Enhancement	**Advanced**-Implement other waste diversion strategies.	April 1	May 31	KSL KJ-PW MN-PW	1) Count the number of vehicles dropping off items. 2) Count the number of tires recycled and picked up by Mosquito Control. 3) Obtain the weight for the amount of metal recycled. 4) Estimate cubic yards of metal recycled (portion of dumpster size).

City of Afton

WORK PLAN

2015-2016 WASHINGTON COUNTY RECYCLING GRANT PROGRAM

PROJECT #4: "GET CAUGHT" RECYCLING INCENTIVE PROGRAM

Description:

Conduct the "Get Caught" Recycling Program to promote recycling and encourage residents to recycle the greatest amount of material possible, instead of placing it into trash bins to be hauled away to a trash dump or landfill.

In appreciation of residents actively participating in recycling, 20 addresses are chosen at random for City staff to drive by and "catch" those households recycling.

Afton businesses sign up to participate in the program by allowing the award certificate to be redeemed for products or services. They must turn in the certificate to the City to receive their $25 recycling reimbursement -- and for the City to track the success of the program.

Each household "getting caught" recycling receives a $25 Reward Certificate in the mail from the city to redeem at one of Afton's participating businesses.

Action Steps to be completed:

Contact Afton businesses and renew their participation in the program. Review the importance of businesses turning in the redeemed certificates to the City: to receive their $25 recycling award reimbursement and for the City to track the success of the program.

Advertise the "Get Caught" Recycling Program in the newsletter prior to "catching" households.

Randomly choose addressees; choose 5 for Tuesday's pick up and 5 for Thursday's pick up. Choose two different weeks to do this; 10 per week x 2 = 20.

Process and mail Award Certificates to households.

Track when and where and how many of the certificates are redeemed.

Track how many businesses request reimbursement from the Recycling Grant funds.

Targeted recyclable materials:

All Single Sort recyclables allowed in recycling bins.

If/how consultant will be needed for technical assistance:

N/A

New or Enhancement	Recycling Continuum Components	Start Date	End Date	Staff Involved	Measurement (3 needed)
Enhancement	**Advanced**-Implement a recycling incentives program.	May 1	December 31	KSL	1) Newsletter mailed to 1190 Households. 2) Number of businesses participating in the program. 3) Number of certificates redeemed/to who, out of amount awarded.

RESOLUTION 2015-32

CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

A RESOLUTION APPROVING THE 2015-2016 MUNICIPAL RECYCLING GRANT AGREEMENT AND THE 2-YEAR WORK PLAN FOR THE CITY OF AFTON WITH THE WASHINGTON COUNTY DEPTARTMENT OF PUBLIC HEALTH AND ENVIRONMENT

WHEREAS, the City of Afton's Comprehensive Plan states that the City will encourage recycling of all recyclable materials, educate citizens about recycling and employ strategies to make recycling more convenient; and

WHEREAS, the City of Afton has a Recycling Ordinance mandating the separation of recyclables to aid and promote collection thereof and disposal by means other than deposit in a sanitary landfill or by burning; and

WHEREAS, the City of Afton is a participating jurisdiction and has been a previous subgrantee of Washington County for the administration of a Recycling Program in its community; and

WHEREAS, the Washington County Department of Public Health and Environment requests that the 2015/2016 Municipal Recycling Grant Applications be submitted by May 1, 2015; and

WHEREAS, the City will receive the grant Base Funding of $5,000, based on population; and,

WHEREAS, the City will receive $.50 x 1,105 households = $2,210, for a total grant amount of $7,210 to complete four projects in each year of 2015 and 2016; and,

WHEREAS, the two-year Work Plan indicates the following projects will be completed by the City:

1. Promote the regional recycling campaign through general articles in the newsletter and updates to the city.
2. Target specific information to residents about the recycling program in the newsletter.
3. Hold a Metal & Tire Recycling Day in May.
4. Conduct the "Get Caught" Recycling Incentive Program.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Afton approves the 2015-2016 Washington County Municipal Recycling Grant Agreement and its two-year Work Plan to be executed and completed in order for the city to receive the grant amount in each of the program agreement years of 2015 and 2016.

RESOLUTION 2015-32

ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 21ST DAY OF APRIL, 2015.

SIGNED:

_____

Richard Bend, Mayor

ATTEST:

_____

Ronald J. Moorse, City Administrator

Motion by:
Second by:
Palmquist:
Richter:
Ross:
Nelson:
Bend:

8D

Meeting Date April 21, 2015

Council Action Memo

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

To: Mayor Bend and Members of the City Council

From: Kim Swanson Linner, Deputy Clerk

Date: April 15, 2015

Re: Temporary Liquor License request – Afton Historical Museum for 2015 events

---

The Afton Historical Museum has received Temporary Liquor Licenses in the past as a part of their annual fundraising efforts. They request approval for and waived fees for Temporary Liquor Licenses to participate in three additional community events. The 2015 community events are:

Strawberry Festival	June 27 & 28, 2015
July 4th Celebration	July 4, 2015
Art in the Park	September 26 & 27, 2015

Council Action Requested

Motion to approve the Afton Historical Museum's request for a three additional Temporary Liquor Licenses in conjunction with the three named community events listed above.

RECEIVED

MAR 23 2015

CITY OF AFTON

Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
444 Cedar Street, Suite 222, St. Paul, MN 55101
651-201-7500 Fax 651-297-5259 TTY 651-282-6555

APPLICATION AND PERMIT FOR A 1 DAY TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE

Name of organization	Date organized	Tax exempt number
Afton Historical Museum	Jan 1, 1985	31071

Address	City	State	Zip Code
3165 St. Croix Trail South	Afton	Minnesota	55001

Name of person making application	Business phone	Home phone
Stan Ross / President	651-436-3500	651-436-1346

Date set ups will be sold: June 27 & 28 / Strawberry Festival

Type of organization: ☐ Club ☐ Charitable ☐ Religious ☒ Other non-profit

	Organization officer's name	City	State	Zip
X	Stan Ross	Afton	Minnesota	55001

Add New Officer

Location where permit will be used. If an outdoor area, describe.

Town Square Park

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

Auto Owners Insurance Company / $1m coverage

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City/County

Date Approved

City Fee Amount

Permit Date

Date Fee Paid

Signature City Clerk or County Official

Approved Director Alcohol and Gambling Enforcement

NOTE: Submit this form to the city or county 30 days prior to event. Forward application signed by city and/or county to the address above. If the application is approved the Alcohol and Gambling Enforcement Division will return this application to be used as the permit for the event.

RECEIVED

MAR 19 2015

CITY OF AFTON

Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
444 Cedar Street, Suite 222, St. Paul, MN 55101
651-201-7500 Fax 651-297-5259 TTY 651-282-6555

APPLICATION AND PERMIT FOR A 1 DAY TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE

Name of organization	Date organized	Tax exempt number
Afton Historical Museum	Jan 1, 1985	31071

Address	City	State	Zip Code
3165 St. Croix Trail South	Afton	Minnesota	55001

Name of person making application	Business phone	Home phone
Stan Ross / President	651-436-3500	651-436-1346

Date set ups will be sold: July 4, 2015

Type of organization: ☐ Club ☐ Charitable ☐ Religious ☒ Other non-profit

	Organization officer's name	City	State	Zip
X	Stan Ross	Afton	Minnesota	55001

Add New Officer

Location where permit will be used. If an outdoor area, describe.

Town Square Park

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

Auto Owners Insurance Company / $1m coverage

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City/County

Date Approved

City Fee Amount

Permit Date

Date Fee Paid

Signature City Clerk or County Official

Approved Director Alcohol and Gambling Enforcement

NOTE: Submit this form to the city or county 30 days prior to event. Forward application signed by city and/or county to the address above. If the application is approved the Alcohol and Gambling Enforcement Division will return this application to be used as the permit for the event.

Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
444 Cedar Street, Suite 222, St. Paul, MN 55101
651-201-7500 Fax 651-297-5259 TTY 651-282-6555

APPLICATION AND PERMIT FOR A 1 DAY TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE

RECEIVED
MAR 23 2015
CITY OF AFTON

Name of organization	Date organized	Tax exempt number
Afton Historical Museum	Jan 1, 1985	31071

Address	City	State	Zip Code
3165 St. Croix Trail South	Afton	Minnesota	55001

Name of person making application	Business phone	Home phone
Stan Ross / President	651-436-3500	651-436-1346

Date set ups will be sold: Sept 26 & 27 / Art In the Park (Need new Insert)

Type of organization: ☐ Club ☐ Charitable ☐ Religious ☒ Other non-profit

	Organization officer's name	City	State	Zip
X	Stan Ross	Afton	Minnesota	55001

Add New Officer

Location where permit will be used. If an outdoor area, describe.

Town Square Park & Old School House Art Studio

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

Auto Owners Insurance Company / $1m coverage

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City/County

Date Approved

City Fee Amount

Permit Date

Date Fee Paid

Signature City Clerk or County Official

Approved Director Alcohol and Gambling Enforcement

NOTE: Submit this form to the city or county 30 days prior to event. Forward application signed by city and/or county to the address above. If the application is approved the Alcohol and Gambling Enforcement Division will return this application to be used as the permit for the event.

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 03/20/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
McGarry Kearney Agcy Inc
450 N MAIN ST
STILLWATER, MN 55082

CONTACT NAME:
PHONE (A/C, No, Ext): (651)439-6345 FAX (A/C, No): (651)439-6350
E-MAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: OWNERS INS CO	32700
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

INSURED
AFTON HISTORICAL SOCIETY, INC.
3165 ST CROIX TRAIL SOUTH
AFTON, MN 550019674

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY			08771351	09/06/2014	09/06/2015	EACH OCCURRENCE	$ 1,000,000
	✓ COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 300,000
	CLAIMS-MADE ✓ OCCUR						MED EXP (Any one person)	$ 10,000
							PERSONAL & ADV INJURY	$ 1,000,000
							GENERAL AGGREGATE	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PRODUCTS - COMP/OP AGG	$ 1,000,000
	POLICY PRO-JECT LOC							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	ANY AUTO						BODILY INJURY (Per person)	$
	ALL OWNED AUTOS / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS / NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$
	DED RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATU-TORY LIMITS / OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N	N/A					E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$

RECEIVED
MAR 23 2015
CITY OF AFTON

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

June 27th & 28th - Strawberry Festival
July 4th - 4th of July Parade
August 1st - Afton Fest
September 26th & 27th - Art in the Park

Need new certificate for this event.

CERTIFICATE HOLDER

CITY OF AFTON
3033 ST CROIX TRAIL
P. O. BOX 219
AFTON, MN 55001

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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CITY OF AFTON
DRAFT PLANNING COMMISSION MINUTES
April 6, 2015, 6:00 PM

1. **CALL TO ORDER** –Chair Barbara Ronningen called the meeting to order at 6:01 p.m.

2. **PLEDGE OF ALLEGIANCE** – was recited.

3. **ROLL CALL – Chair Ronningen called for the ROLL CALL prior to the OATHS OF OFFICE.** Present: Nelson, Kilmer, Seeberger, Wroblewski, Langan and Chair Ronningen. Excused Absence: Kopitzke. **Quorum present.** Patten arrived at 6:18 p.m. Doherty arrived at 7:01 p.m.

ALSO IN ATTENDANCE – Guest Presenter, Dwight Picha, Woodbury Community Development Director; City Administrator Ron Moorse; and, Deputy Clerk Kim Swanson Linner.

Chair Ronningen moved up Item 7 to accommodate Woodbury Community Development Director Dwight Picha. Chair Ronningen introduced Dwight Picha from Woodbury and thanked him for coming to the meeting to give the Planning Commission information about the Woodbury land use plans for the west side of Manning Avenue.

Mr. Picha gave an overview of Woodbury's Land Use Development Plan from Woodbury's 2010 Comprehensive Plan; he addressed specific plans for the Manning Avenue area and answered questions from Commissioners regarding how those plans might interface with Afton's land use for the east side of Manning Avenue. Commissioners asked about Woodbury park and trail plans and retail areas adjacent to Manning, and the potential future of Manning Avenue traffic. Picha stated MNDOT has no plans to upgrade Manning Avenue at least out to 2030.

When asked what might be Woodbury's response to landowner requests to annex from Afton into Woodbury, Picha stated that Woodbury has not entertained any annexation and they are not interested in doing so. He stated that Woodbury has developed assuming they will remain in their 36 square mile area.

Commissioners had concerns about area water resources. Picha asserted that he understood Met Council is evaluating how groundwater might be supplemented by river water.

When asked about reports of the mining operation in the Settler's Ridge area causing sinking earth and decreases to acquifer levels, he stated that the MN Department of Natural Resources (DNR) has been conducting a two-year monitoring study to determine if the aquifer is lowering. He disclosed that the sand/silica mining operation opened in 1960 and is scheduled to begin reclamation of the mining operation in 2018.

4. **OATHS OF OFFICE** – Administrator Moorse administered Oaths of Office for the reappointment of Barbara Ronningen, whose 3-year term expires in February 2018, and newly appointed James Langan, who is serving out the remaining year of Adam Smerud's 3-year term, which will expire in February 2016.

5. **APPROVAL OF AGENDA** – Chair Ronningen stated she already amended the agenda by moving up the Woodbury presentation (Item 7). Three items were added under New Business: a) Training for New Members; b) Timing of Packets; and, c) Met Council's 2040 Thrive Plan.

Motion/Second: Kilmer/Patten. To approve the April 6, 2015 Planning Commission agenda as amended. Motion carried 7-0-0.

6. **APPROVAL OF MINUTES –**

a. February 2, 2015 Planning Commission Meeting Minutes – These minutes were TABLED at the March 2, 2015 meeting.

Line 74-78 was amended: Strike Line 74 sentence beginning with "Ronningen commented…" regarding a reference to the City's Wind Ordinance; and add: "Ronningen questioned how might a solar array be limited in size because of being located at a small residence with the associated electrical consumption being small. Nelson responded that Statute 216B.164 recently created this potential 'limiting the total generation system annual energy production kilowatt-hours alternating current to 120 percent of the customer's on-site annual electric energy consumption.' Nelson argued for a limit in kilowatts."

[Line 77 in, brackets, was struck, as it was for clarification of the sentence on Line 74 which was struck, and therefore was not needed.]

Motion/Second: Wroblewski/Patten. To approve the February 2, 2015 Planning Commission Meeting minutes as amended. Motion carried 5-0-2 (Abstain-Kilmer, Langan).

b. March 2, 2015 Planning Commission Meeting Minutes – Lines 53-58 were amended as follows: "… in her personal experience, owning a ~~20~~ 25 acre parcel that ~~came with an old farm house and~~ has a detached garage, she felt that a 5,000 s.f. accessory building is a reasonable size for larger properties for storage of machinery and equipment, especially for residents who have any kind of hobby farm, animals or conservation plot. She is not in favor of having categories of accessory buildings ~~for 20 acre or greater parcels~~ as the City Council had proposed for graduated parcels sizes, i.e. 3,000 s.f. for 20-40 acres, 4,000 s.f. for 40-60 acres and 5,000 s.f. for 60+ acres.

Line 187 was amended to read: A ~~reasonable idea of array size~~ typical rating of solar panels was noted to be approximately 250 watts per 15 square feet of surface.

Motion/Second: Patten/Nelson. To approve the March 2, 2015 Planning Commission Meeting minutes as amended. Motion carried 5-0-2 (Abstain-Ronningen, Langan).

7. MEETING WITH WOODBURY PLANNING STAFF – was moved to after Item 3.

8. ELECTION OF OFFICERS – Current officers were identified as follows: Chair Barbara Ronningen; Vice-Chair Kris Kopitzke; Secretary Mark Nelson. Chair Ronningen opened the nominations of commission members for each position. The following nominations were made and voted on as follows:

Officer Position	Nominations	Commissioner Elected
Chair	Barbara Ronningen	Ronningen - Chair
Vice-Chair	Judy Seeberger; Kris Kopitzke	Seeberger - Vice Chair
Secretary	Mark Nelson	Nelson - Secretary

9. REPORTS AND PRESENTATIONS - none.

10. PUBLIC HEARINGS –

a. River Valley Riders Application for Amended CUP at 2007 Neal Avenue – Administrator Moorse gave a background summary of the Conditional Use Permit: In 2009, the River Valley Riders applied for a Conditional Use Permit (CUP) to allow an outdoor riding arena on the 37 acre parcel at 2007 Neal. The outdoor riding arena was the first stage of a much larger plan for an indoor riding arena. The CUP for the outdoor riding arena was approved, along with an adjacent shelter building. This application for an amended CUP is to allow a storage building to store a carriage and other equipment used in relation to the outdoor riding arena. Both the shelter building and the storage building are accessory to the principal use, which is the outdoor riding arena. While the outdoor riding arena is not the ultimate principal use or principal structure planned for the property, it has been approved as the principal use through the CUP process. As the proposed storage building will directly serve the principal use, it can be approved through an amendment to the current CUP.

Chair Ronningen opened the Public Hearing at 6:48 p.m.

Applicants spoke to inform that the River Valley Riders continue to do fundraising and prioritize their building projects a step at a time. This storage facility is important to them, as they have had equipment donated to them and prefer to keep it in a secured and locked building; it will also be preferable to have the equipment readily available to them when stored onsite.

There were no public comments.

Motion/Second: Nelson/Wroblewski. To close the Public Hearing at 6:53 p.m. Motion carried 7-0-0.

Planning Commission Discussion

Patten asked if the rest of the CUP is in compliance at this time.

Moorse responded that it is.

Motion/Second: Seeberger/Kilmer. To recommend approval to the City Council for the River Valley Riders Amended Conditional Use Permit at 2007 Neal Avenue with the following conditions:

1. If the principal use ceases operation, the storage building must be removed.
2. No members of the general public may be allowed to enter or use the storage building.
3. The storage building must be constructed in the location as indicated on the Site–Building Locations Plan, dated 2-27-15, and as shown on the 20' X 56' Carriage Storage Perspective dated 2-19-15 and the Carriage Storage Floor Plan and Elevations dated 2-19-15.

Motion carried 7-0-0.

b. Matt Twomey Minor Subdivision and Variance at 30th Street Property with PID 16.028.20.31.0001 – Administrator Moorse reviewed the background on this application which was brought before the City in July, 2014, which was denied by City Council. Matt Twomey is again applying for a minor subdivision and variances to create two lots on a 47 acre parcel which is a very long lot between Valley Creek Trail and 30th Street on which development is limited due to steep slopes at both of the public roadway frontages. The application contains no changes: the frontage on Valley Creek Trail is too steep for driveway access, so both driveways are being proposed with access from 30th Street; the two lots created are proposed to be 12 acres and 35 acres; the property is in the Rural Residential Zoning District. The subdivision proposal requires three variances.

1. A variance to the lot depth/width ratio.
2. A variance to allow the northerly lot to obtain its access through an easement for a driveway to 30th Street.
3. A variance to allow portions of the driveways to be built on a slope greater than 18%. The proposed driveways are in areas where the slope ranges from less than 18% to 19%.

Chair Ronningen opened the Public Hearing at 6:56 p.m.

Applicant Matt Twomey spoke to the Commission reviewing the past application to the Planning Commission and the City Council. He believes that the City has the discretion to approve the variances along with the subdivision, as he believes it meets the City's subdivision and city ordinances.

Motion/Second: Patten/Nelson. To close the Public Hearing at 7:05 p.m. Motion carried 8-0-0.

Planning Commission Discussion

Patten asked if this application was the same as the one denied by City Council in July.

Twomey confirmed it is the same.

Nelson believes a fourth variance would be required, in that the transverse slope of the driveway has to meet 30th Street which would exceed the 3% slope within the road right-of-way in order to meet the street slope of 16%.

It was noted that the city can approve a subdivision with variances, especially when there are topographical issues.

Ronningen stated, in her mind, 3-4 variances required to do the subdivision is in excess of practicality. She felt the subdivision is for economic reasons for the applicant to be able to live on one lot and to get financial benefit from selling the second lot being created. She felt that as one parcel, it would be reasonable to give a variance for one driveway entering 30th Street, and that they have full use of the property as one parcel as it stands. She felt a subdivision of the parcel requiring so many variances goes against what the city would approve.

Seeberger referenced the City Council's rationale, in that if the property owner would have one lot, he would still need some variances. She felt economic reasons should not "torpedo" an application.

Kilmer disagreed that the interpretation of "being only one lot" would be allowed; she felt that the subdivision with the variances is reasonable.

Ronningen stated two driveways on one lot are not allowed, which requires a variance for an easement to go across an adjacent parcel. She reminded that the City denied just such a variance on another subdivision application in 2014 and felt the City needs to be consistent.

Nelson does not believe the prohibition of structures on 18% slope should meet the "reasonableness" for a variance, as that prohibition on steep slopes is there to protect the land.

Patten asked what the plan of the applicant was.

Twomey stated his original intent was to live on one parcel and sell the other, but now he may just have to sell the whole parcel.

Motion/Second: Ronningen/Nelson. To recommend DENIAL to the City Council as a subdivision which requires a number of variances, as there is reasonable use of the property as it stands, the variance for the lot width to depth is not removed by dividing the property, the easement for the additional driveway is a difficult issue, and the steep slopes are there and not resolved by the proposal.

Kilmer believed that the slope is the key issue for this application and didn't believe that the easement for the second driveway was prohibited: that this property is unique; its shape and topography is a practical difficulty "not created by the owner;" and, given what there is to work with, not having access from Valley Creek, it allows development of the land as compatible with the Comprehensive Plan and intention of the city's ordinances.

Motion carried 6-2-0 (Seeberger, Kilmer).

11. NEW BUSINESS –

a. Training for New Members – Chair Ronningen asked Administrator Moorse to provide the online training opportunities for the three new Commission members.

b. Timing of Packets – Chair Ronningen and several commissioners commented that their packets did not arrive until Friday or Saturday, on the holiday weekend. Staff will check with the Post Office on any problems, as the packets were mailed on Wednesday afternoon.

c. Met Council's 2040 Thrive Plan – Chair Ronningen reported that, with slow internet service in Afton, the MSP Thrive 2040 online report takes too long to download with all the pictures and graphics. Staff will check with Met Council to determine what can be done.

12. OLD BUSINESS -

a. Start Time of Planning Commission Meetings – Administrator Moorse summarized this request by Commissioner Seeberger to have the Commission consider a 6:00 p.m. start time for its meetings. Commissioners had differing opinions on whether they could make regular meetings beginning that early. Traffic is more difficult, children's activities may conflict, and the availability of the public to attend the earlier meetings is also a concern.

Commissioners decided to try a few meetings with a 6:30 p.m. start time, as the Manning Avenue Corridor meeting May 4 at Memorial Lutheran Church will begin at 6:30 p.m.

b. Residential Solar Array Ordinance – Administrator Moorse summarized the Commission's discussion from the March 2, 2015 meeting. As a follow-up to that discussion, Solar Consultant Brian Ross offered the following distinction between "residential" and "commercial," wherein the terms are defined in the ordinance to be linked to the principal use on the lot: "A residential solar array is defined as residential because it's on a residential lot with a residential principal use. Similarly a commercial solar array would be installed on a commercial lot. Moorse also reviewed that the Commission did not reach a consensus on how to regulate the size of a solar array installation.

Moorse reported that he was directed to provide the solar energy ordinance to the Heritage Preservation Commission for feedback in March. He reported that the Heritage Preservation Commission was supportive of solar energy and of the ordinance. They agreed that additional standards or guidelines are needed regarding solar

arrays in the Old Village area, and requested staff obtain examples of standards used for historical districts in other cities. Moorse obtained and provided additional information for the PC to consider from the solar consultant, the Secretary of the Interior's Standards for Rehabilitation and related recommendations regarding solar technology, the National Trust for Historic Preservation guidance in the application of solar panels on historic properties, and an outline of Local Solar Panel Guidelines in Use across the United States. Also provided was a Summary of Solar Energy System Permit and Review Requirements from the City of St. Paul, which includes their general guidance for solar installations in historic districts and some general design standards to minimize "visibility."

Planning Commission Discussion

Ronningen pointed out some typos to correct: GHG should be spelled out, i.e. Green House Gases; correct the numbering, as the document had two "IV" sections; put the definitions in alphabetical order; delete the duplicate sentence in IV. A. Interconnection agreement; find a different word in the definition for Solar Access – Unobstructed "access."

Commissioners generally agreed that Afton would like to regulate the "aesthetics" of a solar array, not necessarily the "generating capacity." However, they added to Section IV. General Standards, a subsection, "Capacity – For residential applications, under no circumstances shall an array be more than 40 kilowatts." This matches the Wind Turbine Ordinance. The size of a 40 kilowatt array would be very large at this time, but as technology changes, the sizes would get smaller. Other items discussed that needed decisions:

1. Impervious Coverage discrepancy was discussed, whether all structures including solar panels should take up no greater than the 10% of the total land of a parcel vs. the statement that was struck out on the draft: "shall not exceed half the building footprint of the principal structure."
2. Regulations in IV. H. Visibility, Commercial Installations – felt the language was too vague and should be tightened up.
3. Are "land use permits" required? Section V. A.(2) and V. B.(2) – needs clarification on what this means.
4. Section V. D. Solar Farms – (8) Decommissioning: change the timeframe to 6 months (instead of 12) to be consistent with the Wind Turbine ordinance; there were questions about whether the section would be enforceable, whether a bond or letter of credit is appropriate.
5. The section on Administrative Variance/Variance (or conditional use) was questioned as to whether it was necessary, as it calls for granting variances if solar installations don't meet the standards in the ordinance. It was suggested that the standards listed for a variance, such as, Aesthetic Conditions, Safety Conditions, and setbacks for Non-Tracking Ground-Mounted Systems should be included in the General Standards section and not just applicable as a "variance" to the ordinance.

The Commission will revisit the draft solar energy ordinance, time permitting, at the May meeting.

c. Manning Avenue Corridor Overlay District – Meeting with Property Owners Directly Adjacent to Manning Avenue – Chair Ronningen reviewed that if the meeting with Manning Avenue property owners is going to be in May, the Commission needs to work through planning the meeting. The property owners will be sent invitations to the meeting, but it is open to the public. She asked for ideas on how to approach the meeting.

Kilmer felt it important to share with the property owners what the City has learned about Woodbury's plans for their side of Manning.

Ronningen thought the Land Use Map from Woodbury should be shown at the meeting. She felt that narrow, specific questions could get at what property owners would like to be able to do with their land, but in a more usable, trackable context.

Moorse reminded that the Commission has the five options that were presented at the September Manning Avenue meeting.

Several commissioners felt property owners could "vote" with Post-It notes on their choice of one of the five options. It was suggested that the fifth (trail) option could be taken out, as Woodbury plans to do a trail on the west side of Manning.

Doherty thought it would be better if a facilitator could be hired, as it worked well last time. She felt it would be better if the facilitator isn't from "the city" with an opinion.

Patten thought this meeting would be a more intimate conversation with the property owners, it would have a more narrow focus, they could keep it simple, friendly and neighborly, but thought the meeting could be done with no additional expense. He felt Ronningen would be capable of facilitating the meeting in an impartial way.

Ronningen agreed that the meeting needs a facilitator, whether hired or not. She stated she doesn't have an opinion about this issue.

Moorse suggested that even if it is more intimate, the views of individual property owners could be quite divergent and have some emotions.

Ronningen called for volunteers to help "craft" the questions and the flow of the meeting.

Planning Commissioners were directed to craft ideas and send them to Ron by April 17. The meeting with property owners adjacent to Manning Avenue is scheduled for May 4, 6:30 p.m. at the Memorial Lutheran Church meeting room.

d. Draft City Council Minutes - Update on City Council Actions – City Council Liaison Stan Ross reported he was absent at the Special Meeting so he turned the update over to Moorse. City Council had postponed everything regarding the Planning Commission at their last Council meeting. Moorse indicated the issues for the Planning Commission were postponed to a Work Session and one has not been scheduled.

13. ADJOURN –

Motion/Second: Kilmer/Wroblewski. To adjourn the meeting at 8:40 p.m. Motion carried 8-0-0.

Respectfully submitted by:

_____

Kim Swanson Linner, Deputy Clerk

To be approved on May 4, 2015 as (check one): Presented: _____ or Amended: _____

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date April 21, 2015

Council Action Memo

To: Mayor Bend and Members of the City Council

From: Ron Moorse, City Administrator

Date: April 14, 2015

Re: River Valley Riders Application for Amended Conditional Use Permit at 2007 Neal Avenue – **Resolution 2015-33**

Attachments
Amended Conditional Use Permit (CUP) application
Site Plans – current and long term plans
Carriage storage building elevations and floor plan
List of properties within 500 feet
Property location map
2009 CUP approval resolution and City Council meeting minutes

Background
In 2009, the River Valley Riders applied for a conditional use permit (CUP) to allow an outdoor riding arena on the 37 acre parcel at 2007 Neal. The outdoor riding arena is the first stage of a much larger plan for an indoor riding arena. The CUP for the outdoor riding arena was approved, along with a shelter building adjacent to the riding arena. The resolution regarding the approval of the CUP is attached, as well as the minutes of the approval, which include the approval of the shelter building.

The River Valley Riders have now applied for an amended CUP to allow a storage building to store a carriage and other equipment used in relation to the outdoor riding arena. Both the shelter building and the storage building are accessory to the principal use, which is the outdoor riding arena. While the outdoor riding arena is not the ultimate principal use or principal structure planned for the property, it has been approved as the principal use through the CUP process. As the proposed storage building will directly serve the principal use, it can be approved through an amendment to the current CUP.

Planning Commission Recommendation
The Planning Commission held a public hearing regarding the amended CUP application at its April 6, 2015 meeting, and recommended approval of the amended CUP application with the following conditions
1. If the principal use ceases operation, the storage building must be removed.
2. No members of the general public may be allowed to enter or use the storage building.
3. The storage building must be constructed in the location as indicated on the Site – Building Locations Plan dated 2-27-15, and as shown on the 20' X 56' Carriage Storage Perspective dated 2-19-15 and the Carriage Storage Floor Plan and Elevations dated 2-19-15.

A resolution approving the amended CUP application and a resolution denying the application are attached for the Council's consideration.

Council Action Requested

Motion regarding the adoption of a resolution regarding the River Valley Riders application for an amended Conditional Use Permit at 2007 Neal Avenue.

RESOLUTION 2015-33

CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

A RESOLUTION APPROVING THE RIVER VALLEY RIDERS APPLICATION FOR AN AMENDED CONDITIONAL USE PERMIT AT 2007 NEAL AVENUE

WHEREAS, the City of Afton is a municipal corporation organized and existing under the laws of the State of Minnesota; and

WHEREAS, the City Council of the City of Afton has adopted zoning, subdivision, and building regulations as part of the Afton Code of Ordinances, to promote the orderly, economic, and safe development and utilization of land within the City; and

WHEREAS, The River Valley Riders have made application for an amended Conditional Use Permit (CUP) at 2007 Neal Avenue; and

WHEREAS, the application is to enable the construction of a storage building to serve the existing outdoor riding arena; and

WHEREAS, City staff reviewed the request and drafted a report for consideration; and

WHEREAS, the Planning Commission held a public hearing on the request at its regular meeting of April 6, 2015 and recommended approval of the application on a vote of 8-0; and

WHEREAS, the City Council heard the request at its regular meeting on April 21, 2015, at which it considered all of the comments, concerns and recommendations of the Planning Commission and Zoning Administrator and the applicant;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Afton hereby approves the The River Valley Riders application for an amended Conditional Use Permit (CUP) at 2007 Neal Avenue based on the following findings of fact listed below:

Findings

1. The application is consistent with the existing Conditional Use Permit.
2. The proposed storage building is consistent with the River Valley Riders' master plan for the property
3. The proposed storage building will serve the existing outdoor riding arena
4. The proposed storage building meets all zoning requirements

Conditions

1. If the principal use ceases operation, the storage building must be removed.
2. No members of the general public may be allowed to enter or use the storage building.
3. The storage building must be constructed in the location as indicated on the Site – Building Locations Plan dated 2-27-15, and as shown on the 20' X 56' Carriage Storage Perspective dated 2-19-15 and the Carriage Storage Floor Plan and Elevations dated 2-19-15.

RESOLUTION 2015-33

ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 21ST DAY OF April, 2015.

SIGNED:

_____

Richard Bend, Mayor

ATTEST:

_____

Ronald J. Moorse, City Administrator

Motion by:
Second by:
Palmquist:
Richter:
Ross:
Nelson:
Bend:

RESOLUTION 2015-XX

CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

A RESOLUTION APPROVING THE RIVER VALLEY RIDERS APPLICATION FOR AN AMENDED CONDITIONAL USE PERMIT AT 2007 NEAL AVENUE

WHEREAS, the City of Afton is a municipal corporation organized and existing under the laws of the State of Minnesota; and

WHEREAS, the City Council of the City of Afton has adopted zoning, subdivision, and building regulations as part of the Afton Code of Ordinances, to promote the orderly, economic, and safe development and utilization of land within the City; and

WHEREAS, The River Valley Riders have made application for an amended Conditional Use Permit (CUP) at 2007 Neal Avenue; and

WHEREAS, the application is to enable the construction of a storage building to serve the existing outdoor riding arena; and

WHEREAS, City staff reviewed the request and drafted a report for consideration; and

WHEREAS, the Planning Commission held a public hearing on the request at its regular meeting of April 6, 2015 and recommended approval of the application on a vote of 8-0; and

WHEREAS, the City Council heard the request at its regular meeting on April 21, 2015, at which it considered all of the comments, concerns and recommendations of the Planning Commission and Zoning Administrator and the applicant;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Afton hereby denies the River Valley Riders application for an amended Conditional Use Permit (CUP) at 2007 Neal Avenue based on the following findings of fact listed below:

Findings

(To be provided based on the Council's discussion and action)

RESOLUTION 2015-XX

ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 21ST DAY OF April, 2015.

SIGNED:

_____

Richard Bend, Mayor

ATTEST:

_____

Ronald J. Moorse, City Administrator

Motion by:
Second by:
Palmquist:
Richter:
Ross:
Nelson:
Bend:

Updated June 30, 2010

7-2-15

CITY OF AFTON
CONDITIONAL USE PERMIT APPLICATION

CUP RENEWAL or EXTENSION

Owner	Address	City	State	Zip	Phone
River Valley Riders	8362 Tamarack Vlg Ste 119-440	Woodbury	MN	55125	

Applicant (if different than owner)	Address	City	State	Zip	Phone
River Valley Riders	8362 Tamarack Vlg Ste 119-440	Woodbury	MN	55125	

Project Address			
2007 Neal Ave S	**AFTON**	**MN**	**55001**

Zoning Classification	Existing Use of Property	PID# or Legal Description
Ag	Therapeutic Horseback Riding/Hay field	17.028.20.21.0001

Description of Request

To build a 20' x 56' storage pole building.

To build a 20' x 56' storage pole building.

By signing this application, the applicant agrees to pay all expenses incurred by the City of Afton. In connection with this request, your signature constitutes permission for a representative of the City of Afton to enter your property, during business hours, to evaluate this request. This may involve minor excavating or soil borings. If you would like to be present during this evaluation, please contact the City. If work authorized by this Conditional Use Permit is not started **within 12 months of the date issued**, this CUP will EXPIRE and be INVALID.

Gail Olson — Signature of Owner/Applicant

3/5/15 — Date

Make checks payable to **City of Afton:**

FEES:

CUP Renewal	$250
CUP Extension	$250
City Engineer	_____
Other_____	_____

ESCROW DEPOSIT:

Escrow	$350.00
(for CUP's with timelines)	
Eng Escrow	_____
Other_____	_____

TOTAL: $600

DATE PAID: 3-5-15

CHECK #: 1457

REC'D. BY: BM

ATTACH COPY OF DEED OR PROOF OF OWNERSHIP TO APPLICATION

January 5, 2015

River Valley Riders (RVR)

Requested use of property at 2007 Neal Ave S in Afton, MN

To provide a facility which will operate year round, providing equine assisted therapies and activities to children and adults with special needs. Current programs run April to October and include therapeutic horseback riding and carriage driving. Additional future programs may include therapies/activities for veterans, school groups and others who could benefit.

As of this writing, RVR is an all-volunteer program. Future staff may include an Executive Director, development director, volunteer coordinator, riding and carriage driving instructors, therapists, barn manager and support staff as needed.

Mission Statement

River Valley Riders' mission is to enrich the lives of children and adults with special needs by providing equine assisted activities and therapies.

River Valley Riders

A Minnesota Non-Profit Organization

Organization Overview

Mission Statement

River Valley Riders' mission is to enrich the lives of children and adults with special needs by providing equine assisted activities and therapies.

Description of River Valley Riders

River Valley Riders (RVR) is a 501 (c)(3) non-profit organization founded in 1999. It is a member organization of the Professional Association of Therapeutic Horsemanship International (PATH Intl.). RVR offers therapeutic horseback riding and carriage driving lessons, taught by certified instructors, to children and adults with special needs. Benefits of these activities include physical improvements as well as cognitive and emotional growth.

RVR is run by a working Board of Directors and currently has no paid staff. The Board is made up of volunteers who represent each of the constituencies of RVR: therapeutic riding instructors, special education teachers, physical therapists, horse owners and parents of clients. In addition, an attorney and business, finance and marketing professionals also serve on the Board.

History

Coming together with their combined therapeutic horseback riding experience, in both administration and instruction, current board directors Joan Dorle Berg, Jennifer Sargent and Cheryl Holt founded RVR as a nonprofit 501(c)(3) organization in August 1999. The first lessons were offered in the spring of 2000. The organization began with eighteen riders and has grown to serve over 60 riders and carriage drivers every week.

RVR welcomes riders from the St. Paul/Minneapolis metropolitan area and western Wisconsin to attend any one of their three locations: the RVR property in Afton, MN, one farm in Scandia, MN, and another in East Farmington, WI. Therapeutic riding lessons in East Farmington take place on a farm owned by a program instructor and facilities are offered free of charge. Therapeutic riding lessons currently also occur two evenings per week at Afton and once weekly at a rented arena in Scandia. Carriage driving lessons are offered only at the Afton property.

Development

With the amount of growth RVR has experienced since its inception and with the vision to expand and diversify programs, the organization searched for land to own in the east Twin Cities

metropolitan area. The goal is to develop the property to include indoor and outdoor arenas, pastures, barn, offices, therapy/classrooms and storage buildings. By owning its own horses and having indoor facilities, RVR will provide services full time and year-round instead of part time and seasonally. The facility will allow RVR to expand its programs to include other equine facilitated therapies, such as mental health and learning programming for at-risk youth, veterans and other groups who would benefit from such opportunities. RVR will expand partnerships with area schools and other organizations and will provide a full roster of programs.

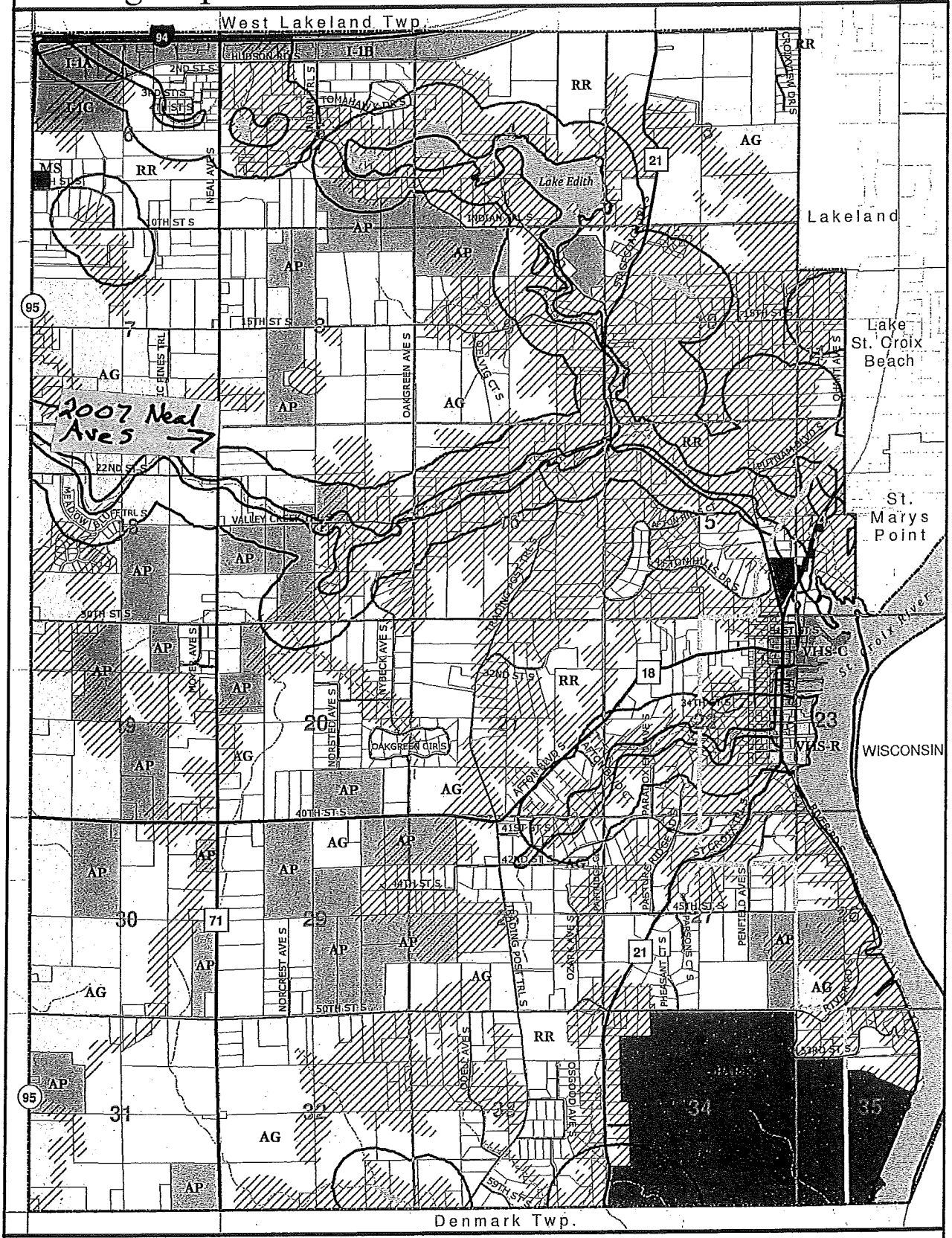
RVR found and purchased 38 acres of land in Afton, MN in 2009. Board members and volunteers raised $100,000 for the down payment on the land with the $450,000 balance on a seven year Contract for Deed. Following more fundraising, an additional $150,000 was raised and a driveway, parking lot, and outdoor arena were installed in 2011. The first lessons on this site occurred in September 2011. This allowed RVR to move part of its programming from a leased arena at the Washington County fairgrounds as well as allowed more clients to be served by adding another lesson day. In December 2012, another $100,000 was applied toward the principle of the Contract for Deed. In February 2013, RVR's bank, First State Bank and Trust of Bayport, MN offered RVR the opportunity to pay off its Contract for Deed by way of taking on a mortgage. Having the new mortgage will allow RVR to build facilities sooner as the development constraints of the Contract no longer apply.

Future

River Valley Riders is well placed to continue expanding its equine assisted therapies and activities to a diverse population of people with special needs. Its Afton location is easily accessed by the eastern Twin Cities metropolitan and western Wisconsin areas which it serves. The equine assisted activities and therapies industry is growing as the benefits of these types of therapies are becoming increasingly recognized by both medical and mental health professionals. RVR is currently developing a formal Capital Campaign strategy to raise funds to begin building its facilities.

Zoning Map

MAP 11



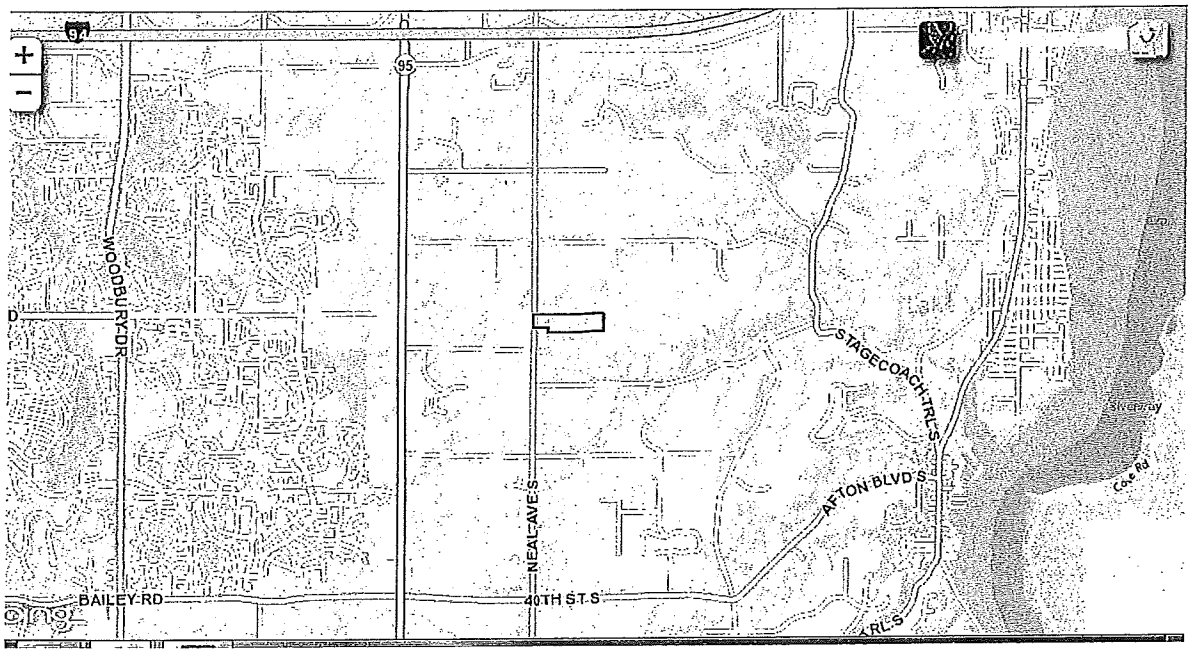
River Valley Riders

2007 Neal Ave S

Afton, MN

N1/2-N1/2-NW1/4 except W557.1' of S156.38' Sec17 Tnshp028 Range020

17.028.20.21.0001



First American Title Insurance Company

Commitment Number: 130031

EXHIBIT A
PROPERTY DESCRIPTION

The land referred to in this Commitment is described as follows:

The North Half of the North Half of the Northwest Quarter of Section 17, Township 28 North, Range 20 West, subject to a Highway Easement over the West 50 feet thereof,

EXCEPTING THEREFROM the West 557.1 feet of the South 156.38 feet of the North Half of the North Half of the Northwest Quarter of Section 17, Township 28 North, Range 20 West, Afton City, Washington County, Minnesota.

Abstract property.

River Valley Riders

2007 Neal Ave S

Afton, MN 55001

PID: 17.028.20.21.0001

MORTGAGE

DATE AND PARTIES. The date of this Mortgage (Security Instrument) is FEBRUARY 4, 2013. The parties and their addresses are:

MORTGAGOR:
RIVER VALLEY RIDERS
A Minnesota Corporation
8362 TAMARACK VILLAGE SUITE 119-440
WOODBURY, MN 55125

LENDER:
FIRST STATE BANK AND TRUST
Organized and existing under the laws of Minnesota
950 HWY 95 N
BAYPORT, MN 55003-1014

1. CONVEYANCE. For good and valuable consideration, the receipt and sufficiency of which is acknowledged, and to secure the Secured Debts and Mortgagor's performance under this Security Instrument, Mortgagor does hereby grant, bargain, convey, sell, mortgage and warrant to Lender, with the power of sale, the following described property:

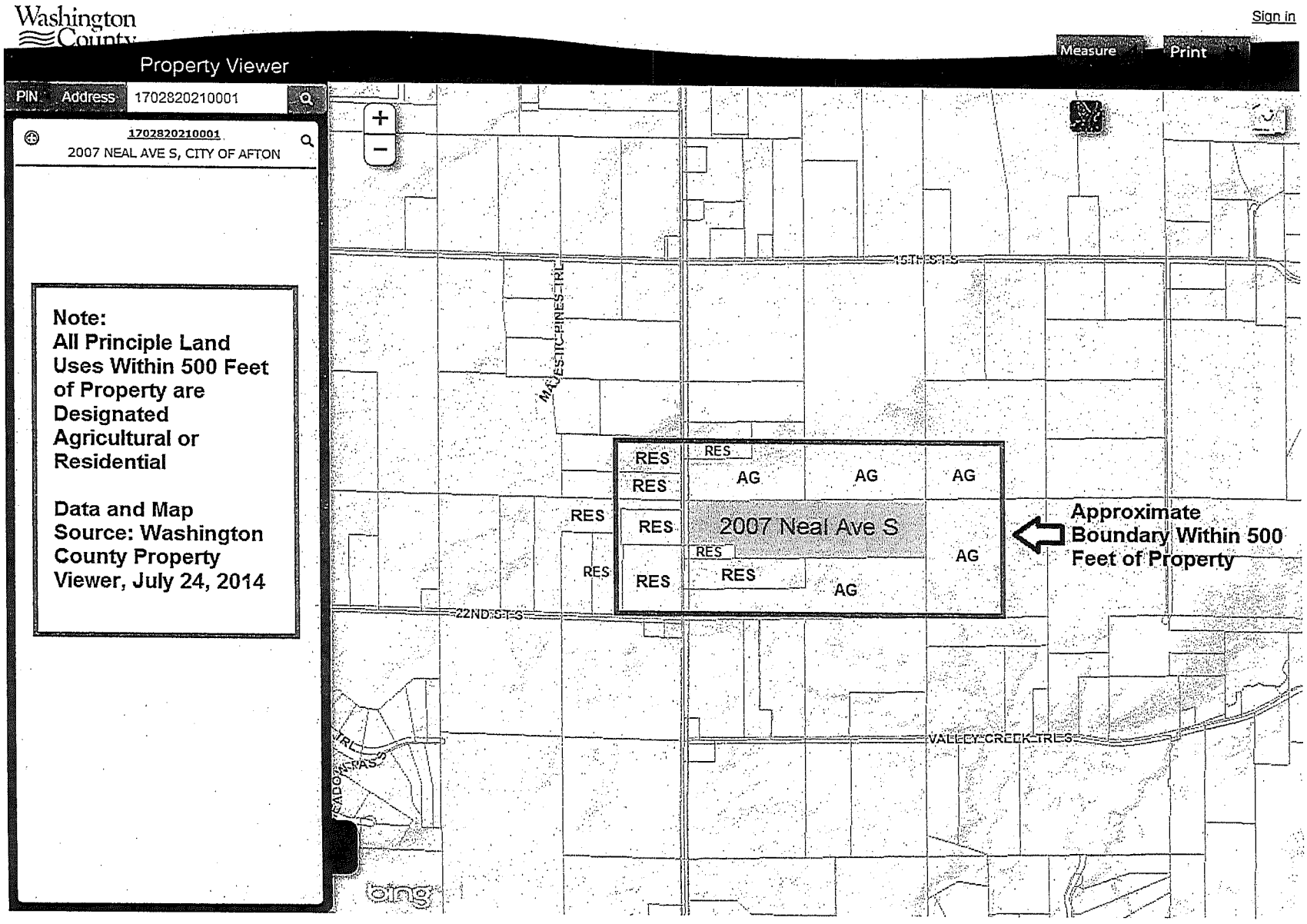
SEE ATTACHED LEGAL DESCRIPTION

The property is located in Washington County at 2007 NEAL AVE S, AFTON, Minnesota 55001.

Together with all rights, easements, appurtenances, royalties, mineral rights, oil and gas rights, all water and riparian rights, wells, ditches and water stock, crops, timber, all diversion payments or third party payments made to crop producers and all existing and future improvements, structures, fixtures, and replacements that may now, or at any time in the future, be part of the real estate described (all referred to as Property). This Security Instrument will remain in effect until the Secured Debts and all underlying agreements have been terminated in writing by Lender.

2. SECURED DEBTS. The term "Secured Debts" includes and this Security Instrument will secure each of the following:

2007 Neal Avenue South, Afton, MN 55001
Map of Land Use Within 500 Feet of Property



List of Property Owner Names and Addresses within 500 Feet

PID	Property Address	Owner	Mailing Address (if different)		Land Use
0702820440003	1980 NEAL AVE S	SANDRA & MARY LAMBERT			Residential
0702820440007	1872 NEAL AVE S	CRAIG D & TRACIE MORTENSON			Residential
0802820310003	13305 15TH ST S	KAREN STOLTZMANN & JANEL BUSACKER	805 Midwest Tr. Ct.	Lake Elmo, MN 55042	Agricultural
0802820330002		CAROL ANN FRITSCHE	11306 – 32nd St. N.	Lake Elmo, MN 55042	Residential
0802820330003	1983 NEAL AVE S	GERALD & PATRICIA FRITSCHE	544 12th Ave N	S St Paul, MN 55075	Agricultural
0802820430001		EMMA L FRITSCHE TRS	13681 – 15th St. S.	Afton, MN 55001	Agricultural
1702820120001		Landucci Homes	13230 20th St Ct N	Stillwater, MN 55082	Agricultural
1702820210002		Landucci Homes	13230 20th St Ct N	Stillwater, MN 55082	Agricultural
1702820220001	2115 NEAL AVE S	ERIC & LAURA BURGER			Residential
1702820220002	2149 NEAL AVE S	LUCILLE BURGER			Residential
1802820110001	2088 NEAL AVE S	THEODORE J & CHRISTINE N HALAND			Residential
1802820110003	12830 22ND ST S	DAVID R WAMSTAD			Residential
1802820110004	2134 NEAL AVE S	MELVIN D & CORA M DORSEY			Residential
1802820120005	12740 22ND ST S	JEFF & DONNA CAMPBELL			Residential

RESOLUTION 2009-16

CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

A RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR RIVER VALLEY RIDERS TO CONSTRUCT AND OPERATE AN OUTDOOR RIDING ARENA. THE SITE IS LOCATED AT 2007 NEAL AVENUE SOUTH IN THE CITY OF AFTON.

WHEREAS, the City of Afton is a municipal corporation organized and existing under the laws of the State of Minnesota; and

WHEREAS, the City Council of the City of Afton has adopted zoning, subdivision, and building regulations as part of the Afton Code of Ordinances, to promote the orderly, economic, and safe development and utilization of land within the City; and

WHEREAS, Nancy Holt as a Board Officer of River Valley Riders has made an application to the City for a Conditional Use Permit to allow for the construction and operation of an outdoor riding arena. The site is located at 2007 Neal Avenue South in the City of Afton and is zoned Agricultural **P.I.D 17.028.20.21.0001** (Legal Description Attached); and

WHEREAS, City staff reviewed the request and the Planner drafted a report dated April 8, 2009 for the Planning Commission and City Council's consideration; and

WHEREAS, the Planning Commission held a Public Hearing on April 6, 2009 and approved the request; and

WHEREAS, the City Council considered all of the comments, concerns and recommendations of the Planning Commission, the City Planner, the City Engineer and the applicant at their regular meeting on April 21, 2009; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Afton hereby approves the Conditional Use Permit for the construction and operation of an outdoor riding arena as requested by Cheryl Holt of River Valley Riders and described in the application materials dated February 5, 2009, based on the following findings of fact and subject to the following conditions:

CONDITIONS OF APPROVAL

1. The applicant will provide a stormwater management plan, indicating how runoff from the outdoor riding arena and parking area will be handled for a 100-year storm event.
2. All lighting shall be downward directional and hooded to prevent glare as viewed from adjacent properties or the street.
3. Requests for signage shall be made separately and shall conform to the standards of the Afton City Code.
4. Parking shall be limited to designated parking areas only. In no circumstances shall there be on-street parking at this site.

5. The manure shall be removed from the site at the end of the day's use.
6. All portable toilet units shall be screened from the street through use of berms and landscaping, not solely a fence. Conifers shall be used to provide year-round screening.
7. A driveway permit shall be obtained before the CUP is approved.
8. The applicant shall obtain approval for stormwater management from the Valley Branch Watershed District before there is work done on the site.
9. A gate across the access road shall be maintained and be locked in the off-operation hours so as to discourage overnight parking and access from those not affiliated with the permitted operation. The gate shall be located so as to allow adequate stacking room off of the public roadway.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 21ST DAY OF APRIL, 2009.

SIGNED:

Pat Snyder, Mayor

ATTEST:

James E. Norman, Interim City Administrator

Motion By:	Snyder
Second By:	Richter
Palmquist:	Yes
Richter:	Yes
Nolz:	Yes
Nelson:	Yes
Snyder:	Yes

B. Planning Commission Report.

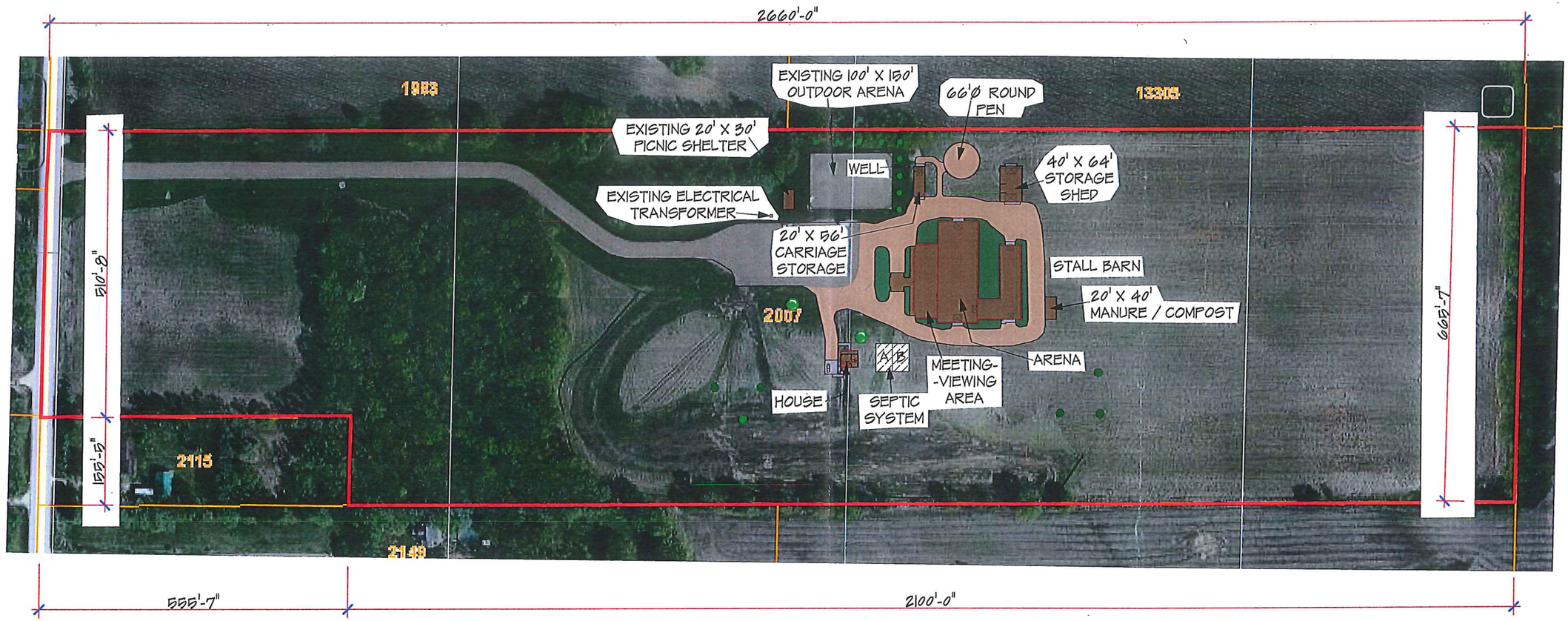
1. <u>Conditional Use Permit</u> – Construct an Outdoor Riding Arena – River Valley Riders.

Planner Marohn presented the request of River Valley Riders for a Conditional Use Permit to construct an outdoor riding arena, parking area, small shelter, outdoor bathroom facilities, and outdoor lighting system on their 38.2 acre agriculturally zoned site off Neal Avenue. He advised that the Planning Commission recommends approval with conditions.

Council Member Palmquist asked if the driveway was moved to better align. Planner Marohn advised of the discussions with Washington County and stated they will work to reach a formal resolution to that matter. Mayor Snyder asked if a condition should be placed to require a gate. Ms. Holt, applicant, stated she would not object to installing a gate.

MOTION/SECOND: Snyder/Richter. To Approve Application 09-2997, Conditional Use Permit for River Valley Riders, to construct an outdoor riding arena, parking area, small shelter, outdoor bathroom facilities, and outdoor lighting system based on 21 findings of fact and subject to the 8 conditions detailed in the City Planner's April 8, 2009 staff report and Condition 9: Erect a gate that can be locked to restrict access after the arena is closed in the evening.

Ayes – 5 **Nays – 0** **Motion carried.**



SITE PLAN

1" = 100'-0"

NORTH

BUILDING SQUARE FOOT AREAS	
BUILDING	SQ. FT.
20' X 56' CARRIAGE STORAGE	1,120 SF
40' X 64' STORAGE SHED	2,560 SF
20' X 40' MANURE / COMPOST	800 SF
ARENA	12,960 SF
STALL BARN WITH GROOMING AREA	6,456 SF
VIEWING AREA - LOUNGE	6,024 SF
PORCH	1,774 SF
DRIVE-THRU DROP OFF AREA	912 SF
CARETAKER HOUSE	864 SF
HOUSE PORCH	198 SF

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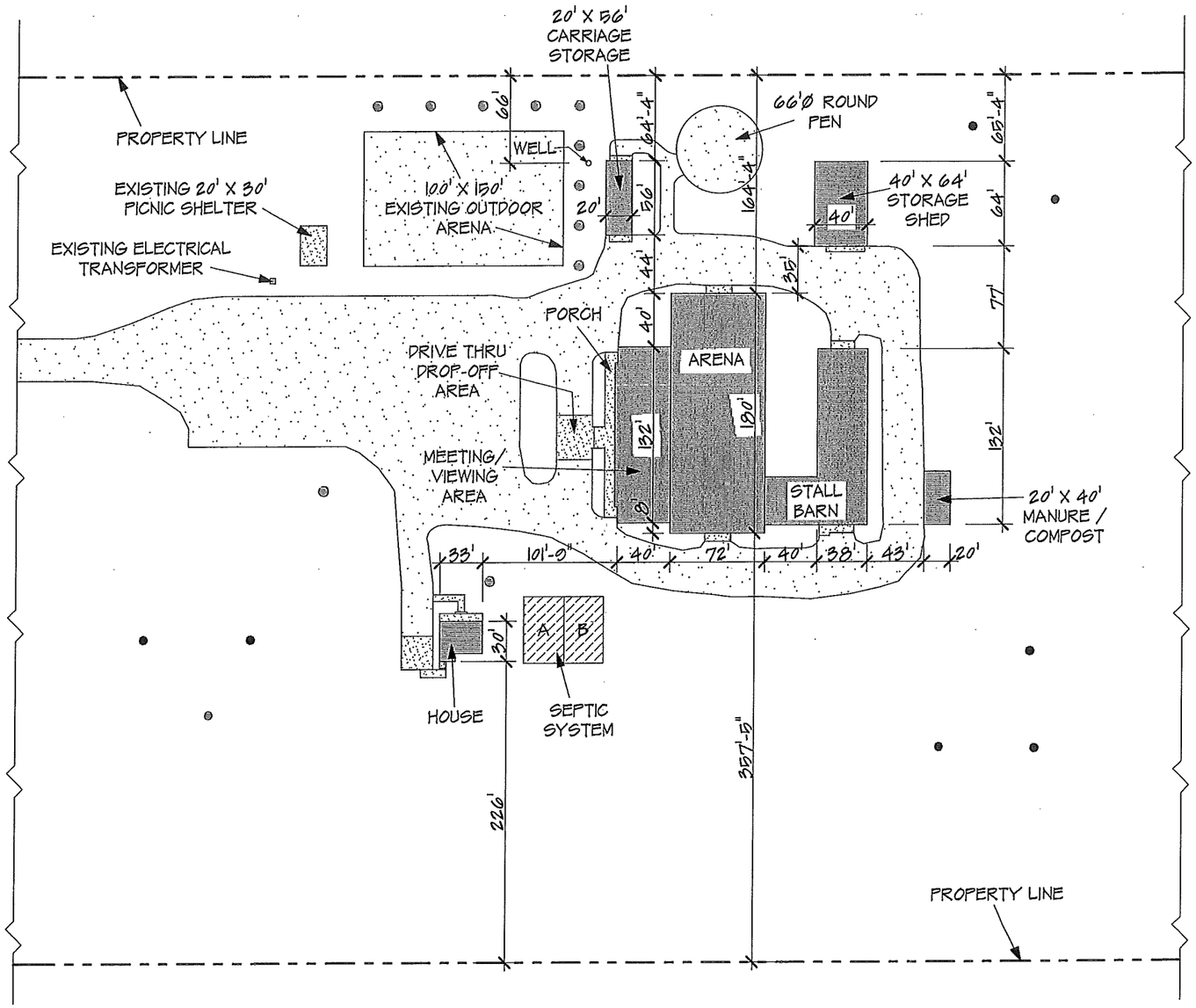
DRAWN BY: R.S.
DATE: 2-27-15
SHEET 2 OF 3

PROJECT NAME: RIVER VALLEY RIDERS
PROJECT NUMBER:
BUILDING DESCRIPTION: PERSPECTIVE, SITE, BUILDINGS
DESIGN NUMBER: P14025

592 Industrial Drive
P.O. Box 660
Winsted, Minnesota 55395
320-485-2844 800-710-4726
Fax 320-485-3625
www.rambuildings.com
Contractor License Number 20171976
RAM CONSTRUCTION SERVICES
General Contracting, Inc.



SITE - BUILDING LOCATIONS PLAN

1" = 100'-0"

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DRAWN BY: R.S.
DATE: 2-27-15
SHEET 3 OF 3

PROJECT NAME: RIVER VALLEY RIDERS
PROJECT NUMBER:
BUILDING DESCRIPTION: PERSPECTIVE, SITE, BUILDINGS
DESIGN NUMBER: P14025

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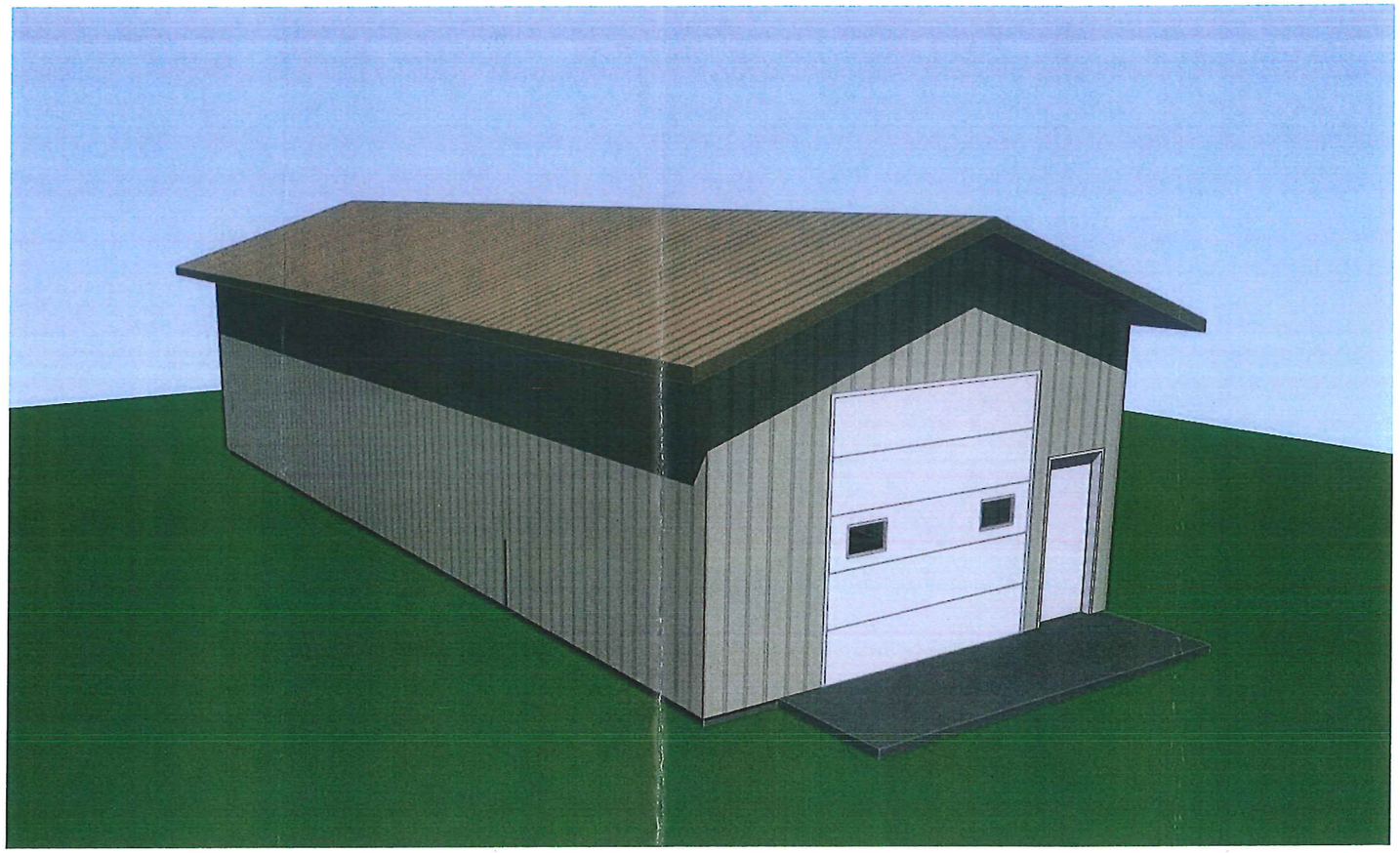

20' X 56' CARRIAGE STORAGE PERSPECTIVE

2-19-15

NO SCALE

RAM General Contracting, Inc. CONSTRUCTION SERVICES
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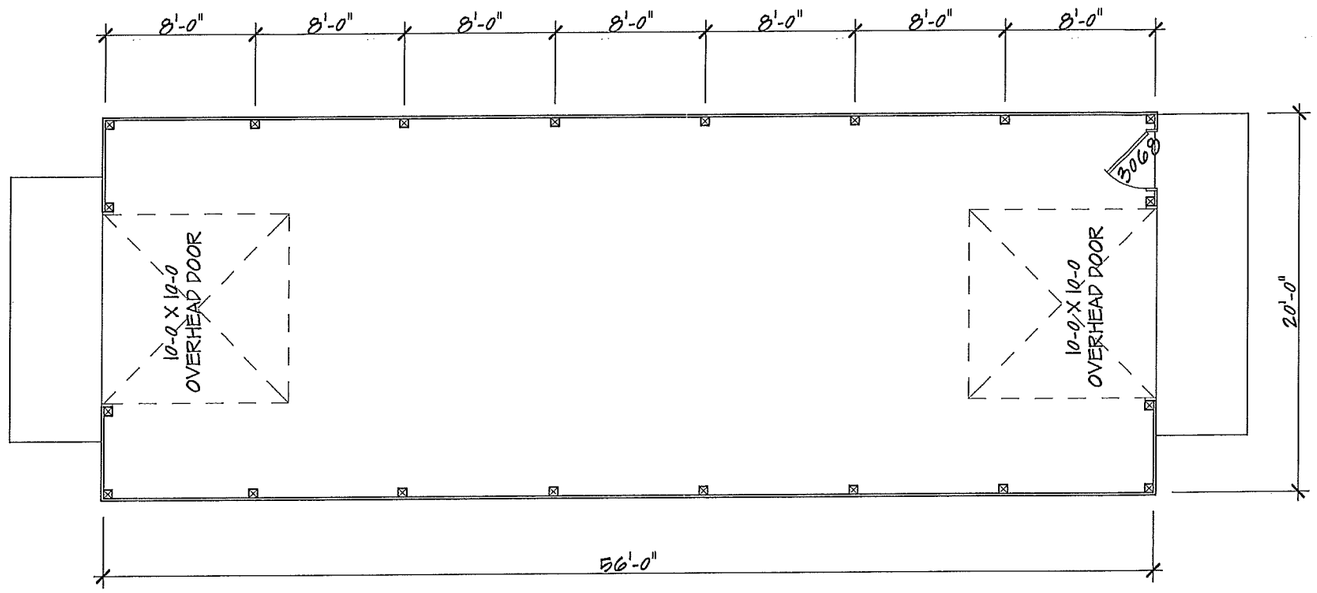
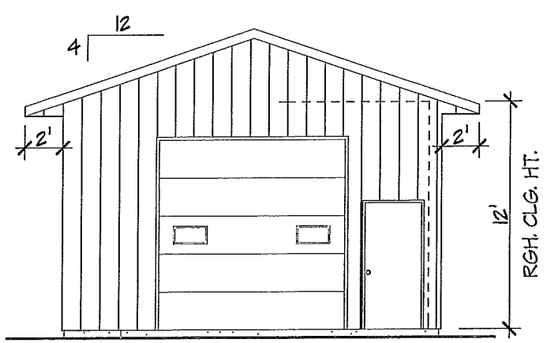


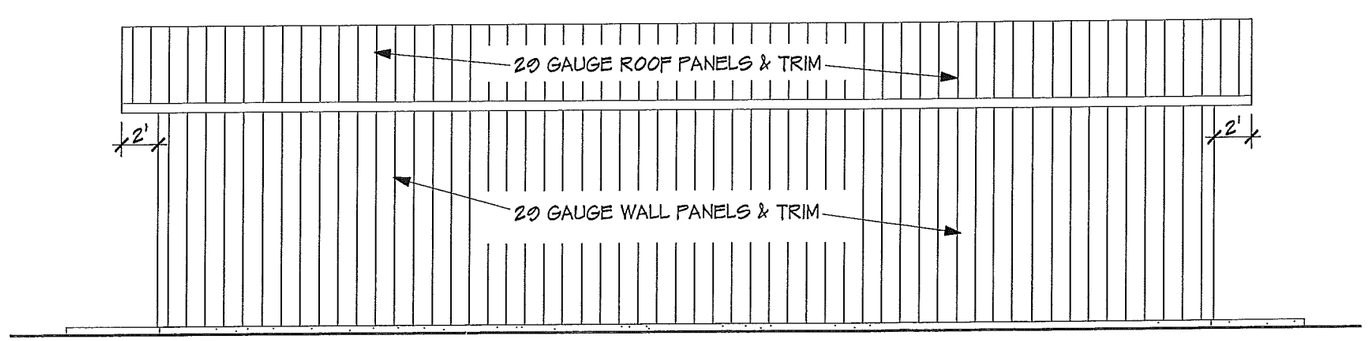
20' X 56' X 12' TALL
CARRIAGE STORAGE FLOOR PLAN

3/16" = 1'-0"



ENDWALL ELEVATION

1/8" = 1'-0"



SIDEWALL ELEVATION

1/8" = 1'-0"

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DRAWN BY: R.S.
DATE: 2/10/19
SHEET 1 OF 1

PROJECT NAME: RIVER VALLEY RIDERS
AFTON, MINNESOTA
PROJECT NUMBER: 20' X 56'
BUILDING DESCRIPTION: CARRIAGE STORAGE
DESIGN NUMBER: P14025

RAM CONSTRUCTION SERVICES
General Contracting, Inc.
592 Industrial Drive
P.O. Box 660
Winsted, Minnesota 55395
320-485-2844 800-710-4726
Fax 320-485-3625
www.rambuildings.com
Contractor License Number 20171976

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date April 21, 2015

Council Action Memo

To: Mayor Bend and Members of the City Council

From: Ron Moorse, City Administrator

Date: April 14, 2015

Re: Matt Twomey Application for Subdivision and Variances at 30th Street Property with PID 16.028.20.31.0001 – **Resolution 2015-34**

Attachments
Minor subdivision application
Variance application
Surveys showing the existing and subdivided parcel
Grading and drainage plans
Variance questionnaire
Cover letter and permit from Valley Branch Watershed District (VBWD)
Review memo from City Engineer
List of properties within 500 feet
Letter from Washington County re: suitable soils for septic systems
Driveway easement document
Property location map
Minutes of the 8-19-2014 Council meeting discussion regarding the initial application

Background
In July of 2014, Matt Twomey applied for a minor subdivision and variances to create two lots on a 47 acre parcel on which development is limited due to steep slopes at both of the public roadway frontages. At that time, the planning Commission recommended approval of the application on a vote of 6-1. The City Council voted 3-2 to deny the application. While the Council was supportive of allowing a driveway to serve one lot on the parcel, it did not support creating two driveways to serve two lots. The minutes of the Council meeting discussion regarding the application are attached.

Planning Commission Recommendation
At its April 6, 2015 meeting, the Planning Commission recommended, on a 6-2 vote, that the application for a subdivision and variances be denied, based on the following findings

- The subdivision requires multiple variances
- There is reasonable use of the property without a subdivision
- The nonconforming lot width to depth ratio is not remedied by the proposed subdivision
- The subdivision would require two driveways over steep slopes
- The northerly lot would not have access from its public road frontage on Valley Creek Trail, but would require a driveway from 30th Street over the southerly lot

Options for Council Action

Denial

If the Council denies the application, the denial needs to include findings to support the denial. The Planning Commission's denial recommendation includes a set of findings. A resolution of denial reflecting those findings is attached.

Approval

Findings. If the Council approves the application, the approval should include findings to support the approval. The findings that were the basis of the Planning Commission's recommendation in 2014 are as follows:

1. The long narrow shape of the lot is unique
2. The lot has frontage on two roads approximately one-half mile apart
3. The buildable area of the property is isolated from both access points by slopes greater than 18%
4. The property is a pre-existing non-conforming lot
5. While the proposed driveways cross areas with slope greater than 18%, the driveways access the lots at the least objectionable slope
6. The two proposed lots and driveways would not change the essential character of the area
7. The proposed subdivision creates two lots that are substantially larger than the 5 acre minimum requirement
8. The density of the proposed subdivision is substantially less than the City's overall density goal of one lot per ten acres

Conditions. If the Council approves the application, the approval should include conditions in a number of areas including the following:

-Easements as required by the City Engineer shall be granted.
-Scenic easements shall be placed on all slopes greater than 18%
-The applicant shall execute a scenic easement agreement
-The applicant shall meet all Valley Branch Watershed District permit requirements
-The applicant's grading and drainage plans shall be subject to review and approval by the City Engineer
-An easement for the driveway to serve the northerly parcel is subject to the City Attorney's review and approval, and shall be recorded at the time the subdivision is recorded.
- No future subdivision shall be allowed.

A resolution of approval, reflecting the findings and conditions listed above, is attached.

Application Details

Matt Twomey is proposing to subdivide a 47 acre vacant parcel with PID 16.028.20.31.0001, with frontage on both Valley Creek Trail and 30th Street, to create two lots – one 12 acres and one 35 acres. The property is in the Rural Residential Zoning District. The subdivision proposal includes three variances.

1. A variance to the lot depth/width ratio
2. A variance to allow the northerly lot to obtain its access through an easement for a driveway to 30th Street
3. A variance to allow portions of the driveways to be built on a slope greater than 18%. The proposed driveways are in areas where the slope ranges from less than 18% to 19%.

As the information below indicates, the property and the subdivision meet all other requirements.

	Meets Requirements	Does not meet requirements
12-132. Minimum Requirements		
A.1. Minimum lot area of 5 acres	X	
A.4. 300 feet of frontage on a public street	X	
A.5. Minimum lot depth of 300 feet	X	
A5 Lot depth maximum three times lot width		X
A.6. 105 foot setback from road centerline	X	
A.7. 50 foot sideyard setback	X	
A.8. 50 foot rear yard setback	X	
A.12. Maximum buildable slope of 18%	X For House	X For Driveway
A.13. Maximum slope for septic systems of 12%	X	
Sec. 12-141. RR Zoning district		
D. Minimum buildable area of 2.5 acres (The 2.5 acres is to provide sufficient area with soils suitable for two on-site sewage treatment systems. (The attached letter from Pete Ganzel of Washington County Public Health indicates there are suitable soils on each of the parcels for on-site sewage treatment systems.)	X	
Sec. 12-1387 Lot Requirements		
A. Side lot lines shall be substantially at right angles to straight street lines	X	
12-84. Driveway access permits and standards		
A. All lots or parcels shall have direct adequate access for emergency or public safety vehicles along the frontage of the lot or parcel from either an existing improved city street or an existing private road approved by the City. In addition to the required direct physical access, a lot or parcel may have a private easement access driveway to the lot over adjacent lots or parcels.		X
D. Maximum Slope: 12%	X	
Side slopes: 4:1 and 3:1	X	
Maximum grade in r-o-w: 3%	X	

Additional relevant code sections

Sec. 12-77. Appeals and variances; Board of Adjustment and appeals

A. 2. *(powers of the Board)* To hear requests for variances from the literal provisions of the ordinances in instances where their strict enforcement would cause practical difficulties because of circumstances unique to the individual property under consideration and to grant such variances only when they are in harmony with the general purposes and intent of the ordinance and when the terms of the variance are consistent with the Comprehensive Plan. "Practical Difficulties" as used in connection with the granting of a variance includes a three-factor test, all three of which must be met in order for a variance to be granted.

a. Reasonableness: The property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance

b. Uniqueness: The plight of the landowners is due to circumstances unique to the property not created by the landowner

c. Essential Character: The variance, if granted, will not alter the essential character of the locality.

F. *Findings of the Board.* The Board of Adjustments and Appeals shall make written findings in any case of an appeal or application for a Variance and shall state therein the reasons for its decision.

1. In addition to meeting the criteria set forth in Section 12-77 (A), the following criteria must be met before a variance may be granted

a. The variance, if granted, will not have a significant adverse effect on public health, safety and welfare or environment.

b. The granting of the variance requested will not confer on the applicant any special privilege that is denied by the ordinance to owners of other land, structures or buildings in the same district.

c. Exceptional or extraordinary circumstances apply to the property which do not apply generally to other properties in the same zoning district or vicinity, and result from lot size or shape, topography, or other circumstances over which the owners of the property have had no control.

d. The literal interpretation of the provisions of this ordinance would deprive the applicant of the rights commonly enjoyed by other property in the same district under the terms of this ordinance.

e. The variance requested is the minimum variance that would alleviate the hardship.

Section 12-84 Driveway Permits and Standards

H. Number and Type. The number and types of driveways onto city streets may be controlled and limited in the interests of public safety and efficient traffic flow as determined by the Zoning Administrator

Article VI Subdivisions. Section 12-1266 Variances

The City Council may grant a variance in any particular case where the subdivider can show by reason of the unfavorable topography or other physical conditions the strict compliance to these regulations could cause practical difficulties.

Section 12-1387. Lot requirements

E. Double frontage lots shall not be permitted

<u>Relevant Comprehensive Plan Housing and Land Use Policies</u>

1. The overall development density of the City shall not exceed one unit per ten acres.

9. Require a minimum of 300 feet of frontage on a public street for all newly created residential lots outside of the Old Village or within the Agricultural and Rural Residential Zoning Districts

10. Prohibit long and narrow lots and irregularly shaped lots except when deemed advisable in the rural Residential Zoning District

Discussion

The proposed subdivision creates two lots that are substantially larger than the 5 acre minimum. The density of the proposed subdivision is substantially less than the City's overall density goal of one lot per ten acres.

The existing parcel is currently nonconforming regarding the maximum allowed three to one lot depth to width ratio. The proposed subdivision would bring both lots, and particularly the southerly lot, substantially closer to the required ratio.

The parcel is limited by topography, particularly at the northerly end, and has a large area of buildable land in the middle. Because access is not possible from the Valley Creek frontage, the proposal is to provide access to both parcels from 30th street. While the zoning code allows access through an easement for a driveway across an adjacent property, the code also requires all lots to have direct adequate access for emergency or public safety vehicles along the frontage of the lot from either an existing improved city street or an existing private road approved by the City. The City no longer allows private roads. If the proposal was to be approved, to ensure adequate emergency response, the lot to the north would need to have a 30th Street address. While the driveway requirements of the Agricultural zoning district require a minimum distance of 300 feet between driveways, this requirement is not included in the Rural Residential zoning district regulations.

At the southern boundary of the parcel along 30th Street, there is an area approximately 20 feet wide adjacent to the road that has a slope greater than 18%. It appears that this area was created when the road was constructed. The proposed driveways cross this area and also cross areas where the slope ranges from less than 18% to over 18%.

The City Engineer has indicated the sight distance is limited at the driveway entrances to 30th street, due to the hill to the west. While this would be of more concern with a public road, it is of less concern for driveways serving two homes.

The applicant has addressed the variance criteria in the variance questionnaire submitted as part of the application.

Stormwater Management

The Valley Branch Watershed District (VBWD) has approved a permit for the proposed subdivision. A letter from the VBWD and approved permit are attached.

The City Engineer has reviewed the grading and drainage plans and has provided the attached report, which has been forwarded to the applicant. The applicant has indicated he is in agreement with the changes recommended by the City Engineer.

Council Action Requested

Motion regarding the adoption of a resolution regarding the Matt Twomey application for subdivision and variances at 30th Street property with PID 16.028.20.31.0001

RESOLUTION 2015-XX

CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

A RESOLUTION APPROVING THE MATT TWOMEY MINOR SUBDIVISION AND VARIANCES AT THE PROPERTY WITH PID 16.028.20.31.0001

WHEREAS, the City of Afton is a municipal corporation organized and existing under the laws of the State of Minnesota; and

WHEREAS, the City Council of the City of Afton has adopted zoning, subdivision, and building regulations as part of the Afton Code of Ordinances, to promote the orderly, economic, and safe development and utilization of land within the City; and

WHEREAS, Matt Twomey has made an application to the City for a minor subdivision and variances to split the property with PID 16.028.20.31.0001 into two lots; and

WHEREAS, the application includes variances to allow two driveways on one lot to serve the two lots and to allow portions of the two driveways to be constructed on land with slopes greater than 18% and to allow the two lots to exceed the width–to-length ratio of 3 to 1; and

WHEREAS, City staff reviewed the request and drafted a report for consideration; and

WHEREAS, the Planning Commission held a public hearing on the request at its regular meeting of April 6, 2015 and recommended denial of the application on a vote of 6-2; and

WHEREAS, the City Councilinitially heard the request at its regular meeting on April 21, 2015, at which it considered all of the comments, concerns and recommendations of the Planning Commission and Zoning Administrator and the applicant;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Afton hereby approves the Matt Twomey application for a Minor Subdivision and variances for the property with PID 16.028.20.31.0001 based on the following findings of fact listed below:

Findings of Fact:

1. The long narrow shape of the lot is unique
2. The lot has frontage on two roads approximately one-half mile apart
3. The buildable area of the property is isolated from both access points by slopes greater than 18%
4. The property is a pre-existing non-conforming lot
5. While the proposed driveways cross areas with slope greater than 18%, the driveways access the lots at the least objectionable slope
6. The two proposed lots and driveways would not change the essential character of the area
7. The proposed subdivision creates two lots that are substantially larger than the 5 acre minimum requirement
8. The density of the proposed subdivision is substantially less than the City's overall density goal of one lot per ten acres

RESOLUTION 2015-XX

Conditions.

1. Easements as required by the City Engineer shall be granted.
2. Scenic easements shall be placed on all slopes greater than 18%
3. The applicant shall execute a scenic easement agreement
4. The applicant shall meet all Valley Branch Watershed District permit requirements
5. The applicant's grading and drainage plans shall be subject to review and approval by the City Engineer
6. An easement for the driveway to serve the northerly parcel is subject to the City Attorney's review and approval, and shall be recorded at the time the subdivision is recorded.
7. No future subdivision shall be allowed.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 21ST DAY OF April, 2015.

SIGNED:

_____

Richard Bend, Mayor

ATTEST:

_____

Ronald J. Moorse, City Administrator

Motion by:
Second by:
Palmquist:
Richter:
Ross:
Nelson:
Bend:

RESOLUTION 2015-34

CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

A RESOLUTION DENYING THE MATT TWOMEY MINOR SUBDIVISION AND VARIANCES AT THE PROPERTY WITH PID 16.028.20.31.0001

WHEREAS, the City of Afton is a municipal corporation organized and existing under the laws of the State of Minnesota; and

WHEREAS, the City Council of the City of Afton has adopted zoning, subdivision, and building regulations as part of the Afton Code of Ordinances, to promote the orderly, economic, and safe development and utilization of land within the City; and

WHEREAS, Matt Twomey has made an application to the City for a minor subdivision and variances to split the property with PID 16.028.20.31.0001 into two lots; and

WHEREAS, the application includes variances to allow two driveways on one lot to serve the two lots and to allow portions of the two driveways to be constructed on land with slopes greater than 18% and to allow the two lots to exceed the width–to-length ratio of 3 to 1; and

WHEREAS, City staff reviewed the request and drafted a report for consideration; and

WHEREAS, the Planning Commission held a public hearing on the request at its regular meeting of April 6, 2015 and recommended denial of the application on a vote of 6-2; and

WHEREAS, the City Councilinitially heard the request at its regular meeting on April 21, 2015, at which it considered all of the comments, concerns and recommendations of the Planning Commission and Zoning Administrator and the applicant;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Afton hereby denies the Matt Twomey application for a Minor Subdivision and variances for the property with PID 16.028.20.31.0001 based on the following findings of fact listed below:

Findings of Fact:

1. One of the lots would be non-conforming regarding the three to one depth to width ratio
2. The driveways are proposed to be constructed on land with slope greater than 18%, which is not allowed by Sec. 12-132 of the zoning code
3. The driveways would cross an area with slope greater than 18% for a distance of approximately 150 feet
4. One driveway crossing a steep slope would allow the property to be developed with one lot
5 The northerly lot would not have direct access for emergency or public safety vehicles along the frontage of the lot from either an existing improved city street or an existing private road approved by the City, which is required by Sec. 12-84 of the zoning code and could create a public safety issue regarding the ability of emergency vehicles to access the property in a timely manner

RESOLUTION 2015-34

ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 21ST DAY OF April, 2015.

SIGNED:

_____

Richard Bend, Mayor

ATTEST:

_____

Ronald J. Moorse, City Administrator

Motion by:
Second by:
Palmquist:
Richter:
Ross:
Nelson:
Bend:

CITY OF AFTON
VARIANCE APPLICATION

Owner	Address	City	State	Zip	Phone
Highview Afton, LLC	PO Box 439	River Falls	WI	54022	7154416610

Applicant (if different than owner)	Address	City	State	Zip	Phone
Matt & Monique Twomey	396 Cedar Court	Hudson	WI	54016	7154416610

Project Address			
30th Street near Trading Post Trail	**AFTON**	**MN**	**55001**

Zoning Classification	Existing Use of Property	PID# or Legal Description
Rural Residential	Vacant Land	16.028.20.31.001

Please list the section(s) of the code from which the variance(s) are requested.

12-84 A. Access Required, and 12-132 Lot Depth

Description of Request

We would like to subdivide our 47 acre parcel into two smaller lots. Because of the shape of the parcel and topography of the land, we will have the driveway for both lots on 30th Street South. Please see the attached "Variance Questionnaire" for more detail.

By signing this application, the applicant agrees to pay all expenses incurred by the City of Afton. In connection with this request, your signature constitutes permission for a representative of the City of Afton to enter your property, during business hours, to evaluate this request. This may involve minor excavating or soil borings. If you would like to be present during this evaluation, please contact the City.

Signature of Owner/Applicant

3/19/15
Date

Make checks payable to: **City of Afton**

If multiple variances are necessary from the applicant only **one** fee is required. However, the deposit fee must be multiplied by the number of variances sought.

FEES:		**DEPOSITS:**
Variance	$250	$600
Renewal/Extension	$250	$350

TOTAL: $250.00
DATE PAID: 3/23/15
CHECK #: 1319
RECVD BY: BM

ATTACH COPY OF DEED OR PROOF OF OWNERSHIP TO APPLICATION

Y:\critical info for back-up\central files 1\FORMS\Variance Forms\Application.DOC

CITY OF AFTON
MINOR SUBDIVISION PERMIT APPLICATION

Owner	Address	City	State	Zip	Phone
Highview Afton LLC	PO Box 439	River Falls	WI	54022	715-441-6610

Applicant (if different than owner)	Address	City	State	Zip	Phone
Matt & Monique Toomey	386 Cedar Ct.	Hudson	WI	54016	715-441-6610

Project Address			
30th Street near Trading Post	AFTON	MN	55001

Zoning Classification	Existing Use of Property	PID# or Legal Description
Rural Residential	Vacant land	16.029.20.31.0001

Description of Request

We would like to subdivide our 47 acre parcel into two smaller lots, a 35 acre lot and a 12 acre lot.

By signing this application, the applicant agrees to pay all expenses incurred by the City of Afton. In connection with this request, your signature constitutes permission for a representative of the City of Afton to enter your property, during business hours, to evaluate this request. This may involve minor excavating or soil borings. If you would like to be present during this evaluation, please contact the City.

Signature of Owner/Applicant — Date: 3/19/15

Make checks payable to **City of Afton:**

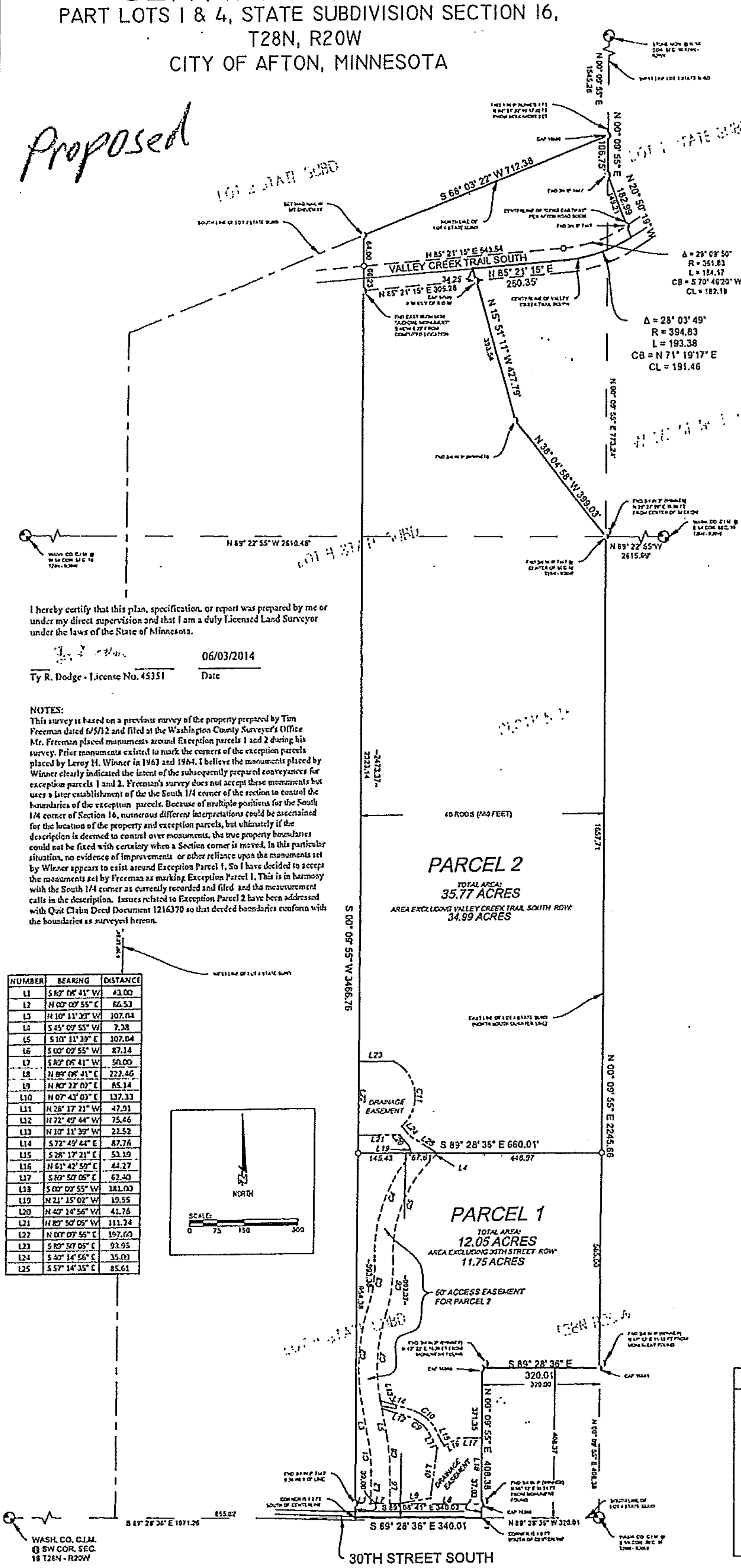
FEES:		**DEPOSITS:**			
Minor Subdivision	$250.00	Minor Subdivision	$1,500.00	TOTAL:	$1,750.00
			(1250) RM	DATE PAID:	3-23-15
				CHECK #:	1319
				RECVD. BY:	RM

ATTACH COPY OF DEED OR PROOF OF OWNERSHIP TO APPLICATION

CERTIFICATE OF SURVEY

PART LOTS 1 & 4, STATE SUBDIVISION SECTION 16, T28N, R20W
CITY OF AFTON, MINNESOTA

Proposed



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 Land Surveyor under the laws of the State of Minnesota.

Ty R. Dodge - License No. 45351 — Date: 06/03/2014

NOTES:
This survey is based on a previous survey of the property prepared by Tim Freeman dated 6/5/12 and filed at the Washington County Surveyor's Office Mr. Freeman placed monuments around Exception parcels 1 and 2 during his survey. Prior monuments existed to mark the corners of the exception parcels placed by Leroy H. Winner in 1963 and 1964. I believe the monuments placed by Winner clearly indicated the intent of the subsequently prepared conveyances for exception parcels 1 and 2. Freeman's survey does not accept these monuments but uses a later establishment of the the South 1/4 corner of the section to control the boundaries of the exception parcels. Because of multiple positions for the South 1/4 corner of Section 16, numerous different interpretations could be ascertained for the location of the property and exception parcels, but ultimately if the description is deemed to control over monuments, the true property boundaries could not be fixed with certainty when a Section corner is moved. In this particular situation, no evidence of improvements or other reliance upon the monuments set by Winner appears to exist around Exception Parcel 1. So I have decided to accept the monuments set by Freeman as marking Exception Parcel 1. This is in harmony with the South 1/4 corner as currently recorded and filed and the measurement calls in the description. Issues related to Exception Parcel 2 have been addressed with Quit Claim Deed Document 1216370 so that deeded boundaries conform with the boundaries as surveyed hereon.

NUMBER	BEARING	DISTANCE
L1	S 89° 08' 41" W	43.00
L2	N 00° 09' 55" E	86.53
L3	N 10° 11' 39" W	107.04
L4	S 45° 09' 55" W	7.38
L5	S 10° 11' 39" E	107.04
L6	S 00° 09' 55" W	87.14
L7	S 89° 08' 41" W	50.00
L8	N 89° 08' 41" E	222.46
L9	N 80° 22' 02" E	85.14
L10	N 07° 43' 03" E	137.33
L11	N 28° 17' 21" W	47.91
L12	N 72° 49' 44" W	75.46
L13	N 10° 11' 39" W	22.52
L14	S 72° 49' 44" E	87.76
L15	S 28° 17' 21" E	53.19
L16	N 61° 42' 59" E	44.27
L17	S 89° 50' 05" E	62.40
L18	S 00° 09' 55" W	181.00
L19	N 21° 15' 02" W	19.55
L20	N 40° 14' 56" W	41.76
L21	N 89° 50' 05" W	111.24
L22	N 00° 09' 55" E	197.60
L23	S 89° 50' 05" E	93.95
L24	S 40° 14' 56" E	35.03
L25	S 57° 14' 35" E	85.61

ORIGINAL PARCEL: (From Certificate of Title Number 69338)

That part of Lot One (1) of STATE SUBDIVISION in Section Sixteen (16), Township Twenty-eight (28) North, Range Twenty (20) West, described as follows. That part lying North of the Afton Road and West of Gicke Cartway, being in the West one-half of the Northeast Quarter (W 1/2 of NE 1/4) of Section Sixteen (16)

The East Forty (40) rods of Lot Four in STATE SUBDIVISION of Section Sixteen (16), Township Twenty-eight (28) North, Range Twenty (20) West, excepting and reserving to the State of Minnesota, in trust for the taxing districts concerned, all minerals and mineral rights as provided by law in the 65 acre part of Lot Four (4) lying East of Cartway No. Three (3)

EXCEPTING therefrom the following tracts:
(1) The East 320 feet of the South 408.37 feet of said Lot Four (4), containing 3 acres more or less
(2) Beginning at the intersection of the centerline of Valley Creek Trail South and the east line of said Lot 4 in STATE SUBDIVISION of Section 16, Township 28 North, Range 20 West; thence South 00 degrees 09 minutes 55 seconds West, along said east line of Lot 4, also being the north-south quarter line of said Section 16, a distance of 773.24 feet to the center of said Section 16, thence North 38 degrees 04 minutes 58 seconds West, a distance of 399.03 feet; thence North 15 degrees 51 minutes 11 seconds West, a distance of 427.79 feet to the intersection with said centerline of Valley Creek Trail South; thence North 85 degrees 21 minutes 15 seconds East along said centerline, a distance of 250.35 feet; thence continuing along said centerline, on the arc of a tangential curve to the left, having a radius of 394.83 feet, a central angle of 17 degrees 19 minutes 02 seconds, an arc distance of 119.33 feet to the point of beginning. Subject to an easement for roadway purposes over the northerly 33 feet thereof.

NEW PARCEL 1:

The South 993.37 feet of the East Forty (40) rods of Lot Four in STATE SUBDIVISION of Section Sixteen (16), Township Twenty-eight (28) North, Range Twenty (20) West.
EXCEPTING therefrom the following tract:
(1) The East 320 feet of the South 408.37 feet of said Lot Four (4), containing 3 acres more or less.

SUBJECT TO the following.
(1) A 50' wide access easement more particularly described as.
Commencing at a Cast Iron Monument at the South 1/4 corner of said Section 16; thence along the south line of the SW 1/4 of Section 16, also being the south line of Lot 4 of STATE SUBDIVISION, N89°28'36"W a distance of 660.02 feet to the west line of the East 40 rods of said Lot 4; thence along last said west line, N00°09'55"E a distance of 39.00 feet to the north right of way of 30th Street South; thence, along said right of way, S89°08'41"E a distance of 43.00 feet to the point of beginning; thence N00°09'55"E a distance of 86.53 feet; thence, along the arc of a curve, concave westerly, a distance of 85.88 feet, said curve has a radius of 475.00 feet and a chord that bears N05°00'52"W for a distance of 85.77 feet; thence N10°11'39"W a distance of 107.84 feet; thence, along the arc of a curve, concave easterly, a distance of 255.35 feet, said curve has a radius of 525.00 feet and a chord that bears N03°44'23"E for a distance of 252.84 feet; thence, along the arc of a curve, concave westerly, a distance of 133.34 feet, said curve has a radius of 375.00 feet and a chord that bears N07°29'13"E for a distance of 132.64 feet; thence, along the arc of a curve, concave easterly, a distance of 314.86 feet, said curve has a radius of 425.00 feet and a chord that bears N18°31'27"E for a distance of 307.71 feet; thence S89°28'36"E a distance of 67.61 feet; thence S45°09'55"W a distance of 7.38 feet, thence, along the arc of a curve, concave easterly, a distance of 313.28 feet, said curve has a radius of 375.00 feet and a chord that bears S21°13'58"W for a distance of 304.25 feet; thence, along the arc of a curve, concave westerly, a distance of 151.12 feet, said curve has a radius of 425.00 feet and a chord that bears S07°29'13"W for a distance of 150.33 feet, thence, along the arc of a curve, concave easterly, a distance of 231.03 feet, said curve has a radius of 475.00 feet and a chord that bears S03°44'23"W for a distance of 228.76 feet; thence, S10°11'39"E a distance of 107.84 feet; thence, along the arc of a curve, concave westerly, a distance of 94.92 feet, said curve has a radius of 525.00 feet and a chord that bears S05°00'52"E for a distance of 94.79 feet; thence S00°09'55"W a distance of 87.14 feet to the northerly right of way of 30th street South; thence along said right of way, N89°08'41"W a distance of 50.00 feet to the point of beginning.

(2) A Drainage Easement more particularly described as:
Commencing at a Cast Iron Monument at the South 1/4 corner of said Section 16; thence along the south line of the SW 1/4 of Section 16, also being the south line of Lot 4 of STATE SUBDIVISION, N89°28'36"W a distance of 320.01 feet; thence N00°09'55"E a distance of 37.03 feet to the northerly right of way of 30th Street South and the point of beginning; thence, along said right of way, S89°08'41"W a distance of 222.46 feet; thence N85°22'02"E a distance of 85.14 feet; thence N07°43'03"E a distance of 137.33 feet; thence N28°17'21"W a distance of 47.91 feet; thence, along the arc of a curve, concave southwesterly, a distance of 71.82 feet, said curve has a radius of 92.38 feet and a chord that bears N50°31'22"W for a distance of 70.03 feet; thence N72°49'44"W a distance of 75.46 feet; thence N10°11'39"W a distance of 22.52 feet; thence S72°49'44"E a distance of 87.76 feet; thence, along the arc of a curve, concave southwesterly, a distance of 81.67 feet, said curve has a radius of 107.62 feet and a chord that bears S50°33'23"E for a distance of 81.58 feet; thence S 28°17'21"E a distance of 53.19 feet; thence N61°42'59"E a distance of 44.27 feet; thence S89°50'05"E a distance of 62.40 feet; thence S00°09'55"W a distance of 181.00 feet to the point of beginning.

NEW PARCEL 2:

That part of Lot One (1) of STATE SUBDIVISION in Section Sixteen (16), Township Twenty-eight (28) North, Range Twenty (20) West, described as follows. That part lying North of the Afton Road and West of Gicke Cartway, being in the West one-half of the Northeast Quarter (W 1/2 of NE 1/4) of Section Sixteen (16)

The East Forty (40) rods of Lot Four in STATE SUBDIVISION of Section Sixteen (16), Township Twenty-eight (28) North, Range Twenty (20) West, excepting and reserving to the State of Minnesota, in trust for the taxing districts concerned, all minerals and mineral rights as provided by law in the 65 acre part of Lot Four (4) lying East of Cartway No. Three (3)

EXCEPTING therefrom the following tracts:

(1) The South 993.37 feet of the East Forty (40) rods of Lot Four in STATE SUBDIVISION of Section Sixteen (16), Township Twenty-eight (28) North, Range Twenty (20) West.

(2) Beginning at the intersection of the centerline of Valley Creek Trail South and the east line of said Lot 4 in STATE SUBDIVISION of Section 16, Township 28 North, Range 20 West, thence South 00 degrees 09 minutes 55 seconds West, along said east line of Lot 4, also being the north-south quarter line of said Section 16, a distance of 773.24 feet to the center of said Section 16, thence North 38 degrees 04 minutes 58 seconds West, a distance of 399.03 feet; thence North 15 degrees 51 minutes 11 seconds West, a distance of 427.79 feet to the intersection with said centerline of Valley Creek Trail South, thence North 85 degrees 21 minutes 15 seconds East along said centerline, a distance of 250.35 feet; thence continuing along said centerline, on the arc of a tangential curve to the left, having a radius of 394.83 feet, a central angle of 17 degrees 19 minutes 02 seconds, an arc distance of 119.33 feet to the point of beginning. Subject to an easement for roadway purposes over the northerly 33 feet thereof.

TOGETHER WITH A 50' wide access easement more particularly described as:
Commencing at a Cast Iron Monument at the South 1/4 corner of said Section 16, thence along the south line of the SW 1/4 of Section 16, also being the south line of Lot 4 of STATE SUBDIVISION, N89°28'36"W a distance of 660.02 feet to the west line of the East 40 rods of said Lot 4; thence along last said west line, N00°09'55"E a distance of 39.00 feet to the north right of way of 30th Street South; thence, along said right of way, S89°08'41"E a distance of 43.00 feet to the point of beginning; thence N00°09'55"E a distance of 86.53 feet; thence, along the arc of a curve, concave westerly, a distance of 85.88 feet, said curve has a radius of 475.00 feet and a chord that bears N05°00'52"W for a distance of 85.77 feet; thence N10°11'39"W a distance of 107.84 feet; thence, along the arc of a curve, concave easterly, a distance of 255.35 feet, said curve has a radius of 525.00 feet and a chord that bears N03°44'23"E for a distance of 252.84 feet; thence, along the arc of a curve, concave westerly, a distance of 133.34 feet, said curve has a radius of 375.00 feet and a chord that bears N07°29'13"E for a distance of 132.64 feet; thence, along the arc of a curve, concave easterly, a distance of 314.86 feet, said curve has a radius of 425.00 feet and a chord that bears N18°31'27"E for a distance of 307.71 feet; thence S89°28'36"E a distance of 67.61 feet; thence S45°09'55"W a distance of 7.38 feet; thence, along the arc of a curve, concave easterly, a distance of 313.28 feet, said curve has a radius of 375.00 feet and a chord that bears S21°13'58"W for a distance of 304.25 feet; thence, along the arc of a curve, concave westerly, a distance of 151.12 feet, said curve has a radius of 425.00 feet and a chord that bears S07°29'13"W for a distance of 150.33 feet; thence, along the arc of a curve, concave easterly, a distance of 231.03 feet, said curve has a radius of 475.00 feet and a chord that bears S03°44'23"W for a distance of 228.76 feet; thence, S10°11'39"E a distance of 107.84 feet; thence, along the arc of a curve, concave westerly, a distance of 94.92 feet, said curve has a radius of 525.00 feet and a chord that bears S05°00'52"E for a distance of 94.79 feet; thence S00°09'55"W a distance of 87.14 feet to the northerly right of way of 30th street South; thence along said right of way, N89°08'41"W a distance of 50.00 feet to the point of beginning.

AND SUBJECT TO a drainage easement more particularly described as:
Commencing at a Cast Iron Monument at the South 1/4 corner of said Section 16; thence along the south line of the SW 1/4 of Section 16, also being the south line of Lot 4 of STATE SUBDIVISION, N89°28'36"W a distance of 660.02 feet to the west line of the East 40 rods of said Lot 4, thence along last said west line, N00°09'55"E a distance of 993.37 feet; thence S89°28'36"E a distance of 145.43 feet to the point of beginning, thence N21°15'02"W a distance of 19.55 feet; thence N40°14'56"W a distance of 41.76 feet; thence N89°50'05"W a distance of 111.24 feet; thence N00°09'55"E a distance of 197.60 feet, thence S89°50'05"E a distance of 93.95 feet; thence, along the arc of a curve, concave westerly, a distance of 208.08 feet, said curve has a radius of 106.82 feet and a chord that bears S07°44'59"E a distance of 176.71 feet; thence S40°14'56"E a distance of 35.09 feet; thence S57°14'35"E a distance of 85.61 feet; thence N89°28'36"W a distance of 67.61 feet to the point of beginning.

NUMBER	RADIUS LENGTH	CENTRAL ANGLE	CHORD BEARING	CHORD LENGTH	ARC LENGTH
C1	475.00	10° 21' 32"	N 05° 00' 52" W	85.77	85.88
C2	525.01	27° 57' 5"	N 03° 44' 23" E	252.84	255.35
C3	375.00	20° 22' 23"	N 07° 29' 13" E	132.64	133.34
C4	425.00	44° 26' 52"	N 18° 31' 27" E	307.71	314.86
C5	375.00	47° 51' 54"	S 21° 13' 58" W	304.25	313.28
C6	425.00	20° 22' 23"	S 07° 29' 13" W	150.33	151.12
C7	475.00	27° 52' 5"	S 03° 44' 23" W	228.76	231.03
C8	525.00	10° 21' 32"	S 05° 00' 52" E	94.79	94.92
C9	92.38	44° 32' 42"	N 50° 31' 22" W	70.01	71.82
C10	107.62	44° 32' 42"	S 50° 33' 23" E	81.58	81.67
C11	106.82	111° 36' 25"	S 07° 44' 59" E	176.71	208.08

LEGEND

- RIGHT OF WAY LINE
- EXISTING SECTION LINE
- ACCESS/UTILITY EASEMENT
- DRAINAGE EASEMENT
- FOUND SECTION CORNER MONUMENT AS NOTED
- FOUND 3/4" OUTSIDE DIAMETER IRON PIPE, IF CAPPED, AS NOTED
- SET 1" OUTSIDE DIAMETER BY 18" LONG IRON PIPE, WEIGHING 1.13 LBS. PER LINEAR FOOT, PLASTIC CAP, #45351 DODGE RLS
- (xxx.xx') PREVIOUSLY RECORDED DIMENSION

ALL LINEAR DIMENSIONS SHOWN ARE IN FEET.

SHEET NO. CSM

PROJECT:
HIGHVIEW AFTON
HIGHVIEW AFTON, LLC
CITY OF AFTON, WASHINGTON COUNTY, MINNESOTA

CERTIFICATE OF SURVEY

A-C/a Auth-Consulting/associates
SEH Land Surveying a division of A-C/a
CORPORATE OFFICE: 400 Technology Drive East, Suite A, Menomonie, WI 54751, Tel 715-232-8490
BRANCH OFFICE: 1710 Eaker Street, Suite 101, Hudson, WI 54016, Tel 715-381-1277
authconsulting.com

DRAWN BY: DCK				
CHECKED BY: TRD				
DATE: 5/30/14				
DWG FILE: 5245-001 CSM				
REF FILE: 5245-001		CERTIFIED SURVEY MAP	TRD	5/30/14
JOB NUMBER: 5245-001		REVISION DESCRIPTION	NAME:	DATE:

ORIGINAL PARCEL: (From Certificate of Title Number 69338)

That part of Lot One (1) of STATE SUBDIVISION in Section Sixteen (16), Township Twenty-eight (28) North, Range Twenty (20) West, described as follows: That part lying North of the Afton Road and West of Gieke Cartway, being in the West one-half of the Northeast Quarter (W *1/2* of NE *1/4)* of Section Sixteen (16).

The East Forty (40) rods of Lot Four in STATE SUBDIVISION of Section Sixteen (16), Township Twenty-eight (28) North, Range Twenty (20) West, excepting and reserving to the State of Minnesota, in trust for the taxing districts concerned, all minerals and mineral rights as provided by law in the .05 acre part of Lot Four (4) lying East of Cartway No. Three (3).

EXCEPTING therefrom the following tracts:
(1) The East 320 feet of the South 408.37 feet of said Lot Four (4), containing 3 acres more or less.
(2) Beginning at the intersection of the centerline of Valley Creek Trail South and the east line of said Lot 4 in STATE SUBDIVISION of Section 16, Township 28 North, Range 20 West; thence South 00 degrees 09 minutes 55 seconds West, along said east line of Lot 4, also being the north-south quarter line of said Section 16, a distance of 773.24 feet to the center of said Section 16, thence North 38 degrees 04 minutes 58 seconds West, a distance of 399.03 feet; thence North 15 degrees 51 minutes 11 seconds West, a distance of 427.79 feet to the intersection with said centerline of Valley Creek Trail South; thence North 85 degrees 21 minutes 15 seconds East along said centerline, a distance of 250.35 feet; thence continuing along said centerline, on the arc of a tangential curve to the left, having a radius of 394.83 feet, a central angle of 17 degrees 19 minutes 02 seconds, an arc distance of 119.33 feet to the point of beginning. Subject to an easement for roadway purposes over the northerly 33 feet thereof.

NEW PARCEL 1:

The South 993.37 feet of the East Forty (40) rods of Lot Four in STATE SUBDIVISION of Section Sixteen (16), Township Twenty-eight (28) North, Range Twenty (20) West.
EXCEPTING therefrom the following tract:

(1) The East 320 feet of the South 408.37 feet of said Lot Four (4), containing 3 acres more or less.

SUBJECT TO the following:

(1) A 50' wide access easement more particularly described as:
Commencing at a Cast Iron Monument at the South 1/4 corner of said Section 16; thence along the south line of the SW 1/4 of Section 16, also being the south line of Lot 4 of STATE SUBDIVISION, N89°28'36"W a distance of 660.02 feet to the west line of the East 40 rods of said Lot 4; thence along last said west line, N00°09'55"E a distance of 39.00 feet to the north right of way of 30th Street South; thence, along said right of way, S89°08'41"E a distance of 43.00 feet to the point of beginning: thence N00°09'55"E a distance of 86.53 feet; thence, along the arc of a curve, concave westerly, a distance of 85.88 feet, said curve has a radius of 475.00 feet and a chord that bears N05°00'52"W for a distance of 85.77 feet; thence N10°11'39"W a distance of 107.84 feet; thence, along the arc of a curve, concave easterly, a distance of 255.35

feet, said curve has a radius of 525.00 feet and a chord that bears N03°44'23"E for a distance of 252.84 feet; thence, along the arc of a curve, concave westerly, a distance of 133.34 feet, said curve has a radius of 375.00 feet and a chord that bears N07°29'13"E for a distance of 132.64 feet; thence, along the arc of a curve, concave easterly, a distance of 314.86 feet, said curve has a radius of 425.00 feet and a chord that bears N18°31'27"E for a distance of 307.71 feet; thence S89°28'36"E a distance of 67.61 feet; thence S45°09'55"W a distance of 7.38 feet; thence, along the arc of a curve, concave easterly, a distance of 313.28 feet, said curve has a radius of 375.00 feet and a chord that bears S21°13'58"W for a distance of 304.25 feet; thence, along the arc of a curve, concave westerly, a distance of 151.12 feet, said curve has a radius of 425.00 feet and a chord that bears S07°29'13"W for a distance of 150.33 feet; thence, along the arc of a curve, concave easterly, a distance of 231.03 feet, said curve has a radius of 475.00 feet and a chord that bears S03°44'23"W for a distance of 228.76 feet; thence, S10°11'39"E a distance of 107.84 feet; thence, along the arc of a curve, concave westerly, a distance of 94.92 feet, said curve has a radius of 525.00 feet and a chord that bears S05°00'52"E for a distance of 94.79 feet; thence S00°09'55"W a distance of 87.14 feet to the northerly right of way of 30th street South; thence along said right of way, N89°08"41"W a distance of 50.00 feet to the point of beginning.

(2) A Drainage Easement more particularly described as:
Commencing at a Cast Iron Monument at the South 1/4 corner of said Section 16; thence along the south line of the SW 1/4 of Section 16, also being the south line of Lot 4 of STATE SUBDIVISION, N89°28'36"W a distance of 320.01 feet; thence N00°09'55"E a distance of 37.03 feet to the northerly right of way of 30th Street South and the point of beginning; thence, along said right of way, S89°08'41"W a distance of 222.46 feet; thence N80°22'02"E a distance of 85.14 feet; thence N07°43'03"E a distance of 137.33 feet; thence N28°17'21"W a distance of 47.91 feet; thence, along the arc of a curve, concave southwesterly, a distance of 71.82 feet, said curve has a radius of 92.38 feet and a chord that bears N50°33'22"W for a distance of 70.03 feet; thence N72°49'44"W a distance of 75.46 feet; thence N10°11'39"W a distance of 22.52 feet; thence S72°49'44"E a distance of 87.76 feet; thence, along the arc of a curve, concave southwesterly, a distance of 83.67 feet, said curve has a radius of 107.62 feet and a chord that bears S50°33'23"E for a distance of 81.58 feet; thence S 28°17'21"E a distance of 53.19 feet; thence N61°42'59"E a distance of 44.27 feet; thence S89°50'05"E a distance of 62.40 feet; thence S00°09'55"W a distance of 181.00 feet to the point of beginning.

NEW PARCEL 2:

That part of Lot One (1) of STATE SUBDIVISION in Section Sixteen (16), Township Twenty-eight (28) North, Range Twenty (20) West, described as follows: That part lying North of the Afton Road and West of Gieke Cartway, being in the West one-half of the Northeast Quarter (W *1/2* of NE *1/4)* of Section Sixteen (16).

The East Forty (40) rods of Lot Four in STATE SUBDIVISION of Section Sixteen (16), Township Twenty-eight (28) North, Range Twenty (20) West, excepting and reserving to the State of Minnesota, in trust for the taxing districts concerned, all minerals and mineral rights as provided by law in the .05 acre part of Lot Four (4) lying East of Cartway No. Three (3).

EXCEPTING therefrom the following tracts:

(1) The South 993.37 feet of the East Forty (40) rods of Lot Four in STATE SUBDIVISION of Section Sixteen (16), Township Twenty-eight (28) North, Range Twenty (20) West.

(2) Beginning at the intersection of the centerline of Valley Creek Trail South and the east line of said Lot 4 in STATE SUBDIVISION of Section 16, Township 28 North, Range 20 West; thence South 00 degrees 09 minutes 55 seconds West, along said east line of Lot 4, also being the north-south quarter line of said Section 16, a distance of 773.24 feet to the center of said Section 16, thence North 38 degrees 04 minutes 58 seconds West, a distance of 399.03 feet; thence North 15 degrees 51 minutes 11 seconds West, a distance of 427.79 feet to the intersection with said centerline of Valley Creek Trail South; thence North 85 degrees 21 minutes 15 seconds East along said centerline, a distance of 250.35 feet; thence continuing along said centerline, on the arc of a tangential curve to the left, having a radius of 394.83 feet, a central angle of 17 degrees 19 minutes 02 seconds, an arc distance of 119.33 feet to the point of beginning. Subject to an easement for roadway purposes over the northerly 33 feet thereof.

TOGETHER WITH A 50' wide access easement more particularly described as:
Commencing at a Cast Iron Monument at the South 1/4 corner of said Section 16; thence along the south line of the SW 1/4 of Section 16, also being the south line of Lot 4 of STATE SUBDIVISION, N89°28'36"W a distance of 660.02 feet to the west line of the East 40 rods of said Lot 4; thence along last said west line, N00°09'55"E a distance of 39.00 feet to the north right of way of 30th Street South; thence, along said right of way, S89°08'41"E a distance of 43.00 feet to the point of beginning: thence N00°09'55"E a distance of 86.53 feet; thence, along the arc of a curve, concave westerly, a distance of 85.88 feet, said curve has a radius of 475.00 feet and a chord that bears N05°00'52"W for a distance of 85.77 feet; thence N10°11'39"W a distance of 107.84 feet; thence, along the arc of a curve, concave easterly, a distance of 255.35 feet, said curve has a radius of 525.00 feet and a chord that bears N03°44'23"E for a distance of 252.84 feet; thence, along the arc of a curve, concave westerly, a distance of 133.34 feet, said curve has a radius of 375.00 feet and a chord that bears N07°29'13"E for a distance of 132.64 feet; thence, along the arc of a curve, concave easterly, a distance of 314.86 feet, said curve has a radius of 425.00 feet and a chord that bears N18°31'27"E for a distance of 307.71 feet; thence S89°28'36"E a distance of 67.61 feet; thence S45°09'55"W a distance of 7.38 feet; thence, along the arc of a curve, concave easterly, a distance of 313.28 feet, said curve has a radius of 375.00 feet and a chord that bears S21°13'58"W for a distance of 304.25 feet; thence, along the arc of a curve, concave westerly, a distance of 151.12 feet, said curve has a radius of 425.00 feet and a chord that bears S07°29'13"W for a distance of 150.33 feet; thence, along the arc of a curve, concave easterly, a distance of 231.03 feet, said curve has a radius of 475.00 feet and a chord that bears S03°44'23"W for a distance of 228.76 feet; thence, S10°11'39"E a distance of 107.84 feet; thence, along the arc of a curve, concave westerly, a distance of 94.92 feet, said curve has a radius of 525.00 feet and a chord that bears S05°00'52"E for a distance of 94.79 feet; thence S00°09'55"W a distance of 87.14 feet to the northerly right of way of 30th street South; thence along said right of way, N89°08"41"W a distance of 50.00 feet to the point of beginning.

AND SUBJECT TO a drainage easement more particularly described as:
Commencing at a Cast Iron Monument at the South 1/4 corner of said Section 16; thence along the south line of the SW 1/4 of Section 16, also being the south line of Lot 4 of STATE

SUBDIVISION, N89°28'36"W a distance of 660.02 feet to the west line of the East 40 rods of said Lot 4; thence along last said west line, N00°09'55"E a distance of 993.38 feet; thence S89°28'36"E a distance of 145.43 feet to the point of beginning; thence N21°15'02"W as distance of 19.55 feet; thence N40°14"56"W a distance of 41.76 feet; thence N89°50'05"W a distance of 111.24 feet; thence N00°09'55"E a distance of 197.60 feet; thence S89°50'05"E a distance of 93.95 feet; thence, along the arc of a curve, concave westerly, a distance of 208.08 feet, said curve has a radius of 106.82 feet and a chord that bears S07°44'59"E a distance of 176.71 feet; thence S40°14'56"E a distance of 35.09 feet; thence S57°14'35"E a distance of 85.61 feet; thence N89°28'36"W a distance of 67.61feet to the point of beginning.

City of Afton, Minnesota {Variance Questionnaire}

Applicant(s):	**Highview Afton, LLC (Matt and Monique Twomey-LLC Owners)**
Phone:	**715-441-6610**
Mailing Address:	**1234 South Wasson Lane, River Falls, WI 54022**
Property Address for Variance:	**Vacant land at 30th Street S. near Trading post**

Variance Request Description: We would like to subdivide our 47 acre parcel into two smaller lots. Both lots have the required amount of street frontage. Lot 1 (which will be 12 acres) has 340 feet of frontage on 30th Street and Lot 2 (which will be 35 acres) has nearly 1,000 feet of frontage on Valley Creek Trail.

Due to the topography and shape of our parcel, the only way we can access Lot #2 is by having a driveway on 30th Street South. We would then have two driveways coming off of 30th Street South. Lot #2's driveway would require an easement over Lot #1. If our land did not have the steep grades on the Northern half, it would be simple and straightforward to have one driveway on Valley Creek Trail and one driveway on 30th Street. We are simply asking to switch the driveway location for Lot #2 from Valley Creek Trail to 30th Street. When completed, both driveways will fully comply with the Afton code for driveways.

The two lots are so different in size because Lot #2 contains the entire unbuildable Northern half of the property, which consists of 25 acres of steep slopes. Lot #1 is 340 feet wide by 990 feet deep (depth to width ratio is 990/340 = 2.91). Lot #2 does not meet the depth to width ratio since it is 660 feet wide by 2,640 feet deep (2,640/660 = 4.0). There is no way to meet the depth vs. width ratio for Lot #2, because if we move the lot line separating the two lots to the North, then Lot #1 would become non-conforming as well. This is a unique lot in that all the buildable area is on one half of the property, and the other half, which is unusable, distorts the depth to width ratio.

Directly off of 30th Street, our two proposed driveways travel laterally over slopes that are approximately 17% - 19%. Since there is no option to access the property from the North due to much steeper slopes, our only possible option to access our land is from 30th Street South. When completed, our driveway that travels across the portion of land that is 19% will have a maximum grade of 7.6%.

City Ordinance Section number for which the variance is required:
12-84 A. Access Required. *All lots or parcels shall have direct physical access for emergency or public safety vehicles along the frontage of the lot or parcel from either an existing improved city street or an existing private road approved by the City. In addition to the required direct physical access, a lot or parcel may have a private easement access driveway to the lot over adjacent lots or parcels.*

12-132 Lot Depth: **Maximum three times the width of the lot on any lot of ten or more acres.*

12-132 Maximum buildable slope for structures (percent) except substandard structures: 18%

Answer the following questions to the best of your ability – based on the criteria found in section 12-77 of Afton's code (Land Use, Appeals, and Variances). Completing this questionnaire will help the Planning Commission and the City of Afton evaluate your Application in light of the requirements of

Afton's Variance Ordinance. It does not guarantee that your variance request will be approved. If needed use a separate page.

Criteria #1 – Please explain why the proposed use which requires a variance is a reasonable use for this property.
Explain: We would be subdividing our 47 acre parcel into one 12 acre lot and one 35 acre lot. These lots are substantially bigger than what is required for a lot in the Rural Residential District. Each of our proposed lots would have far more than the required amount of buildable area and will not change the overall character of the area.

If we were granted a variance from the ordinances listed above, the proposed lots would be consistent with others in the rural residential district. The depth to width ratio of the lots would be more in line with the current Afton code, and the driveway to lot #2 would be a more flat, direct, and approachable access for emergency vehicles.

Criteria #2 – What exceptional or extraordinary circumstances related to the property do not apply generally to other properties in the same zone or vicinity? Extraordinary circumstances would include lot size, irregular lot shape or topography. Are there circumstances over which you, as the property owner, have no control?
Explain: The shape of our parcel of land is very unusual. It is 340 feet wide at 30th Street and is more than 3,500 feet deep. It also has a change in elevation of over 200 feet from the highest point of the property to the lowest point. The Northern half of the property off of Valley Creek Trail contains steep slopes of 30%-40% and multiple deep ravines, which would make it impossible to access the buildable area on our land from the North Side. A portion of our land off of 30th Street South also has a 19% slope in which we are seeking a variance to construct a driveway to access the 15 acres of contiguous buildable area in the middle of our property.

Criteria #3 – How does the literal interpretation of the provisions of the Afton ordinance (from which you are requesting a variance) deprive you of rights commonly enjoyed by other properties in the same zoning district?
Explain: The total size of our property, in combination with the large amount of buildable area and total street frontage, should warrant the ability to subdivide the property into lots that meet the specifications of the Afton code for subdivisions. Due to the irregular shape and steep slopes of our property, it is necessary to pursue a variance.

Lot #2's street frontage is technically on Valley Creek Trail but the direct physical access for emergency vehicles will be on 30th Street. Lot #2 will have a 30th Street address and the home that is eventually built on Lot #2 will be completely unseen from Valley Creek Trail, due to the fact that it will be 2,000 feet away through thick woods and will be 200 feet higher in elevation than Valley Creek Trail.

As far as the depth being greater than three times the width, the lot, as it currently exists, does not meet this standard. Because the buildable portion of the property is only on one half, there is no layout that will allow us to meet this standard.

The request for the variance from the ordinance involving the maximum buildable slope requirement of 18% is because the existing slope for the Western driveway is 19% in small portions of the driveway. <u>The difference between 18% and 19% is a mere 2 and 3/8 inches in elevation for our 16' wide driveway.</u> As you can see from the two foot contours on the enclosed site plan (the 3rd and 4th page of the stapled

packet), the general area where we have encountered the existing 19% slope under the Western driveway is very uniform in slope with no substantial undulations.

We have tried to do the most reasonable and minimal amount of disruption to this slope. This western driveway would travel laterally, or across the 19% slope from the side instead of coming straight up the slope and the maximum slope of the finished driveway would end up being 7.6%. Many properties in the rural residential district have driveways that go straight up slopes that are much greater than the ordinance would ever allow. In the area that our land is located, and in Afton in general, slopes are so prevalent that it is often challenging to access buildable area. The Valley Branch Watershed District has conditionally approved our storm water management plan and we feel that our overall plan will only improve any issues with storm water at the property.

Criteria #4 – How did these exceptional circumstances related to the property come about? Did actions by you create these circumstances?
Explain: This is the natural topography and unchanged shape of the lot. We have done nothing to alter it.

Criteria #5 – Will the granting of the requested variance confer on you, the applicant, any special privilege that is denied by this ordinance to owners of other lands, structures, or buildings in the same zoning district?
Explain: No. Most Afton landowners do not own land that is the same shape, topography, and size of our land and what we are trying to do is not applicable to their land. We cross-referenced the county map on the Washington County website with the Afton Zoning map and determined that there were very few parcels in Afton's Rural Residential district that were over ten acres with street frontage on two different streets. Our parcel was bigger than any others we found (except for Belwin Conservancy land) and most of the others were on corner lots.

We feel that our property is a prime example of why the City of Afton allows property owners to seek a variance, as outlined in Sec: 12-1266 of the Afton code:

> *"The City Council may grant a variance in any particular case where the subdivider can show that by reason of the unfavorable topography or other physical conditions the strict compliance to these regulations could cause an exceptional and undue hardship. Undue hardship as used in connection with the granting of a variance means the property cannot be put to a reasonable use if used under conditions allowed by the official controls, the plight of the landowner is due to circumstances unique to the property not created by the landowner, and the variance, if granted, will not alter the essential character of the locality. Economic considerations alone shall not constitute an undue hardship if reasonable use for the property exists under the terms of this article."*

Criteria #6 – Is the variance you are requesting the minimum variance which would alleviate the practical difficulty or hardship for your property?
Explain: Yes. When we first bought the land, we were not in a position to subdivide it but had hoped to subdivide it eventually. At the time of the purchase, we thought we could do a four or five lot subdivision to recoup some of the costs of the land and building a home. We are now simply requesting a variance that will result in us having only two lots.

Criteria #7 – (Optional) Will the variance be materially detrimental to the purposes of this ordinance, or to property in the same zoning district? How would the use of the property, if allowed by the variance, affect other properties in the vicinity?
Explain: We feel that this variance will not be materially detrimental to the ordinance. Our land does not currently meet the "depth vs width" ordinance. If allowed to subdivide our land into two lots, the lots will still be non-compliant but would at least have an improved depth vs. width ratio than our parcel currently does. We do not feel that the depth versus width issue will be an issue for other properties in the immediate vicinity.

The fact that emergency vehicles or public safety vehicles access Lot #2 from 30th Street versus Valley Creek Trail should have no effect on the ordinance or other properties. We understand the reason for this ordinance but do not feel it applies to our situation, given that the buildable area is so far removed from Valley Creek Trail and the property will have a 30th Street address.

It is our understanding that there are two purposes of the Afton ordinance for steep slopes.
1. *The slope ordinance is important to limit erosion, soil loss, excessive storm-water runoff, maintain natural topography, etc.* Our overall plan will actually improve any of these current issues at the site. It has been designed to decrease the run-off rate and properly infiltrate storm water on site based on the standards of the Valley Branch Watershed District and the Minnesota Pollution Control Agency.
2. *The slope ordinance also serves to preserve the current low density character of the city, in accordance with the Afton Comprehensive plan.* Our two proposed lots far exceed all the requirements of rural residential lots. Two lots on 47 acres is not considered urban sprawl. Both homes will be completely invisible from any street. Isn't this exactly the type of smart growth that the City of Afton wants?

Criteria #8 – Is the variance being requested for economic reasons?
Explain: The Afton Ordinance for variances comes directly from the State of Minnesota Statutes for variances. Those statutes are clear in that variances should not be granted <u>solely</u> for economic reasons, but based on the three statutory factors—reasonableness, unique circumstances, and the essential character of the locality. The relevant portion of Sec 12-77 of the Afton Ordinance is included below:

"2. To hear requests for variances from the literal provisions of the ordinances in instances where their strict enforcement would cause practical difficulties because of circumstances unique to the individual property under consideration and to grant such variances only when they are in harmony with the general purposes and intent of the ordinance and when the terms of the variance are consistent with the comprehensive plan. "Practical difficulties" as used in connection with the granting of a variance includes a three-factor test, all three of which must be met in order for a variance to be granted.

a. Reasonableness: The property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance.
b. Uniqueness: The plight of the landowners is due to circumstances unique to the property not created by the landowner.
c. Essential Character: The variance, if granted, will not alter the essential character of the locality.

Economic considerations alone shall not constitute practical difficulties if reasonable use for the property exists under the terms of the ordinance."

It is important to understand that the Minnesota Statutes and the Afton ordinance do not say that a variance request for an economic reason should be automatically denied. That is not the point. If a variance application does not meet the three statutory factors, then it should be denied, regardless of any economic reasons.

We realize that variances are not granted solely for economic reasons and should be judged on their own merit based on the three "Practical Difficulties" outlined in the Afton Ordinance—"Reasonableness, Uniqueness, and Essential Character". We have therefore designed a plan that makes sense and meets those three qualifications.

Criteria #9 (optional), PC – Is the property in a Flood Plain District?

Criteria #10 – Is the variance for earth-sheltered construction? No.

ADDITIONAL CRITERIA THAT MAY BE CONSIDERED BY THE PLANNING COMMISSION (PC) AND/OR CITY COUNCIL (CC)- Applicant responses to criteria #11 and criteria #12 are optional.

Criteria #11 (Optional), PC – Is the requested variance in harmony with the Afton ordinances and code? How will this variance, if granted (and the proposed use of the property, if allowed) affect the essential character of the area?
Explain: We feel that the character of the area will only be enhanced. There will be two nice homes built in a beautiful area and on lots that far exceed the minimum size. The only thing that will be noticeable will be the driveways that come off of 30th Street. The buildable area of the two lots is very well removed from any of the roads in the area such as 30th Street, Trading Post, or Valley Creek Trail, plus there is a significant amount of trees that block the buildable area from any road. When the two houses on the two lots are eventually built, they will be completely unseen unless a person turns into one of the driveways and drives about 500 feet.

Criteria #12 (Optional) PC – Is the requested variance in harmony with the Afton comprehensive plan?
Explain: There will be two beautiful home sites that add to the tax base while meeting the low density goal of the Afton Comprehensive Plan. Our plan will not sacrifice the natural features or rural charm that already exists in the area.

We ask that you consider our request for a variance based on the following three practical difficulties in Sec. 12-77 of the Afton code:

a. *"Reasonableness: The property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance.*
b. *Uniqueness: The plight of the landowners is due to circumstances unique to the property, not created by the landowner.*
c. *Essential Character: The variance, if granted, will not alter the essential character of the locality."*

resourceful. naturally.
engineering and environmental consultants

BARR

Valley Branch Watershed District Permit Review Memorandum

Subject: Highview Afton, Permit 2014-15
Applicant & Owner: Matt Twomey, Highview Afton, LLC
Engineer: Zachery Fagan, Auth Consulting & Associates
Date: May 31, 2014
Barr Project No.: 23/82-0020.00 2200 348

Location: 30th Street South, just west of Trading Post Trail South, Afton
Section/Township/Range: Southwest quarter of Section 16, Township 28 North, Range 20 West
Project Purpose: Construct two homes with separate driveways for each, which will create 1.0 acre of new impervious surfaces.

Conformance Summary:

Issue		Conforms to VBWD & WCA Rules?	Comments
Stormwater Management	Rate	*Yes*	
	Volume	*See comment*	*The southern portion of the site will drain to a bioretention basin, sized larger than required by the VBWD. The soils on the northern portion of the site are clayey so a wet pond is proposed. Some minor revisions are needed to the plans. See Suggested Site-Specific Condition 1.*
	Quality		
	Maintenance Agreement	*NA*	*A blank agreement was submitted. See Suggested Site-Specific Condition 2.*
	Easement	*Yes*	*See Standard Conditions 9 and 10.*
Erosion Control Plan		*Yes*	*See Standard Conditions 4-8.*
Wetland Management & Buffers	Delineation	*Yes*	*The proposed construction is not close to any wetlands.*
	MNRAM Evaluation	*NA*	
	Classification	*NA*	
	Filling/Sequencing	*NA*	
	Excavating	*NA*	
	Buffers	*NA*	
	Hydrology	*NA*	
	Replacement Plan	*NA*	
	Banking Plan	*NA*	
Floodplain Management	100-Year Flood Level	*Yes*	
	Minimum Floor Elevations	*NA*	
	Filling within Floodplain	*NA*	
	Easement	*NA*	
Permit Fee		*Yes*	*The permit fee of $2,332 was received on May 29, 2014.*
Surety		*See comment*	*See Suggested Site-Specific Condition 3. The surety is estimated at $5,000.*

Suggested Site-Specific Conditions:

1. Prior to construction, revised plans and/or calculations shall be submitted for VBWD approval that show:
    a. the overflow of the infiltration basin is consistent with the HydroCAD modeling
    b. the discharge of the wet pond is consistent with MPCA's stormwater construction permit (e.g., a water volume of 1 inch times the proposed impervious surface is discharged at no more than 5.66 cfs per acre of surface area of the pond)
2. This permit is not valid until a maintenance agreement in the general format of Appendix B of the VBWD Rules is submitted to and approved by the VBWD Attorney.
3. Prior to construction, the required surety shall be submitted. This permit is not valid until the permit fee and surety are submitted.

Applicable Standard Conditions:

1. This permit is not transferable.
2. This permit is subject to obtaining all other permits required by governmental agencies having jurisdiction (including a NPDES permit).
3. The VBWD Engineer and Inspector shall be notified at least three days prior to commencement of work.
4. Erosion controls shall be installed prior to the commencement of grading operations and must be maintained throughout the construction period until turf is established. Additional erosion controls may be required, as directed by the VBWD Inspector or VBWD Engineer.
5. The following additional erosion controls shall be implemented on the site:
    a. All proposed slopes three-feet horizontal to one-foot vertical (3H:1V) should be covered with erosion-control blanket.
    b. Silt fence should follow existing contours as closely as feasible to limit the potential for gully erosion along the edges.
    c. Any sediment that collects in storm sewers, ponds, or other water management features shall be removed.
    d. If erosion occurs at the outlets of the storm sewer pipes, the applicant will be responsible for correcting the problem to the satisfaction of the VBWD.
6. To prevent soil compaction, the proposed infiltration area shall be staked off and marked during construction to prevent heavy equipment and traffic from traveling over it. If the infiltration facility is in place during construction activities, sediment and runoff shall be kept away from the facility, using practices such as diversion berms and vegetation around the facility's perimeter. The infiltration facility shall not be excavated to final grade until the contributing drainage area has been constructed and fully stabilized. The final phase of excavation shall remove all accumulated sediment and be done by light, tracked equipment to avoid compaction of the basin floor. To provide a well-aerated, highly porous surface, the soils of the basin floor shall be loosened to a depth of at least 24 inches to a maximum compaction of 85% standard proctor density prior to planting.

7. All disturbed areas shall be vegetated within 14 days of final grading.
8. The applicant is responsible for removal of all temporary erosion-control measures, including silt fence, upon establishment of permanent vegetation at the project site as determined by the VBWD Engineer and/or Inspector.
9. Valley Branch Watershed District shall be granted drainage easements, which cover land adjacent to stormwater management facilities and lowlands up to their 100-year flood elevations and which cover all ditches, storm sewers, and maintenance access to the stormwater management facilities.
10. The required drainage easements and access easements shall be recorded with the Washington County Recorder's Office.
11. Return or allowed expiration of any remaining surety and permit close out is dependent on the permit holder providing proof that all required documents have been recorded (including but not limited to easements) and providing as-built drawings that show that the project was constructed as approved by the Managers and in conformance with the VBWD rules and regulations.

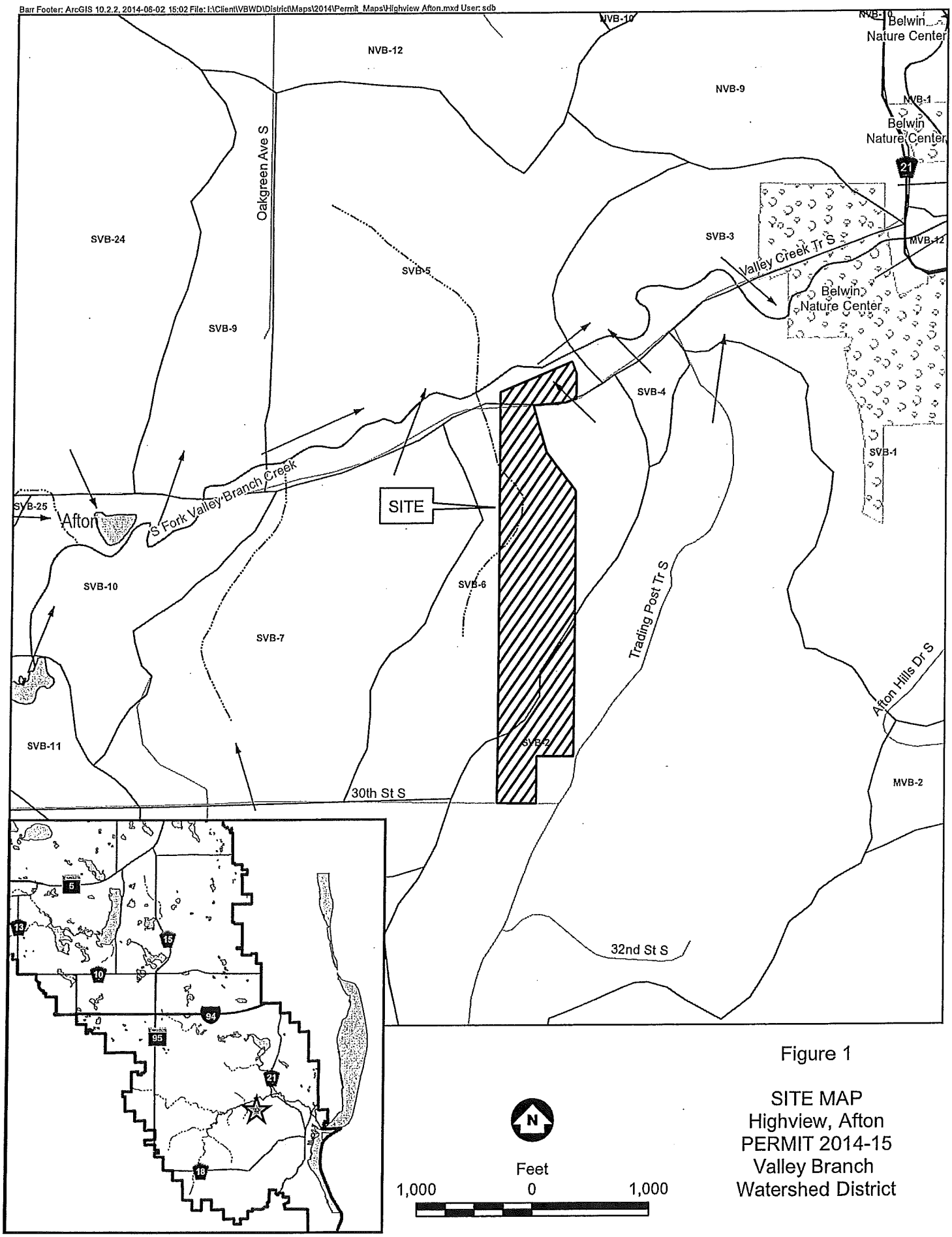
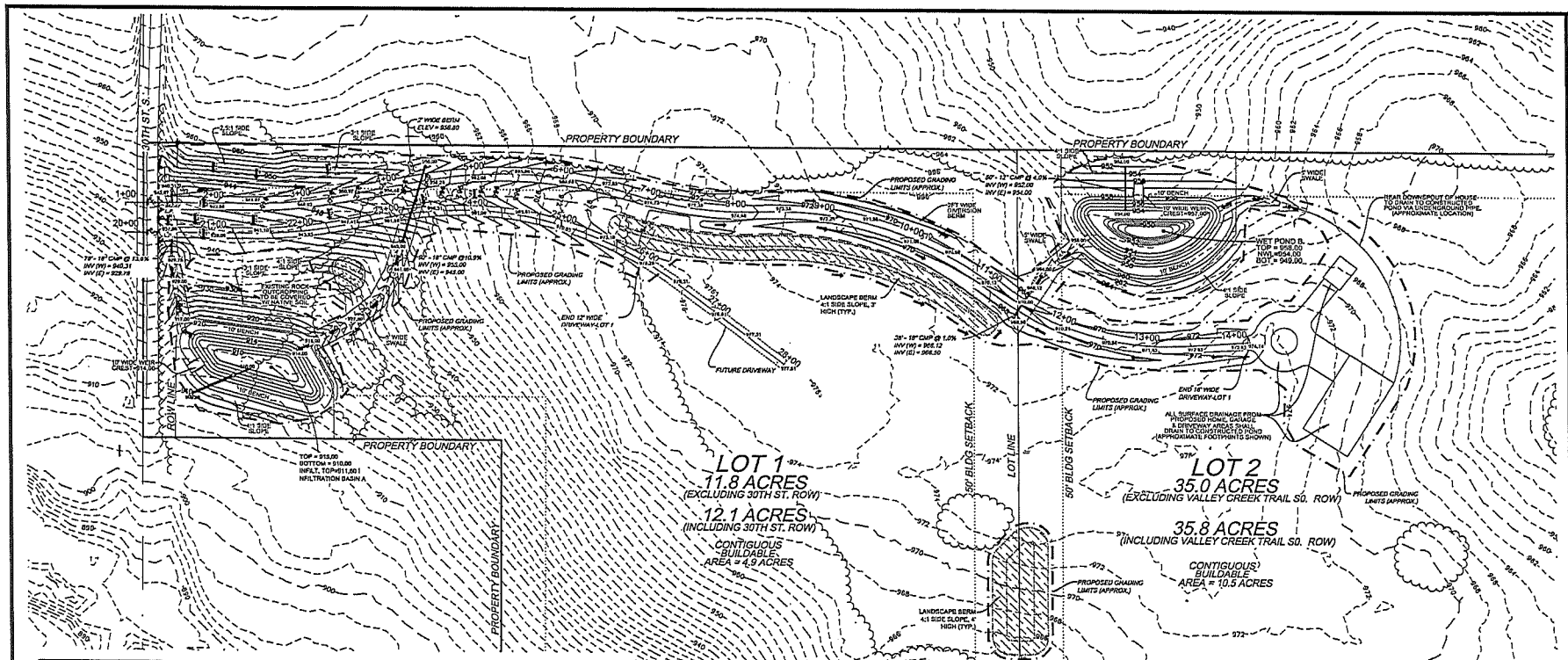


Figure 1

SITE MAP
Highview, Afton
PERMIT 2014-15
Valley Branch
Watershed District



GRADING NOTES

1. CONTRACTOR SHALL NOTIFY UTILITIES AND HAVE ALL UTILITIES LOCATED PRIOR TO ANY CONSTRUCTION, EXCAVATION OR DEMOLITION ACTIVITIES COMMENCING.
2. CONTRACTOR TO COORDINATE WITH SMALL UTILITIES ALL REQUIRED UTILITY RELOCATIONS TO AVOID CONFLICTS WITH PROPOSED GRADING.
3. CONTRACTOR SHALL MECHANICALLY COMPACT ALL TRENCHES UNDER ALL PAVED, CONCRETE, GRAVEL, AND BUILDING PAD AREAS.
4. ALL TOPSOIL, ORGANIC, & UNSUITABLE MATERIAL TO BE REMOVED BEFORE FILL MATERIAL IS PLACED. NO ORGANIC, UNSUITABLE, OR FROZEN MATERIALS TO BE PLACED IN FILL AREAS. ALL FILL MATERIAL & ENGINEERED FILL TO BE MECHANICALLY COMPACTED TO 95% STANDARD PROCTOR AS A MINIMUM OR AS RECOMMENDED BY THE GEOTECHNICAL ENGINEER.
5. ALL GRADES AND ELEVATIONS SHOWN ARE TO FINISHED GRADE, UNLESS NOTED OTHERWISE.
6. CONTRACTOR SHALL SALVAGE AND REPLACE TOPSOIL IN ALL DISTURBED AREAS.
7. ALL STORM SEWER PIPING SHALL BE CMP OR HDPE OR APPROVED EQUIVALENT. "HDPE" STORM SEWER PIPING SHALL BE DUAL WALL SMOOTH INTERIOR HDPE PIPING WITH WATER TIGHT GASKETS.
8. FLARED END SECTIONS REQUIRED AT END OF ALL PIPES, UNLESS NOTED OTHERWISE. PIPE LENGTH INCLUDES FLARED END SECTION. SEE DETAIL SHEETS FOR PIPE INSTALLATION DETAIL.
9. APPROXIMATE PROPOSED DISTURBED AREA SHOWN = ~215,657 s.f. (~4.9 AC).
10. CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR DETERMINING ALL EARTHWORK QUANTITIES BASED ON THE EXISTING AND PROPOSED ELEVATIONS PROVIDED ON THE PLANS. ANY GEOTECHNICAL INVESTIGATIONS PROVIDED BY THE OWNER APPLY ONLY TO THOSE LOCATIONS THAT DATA WAS COLLECTED, AND MAY NOT BE INDICATIVE OF CONDITIONS ELSEWHERE ON THE SITE. THE CONTRACTOR IS RESPONSIBLE FOR COLLECTING ANY ADDITIONAL GEOTECHNICAL OR SURVEY DATA HE DEEMS NECESSARY TO COMPLETE AN ACCURATE ESTIMATE OF EARTHWORK QUANTITIES
11. CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR BALANCING SITE MATERIALS. IF ONSITE EXCAVATION AND BORROW OPERATIONS DO NOT PROVIDE ENOUGH SUITABLE MATERIAL FOR FILL AREAS, THE CONTRACTOR SHALL COORDINATE AND PAY FOR EXCAVATION, TRANSPORT AND PLACEMENT OF IMPORTED MATERIAL MEETING THE SPECIFICATIONS OF THE CONTRACT DOCUMENTS. IF EXCAVATION RESULTS IN EXCESS MATERIALS, THE CONTRACTOR SHALL PROVIDE AND PAY FOR LOADING, TRANSPORT AND OFFSITE DISPOSAL OF EXCESS MATERIALS
12. CONTRACTOR TO OBTAIN PERMISSION/PERMIT FROM CITY OF AFTON TO WORK IN RIGHT-OF-WAY PRIOR TO ANY WORK BEING PERFORMED WITHIN THE PUBLIC RIGHT-OF-WAY. ANY REQUIRED LANE CLOSURES OR TRAFFIC CONTROL SIGNAGE IS THE RESPONSIBILITY OF THE CONTRACTOR AND SHALL BE COORDINATED WITH THE CITY, AS REQUIRED.
13. PROPOSED INFILTRATION BASIN AREAS SHALL BE PROTECTED FROM VEHICULAR TRAFFIC AND HEAVY EQUIPMENT. ALL EXISTING SOILS GOOD INFILTRATION CHARACTERISTICS SHALL BE MAINTAINED TO THE MAXIMUM EXTENT PRACTICABLE. INFILTRATION BASINS SHALL BE CLEANED OUT AND BROUGHT BACK TO ORIGINAL CONDITION IF ANY DISTURBANCE TAKES PLACE OR ANY SEDIMENT IS DEPOSITED WITHIN THE INFILTRATION BASINS. IN ADDITION, COMPACTION MITIGATION TECHNIQUES SHALL BE PERFORMED ON CONSTRUCTED INFILTRATION BASIN BOTTOMS AFTER BASINS ARE GRADED TO FINISHED GRADE. INFILTRATION BASIN BOTTOMS SHALL BE DEEP TILLED 3 FT DEEP AT 6 FT SPACING, FOLLOWED BY CHISEL PLOWING 12 INCHES DEEP. THIS WILL BE DEPENDENT ON SOIL TYPE AND DEGREE OF COMPACTION.
14. CONTRACTOR SHALL LOCATE AND FLAG SEPTIC LOCATIONS FOR EACH LOT PRIOR TO ANY SITE GRADING ACTIVITIES. SEPTIC LOCATIONS SHALL BE PROTECTED FROM VEHICLE TRAFFIC AND LAND DISTURBANCE.

LEGEND

- EXISTING 10FT CONTOURS
- EXISTING 2FT CONTOURS
- PROPOSED 10FT CONTOURS
- PROPOSED 2FT CONTOURS
- X XXXXX PROPOSED FINISHED GRADE SPOT ELEVATION
- APPROXIMATE GRADING LIMITS
- PROPERTY LINE
- EXISTING ASPHALT EDGE
- PROPOSED FINISHED GRADE SURFACE DRAINAGE
- LANDSCAPE BERM
- TREELINE
- PROPOSED RIGHT OF WAY(R.O.W.)
- PROPOSED LOTLINE
- PROPOSED BUILDING SETBACK
- PROPOSED GRAVEL EDGE
- PROPOSED EASEMENT
- H.P. = HIGH POINT GRADE ELEVATION
- L.P. = LOW POINT GRADE ELEVATION

EXISTING SITE CONDITION NOTE

EXISTING SITE CONDITIONS SHOWN REFLECTS TOPOGRAPHY INFORMATION OBTAINED BY THE MINNESOTA GEOSPATIAL INFORMATION OFFICE IN 2011. CONTRACTOR TO FIELD VERIFY ALL EXISTING CONDITIONS PRIOR TO ANY DEMOLITION, EXCAVATION OR CONSTRUCTION ACTIVITIES COMMENCING.

NORTH

SCALE: 0 30 60 120

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

ZACHARY P. FAGAN

DATE: 05/28/14 REG. NO. 47252

NAME	DATE	REVISION DESCRIPTION
ZPF	5/28/14	RELEASED FOR REVIEW

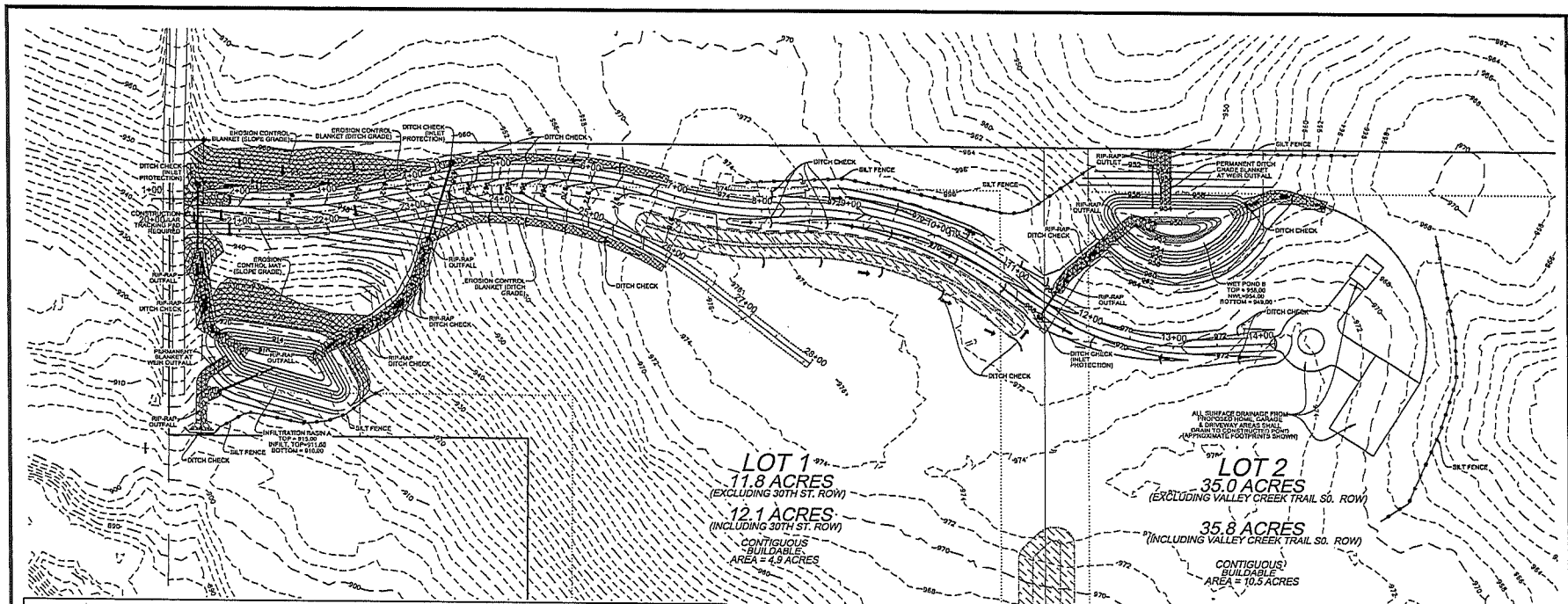
DRAWN BY: DCK
CHECKED BY: ZPF
DATE: 5/28/14
DWG FILE: 5245-001 C5.0 GRADING
FILE: 5245-001
JOB NUMBER: 5245-001

CORPORATE OFFICE
638 Parkridge Drive East
Suite 100
Minneapolis, MN 55721
Tel 715-235-4488
BRANCH OFFICE
1235 Tower Street
Suite 1
Hudson, WI 54016
Tel 715-381-2277
authconsulting.com
Auth-Consulting Associates
Civil Land Surveying & Grading

PROJECT:
HIGHVIEW AFTON
HIGHVIEW AFTON, LLC
CITY OF AFTON, WASHINGTON COUNTY, MINNESOTA

GRADING PLAN

SHEET NO.
C5.0



EROSION CONTROL NOTES

1. CONTRACTOR SHALL FOLLOW ALL LOCAL, COUNTY, WATERSHED, AND STATE REQUIREMENTS COVERING STORMWATER COMPLIANCE, AS REQUIRED AND APPLICABLE.
2. EROSION CONTROL DEVICES SHALL BE IN PLACE BEFORE BEGINNING ANY DEMOLITION, EXCAVATION OR CONSTRUCTION ACTIVITIES AND CONTINUOUSLY MAINTAINED. INSTALL SILT FENCE AND ROCK VEHICLE TRACKING ENTRANCE PRIOR TO COMMENCING GRADING ACTIVITIES. AS GRADING IS EXECUTED THE CONTRACTOR SHALL MAINTAIN SILT FENCE AND TRACKING ENTRANCES AND INSTALL INLET PROTECTION AS SHOWN ON THE PLAN TO MINIMIZE RUNOFF OF SEDIMENT.
3. THE CONTRACTOR SHALL LIMIT THEIR GRADING ACTIVITIES TO THE GRADING LIMITS SHOWN ON THE GRADING PLAN. ALL CONSTRUCTION ACTIVITIES SHALL COMPLY WITH LOCAL ORDINANCE. THE CONTRACTOR SHALL SCHEDULE THEIR OPERATIONS TO MINIMIZE THE DISTURBED AREAS AT ANY GIVEN TIME.
4. IF EROSION CONCERNS ARISE FROM EXPOSED SOILS ON THE SITE IMMEDIATELY INSTALL 12" COMPOST FILTER SOCKS OR SILT FENCE ADJACENT TO AREAS OF CONCERN OR AS DIRECTED BY THE ENGINEER. 12" COMPOST FILTER SOCKS OR SILT FENCE SHALL BE PLACED DOWN SLOPE OF ALL DISTURBED AREAS AND SHALL BE INSTALLED ACCORDANCE WITH APPLICABLE TECHNICAL STANDARDS .
5. INSTALL SILT FENCE AS SHOWN ON PLAN OR AS DIRECTED BY THE ENGINEER. SEE DETAIL SHEETS FOR SILT FENCE INSTALLATION. SILT FENCE SHALL BE CONTINUOUSLY MAINTAINED.
6. ALL DISTURBED AREAS SHALL BE SEEDED AND MULCHED IMMEDIATELY AFTER FINAL GRADE IS ESTABLISHED IN ANY PARTICULAR AREA. S EEDING AND MULCHING SHALL CONFORM TO MnDOT SPECIFICATION NO. 3876 WITH THE USE OF MIXTURE NO. 50B, OR 250GR AT AN APPLICATION RATE OF 100 POUNDS PER ACRE. THE SEEDED AREA SHALL BE MULCHED. THE MULCH SHALL CONFORM TO MnDOT SPECIFICATION 3882, TYPE 1. THE MULCH SHALL BE APPLIED AND ANCHORED IN ACCORDANCE WITH MnDOT SPECIFICATION NO. 2575.3.F1. THE MULCH SHALL BE ANCHORED WITH A DISC, CLODBUSTER OR OTHER APPROVED EQUIPMENT. THE CONTRACTOR SHALL RESEED AND MULCH ANY AREAS ON WHICH THE ORIGINAL SEED HAS FAILED TO GROW, USING THE ABOVE DESCRIBED SEED MIXTURE.
7. ALL DISTURBED SLOPES IN EXCESS OF 4:1 SHALL BE SEEDED AND PROTECTED WITH EROSION CONTROL BLANKET-CATEGORY 2 OR SHALL BE SODDED AND STAKED OR HYDRO-SEEDED AS AN ALTERNATIVE.
8. ALL DITCHES WITH SIDE SLOPES GREATER THAN 4:1 SHALL HAVE EROSION CONTROL BLANKET INSTALLED TO THE TOP OF THE BANK.
9. INSTALL SEDIMENT LOGS AT ALL DITCH INLETS AND ANY OTHER LOCATIONS SHOWN ON PLAN OR AS DIRECTED BY THE ENGINEER. SEE DETAIL SHEETS FOR SEDIMENT LOG INSTALLATION.
10. ALL DITCH CHECKS ARE TO BE SEDIMENT LOGS. SEE DETAIL SHEETS FOR INSTALLATION.
11. SEED MIXTURE FOR CONSTRUCTED INFILTRATION BASIN A SHALL BE MN/DOT SEED MIX 33-261OR APPROVED EQUIVALENT.
12. TEMPORARY SEED SHOULD BE APPLIED, IF CONSTRUCTION EXTENDS PAST SEPTEMBER 15T. OF ANNUAL RYEGRASS AND OATS AT THE RATE OF 5 POUNDS PER 1000 S.F. OR AREA AND LEFT OVER WINTER. PERMANENT SEEDING SHALL BE COMPLETED THE FOLLOWING SPRING. IF TEMPORARY SEEDING CANNOT BE COMPLETED BEFORE WINTER FREEZE UP THEN ALL DISTURBED AREAS SHALL BE MULCHED AT A RATE OF 120 POUNDS PER 100 SQUARE FT AND PERMANENT SEEDING SHALL BE COMPLETED THE FOLLOWING SPRING.
13. ALL EROSION CONTROL MEASURES SHALL BE LEFT IN PLACE AND MAINTAINED UNTIL RESTORATION ON SITE HAS BEEN COMPLETE OR ANY THREAT OF SEDIMENT LEAVING THE SITE IS ELIMINATED REMOVE ALL COMPOST FILTER SOCKS, SILT FENCE AND TEMPORARY EROSION CONTROL DEVICES AFTER FINAL RESTORATION OF THE SITE IS COMPLETE.
14. ANY SOIL STOCKPILES WHICH ARE LEFT MORE THAN 7 DAYS MUST BE PROTECTED BY SEEDING AND MULCHING, EROSION CONTROL BLANKET, SILT FENCING, COVERING OR OTHER APPROVED METHODS. THIS DOES NOT INCLUDE FILL OR TOPSOIL PILES THAT ARE IN ACTIVE USE.
15. SITE WATERING SHALL TAKE PLACE AS CONSTRUCTION AND WEATHER CONDITIONS WARRANT TO MINIMIZE DUST POLLUTION FROM LEAVING THE SITE.
16. SITE MONITORING OF EROSION AND SEDIMENT CONTROL PRACTICES FOR MAINTENANCE NEEDS SHALL BE COMPLETED AT THE INTERVALS SPECIFIED UNTIL THE SITE IS STABILIZED. SITE MONITORING SHALL OCCUR AT LEAST WEEKLY OR WITHIN 24 HOURS AFTER A RAINFALL EVENT OF 0.5 INCHES OR GREATER. A RAINFALL EVENT SHALL BE CONSIDERED TO BE THE TOTAL AMOUNT OF RAINFALL RECORDED IN ANY CONTINUOUS 24 HOUR PERIOD. MONITORING RECORDS SHALL BE KEPT AND CONTAIN, AT A MINIMUM, THE CONDITION OF THE EROSION AND SEDIMENT CONTROL PRACTICES AT THE INTERVALS SPECIFIED AND A DESCRIPTION OF THE MAINTENANCE CONDUCTED TO REPAIR OR REPLACE EROSION AND SEDIMENT CONTROL PRACTICES.
17. OFF-SITE SEDIMENT DEPOSITION RESULTING FROM THE FAILURE OF AN EROSION OR SEDIMENT CONTROL PRACTICE SHALL BE CLEANED UP WITHIN 24 HOURS. OFF-SITE SEDIMENT DEPOSITION RESULTING FROM CONSTRUCTION ACTIVITY, THAT CREATES A NUISANCE, SHALL BE CLEANED UP BY THE END OF THE WORK DAY. IF THE FAILURE OF EROSION OR SEDIMENT CONTROL PRACTICES RESULT IN AN IMMEDIATE THREAT OF SEDIMENT ENTERING PUBLIC SEWERS OR THE WATERS OF THE STATE, PROCEDURES SHALL BE IMPLEMENTED IMMEDIATELY TO REPAIR OR REPLACE THE PRACTICES. SCRAPING OF THE STREET SHALL BE COMPLETED WITHIN 4 HOURS AND STREET SWEEPING WITHIN 24 HOURS.

LEGEND

- EXISTING 10FT CONTOURS
- EXISTING 2FT CONTOURS
- PROPOSED 10FT CONTOURS
- PROPOSED 2FT CONTOURS
- EXISTING GRADE SURFACE DRAINAGE
- PROPOSED FINISHED GRADE SURFACE DRAINAGE
- CONSTRUCTION VEHICLE TRACKING PAD
- SILT-FENCE TO BE INSTALLED PRIOR TO ANY GRADING ACTIVITIES
- EROSION CONTROL BLANKET (SLOPE GRADE)
- EROSION CONTROL BLANKET (DITCH GRADE)
- EROSION CONTROL BLANKET (PERMANENT GRADE)
- RIP RAP (12" AVE. DIAMETER)
- DITCH CHECKS/SEDIMENT LOGS

EXISTING SITE CONDITION NOTE

EXISTING SITE CONDITIONS SHOWN REFLECTS TOPOGRAPHY INFORMATION OBTAINED BY THE MINNESOTA GEOSPATIAL INFORMATION OFFICE IN 2011. CONTRACTOR TO FIELD VERIFY ALL EXISTING CONDITIONS PRIOR TO ANY DEMOLITION, EXCAVATION OR CONSTRUCTION ACTIVITIES COMMENCING.

NORTH
SCALE: 0 30 60 120

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

ZACHARY P. FAGAN

DATE: 05/28/14 REG. NO. 47252

DRAWN BY:	DCK
CHECKED BY:	ZPF
DATE:	5/28/14
DWG FILE:	5245-001.dwg
REF FILE:	5245-001
JOB NUMBER:	5245-001

REVISION DESCRIPTION:	ISSUED FOR REVIEW	ZPF	5/28/14
		ISSUE:	DATE:

CORPORATE OFFICE
150 Technology Drive East
Suite 100
Kennesaw, MI 54763
Tel 763-323-4100

BRANCH OFFICE
1200 Blue Heron Road
Suite 1
Duluth, MI 55118
Tel 218-391-3277

www.acconsulting.com

ACA Auto-Consulting/associates
SAE Land Surveyors & Civil Engineers

PROJECT:
HIGHVIEW AFTON
HIGHVIEW AFTON, LLC
AFTON, WASHINGTON COUNTY, MINNESOTA

EROSION CONTROL PLAN

SHEET NO.
C6.0

WSB & Associates, Inc.
engineering · planning · environmental · construction

477 Temperance Street
St. Paul, MN 55101
Tel: 651-286-8450
Fax: 651-286-8488

Memorandum

To: ***Diane Hankee, WSB & Associates, Inc.***

From: ***Jesse Carlson, WSB & Associates, Inc.***

Date: ***June 27, 2014***

Re: ***Highview***
WSB Project No. 1856-420

Stormwater calculations were submitted regarding Highview a two lot development in Afton, MN on June 9, 2014. The proposed improvements include the construction of driveways, wet pond, and infiltration basin for a two lot development.

To mitigate for the proposed improvements they are planning on constructing a wet pond and an infiltration basin. The proposed improvements were reviewed for compliance with the City of Afton's requirements.

Procedural

- Submit documents verifying that all permits have been obtained prior to the start of construction for the following agencies:
  - Valley Branch Watershed District
    - *Reviewed and obtained.*
  - MPCA Construction General Permit
    - *Verify permit obtained prior to issuance of permit.*
- Provide a maintenance agreement or other suitable document to ensure the long-term functionality of the proposed system.
  - *VBWD requires the submittal of a maintenance agreement.*

Erosion Control

- Amend the SWPPP to identify the proper stabilization timeframes for discharges to a trout stream.
- Amend the SWPPP to include a quantity for temporary stabilization in the statement of estimated quantities.
- Indicate how the infiltration basin will be protected from compaction and sedimentation during construction.

Storm Sewer System Design

- The maximum full flow velocity for storm sewer shall be 10 fps, except when entering a pond where it shall be less than 8 fps. Maximum velocity is exceeded, revise pipe grades accordingly. In particular, drop structures or other means should be used to reduce pipe velocities downstream of culvert A-1.

Volume Control

- The stormwater narrative indicates that adequate water quality volume is being provided.

Rate Control

- The HydroCAD modeling demonstrates that the rates discharging from the site are less than existing for all locations.

Flood Control

- The project is not proposing any improvement within the 100-Year floodplain as identified by the Valley Branch Watershed District.

Easy Peel Labels
Use Avery® TEMPLATE 5960™

Feed Paper

See Instruction Sheet
for Easy Peel Feature

AVERY® 5960™

Norman and Helen Lee
14460 30th Street S.
Afton, MN 55001

LEAHY DENNIS M
3616 NORSTED AVE S
AFTON, MN 55001

STEPHAN KURT R & LINDA A
2783 TRADING POST TRL S
AFTON, MN 55001

DU HAIWEI
8565 TIMBERWOOD RD
WOODBURY, MN 55125

DIGGINS WILLIAM C & DEBORAH
2888 TRADING POST TRL S
AFTON, MN 55001

LOFGREN RANDOLPH
1460 4TH AVE
NEWPORT, MN 55055

STAMM JOHN E & JANE ANN
2770 TRADING POST TRL S
AFTON, MN 55001

Christa Bren & Matt Giambrone
2590 TRADING POST TRL
AFTON, MN 55001

Frederick & Carol Entwistle
14371 VALLEY CREEK TRL S
AFTON, MN 55001

DUNLAP KENNETH & IMOGENE
14401 VALLEY CREEK TRL S
AFTON, MN 55001

SCHNEIDER LEE G & JO ANN
14335 VALLEY CREEK TRL S
AFTON, MN 55001

DUNNIGAN ANN C TRS
14125 VALLEY CREEK TRL
AFTON, MN 55001

JOSEPH MEISSNER
14186 VALLEY CREEK TRL S
AFTON, MN 55001

DOYLE JOHN E JR & DEBORAH
14378 VALLEY CREEK TRL
AFTON, MN 55001

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Washington County

Department of Public Health and Environment

Lowell Johnson
Director

Sue Hedlund
Deputy Director

June 11, 2012

Geo: 16-028-20-31-0001
0100-12-4

Matt Twomey
PO Box 439
River Falls, WI 54022

RE: Soil Testing, Subdivision, Parcel #16-028-20-31-0001

Soil testing has been submitted and reviewed for a proposed 5 lot subdivision of Parcel #16028-20-31-0001 in section 16, Afton, Minnesota.

All proposed lots have areas suitable for an on-site sewage treatment system.

The approved areas should be protected from excavation or fill. Disturbance of the areas will void this approval.

This approval does not address any additional local subdivision and other land use requirements which may be applicable.

If you have any questions, call me at (651) 430-6676

Sincerely,

Pete Ganzel
Senior Environmental Specialist

Ed Eklin Septic System Design & Inspection LLC
2303 County Road F East
White Bear Lake, MN 55110
651.485-2300

May 17, 2012

Matt Twomey
Campus View
P.O. Box 439
River Falls, WI 54022

Lot 1

Dear Matt:

At your request, a preliminary site evaluation was performed at the property located at 30th St. S., Afton, MN., P.I.D.# 1602820310001, for subsurface sewage treatment system areas. This parcel is 47.83 acres.

I have located areas for five potential lots; each at least 10,000 square feet that I believe can be used for sewage treatment.

The proposed sewage treatment areas must be reviewed by Washington County Public Health and a letter of approval must be obtained for the proposed areas.

The proposed areas should be located by a surveyor since my measurements are only approximate.

Before any grading is done near the proposed sewage treatment areas, each area must be totally enclosed by a fence, such as snow or silt fence, to ensure the soils are not disturbed in any way.

If you have any questions or concerns, please feel free to call me. I would be glad to help.

Sincerely,

Ed Eklin

Ed Eklin

1"=400
North
valley creek trail
LOT 1
18.2 ACRES
LOT 3
6.7 ACRES
LOT 2
5.0 ACRES
LOT 4
5.1 ACRES
LOT 5
6.7 ACRES
trading post trail
30th St S

Document No.

DECLARATION OF EASEMENT FOR PRIVATE ROAD, DRAINAGE AND PUBLIC UTILITIES

Return to:
AFTON HIGHVIEW, LLC
c/o Matthew G. Twomey
1234 S. Wasson Lane
River Falls, WI 54022

Parcel Numbers:

THIS DECLARATION (the "Declaration") is executed as of June _____, 2014 (the "Effective Date"), by **AFTON HIGHVIEW, LLC, a Wisconsin limited liability company** ("Declarant").

RECITALS:

A. Declarant is the owner of certain real property located in Washington County, Minnesota, as more particularly described on **Exhibit A** attached hereto and incorporated herein (the "Property").

B. Declarant intends to subdivide the Property into two separate lots, hereinafter referred to as "Lot 1" and "Lot 2", as more particularly described on **Exhibit B** attached hereto and incorporated herein.

C. Certain real property, as more particularly described on **Exhibit C** attached hereto and incorporated herein (the "Roadway Property") is improved as a private road (the "Private Road").

D. Certain real property, as more particularly described on **Exhibit D** attached hereto and incorporated herein (the "Drainage Property") is to be improved by drainage facilities.

E. Declarant wishes to create non-exclusive easements over the Roadway Property and the Drainage Property pursuant to the terms of this Declaration, as more particularly shown on the survey attached hereto as **Exhibit E** and incorporated herein.

NOW, THEREFORE, Declarant declares that:

1. **Definitions**. The terms set forth in this Section 1 shall have the following definitions:

(a) Owner. The person or persons, including any business organization or entity, having the power to convey the fee simple title to Lot 1 or Lot 2.

2. **Creation of Access Easement**. Declarant grants to the Owner of Lot 2 the following easements as to the Roadway Property, all of which shall be perpetual and non-exclusive:

(a) Vehicular and Pedestrian Access Easement. An easement for ingress and egress for the purpose of granting to the Owner of Lot 2 and its occupants, agents, employees, guests, licensees, and invitees vehicular and pedestrian access across the Roadway Property;

(b) Utility Easement. An utility easement for the purpose of permitting public utilities to install, lay, operate, repair, and maintain underground pipes and conduits for water, storm sewer, sanitary sewer, cable television, gas, and electric service under the surface of the Private Road; and

(c) Fire Department and Vehicular Access. An easement for emergency access by the local fire department and any other emergency services, and for ingress and egress for garbage trucks and other service vehicles for the purpose of granting the providers of these services vehicular and emergency access across the Private Road.

Parking shall not be allowed on the Roadway Property, except that parking shall be allowed in visitor parking areas located off of and adjacent to the drive aisles, if any.

3. **Creation of Drainage Easement**. Declarant grants to the Owner of Lot 2, and its licensees, a perpetual and non-exclusive drainage easement and right-of-way to flow surface water across the Drainage Property and to construct, reconstruct, maintain, operate, supplement, and remove, if necessary, drainage facilities consisting of buried drainage pipe, an outlet, discharge rip-rap, and other related fixtures, equipment, and appurtenances that may, from time to time, be required, with the right of ingress and egress for the purpose of this grant, over the Drainage Property. All improvements shall be located below grade except for the outlet and discharge rip-rap, which may be located above grade. Any erosion or other damage to the drainage easement over the Drainage Property, or the area of the Property adjacent thereto, caused by the drainage or discharge from the drainage facilities shall be repaired and returned to its original condition by the Owner of Lot 2 at the time such erosion or other damage occurs. The Owner of Lot 2 shall pay all costs and expenses related to such repair and restoration.

4. **Upkeep, Maintenance, and Repairs of Improvements**. Except as provided in Section 5 below, the Owner of Lot 2 shall be responsible for the necessary upkeep, maintenance, and repair of (a) the Private Road; and (b) the drainage easement, and any related equipment or fixtures constructed within the Drainage Property.

5. **Damage or Destruction of Private Road or Drainage Facilities**. If any portion of the Private Road or drainage facilities is damaged or destroyed by an Owner, by any of the Owner's guests, tenants, licensees, or agents, or by a member of the Owner's family, that Owner shall be responsible for repairing the damage in a workmanlike manner in conformity with the original plans and specifications of the area involved, or as the area may have been modified or altered subsequently by Declarant. Furthermore, any public utility installing any improvements within the Private Road shall restore the surface of the Private Road to its condition existing before the installation.

6. **Indemnification.** The Owner of Lot 2 shall indemnify the Owner of Lot 1 from and against all loss, costs (including reasonable attorneys' fees), injury, death, or damage to persons or property that at any time during the term of this Declaration may be suffered or sustained by any person or entity resulting from the exercise of the easement rights granted by this Declaration, regardless of the cause of the injury, except to the extent caused by the negligence or misconduct of the Owner of Lot 1, or any of the Owner's occupants, agents, employees, guests, licensees, and invitees.

7. **Amendment.** Until either Lot 1 and Lot 2 has been sold by Declarant, this Declaration may be amended by the recording of a written instrument executed by or on behalf of all the following: (a) Declarant; and (b) in the case of any amendment to Section 2(b) only, all public utilities that have installed improvements within the Private Road. After either Lot 1 or Lot 2 have been sold by Declarant, this Declaration may be amended by the recording of a written instrument executed by or on behalf of all the following: (a) the Owners of both Lot 1 and Lot 2; and (b) in the case of any amendment to Section 2(b) only, all public utilities that have installed improvements within the Private Road. Notwithstanding the foregoing, this Declaration shall not be amended in a manner that would cause the Property to cease to have access over the Private Road or from 30th Street South without the consent of all Owners of the Property.

8. **Covenants Run with Land.** All terms and conditions in this Declaration, including the benefits and burdens, shall run with the land and shall be binding upon, inure to the benefit of, and be enforceable by the Owners of Lot 1 and Lot 2 and their respective successors and assigns. The easements granted pursuant to this Declaration are easements appurtenant to Lot 2 and may not be transferred separately from, or severed from, title to Lot 2. Furthermore, the benefits of the easements granted pursuant to this Declaration shall not be extended to any property other than the Lot 2 without the consent of the Owner of Lot 1 and the Owner of Lot 2. The Owner of Lot 2 shall cease to have further liability under this Declaration with respect to facts or circumstances first arising after the Owner of Lot 2 has transferred its fee simple interest in Lot 2, except, however, for such obligations as accrued during said Owner's period of ownership of Lot 2.

9. **Non-Use.** Non-use or limited use of the easement rights granted in this Declaration shall not prevent the benefiting party from later use of the easement rights to the fullest extent authorized in this Declaration.

10. **Miscellaneous.**

(a) Governing Law. This Declaration shall be construed and enforced in accordance with the laws of the State of Minnesota.

(b) Notices. All notices to any Owner under this Declaration shall be delivered in person or sent by certified mail, postage prepaid, return receipt requested, to the other party at that party's last known address. If the other party's address is not known to the party desiring to send a notice, the party sending the notice may use the address to which the other party's property tax bills are sent. Any Owner may change its address for notice by providing written notice to the other parties.

(c) Severability. If any term or condition of this Declaration, or the application of this Declaration to any person or circumstance, shall be deemed invalid or unenforceable, the remainder of this Declaration, or the application of the term or condition to persons or circumstances other than those to

IN WITNESS WHEREOF, Declarant has executed this Declaration as of the Effective Date.

DECLARANT:
AFTON HIGHVIEW, LLC, a Wisconsin limited liability company

By: _____
Matthew G. Twomey, Sole Member

ACKNOWLEDGMENT

STATE OF _____)
)
COUNTY OF _____)

This instrument was acknowledged before me on _____, 2014, by **MATTHEW G. TWOMEY**, who to me represented that he is the sole member of **AFTON HIGHVIEW, LLC, a Wisconsin limited liability company**.

_____
*_____
Notary Public, State of _____
My commission expires: _____

*Print or insert name of Notary Public.

EXHIBIT A
Legal Description of the Property

That part of Lot One (1) of STATE SUBDIVISION in Section Sixteen (16), Township Twenty-eight (28) North, Range Twenty (20) West, described as follows: That part lying North of the Afton Road and West of Gieke Cartway, being in the West one-half of the Northeast Quarter (W 1/2 of NE 1/4) of Section Sixteen (16).

The East Forty (40) rods of Lot Four in STATE SUBDIVISION of Section Sixteen (16), Township Twenty-eight (28) North, Range Twenty (20) West, excepting and reserving to the State of Minnesota, in trust for the taxing districts concerned, all minerals and mineral rights as provided by law in the .05 acre part of Lot Four (4) lying East of Cartway No. Three (3).

EXCEPTING therefrom the following tracts:

(1) The East 320 feet of the South 408.37 feet of said Lot Four (4), containing 3 acres more or less.

(2) Beginning at the intersection of the centerline of Valley Creek Trail South and the east line of said Lot 4 in STATE SUBDIVISION of Section 16, Township 28 North, Range 20 West; thence South 00 degrees 09 minutes 55 seconds West, along said east line of Lot 4, also being the north-south quarter line of said Section 16, a distance of 773.24 feet to the center of said Section 16, thence North 38 degrees 04 minutes 58 seconds West, a distance of 399.03 feet; thence North 15 degrees 51 minutes 11 seconds West, a distance of 427.79 feet to the intersection with said centerline of Valley Creek Trail South; thence North 85 degrees 21 minutes 15 seconds East along said centerline, a distance of 250.35 feet; thence continuing along said centerline, on the arc of a tangential curve to the left, having a radius of 394.83 feet, a central angle of 17 degrees 19 minutes 02 seconds, an arc distance of 119.33 feet to the point of beginning. Subject to an easement for roadway purposes over the northerly 33 feet thereof.

EXHIBIT B
Legal Description of Lots 1 and 2

Lot 1:

The South 993.37 feet of the East Forty (40) rods of Lot Four in STATE SUBDIVISION of Section Sixteen (16), Township Twenty-eight (28) North, Range Twenty (20) West.

EXCEPTING therefrom the following tract:

The East 320 feet of the South 408.37 feet of said Lot Four (4), containing 3 acres more or less.

Lot 2:

That part of Lot One (1) of STATE SUBDIVISION in Section Sixteen (16), Township Twenty-eight (28) North, Range Twenty (20) West, described as follows: That part lying North of the Afton Road and West of Gieke Cartway, being in the West one-half of the Northeast Quarter (W *1/2* of NE *1/4)* of Section Sixteen (16).

The East Forty (40) rods of Lot Four in STATE SUBDIVISION of Section Sixteen (16), Township Twenty-eight (28) North, Range Twenty (20) West, excepting and reserving to the State of Minnesota, in trust for the taxing districts concerned, all minerals and mineral rights as provided by law in the .05 acre part of Lot Four (4) lying East of Cartway No. Three (3).

EXHIBIT C
Legal Description of the Roadway Property

A 50' wide access easement as provided on the attached map, and more particularly described as:

Commencing at a Cast Iron Monument at the South 1/4 corner of said Section 16; thence along the south line of the SW 1/4 of Section 16, also being the south line of Lot 4 of STATE SUBDIVISION, N89°28'36"W a distance of 660.02 feet to the west line of the East 40 rods of said Lot 4; thence along last said west line, N00°09'55"E a distance of 39.00 feet to the north right of way of 30th Street South; thence, along said right of way, S89°08'41"E a distance of 43.00 feet to the point of beginning: thence N00°09'55"E a distance of 86.53 feet; thence, along the arc of a curve, concave westerly, a distance of 85.88 feet, said curve has a radius of 475.00 feet and a chord that bears N05°00'52"W for a distance of 85.77 feet; thence N10°11'39"W a distance of 107.84 feet; thence, along the arc of a curve, concave easterly, a distance of 255.35 feet, said curve has a radius of 525.00 feet and a chord that bears N03°44'23"E for a distance of 252.84 feet; thence, along the arc of a curve, concave westerly, a distance of 133.34 feet, said curve has a radius of 375.00 feet and a chord that bears N07°29'13"E for a distance of 132.64 feet; thence, along the arc of a curve, concave easterly, a distance of 314.86 feet, said curve has a radius of 425.00 feet and a chord that bears N18°31'27"E for a distance of 307.71 feet; thence S89°28'36"E a distance of 67.61 feet; thence S45°09'55"W a distance of 7.38 feet; thence, along the arc of a curve, concave easterly, a distance of 313.28 feet, said curve has a radius of 375.00 feet and a chord that bears S21°13'58"W for a distance of 304.25 feet; thence, along the arc of a curve, concave westerly, a distance of 151.12 feet, said curve has a radius of 425.00 feet and a chord that bears S07°29'13"W for a distance of 150.33 feet; thence, along the arc of a curve, concave easterly, a distance of 231.03 feet, said curve has a radius of 475.00 feet and a chord that bears S03°44'23"W for a distance of 228.76 feet; thence, S10°11'39"E a distance of 107.84 feet; thence, along the arc of a curve, concave westerly, a distance of 94.92 feet, said curve has a radius of 525.00 feet and a chord that bears S05°00'52"E for a distance of 94.79 feet; thence S00°09'55"W a distance of 87.14 feet to the northerly right of way of 30th street South; thence along said right of way, N89°08"41"W a distance of 50.00 feet to the point of beginning.

EXHIBIT D
Legal Description of the Drainage Property

A drainage easement as provided on the attached map, and more particularly described as:

Commencing at a Cast Iron Monument at the South 1/4 corner of said Section 16; thence along the south line of the SW 1/4 of Section 16, also being the south line of Lot 4 of STATE SUBDIVISION, N89°28'36"W a distance of 660.02 feet to the west line of the East 40 rods of said Lot 4; thence along last said west line, N00°09'55"E a distance of 993.38 feet; thence S89°28'36"E a distance of 145.43 feet to the point of beginning; thence N21°15'02"W as distance of 19.55 feet; thence N40°14"56"W a distance of 41.76 feet; thence N89°50'05"W a distance of 111.24 feet; thence N00°09'55"E a distance of 197.60 feet; thence S89°50'05"E a distance of 93.95 feet; thence, along the arc of a curve, concave westerly, a distance of 208.08 feet, said curve has a radius of 106.82 feet and a chord that bears S07°44'59"E a distance of 176.71 feet; thence S40°14'56"E a distance of 35.09 feet; thence S57°14'35"E a distance of 85.61 feet; thence N89°28'36"W a distance of 67.61feet to the point of beginning.

EXHIBIT E
Survey of the Property

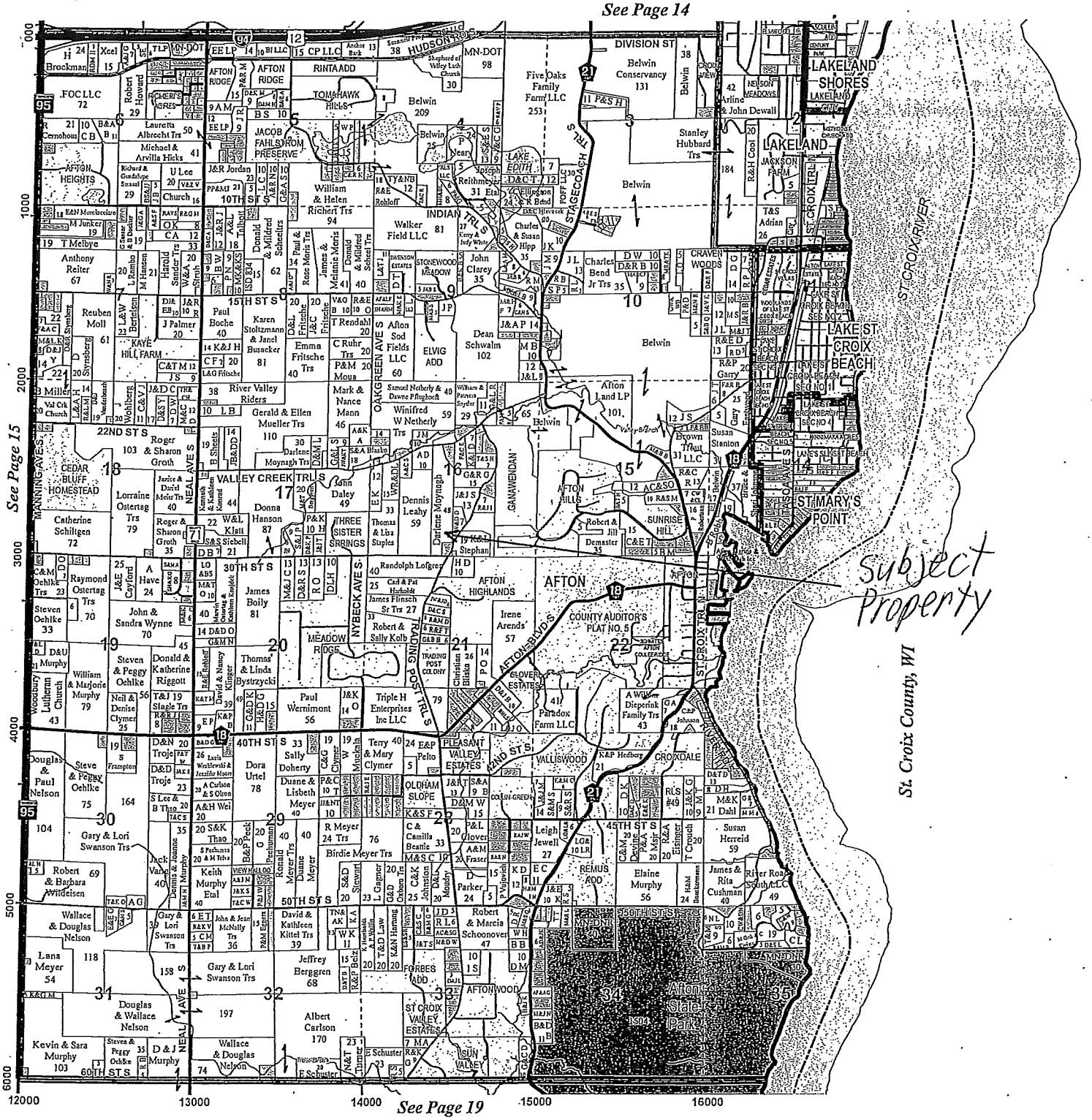
[attached]

Cities of Afton, St. Marys Point, Lakeland, Lake St. Croix Beach & Lakeland Shores

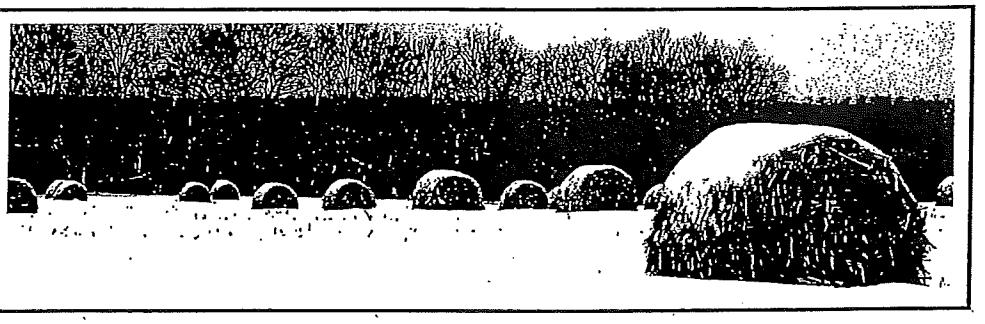
T.28N. - R.20W.

See Page 14

See Page 15



See Page 19



winter scene-
St. Croix Valley

Photo by Pete Ganzel

Copyright Washington County, 2012

b. **Sanitary Sewer Improvement Project:** Bids were opened for the Sanitary Sewer Improvement Project on June 23, 2014. The the bid results were:

Geislinger and Sons, Inc.	$2,771,440.00
Northwest Asphalt, Inc.	$3,331,328.40

Engineer Hankee explained the bids received were higher than their estimate of $2,200,260.00. After further investigation of the bid costs, WSB & Associates, Inc. recommended that the city reject the bids for the Sanitary Sewer Improvement Project and re-bid the project in the Spring 2015.

Motion/Second: Richter/Palmquist. To reject the bids received on June 23, 2014 for the Downtown Village Sanitary Sewer Improvement Project. Motion carried 5-0-0.

c. **Engineering Update:** The Downtown Village improvement project schedule is moving forward: the project team met with Washington County on County Road 21, and the Engineers met with the Public Facilities Authority last week.

C. Administration –

1. Matt Twomey Minor Subdivision and Variance Applications at 30th Street, PID 16.028.20.31.0001 – **Resolution 2014-39** – Administrator Moorse summarized that at its July 15, 2014 meeting, the City Council continued action on the application to the August 19 meeting to enable staff to provide information to address concerns regarding the proposed driveways crossing steep slopes and to provide an opportunity for Council members to view the site. Moorse reviewed the considerations of the subdivision application relating to the variances required to subdivide the 47-acre parcel into two lots. The staff memo detailed concerns as follows: *The City has relied on its regulations prohibiting structures on slopes exceeding18% slope to manage development, protect steep slopes, preserve the City's rural character, and limit the visual impacts of development. One way to approach the decision regarding the variance is to determine whether the approval of the variance would negatively affect the subject property and the adjacent property in terms of the type and density of development, the protection of the steep slopes, the preservation of the City's rural character, and the visual impacts of the development, and whether the circumstances of the parcel and the proposed development are unique, such that the approval of the variance would not open up all steep slopes to cutting and filling to create a driveway.*

The staff review also included items unique to the property that would limit impacts to the site and neighborhood and listed issues with the two proposed driveways. The Planning Commission recommended approval, on a vote of 6-1-0 (Ronningen); their findings and conditions were provided to Council.

Council Discussion:

Palmquist reported that he toured the site and he is in support of the subdivision, as he feels, it meets Afton's rural density and provides two large lots and is a reasonable use and the parcel is unique with frontage on two streets without access from Valley Creek Road; he was not concerned with the slopes. He didn't like the two driveways so close together and wondered if the two could be required to sign an agreement for a shared driveway.

Nelson stated he went out with Council Member Palmquist; he had asked the City Administrator to ask the Attorney if considering a shared driveway is possible. He felt it was reasonable to have two building sites on a 47 acre site.

Palmquist agreed with Nelson, reiterating that two driveways are reasonable, but he doesn't like two driveways close together. From an environmental standpoint, he'd rather have an "ironclad" agreement between owners for a shared driveway.

Richter asked the attorney about "dimensional standards" per state statute language; does "slope" fit into those criteria?

Attorney Knaak stated that slope enters the "third dimensional" criteria and that it is in the city's purview to have restrictions on excessive slopes, and to require a variance if those requirements are not being met.

Richter contended that the applicant is creating his own "hardship" by making a subdivision of the 47 acre parcel which then required two variances. If it was just one parcel, then a variance for slope for one driveway would be more palatable.

Members discussed the issue of how "access" to property frontage impacted this parcel and/or the proposed subdivision.

Bend referenced Section 12-84, which requires "access for emergency vehicles" but that the road frontage requirement in and of itself doesn't prohibit the subdivision. He went on to state that the factors requiring the variances are created entirely by the landowner's actions on what he wants to do; whereas, simply building a single family dwelling on the whole 47 acre parcel, would be a grantable variance for driveway slope.

Palmquist wanted to make sure that if the subdivision goes forward, that the city approve the driveway access now, instead of waiting until the second parcel would be sold.

Nolz asked the attorney how the city would expedite a shared driveway.

Knaak stated that shared driveways are prohibited in the ordinances, but that driveway easements are allowed.

Richter asked again if the landowner is creating the need for variances.

Knaak explained would any 47-acre parcel be able to subdivide? The answer is yes. The question then is whether a flag lot created by the subdivision I,s in law, specifically addressed as a "self-imposed hardship" on an unusual configuration of the parcel.

Richter commented that a landowner wanting to build one home on the 47-acre parcel would probably be able to be granted a variance for the driveway over excessive slopes. But this landowner wants to subdivide to be able to sell the second lot. Isn't he creating his own hardship by subdividing and now needing several variances from city requirements?

Knaak clarified that basically the landowner could subdivide the land, but that they are in effect creating an unbuildable lot. The city needs to decide if the configuration of the land is the hardship.

Bend asked if Attorney Knaak is saying that the argument for hardship could go either way.

Knaak confirmed, yes, the city could make an argument either way.

Bend brought up the situation as a "policy question" whereby the city has taken a position that the city will not allow driveways to go across 18% slopes; does the city want to start giving exceptions all over town. He was in favor of consistency throughout the city.

Palmquist reiterated that the parcel is unique and he feels the proposal to put a house there is reasonable.

Nelson felt that open space would be locked up by the subdivision and pointed out that the PC recommended approval.

Richter pointed out that building one house on the 47-acre parcel is also a reasonable use; the landowner does not need to subdivide the parcel to have reasonable use of the property. He acknowledged that there are probably several parcels in Afton that could be subdivided if the city would grant several variances to do so. He pointed out that the landowner purchased the property about 2-1/2 years ago and the city's ordinances have not changed; does the landowner have the responsibility to have looked at our ordinances to determine if what he wanted to do was possible?

Nolz found the prohibition about shared driveways, in Section 12-1381: "Private streets are not permitted" and referenced the definition in Section 12-55 for "Private Street: a private street is a street that is used by two distinct parcels that has not been dedicated to the public."

Bend had asked the landowner if he would consider putting in a public street, and the landowner deemed it cost prohibitive.

Knaak referenced Section 12-84 (A), which says: "In addition to the required direct physical access, a lot or parcel may have a private easement access driveway to the lot over adjacent lots or parcels."

Bend noted that, it seemed, if an easement is on top of another driveway, the driveway becomes a "shared driveway" which is expressly prohibited and is what the city is trying to avoid.

Richter noted that the Planning Commission Chair Ronningen was the only one voting to recommend that Council NOT approve the subdivision and variances. She was asked to comment.

Ronningen stated her understanding is that the city does not approve subdivisions that require variances; this one requires three variances. She also felt the landowner's request to subdivide is a financial reason so that he would have more where-with-all to build his own house, and financial incentive is not an allowable reason to

grant a variance. She noted one commissioner's comment was that not approving the subdivision would be "punitive," whereas she felt that following our own city ordinances is not punitive. She stated she didn't understand why the Planning Commissioners voted to recommend approval.

Bend stated he was present at both public hearings and he couldn't understand why they disregarded the express conditions in our ordinances, but he thought perhaps the commissioners thought that it would be a good thing to ignore the ordinances because it would result in large lots. He felt that with the application of the ordinances it could appear there are good reasons to grant variances but he felt the consequences of granting variances would set a bad precedent. When the city gets the next application that requires a driveway to cross an 18% slope, how does the city stay consistent? He said perhaps the city should re-examine the ordinances and make allowances to certain ordinance requirements which spell out how the environment will be protected. However, he stated that he found no reasons to grant the variances nor did he find any ordinances to allow the driveways on 18% slope.

Motion/Second: Bend/Richter. To DENY the Minor Subdivision and Variance applications by Matt Twomey for the property between 30th Street and Valley Creek Trail, with PID 16.028.20.31.0001, with Findings of Fact per Resolution 2014-39, and adding to the Findings of Fact that the application creates the need for all of the variances that pertain to allowing the second driveway, and as a consequence is not unique to the property, but rather is created by the fact that the landowner wishes to subdivide the property.

Council Discussion:

Nelson felt the reasons used to deny are still there if the landowner wants to just build one house.

Bend said that, as he stated at the last meeting, he would be inclined to grant a variance for one driveway, but that issue would come forward as an entirely different matter.

Palmquist brought up the idea that it is reasonable to grant a variance for a driveway to build one home. He also feels it is entirely reasonable, as well, to subdivide the property. His solution to do that is to have a shared driveway.

Bend felt that the ordinances should be scrutinized to make it possible to develop the rest of the large lots that are left in Afton because they are hard to deal with. However, the ordinances should be structured in such as a way so the city is just not reacting, and so that the "impacts" of the ordinances are not changed.

ROLL CALL: Nelson-Nay, Nolz-Aye, Richter-Aye, Palmquist-Nay, Mayor Bend-Aye. Motion carried 3-2-0.

2. Downtown Improvement Projects Design Committee Appointments – Administrator Moorse reviewed that the Council, at its July 15, 2014 meeting, made most of the appointments to the Downtown Improvement Projects Design Committee. Since then, the Parks Committee has selected Rick Pung to serve on the Committee and Kathy Bolton Iverson has volunteered to represent the Design Review/Heritage Preservation Commission. Council needed to formally approve the appointments.

Motion/Second: Palmquist/Nelson. To appoint Rick Pung from the Parks Committee and Kathy Bolton Iverson from the Design Review/Heritage Preservation Commission to serve on the Downtown Improvement Projects Design Committee. Motion carried 5-0-0.

3. Schedule Special Council Meeting to Certify Preliminary 2015 Budget and Tax Levy – Administrator Moorse reported that the deadline for certification to the County for the 2015 Preliminary Budget and Tax Levy has been moved to September 30, as several cities have had to schedule special meetings in order to meet the September 15 date. Council had scheduled a work session on August 25, but it was decided the week of September 1st or 8th works better for several council members.

Nolz asked if the past practice will be followed whereby the city sends the Preliminary Budget & Levy to the County higher, and then Council works through each line item to make necessary adjustments (usually down) by December when the Final Budget and Levy are due.

Washington County

Washington County Department of
Property Records and Taxpayer Services
14949 62nd Street North
Stillwater, MN 55082

Washington County Parcel Information

Parcel Number	Status	Last Update
16.028.20.31.0001	Active	5/28/2014 12:52:00 AM

Current Owner:
HIGHVIEW AFTON LLC
PO BOX 439
RIVER FALLS, WI 54022

Property Address:
0

Taxing District
1005 AFTON-834-VBWS

Tax Description
Section 16 Township 028 Range 020

Select a Tax Year for Payment History and Tax Detail information.

Tax Bill Totals

Tax Year	Net Tax	Total Paid	Penalty/Fees	Interest	Amount Due
2014	$3,666.00	$1,833.00	$0.00	$0.00	$1,833.00
2013	$5,530.00	$5,861.80	$0.00	$0.00	$0.00
2012	$5,380.00	$5,380.00	$0.00	$0.00	$0.00
2011	$5,978.00	$5,978.00	$0.00	$0.00	$0.00
2010	$8,210.00	$8,210.00	$0.00	$0.00	$0.00
2009	$7,760.00	$7,760.00	$0.00	$0.00	$0.00
2008	$6,854.00	$6,854.00	$0.00	$0.00	$0.00
2007	$5,986.00	$5,986.00	$0.00	$0.00	$0.00
2006	$5,720.00	$5,720.00	$0.00	$0.00	$0.00
2005	$5,176.00	$5,176.00	$0.00	$0.00	$0.00
				Total	$1,833.00

Information & Links

APPRAISAL & VALUE INFORMATION

IS YOUR PROPERTY ABSTRACT OR TORRENS?

OVERVIEW OF PROPERTY TAX INFORMATION

2014 TAX STATEMENT
2013 TAX STATEMENT
2012 TAX STATEMENT
2011 TAX STATEMENT

BACK OF TAX STATEMENT WITH LATE PAYMENT PENALTY SCHEDULE

2014 VALUATION NOTICE

BACK OF VALUATION NOTICE WITH APPEAL INFORMATION

MINNESOTA REVENUE PROPERTY TAX REFUND

Pay Your Property Tax by Credit Card or eCheck

Cart: $0.00

Online Payment Fees

Convenience Fees are charged for online property tax payments.

eCheck fee is $1.00 per transaction. Be sure to use the 9 digit bank routing number from your checking account, not the internal bank number from a savings or deposit slip. Pay multiple parcels in one transaction with the payment cart.

Credit Card fee is 2.39% of amount paid. American Express, Discover, MasterCard and Visa are accepted.

Fees are paid directly to a payment services provider to cover the costs of the online payment services and charges from the credit card companies.

A $30 fee will be charged for non-sufficient fund payments.

Sec. 183.0202
Wis. Stats.

State of Wisconsin
Department of Financial Institutions

ARTICLES OF ORGANIZATION - LIMITED LIABILITY COMPANY

Executed by the undersigned for the purpose of forming a Wisconsin Limited Liability Company under Chapter 183 of the Wisconsin Statutes:

Article 1. **Name of the limited liability company:**

Highview Afton, LLC

Article 2. **The limited liability company is organized under Ch. 183 of the Wisconsin Statutes.**

Article 3. **Name of the initial registered agent:**

Matthew G. Twomey

Article 4. **Street address of the initial registered office:**

1234 S. Wasson Drive
P.O. Box 439
River Falls, WI 54022
United States of America

Article 5. **Management of the limited liability company shall be vested in:**

A member or members

Article 6. **Name and complete address of each organizer:**

Joseph R. Mirr
Ruder Ware, L.L.S.C.
P.O. Box 187
Eau Claire, WI 54702-0187
United States of America

Other Information. **This document was drafted by:**

Joseph R. Mirr

Organizer Signature:

Joseph R. Mirr

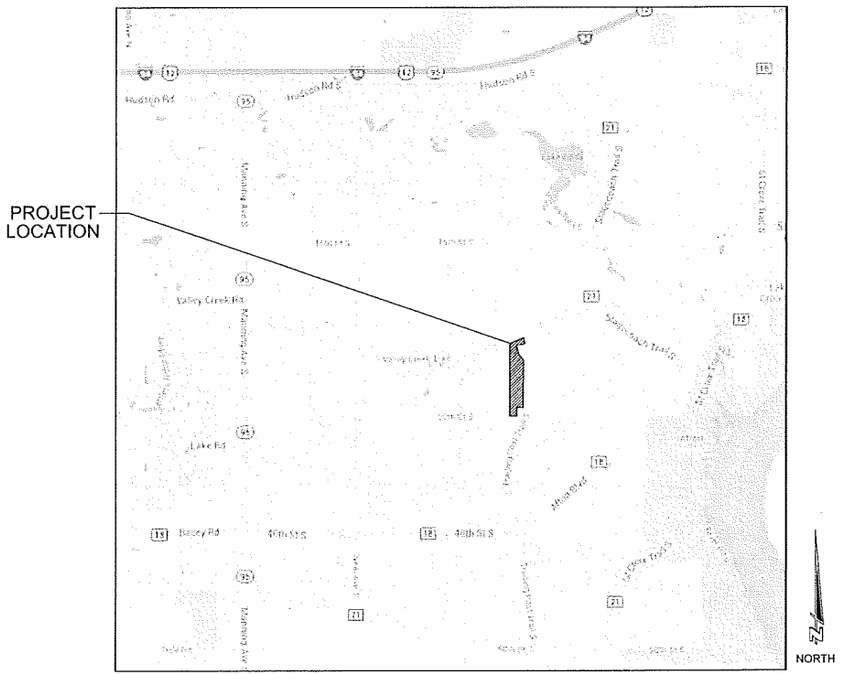
Date & Time of Receipt:

9/4/2012 2:54:47 PM

HIGHVIEW AFTON
HIGHVIEW AFTON, LLC
CITY OF AFTON, WASHINGTON COUNTY, MINNESOTA

GENERAL CONSTRUCTION NOTES

1. CONTRACTOR SHALL NOTIFY UTILITIES AND HAVE ALL UTILITIES LOCATED PRIOR TO ANY EXCAVATION.
2. CONTRACTOR SHALL COORDINATE WITH SMALL UTILITIES ANY RELOCATION OF LINES OR TEMPORARY SERVICES REQUIRED DURING CONSTRUCTION.
3. CONTRACTOR SHALL SALVAGE AND REPLACE TOPSOIL IN ALL DISTURBED AREAS.
4. NO TREES OR SHRUBS TO BE REMOVED WITHOUT THE PRIOR APPROVAL OF THE OWNER.
5. CONTRACTOR SHALL MAINTAIN TRAFFIC ACCESSIBILITY ALONG PROJECT.
6. SALVAGED MATERIALS TO BECOME PROPERTY OF THE OWNER.
7. CONTRACTOR SHALL MECHANICALLY COMPACT ALL TRENCHES UNDER ROADWAY.
8. EROSION CONTROL TO BE IN PLACE BEFORE BEGINNING CONSTRUCTION AND CONTINUOUSLY MAINTAINED.
10. TOTAL LINEAL FEET OF NEW CONSTRUCTED DRIVEWAY = 1979 FT +/-.
11. PIPE LENGTHS AND STORM SEWER LENGTHS SHOWN INCLUDE FLARED END SECTIONS.
12. SEEDING AND MULCHING ARE REQUIRED ON ALL DISTURBED AREAS AND SHALL CONFORM TO MnDOT SPECIFICATION NO. 3876 WITH THE USE OF MIXTURE NO. 50B, OR 250GR AT AN APPLICATION RATE OF 100 POUNDS PER ACRE. THE SEEDED AREA SHALL BE MULCHED. THE MULCH SHALL CONFORM TO MnDOT SPECIFICATION 3882, TYPE 1. THE MULCH SHALL BE APPLIED AND ANCHORED IN ACCORDANCE WITH MnDOT SPECIFICATION NO. 2575.3.F1. THE MULCH SHALL BE ANCHORED WITH A DISC, CLODBUSTER OR OTHER APPROVED EQUIPMENT. THE CONTRACTOR SHALL RESEED AND MULCH ANY AREAS ON WHICH THE ORIGINAL SEED HAS FAILED TO GROW, USING THE ABOVE DESCRIBED SEED MIXTURE.
13. CONTRACTOR SHALL INSTALL EROSION CONTROL DEVICES AS INDICATED ON THE EROSION CONTROL PLAN.
14. CONTRACTOR SHALL PROVIDE A MINIMUM 48 HOUR NOTICE TO THE CITY ENGINEER PRIOR TO THE COMMENCEMENT OF ANY CONSTRUCTION.
15. STANDARDS & SPECIFICATIONS REFERENCES CITY OF AFTON - CHAPTER 12 "LAND USE" CODE, DATED DECEMBER 31, 2012, AND THE MINNESOTA DEPARTMENT OF TRANSPORTATION - "STANDARD SPECIFICATIONS FOR CONSTRUCTION" CURRENT EDITION.



LOCATION MAP

N.T.S.

CONVENTIONAL SYMBOLS

SYMBOLS	DESCRIPTION
	BASELINE
	BOUNDARY PROPERTY LINE
	PROPOSED R.O.W.
	PROPOSED LOT LINES
	PROPOSED BIT
	PROPOSED GRAVEL
	PROPOSED STORM SEWER
	DRAINAGE EASEMENT
	EXISTING TREELINE
	EXISTING FENCE
	PROPOSED EASEMENT
OR	SILT FENCE
	EROSION CONTROL MAT

CONTACTS:

OWNER
MATT TWOMEY
P.O. BOX 439
RIVER FALLS, WI 54022

PROJECT ENGINEER
AUTH CONSULTING & ASSOCIATES
715-381-5277

PROJECT SURVEYOR
S&N LAND SURVEYING
715-386-2077

GOPHER STATE ONE CALL
1-800-252-1166

CITY OF AFTON
CITY ADMINISTRATOR: RONALD J. MORSE
651-436-5090
ENGINEER: DIANE HANKEE, P.E., WSB
651-286-8479

VALLEY BRANCH WATERSHED DISTRICT
JOHN HANSON, BARR ENGINEERING CO. FOR VBWD
952-832-2622

SHEET INDEX

SHEET	SHEET DESCRIPTION
C1.0	TITLE SHEET
C2.0	EXISTING SITE CONDITIONS
C3.0	OVERALL SITE PLAN
C3.1	SITE PLAN
C4.0	PLAN AND PROFILE
C4.1	PLAN AND PROFILE
C5.0	GRADING PLAN
C6.0	EROSION CONTROL PLAN
C7.0-C7.4	DETAILS
C7.5	PROTECTION OF THREATENED SPECIES
SWPPP	STORM WATER POLLUTION PREVENTION PLAN

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

ZACHARY P. FAGAN

DATE: 06/06/14 REG. NO. 47252

DRAWN BY:	DCK
CHECKED BY:	ZPF
DATE:	05/28/14
DWG FILE:	5245-001-01LS
REF FILE:	5245-001
JOB NUMBER:	5245-001

REVISION DESCRIPTION	VIA	DATE
RELEASED FOR CITY REVIEW	ZPF	06/06/14
RELEASED FOR REVIEW	ZPF	05/28/14

CORPORATE OFFICE
406 Technology Drive East
Suite A
Menomonie, WI 54751
Tel 715-235-6177

BRANCH OFFICE
3003 Enloe Street
Suite 131
Hudson, WI 54016
Tel 715-386-2077

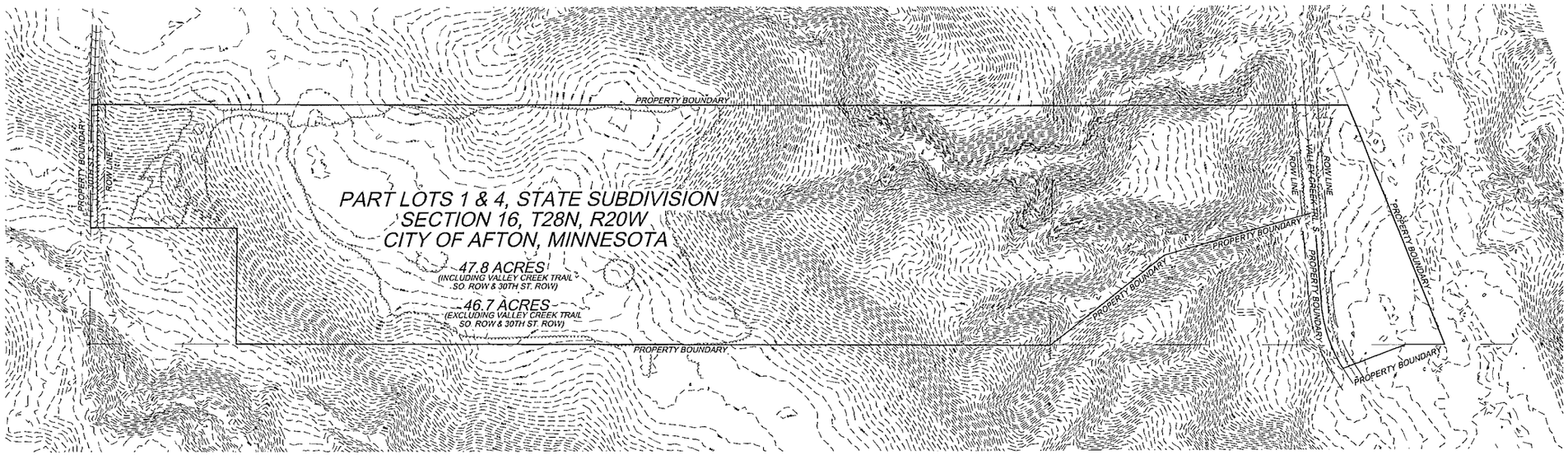
authconsulting.com

A·C/a
Auth•Consulting/associates
S&N Land Surveying a division of A•C/a

PROJECT:
HIGHVIEW AFTON
HIGHVIEW AFTON, LLC
CITY OF AFTON, WASHINGTON COUNTY, MINNESOTA

TITLE SHEET

SHEET NO.
C1.0



LEGEND

EXISTING 10FT CONTOURS	EXISTING GRAVEL EDGE
EXISTING 2FT CONTOURS	EXISTING TREELINE
PROPERTY LINE	EXISTING ASPHALT EDGE

EXISTING SITE CONDITION NOTE

EXISTING SITE CONDITIONS SHOWN REFLECTS TOPOGRAPHY INFORMATION OBTAINED BY THE MINNESOTA GEOSPATIAL INFORMATION OFFICE IN 2011. CONTRACTOR TO FIELD VERIFY ALL EXISTING CONDITIONS PRIOR TO ANY DEMOLITION, EXCAVATION OR CONSTRUCTION ACTIVITIES COMMENCING.

NORTH

SCALE:
0 75 150 300

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RELEASED FOR REVIEW	ZPF	5/28/14

DRAWN BY: DCK
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DATE: 5/28/14
DWG FILE: 5245-001 C2.0 X-SITE
ECF FILE: 5245-001
JOB NUMBER: 5245-001

CORPORATE OFFICE
400 Technology Drive East
Suite A
Owatonna, MN 55060
Tel 507-455-4488

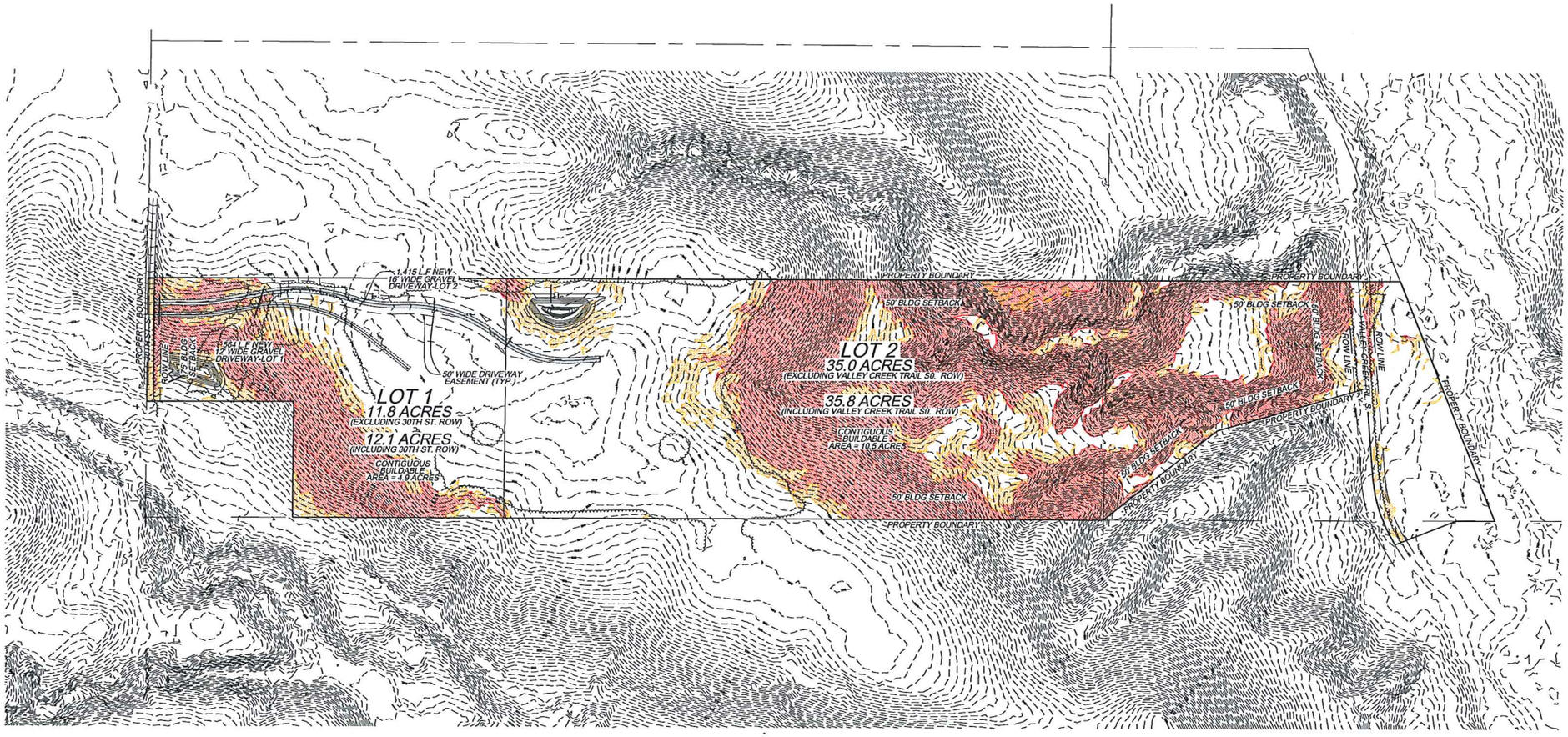
REGIONAL OFFICE
2003 Tolson Street
Suite 101
Duluth, MN 55812
Tel 218-391-0207
authconsulting.com

A·C/a
Auth·Consulting/associates
SBA Land Surveying a division of A C/A

PROJECT:
HIGHVIEW AFTON
HIGHVIEW AFTON, LLC
CITY OF AFTON, WASHINGTON COUNTY, MINNESOTA

EXISTING SITE PLAN

SHEET NO.
C2.0



LEGEND

- PROPERTY LINE
- EXISTING ASPHALT EDGE
- EXISTING RIGHT OF WAY(R.O.W.)
- PROPOSED LOTLINE
- PROPOSED BUILDING SETBACK
- PROPOSED GRAVEL EDGE
- PROPOSED EASEMENT
- PROPOSED DRIVEWAY CENTERLINE
- EXISTING 10FT CONTOURS
- EXISTING 2FT CONTOURS
- EXISTING SLOPES BETWEEN 13% & 18%
- EXISTING SLOPES 18% AND GREATER

GENERAL NOTES

1. CONTRACTOR SHALL NOTIFY UTILITIES AND HAVE ALL UTILITIES LOCATED PRIOR TO ANY EXCAVATION OR DEMOLITION ACTIVITIES.
2. CONTRACTOR SHALL MAINTAIN TRAFFIC ACCESSIBILITY ALONG PROJECT.
3. CONTRACTOR TO OBTAIN PERMISSION/PERMIT FROM THE CITY OF AFTON TO WORK IN RIGHT-OF- WAY PRIOR TO ANY WORK BEING PERFORMED WITHIN THE PUBLIC RIGHT-OF-WAY. ANY REQUIRED LANE CLOSURES OR TRAFFIC CONTROL SIGNAGE/DETOUR PLANS IS THE RESPONSIBILITY OF THE CONTRACTOR AND SHALL BE COORDINATED WITH THE CITY, AS REQUIRED.
4. ALL STREET SIGNAGE SHALL BE IN ACCORDANCE TO THE CURRENT EDITION OF THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES FOR STREET AND HIGHWAYS.

EXISTING SITE CONDITION NOTE

EXISTING SITE CONDITIONS SHOWN REFLECTS TOPOGRAPHY INFORMATION OBTAINED BY THE MINNESOTA GEOSPATIAL INFORMATION OFFICE IN 2011. CONTRACTOR TO FIELD VERIFY ALL EXISTING CONDITIONS PRIOR TO ANY DEMOLITION, EXCAVATION OR CONSTRUCTION ACTIVITIES COMMENCING.

NORTH

SCALE: 0 75 150 300

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RELEASED FOR REVIEW	ZPF	5/28/14

DRAWN BY: DCK
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DATE: 5/28/14
DWG FILE: 5245-001 C10 P-SITE
REF FILE: 5245-001
JOB NUMBER: 5245-001

CORPORATE OFFICE
400 Technology Park Road
Suite A
Lancaster, WI 53813
Tel 608-723-6480

BRANCH OFFICE
2203 Zalise Street
Suite 101
Siskiwit, WI 54810
Tel 715-392-9400

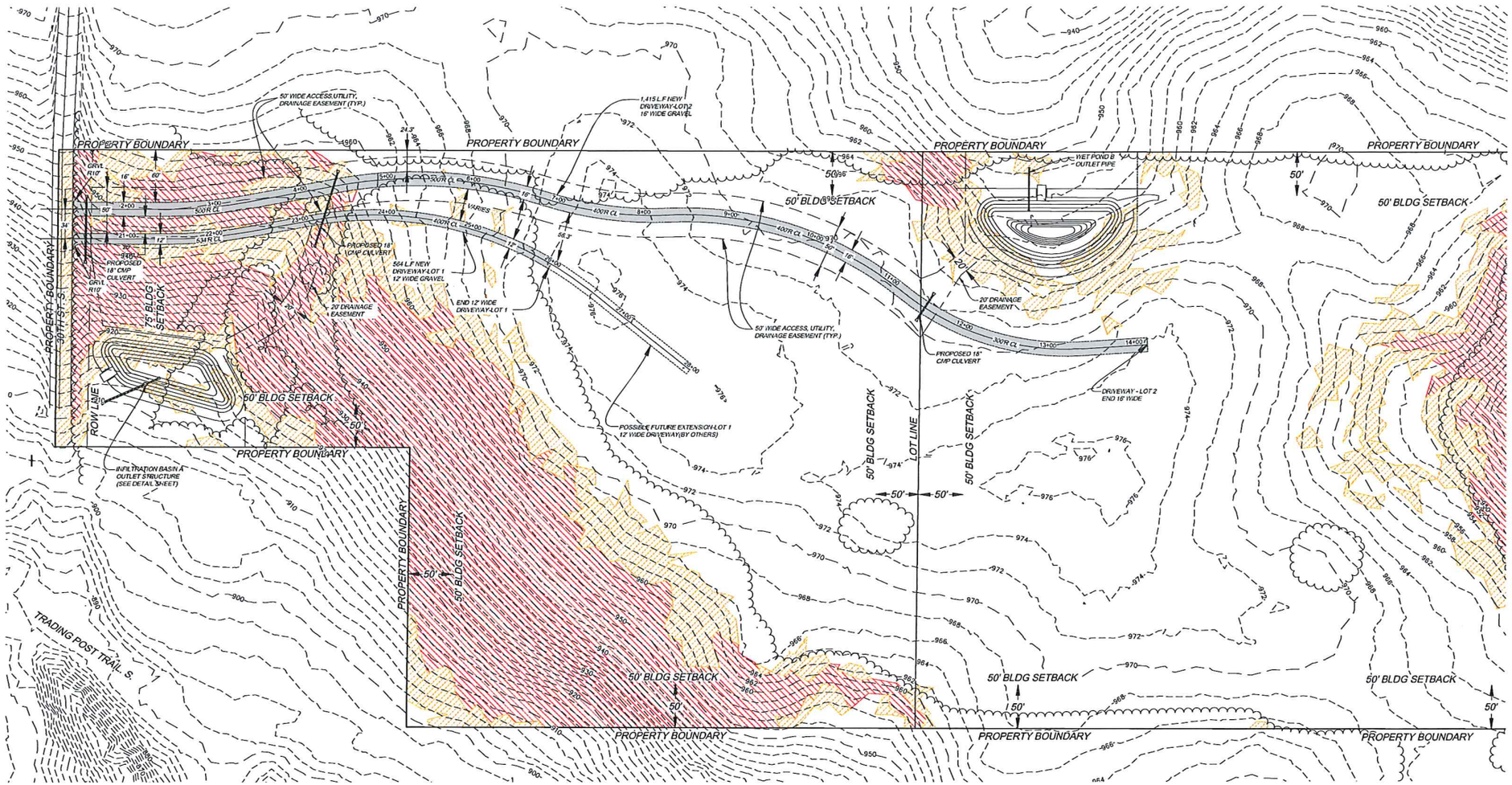
authconsulting.com

A·C/a
Auth·Consulting/associates
SM Land Surveying a division of A·C/a

PROJECT:
HIGHVIEW AFTON
HIGHVIEW AFTON, LLC
CITY OF AFTON, WASHINGTON COUNTY, MINNESOTA

OVERALL SITE PLAN

SHEET NO.
C3.0



LEGEND

PROPERTY LINE	PROPOSED UTILITY EASEMENT
EXISTING ASPHALT EDGE	PROPOSED DRIVEWAY CENTERLINE
EXISTING RIGHT OF WAY(R.O.W.)	EXISTING 10FT CONTOURS
EXISTING TREELINE	EXISTING 2FT CONTOURS
PROPOSED LOTLINE	EXISTING SLOPES BETWEEN 13% & 18%
PROPOSED BUILDING SETBACK	EXISTING SLOPES 18% AND GREATER
PROPOSED GRAVEL EDGE	

GENERAL NOTES

1. CONTRACTOR SHALL NOTIFY UTILITIES AND HAVE ALL UTILITIES LOCATED PRIOR TO ANY EXCAVATION OR DEMOLITION ACTIVITIES.
2. CONTRACTOR SHALL MAINTAIN TRAFFIC ACCESSIBILITY ALONG PROJECT.
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4. ALL STREET SIGNAGE SHALL BE IN ACCORDANCE TO THE CURRENT EDITION OF THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES FOR STREET AND HIGHWAYS.

EXISTING SITE CONDITION NOTE

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NORTH

SCALE: 0 30 60 120

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ZACHARY P. FAGAN

DATE: 06/06/14 REG. NO. 47252

NAME	DATE
ZPF	06/06/14
ZPF	5/28/14

REVISION DESCRIPTION: RELEASED FOR CITY REVIEW; RELEASED FOR REVIEW

DRAWN BY: DCK
CHECKED BY: ZPF
DATE: 5/28/14
DWG FILE: 5245-001 C3.1 P-SITE
REF FILE: 5245-001
JOB NUMBER: 5245-001

CORPORATE OFFICE
400 Technology Park Blvd
Suite A
Menomonie, WI 54751
Tel 715-232-8400

BRANCH OFFICE
3550 Stoker Street
Suite 101
Baldwin, WI 54015
Tel 715-381-3277

authconsulting.com

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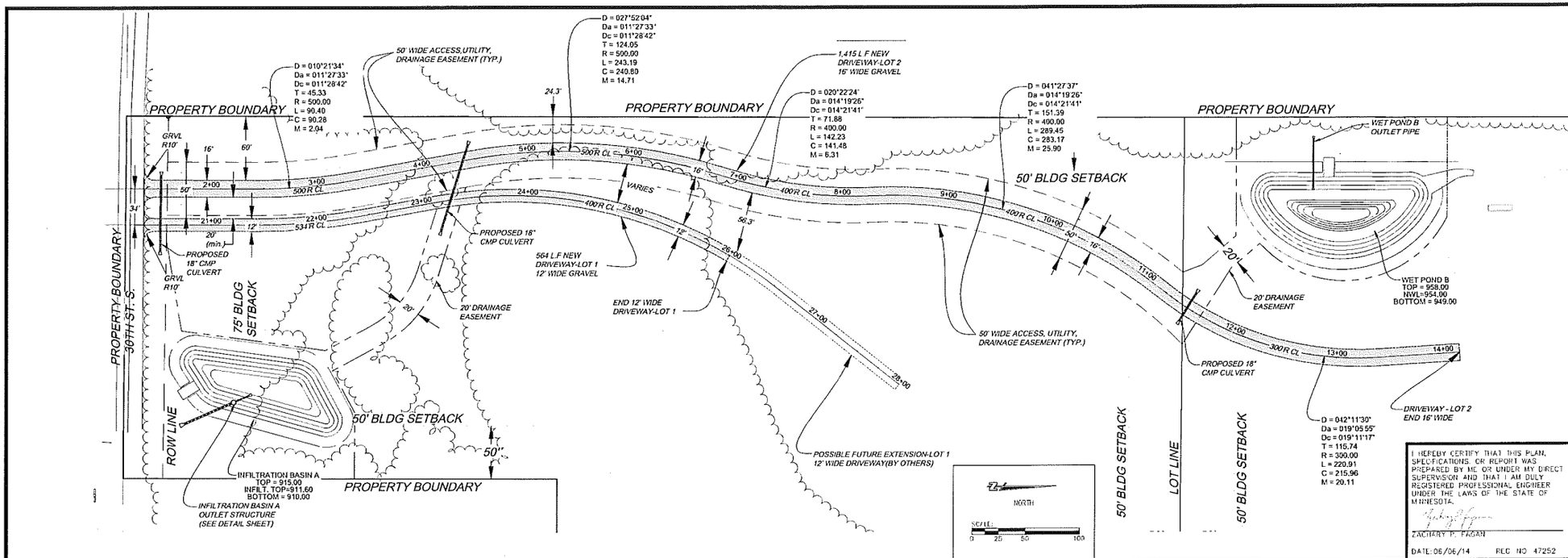
SAME Land Surveying & division of A C/a

PROJECT:
HIGHVIEW AFTON
HIGHVIEW AFTON, LLC
CITY OF AFTON, WASHINGTON COUNTY, MINNESOTA

SITE PLAN

SHEET NO.
C3.1



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ZACHARY P. FAGAN

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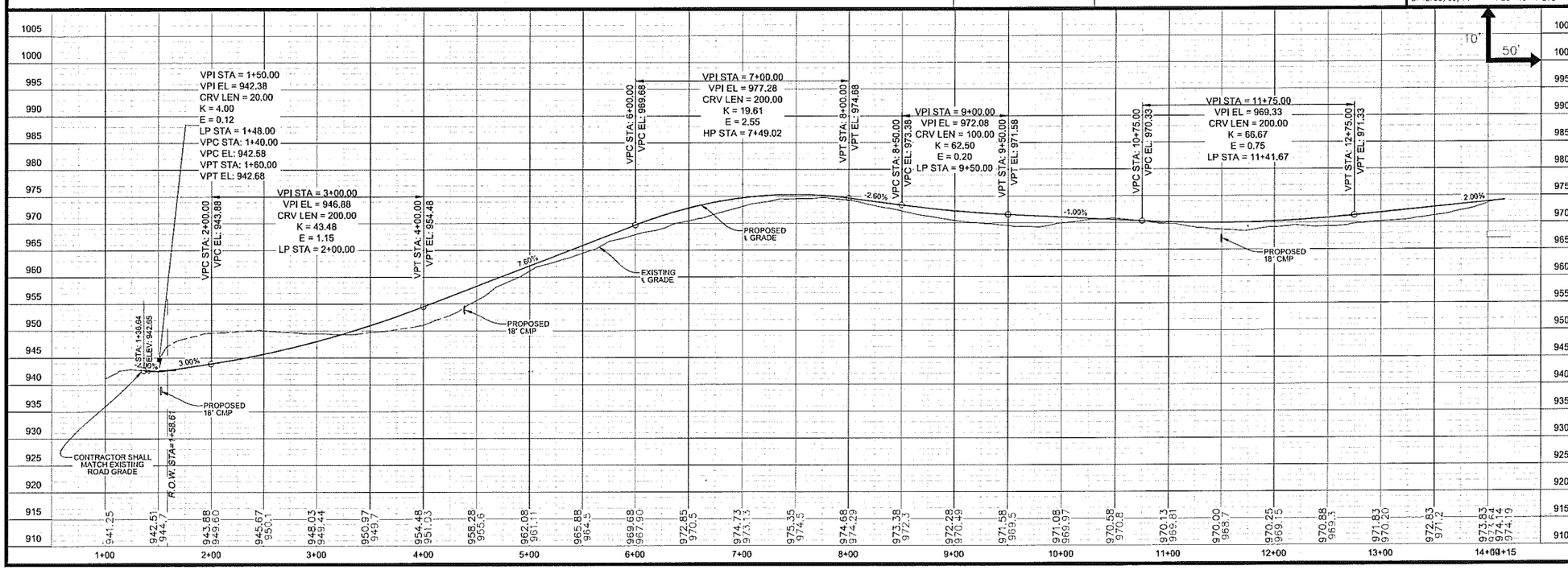

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	ISSUED FOR REVIEW	ZPF	5/28/14
	REVISION DESCRIPTION	NAME	DATE

DRAWN BY: DCK
CHECKED BY: ZPF
DATE: 5/28/14
DWG FILE: 5245-001 C4.0 PAP WEST
REF FILE: 5245-001
JOB NUMBER: 5245-001

CORPORATE OFFICE
400 Technology Park East
Suite 1
Lewiston, MN 55952
Tel 715-325-5900

BRANCH OFFICE
2505 Eagle Street
Suite 101
Hudson, WI 54016
Tel 715-381-3577

A·C/a
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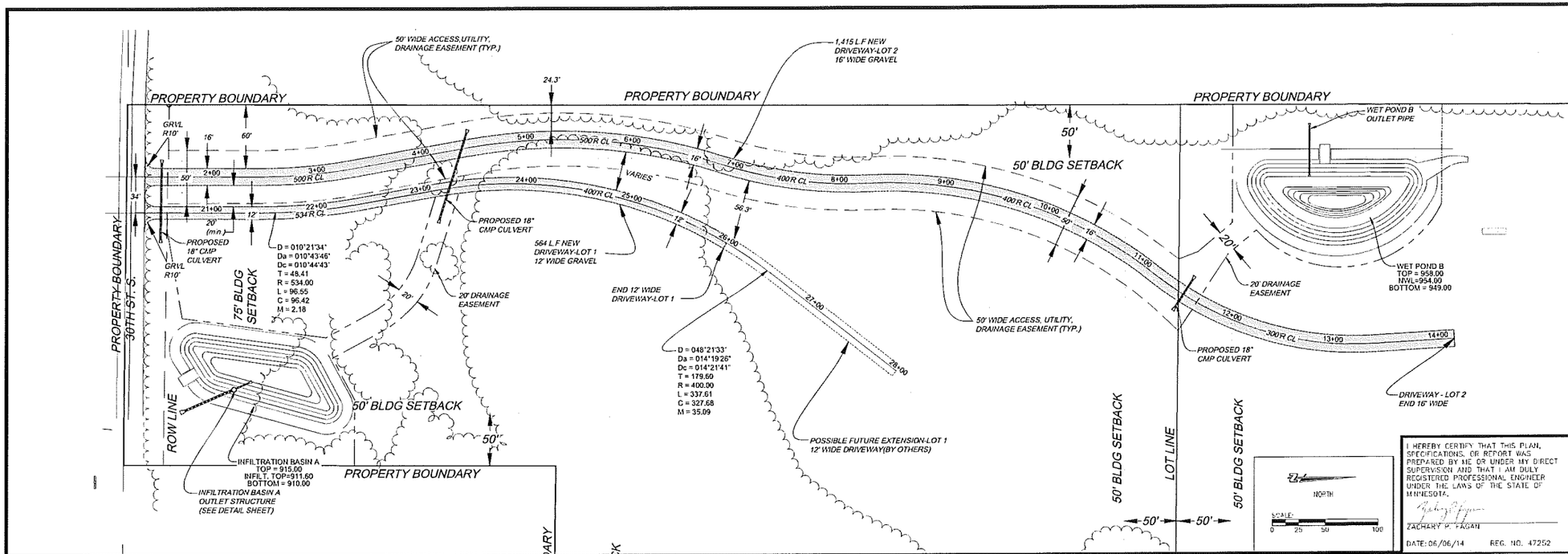
SMA Land Surveying a division of A & C/a

PROJECT:
HIGHVIEW AFTON
HIGHVIEW AFTON, LLC
CITY OF AFTON, WASHINGTON COUNTY, MINNESOTA

PLAN AND PROFILE WEST DRIVEWAY

SHEET NO.
C4.0



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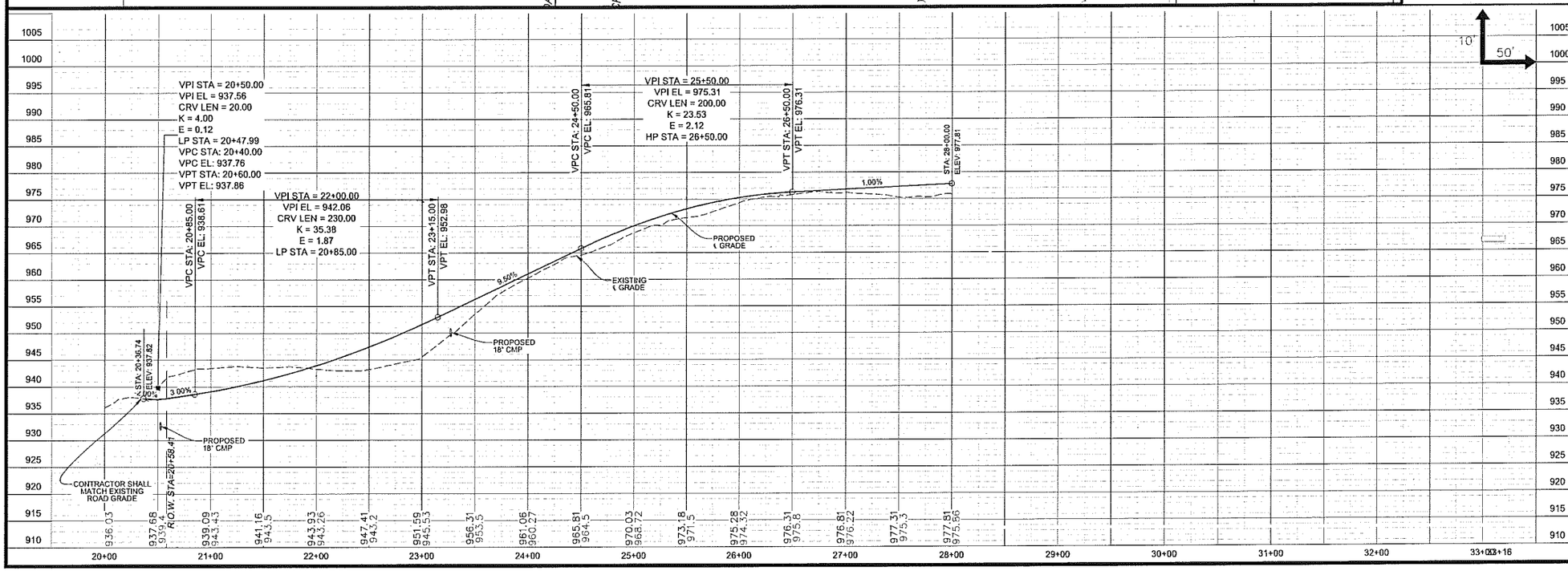
DATE: 06/06/14 REG. NO. 47252



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ISSUED FOR REVIEW	ZPF	5/28/14

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DWG FILE: 5245-001 C4.1 PAP EAST
REF FILE: 5245-001
JOB NUMBER: 5245-001

CORPORATE OFFICE
405 Technology Drive East
Suite A
Mercersville, WI 54751
Tel: 715-325-4490

BRANCH OFFICE
2200 Eagle Street
Suite 101
Bloomer, WI 54016
Tel: 715-381-3277

authconsulting.com

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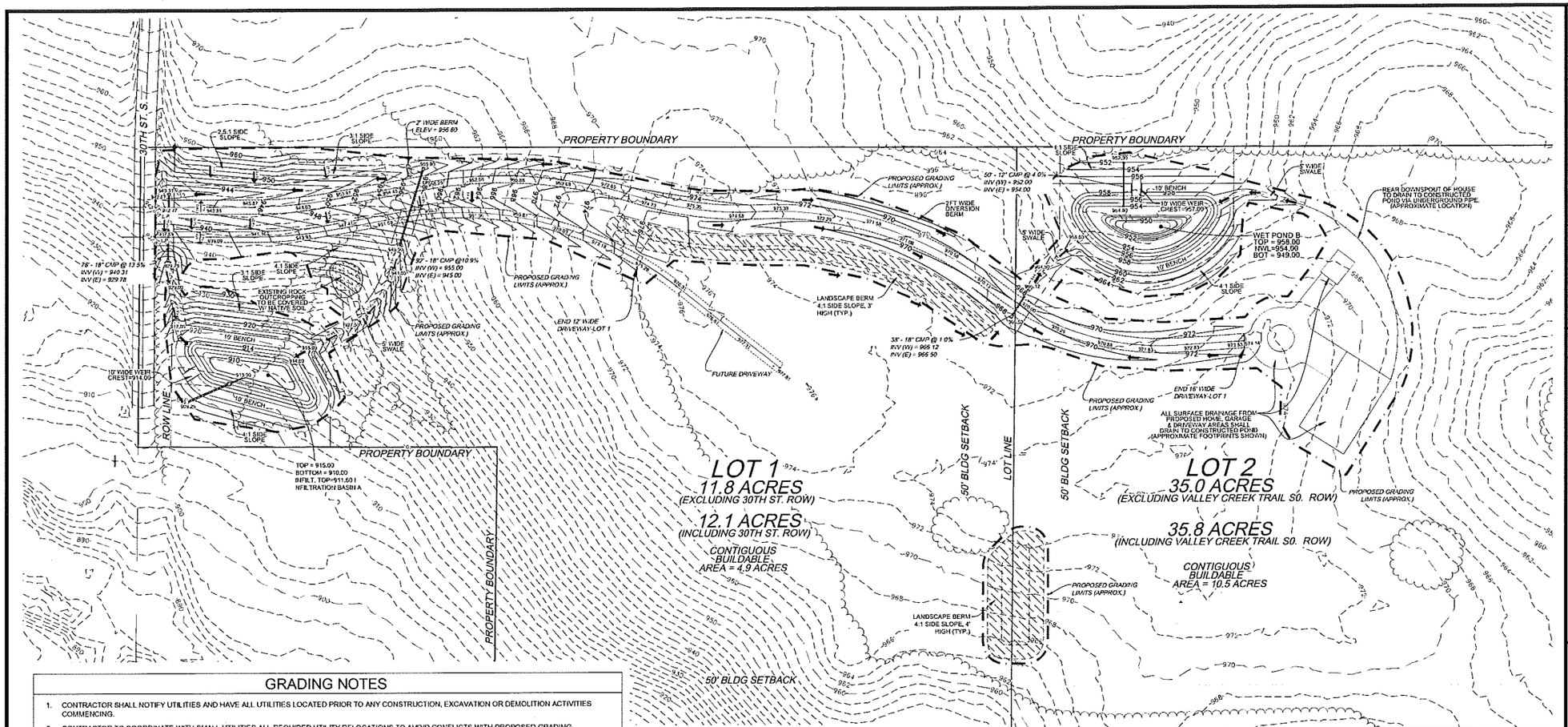
SMN Land Surveying & Drafting d.b.a C/a

PROJECT:
HIGHVIEW AFTON
HIGHVIEW AFTON, LLC
CITY OF AFTON, WASHINGTON COUNTY, MINNESOTA

PLAN AND PROFILE EAST DRIVEWAY

SHEET NO.
C4.1



GRADING NOTES

1. CONTRACTOR SHALL NOTIFY UTILITIES AND HAVE ALL UTILITIES LOCATED PRIOR TO ANY CONSTRUCTION, EXCAVATION OR DEMOLITION ACTIVITIES COMMENCING.
2. CONTRACTOR TO COORDINATE WITH SMALL UTILITIES ALL REQUIRED UTILITY RELOCATIONS TO AVOID CONFLICTS WITH PROPOSED GRADING.
3. CONTRACTOR SHALL MECHANICALLY COMPACT ALL TRENCHES UNDER ALL PAVED, CONCRETE, GRAVEL, AND BUILDING PAD AREAS.
4. ALL TOPSOIL, ORGANIC, & UNSUITABLE MATERIAL TO BE REMOVED BEFORE FILL MATERIAL IS PLACED. NO ORGANIC, UNSUITABLE, OR FROZEN MATERIALS TO BE PLACED IN FILL AREAS. ALL FILL MATERIAL & ENGINEERED FILL TO BE MECHANICALLY COMPACTED TO 95% STANDARD PROCTOR AS A MINIMUM OR AS RECOMMENDED BY THE GEOTECHNICAL ENGINEER.
5. ALL GRADES AND ELEVATIONS SHOWN ARE TO FINISHED GRADE, UNLESS NOTED OTHERWISE.
6. CONTRACTOR SHALL SALVAGE AND REPLACE TOPSOIL IN ALL DISTURBED AREAS.
7. ALL STORM SEWER PIPING SHALL BE CMP OR HDPE OR APPROVED EQUIVALENT. "HDPE" STORM SEWER PIPING SHALL BE DUAL WALL SMOOTH INTERIOR HDPE PIPING WITH WATER TIGHT GASKETS.
8. FLARED END SECTIONS REQUIRED AT END OF ALL PIPES, UNLESS NOTED OTHERWISE. PIPE LENGTH INCLUDES FLARED END SECTION. SEE DETAIL SHEETS FOR PIPE INSTALLATION DETAIL.
9. APPROXIMATE PROPOSED DISTURBED AREA SHOWN = ~215,657 s.f. (~4.9 AC).
10. CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR DETERMINING ALL EARTHWORK QUANTITIES BASED ON THE EXISTING AND PROPOSED ELEVATIONS PROVIDED ON THE PLANS. ANY GEOTECHNICAL INVESTIGATIONS PROVIDED BY THE OWNER APPLY ONLY TO THOSE LOCATIONS THAT DATA WAS COLLECTED, AND MAY NOT BE INDICATIVE OF CONDITIONS ELSEWHERE ON THE SITE. THE CONTRACTOR IS RESPONSIBLE FOR COLLECTING ANY ADDITIONAL GEOTECHNICAL OR SURVEY DATA HE DEEMS NECESSARY TO COMPLETE AN ACCURATE ESTIMATE OF EARTHWORK QUANTITIES
11. CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR BALANCING SITE MATERIALS. IF ONSITE EXCAVATION AND BORROW OPERATIONS DO NOT PROVIDE ENOUGH SUITABLE MATERIAL FOR FILL AREAS, THE CONTRACTOR SHALL COORDINATE AND PAY FOR EXCAVATION, TRANSPORT AND PLACEMENT OF IMPORTED MATERIAL MEETING THE SPECIFICATIONS OF THE CONTRACT DOCUMENTS. IF EXCAVATION RESULTS IN EXCESS MATERIALS, THE CONTRACTOR SHALL PROVIDE AND PAY FOR LOADING, TRANSPORT AND OFFSITE DISPOSAL OF EXCESS MATERIALS
12. CONTRACTOR TO OBTAIN PERMISSION/PERMIT FROM CITY OF AFTON TO WORK IN RIGHT-OF-WAY PRIOR TO ANY WORK BEING PERFORMED WITHIN THE PUBLIC RIGHT-OF-WAY. ANY REQUIRED LANE CLOSURES OR TRAFFIC CONTROL SIGNAGE IS THE RESPONSIBILITY OF THE CONTRACTOR AND SHALL BE COORDINATED WITH THE CITY, AS REQUIRED.
13. PROPOSED INFILTRATION BASIN AREAS SHALL BE PROTECTED FROM VEHICULAR TRAFFIC AND HEAVY EQUIPMENT. ALL EXISTING SOILS GOOD INFILTRATION CHARACTERISTICS SHALL BE MAINTAINED TO THE MAXIMUM EXTENT PRACTICABLE. INFILTRATION BASINS SHALL BE CLEANED OUT AND BROUGHT BACK TO ORIGINAL CONDITION IF ANY DISTURBANCE TAKES PLACE OR ANY SEDIMENT IS DEPOSITED WITHIN THE INFILTRATION BASINS. IN ADDITION, COMPACTION MITIGATION TECHNIQUES SHALL BE PERFORMED ON CONSTRUCTED INFILTRATION BASIN BOTTOMS AFTER BASINS ARE GRADED TO FINISHED GRADE. INFILTRATION BASIN BOTTOMS SHALL BE DEEP TILLED 3 FT DEEP AT 5 FT SPACING, FOLLOWED BY CHISEL PLOWING 12 INCHES DEEP. THIS WILL BE DEPENDENT ON SOIL TYPE AND DEGREE OF COMPACTION.
14. CONTRACTOR SHALL LOCATE AND FLAG SEPTIC LOCATIONS FOR EACH LOT PRIOR TO ANY SITE GRADING ACTIVITIES. SEPTIC LOCATIONS SHALL BE PROTECTED FROM VEHICLE TRAFFIC AND LAND DISTURBANCE.

LEGEND

- EXISTING 10FT CONTOURS
- EXISTING 2FT CONTOURS
- PROPOSED 10FT CONTOURS
- PROPOSED 2FT CONTOURS
- × XXXXX PROPOSED FINISHED GRADE SPOT ELEVATION
- APPROXIMATE GRADING LIMITS
- PROPERTY LINE
- EXISTING ASPHALT EDGE
- PROPOSED FINISHED GRADE SURFACE DRAINAGE
- LANDSCAPE BERM
- TREELINE
- PROPOSED RIGHT OF WAY(R.O.W.)
- PROPOSED LOTLINE
- PROPOSED BUILDING SETBACK
- PROPOSED GRAVEL EDGE
- PROPOSED EASEMENT

H.P. = HIGH POINT GRADE ELEVATION
L.P. = LOW POINT GRADE ELEVATION

EXISTING SITE CONDITION NOTE

EXISTING SITE CONDITIONS SHOWN REFLECTS TOPOGRAPHY INFORMATION OBTAINED BY THE MINNESOTA GEOSPATIAL INFORMATION OFFICE IN 2011. CONTRACTOR TO FIELD VERIFY **ALL** EXISTING CONDITIONS PRIOR TO ANY DEMOLITION, EXCAVATION OR CONSTRUCTION ACTIVITIES COMMENCING.

NORTH
SCALE: 0 30 60 120

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ZACHARY P. FAGAN

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REF FILE: 5245-001
JOB NUMBER: 5245-001

CORPORATE OFFICE
4415 Technology Drive East
Suite A
Menomonie, WI 54751
Tel 715-232-8490

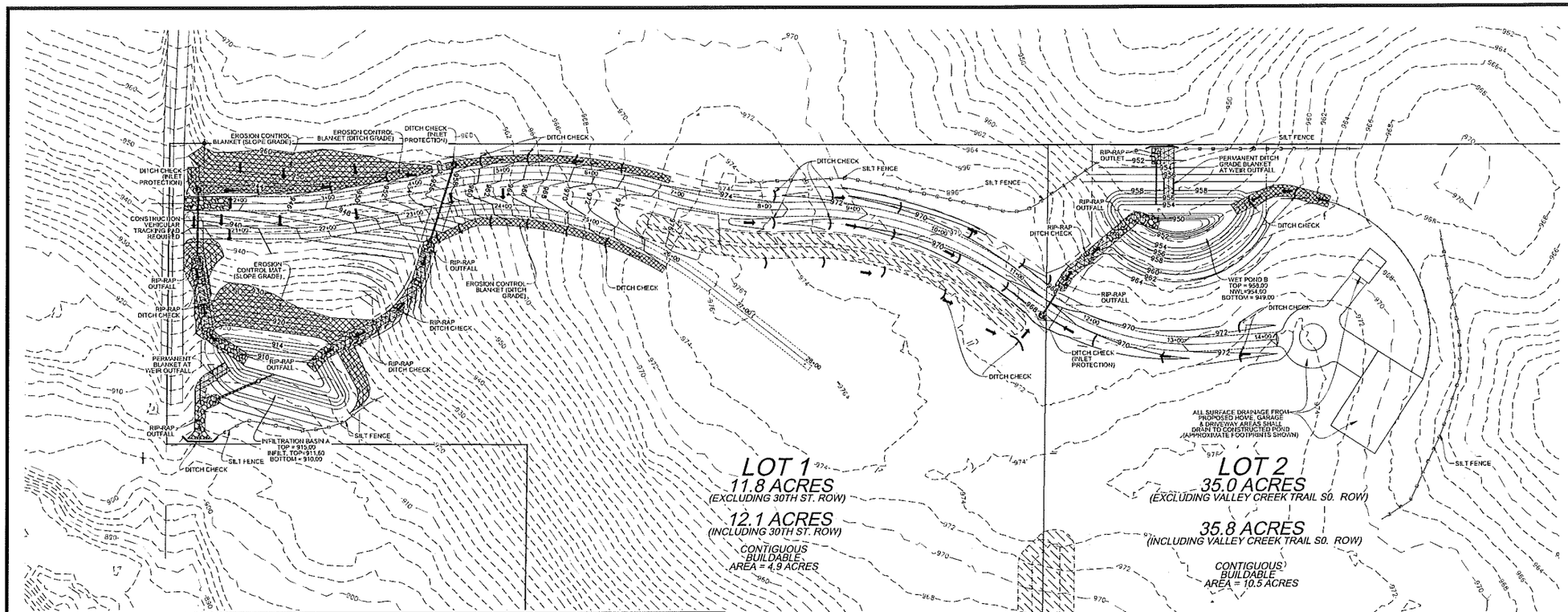
BRANCH OFFICE
3200 Tower Street
Suite 101
Hudson, WI 54016
Tel 715-381-5277
authconsulting.com

A·C/a
Auth-Consulting/associates
S&W Land Surveying & divisions of A C/a

PROJECT:
HIGHVIEW AFTON
HIGHVIEW AFTON, LLC
CITY OF AFTON, WASHINGTON COUNTY, MINNESOTA

GRADING PLAN

SHEET NO.
C5.0



EROSION CONTROL NOTES

1. CONTRACTOR SHALL FOLLOW ALL LOCAL, COUNTY, WATERSHED, AND STATE REQUIREMENTS COVERING STORMWATER COMPLIANCE, AS REQUIRED AND APPLICABLE.
2. EROSION CONTROL DEVICES SHALL BE IN PLACE BEFORE BEGINNING ANY DEMOLITION, EXCAVATION OR CONSTRUCTION ACTIVITIES AND CONTINUOUSLY MAINTAINED. INSTALL SILT FENCE AND ROCK VEHICLE TRACKING ENTRANCE PRIOR TO COMMENCING GRADING ACTIVITIES. AS GRADING IS EXECUTED THE CONTRACTOR SHALL MAINTAIN SILT FENCE AND TRACKING ENTRANCES AND INSTALL INLET PROTECTION AS SHOWN ON THE PLAN TO MINIMIZE RUNOFF OF SEDIMENT.
3. THE CONTRACTOR SHALL LIMIT THEIR GRADING ACTIVITIES TO THE GRADING LIMITS SHOWN ON THE GRADING PLAN. ALL CONSTRUCTION ACTIVITIES SHALL COMPLY WITH LOCAL ORDINANCE. THE CONTRACTOR SHALL SCHEDULE THEIR OPERATIONS TO MINIMIZE THE DISTURBED AREAS AT ANY GIVEN TIME.
4. IF EROSION CONCERNS ARISE FROM EXPOSED SOILS ON THE SITE IMMEDIATELY INSTALL 12" COMPOST FILTER SOCKS OR SILT FENCE ADJACENT TO AREAS OF CONCERN OR AS DIRECTED BY THE ENGINEER. 12" COMPOST FILTER SOCKS OR SILT FENCE SHALL BE PLACED DOWN SLOPE OF ALL DISTURBED AREAS AND SHALL BE INSTALLED ACCORDANCE WITH APPLICABLE TECHNICAL STANDARDS .
5. INSTALL SILT FENCE AS SHOWN ON PLAN OR AS DIRECTED BY THE ENGINEER. SEE DETAIL SHEETS FOR SILT FENCE INSTALLATION. SILT FENCE SHALL BE CONTINUOUSLY MAINTAINED.
6. ALL DISTURBED AREAS SHALL BE SEEDED AND MULCHED IMMEDIATELY AFTER FINAL GRADE IS ESTABLISHED IN ANY PARTICULAR AREA. S EEDING AND MULCHING SHALL CONFORM TO MnDOT SPECIFICATION NO. 3876 WITH THE USE OF MIXTURE NO. 50B, OR 250GR AT AN APPLICATION RATE OF 100 POUNDS PER ACRE. THE SEEDED AREA SHALL BE MULCHED. THE MULCH SHALL CONFORM TO MnDOT SPECIFICATION 3882, TYPE 1. THE MULCH SHALL BE APPLIED AND ANCHORED IN ACCORDANCE WITH MnDOT SPECIFICATION NO. 2575.3.F1. THE MULCH SHALL BE ANCHORED WITH A DISC, CLODBUSTER OR OTHER APPROVED EQUIPMENT. THE CONTRACTOR SHALL RESEED AND MULCH ANY AREAS ON WHICH THE ORIGINAL SEED HAS FAILED TO GROW, USING THE ABOVE DESCRIBED SEED MIXTURE.
7. ALL DISTURBED SLOPES IN EXCESS OF 4:1 SHALL BE SEEDED AND PROTECTED WITH EROSION CONTROL BLANKET-CATEGORY 2 OR SHALL BE SODDED AND STAKED OR HYDRO-SEEDED AS AN ALTERNATIVE.
8. ALL DITCHES WITH SIDE SLOPES GREATER THAN 4:1 SHALL HAVE EROSION CONTROL BLANKET INSTALLED TO THE TOP OF THE BANK.
9. INSTALL SEDIMENT LOGS AT ALL DITCH INLETS AND ANY OTHER LOCATIONS SHOWN ON PLAN OR AS DIRECTED BY THE ENGINEER. SEE DETAIL SHEETS FOR SEDIMENT LOG INSTALLATION.
10. ALL DITCH CHECKS ARE TO BE SEDIMENT LOGS. SEE DETAIL SHEETS FOR INSTALLATION.
11. SEED MIXTURE FOR CONSTRUCTED INFILTRATION BASIN A SHALL BE MNDOT SEED MIX 33-261OR APPROVED EQUIVALENT.
12. TEMPORARY SEED SHOULD BE APPLIED, IF CONSTRUCTION EXTENDS PAST SEPTEMBER 1ST. OF ANNUAL RYEGRASS AND OATS AT THE RATE OF 5 POUNDS PER 1000 S.F. OR AREA AND LEFT OVER WINTER. PERMANENT SEEDING SHALL BE COMPLETED THE FOLLOWING SPRING. IF TEMPORARY SEEDING CANNOT BE COMPLETED BEFORE WINTER FREEZE UP THEN ALL DISTURBED AREAS SHALL BE MULCHED AT A RATE OF 120 POUNDS PER 100 SQUARE FT AND PERMANENT SEEDING SHALL BE COMPLETED THE FOLLOWING SPRING.
13. ALL EROSION CONTROL MEASURES SHALL BE LEFT IN PLACE AND MAINTAINED UNTIL RESTORATION ON SITE HAS BEEN COMPLETE OR ANY THREAT OF SEDIMENT LEAVING THE SITE IS ELIMINATED REMOVE ALL COMPOST FILTER SOCKS, SILT FENCE AND TEMPORARY EROSION CONTROL DEVICES AFTER FINAL RESTORATION OF THE SITE IS COMPLETE.
14. ANY SOIL STOCKPILES WHICH ARE LEFT MORE THAN 7 DAYS MUST BE PROTECTED BY SEEDING AND MULCHING, EROSION CONTROL BLANKET, SILT FENCING, COVERING OR OTHER APPROVED METHODS. THIS DOES NOT INCLUDE FILL OR TOPSOIL PILES THAT ARE IN ACTIVE USE.
15. SITE WATERING SHALL TAKE PLACE AS CONSTRUCTION AND WEATHER CONDITIONS WARRANT TO MINIMIZE DUST POLLUTION FROM LEAVING THE SITE.
16. SITE MONITORING OF EROSION AND SEDIMENT CONTROL PRACTICES FOR MAINTENANCE NEEDS SHALL BE COMPLETED AT THE INTERVALS SPECIFIED UNTIL THE SITE IS STABILIZED. SITE MONITORING SHALL OCCUR AT LEAST WEEKLY OR WITHIN 24 HOURS AFTER A RAINFALL EVENT OF 0.5 INCHES OR GREATER. A RAINFALL EVENT SHALL BE CONSIDERED TO BE THE TOTAL AMOUNT OF RAINFALL RECORDED IN ANY CONTINUOUS 24 HOUR PERIOD. MONITORING RECORDS SHALL BE KEPT AND CONTAIN, AT A MINIMUM, THE CONDITION OF THE EROSION AND SEDIMENT CONTROL PRACTICES AT THE INTERVALS SPECIFIED AND A DESCRIPTION OF THE MAINTENANCE CONDUCTED TO REPAIR OR REPLACE EROSION AND SEDIMENT CONTROL PRACTICES.
17. OFF-SITE SEDIMENT DEPOSITION RESULTING FROM THE FAILURE OF AN EROSION OR SEDIMENT CONTROL PRACTICE SHALL BE CLEANED UP WITHIN 24 HOURS. OFF-SITE SEDIMENT DEPOSITION RESULTING FROM CONSTRUCTION ACTIVITY, THAT CREATES A NUISANCE, SHALL BE CLEANED UP BY THE END OF THE WORK DAY. IF THE FAILURE OF EROSION OR SEDIMENT CONTROL PRACTICES RESULT IN AN IMMEDIATE THREAT OF SEDIMENT ENTERING PUBLIC SEWERS OR THE WATERS OF THE STATE, PROCEDURES SHALL BE IMPLEMENTED IMMEDIATELY TO REPAIR OR REPLACE THE PRACTICES. SCRAPING OF THE STREET SHALL BE COMPLETED WITHIN 4 HOURS AND STREET SWEEPING WITHIN 24 HOURS.

LEGEND

- EXISTING 10FT CONTOURS
- EXISTING 2FT CONTOURS
- PROPOSED 10FT CONTOURS
- PROPOSED 2FT CONTOURS
- EXISTING GRADE SURFACE DRAINAGE
- PROPOSED FINISHED GRADE SURFACE DRAINAGE
- CONSTRUCTION VEHICLE TRACKING PAD
- SILT-FENCE TO BE INSTALLED PRIOR TO ANY GRADING ACTIVITIES
- EROSION CONTROL BLANKET (SLOPE GRADE)
- EROSION CONTROL BLANKET (DITCH GRADE)
- EROSION CONTROL BLANKET (PERMANENT GRADE)
- RIP RAP (12" AVE. DIAMETER)
- DITCH CHECKS/SEDIMENT LOGS

EXISTING SITE CONDITION NOTE

EXISTING SITE CONDITIONS SHOWN REFLECTS TOPOGRAPHY INFORMATION OBTAINED BY THE MINNESOTA GEOSPATIAL INFORMATION OFFICE IN 2011. CONTRACTOR TO FIELD VERIFY **ALL** EXISTING CONDITIONS PRIOR TO ANY DEMOLITION, EXCAVATION OR CONSTRUCTION ACTIVITIES COMMENCING.

NORTH

SCALE: 0 30 60 120

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

ZACHARY P. FAGAN

DATE: 06/06/14 REG NO 47252

DRAWN BY:	DCK
CHECKED BY:	ZPF
DATE:	5/28/14
DWG FILE:	5245-001 c6.0 erosion.dwg
REF FILE:	5245-001
JOB NUMBER:	52.45-001

REVISION DESCRIPTION	REVISED	DATE
RELEASED FOR CITY REVIEW	ZPF	06/06/14
ISSUED FOR REVIEW	ZPF	5/28/14

CORPORATE OFFICE
405 Technology Drive East
Suite 1
Maxwelton, WI 54751
Tel 715-325-1400

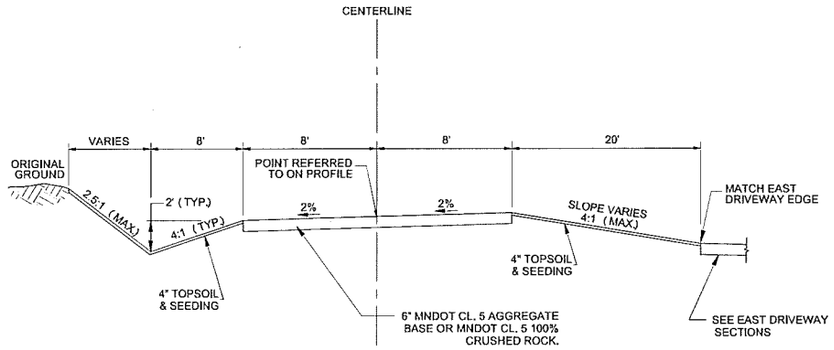
BRANCH OFFICE
2035 Eaton Street
Suite 101
Hudson, WI 54016
Tel 715-381-3277
authconsulting.com

A·C/a
Auth•Consulting/associates
SMN Land Surveying a division of A C/a

PROJECT:
HIGHVIEW AFTON
HIGHVIEW AFTON, LLC
AFTON, WASHINGTON COUNTY, MINNESOTA

EROSION CONTROL PLAN

SHEET NO.
C6.0



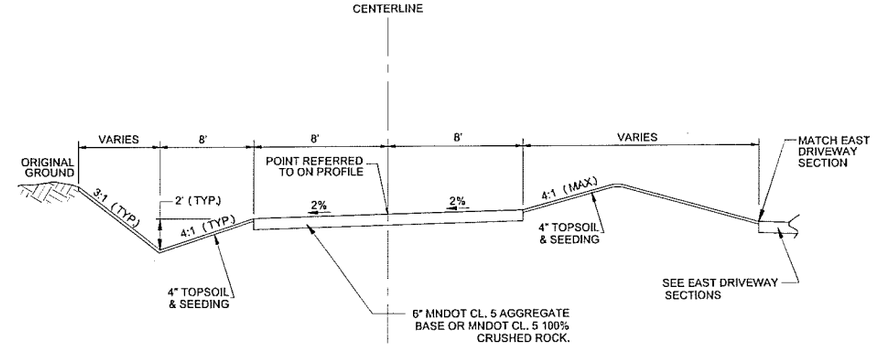
WEST DRIVEWAY - DITCH LEFT W/ 2.5:1 BACKSLOPE

N.T.S.

STATIONS: 1+37 TO 2+70

NOTE:

1. TRANSITIONS BETWEEN TYPICAL SECTIONS SHALL BE MADE SUCH THAT SURFACE DRAINAGE FLOWS TO DITCH LINES AT A MINIMUM OF 1.0%.



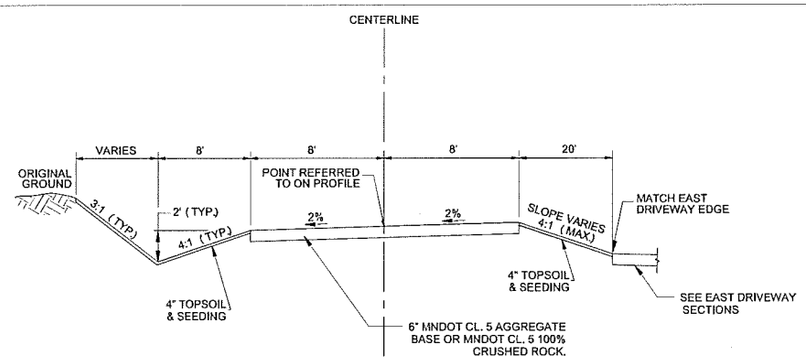
WEST DRIVEWAY - DITCH LEFT W/ BERM RIGHT

N.T.S.

STATIONS: 4+00 TO 7+50

NOTE:

1. TRANSITIONS BETWEEN TYPICAL SECTIONS SHALL BE MADE SUCH THAT SURFACE DRAINAGE FLOWS TO DITCH LINES AT A MINIMUM OF 1.0%.



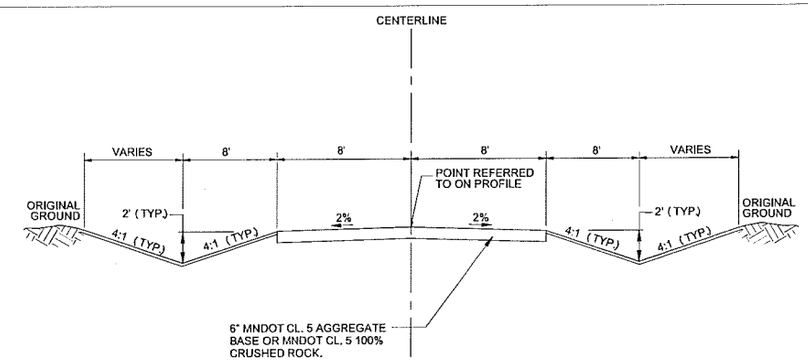
WEST DRIVEWAY DITCH LEFT W/ 3:1 BACKSLOPE

N.T.S.

STATIONS: 2+70 TO 4+00

NOTE:

1. TRANSITIONS BETWEEN TYPICAL SECTIONS SHALL BE MADE SUCH THAT SURFACE DRAINAGE FLOWS TO DITCH LINES AT A MINIMUM OF 1.0%.



WEST DRIVEWAY CROWNED SECTION

N.T.S.

STATIONS: 7+50 TO 14+15.26

NOTE:

1. TRANSITIONS BETWEEN TYPICAL SECTIONS SHALL BE MADE SUCH THAT SURFACE DRAINAGE FLOWS TO DITCH LINES AT A MINIMUM OF 1.0%.

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ZACHARY D. FAGAN

DATE: 06/06/14 REG. NO. 47252

NAME:	DATE:	REVISION DESCRIPTION:
ZPF	06/06/14	RELEASED FOR CITY REVIEW
ZPF	05/28/14	RELEASED FOR REVIEW

DRAWN BY: DCK
CHECKED BY: ZPF
DATE: 05/28/14
DWG FILE: 5245-001-DTL5
REF FILE: 5245-C01
JOB NUMBER: 5245-001

CORPORATE OFFICE
466 Technology Drive East
Suite A
Maplewood, MN 55128
tel 651-235-4400

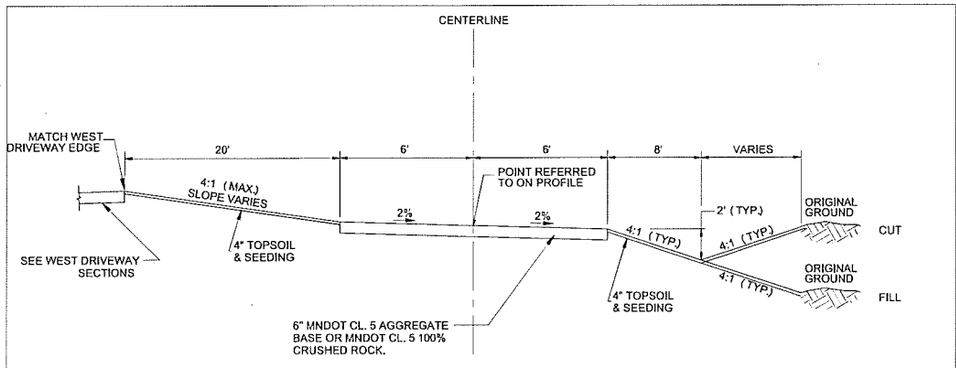
BRANCH OFFICE
3202 Eden Street
Suite 101
Litchfield, MN 55355
tel 320-308-1077

A·C/a
Auth·Consulting/associates
S&M Land Surveying a division of A·C/a
authconsulting.com

PROJECT:
HIGHVIEW AFTON
HIGHVIEW AFTON, LLC
CITY OF AFTON, WASHINGTON COUNTY, MINNESOTA

DETAILS

SHEET NO.
C7.0



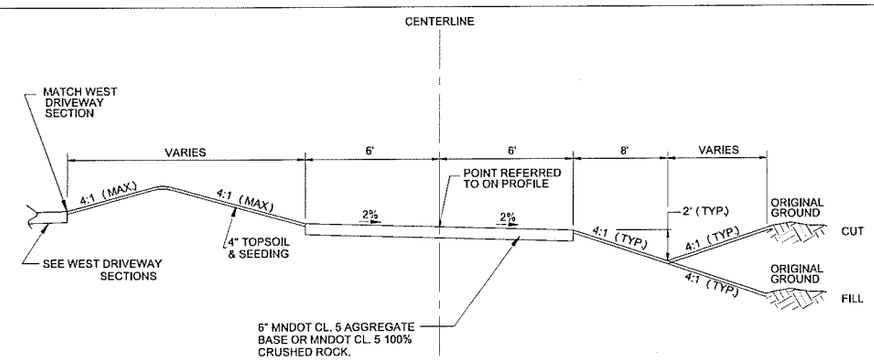
EAST DRIVEWAY - DITCH RIGHT

N.T.S.

STATIONS: 20+37 TO 20+60
STATIONS: 21+60 TO 23+10

NOTE:

1. TRANSITIONS BETWEEN TYPICAL SECTIONS SHALL BE MADE SUCH THAT SURFACE DRAINAGE FLOWS TO DITCH LINES AT A MINIMUM OF 1.0%.



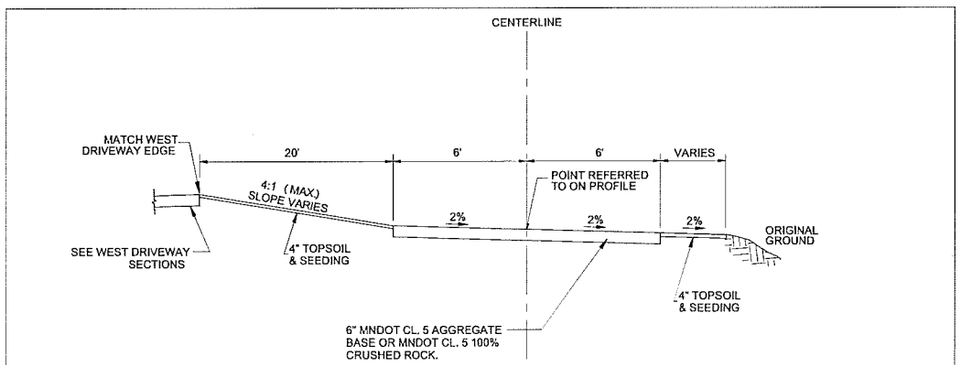
EAST DRIVEWAY - DITCH RIGHT W/ BERM LEFT

N.T.S.

STATIONS: 23+10 TO 26+00

NOTE:

1. TRANSITIONS BETWEEN TYPICAL SECTIONS SHALL BE MADE SUCH THAT SURFACE DRAINAGE FLOWS TO DITCH LINES AT A MINIMUM OF 1.0%.



EAST DRIVEWAY - 2% SLOPE RIGHT

N.T.S.

STATIONS: 20+60 TO 21+60

NOTE:

1. TRANSITIONS BETWEEN TYPICAL SECTIONS SHALL BE MADE SUCH THAT SURFACE DRAINAGE FLOWS TO DITCH LINES AT A MINIMUM OF 1.0%.

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ZACHARY P. FAGAN

DATE: 06/06/14 REG. NO. 47252

REVISION DESCRIPTION:	NAME:	DATE:
RELEASED FOR CITY REVIEW	ZPF	06/06/14
RELEASED FOR REVIEW	ZPF	05/28/14

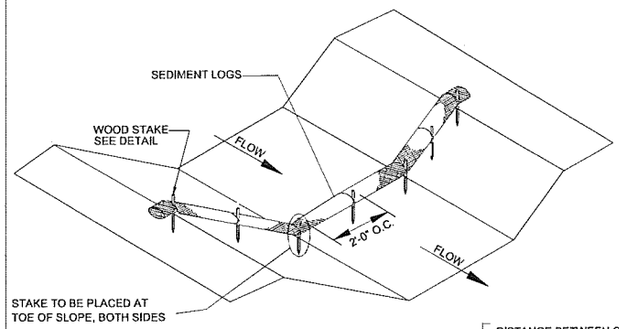
DRAWN BY: DCK
CHECKED BY: ZPF
DATE: 05/28/14
DWG FILE: 5245-001-DTLS
REF FILE: 5245-001
JOB NUMBER: 5245-001

A·C/a
Auth·Consulting/associates
SAM Land Surveying a division of A·C/a
CORPORATE OFFICE
400 Technology Drive East
Suite A
Minnesota, MI 54751
Tel 715-232-8499
authconsulting.com
BRANCH OFFICE
2920 Enloe Street
Suite 101
Hudson, MI 54016
Tel 715-381-5277

PROJECT:
HIGHVIEW AFTON
HIGHVIEW AFTON, LLC
CITY OF AFTON, WASHINGTON COUNTY, MINNESOTA

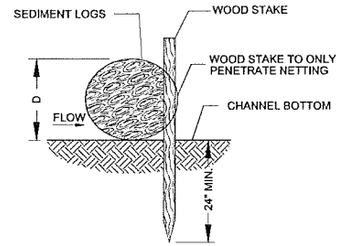
DETAILS

SHEET NO.
C7.1

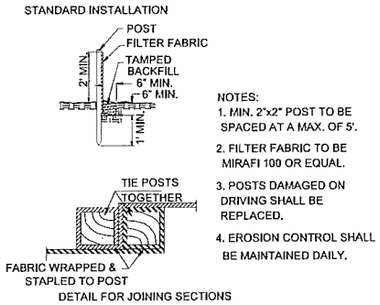


SEDIMENT LOGS
N.T.S.

[DISTANCE BETWEEN CHANNEL BOTTOM AND TOP OF INSTALLED SEDIMENT LOGS (D) (FT) / CHANNEL GRADIENT (%)] X 100 = SEDIMENT LOGS SPACING (FT)

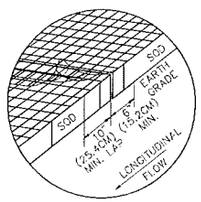


STAKE DETAILS
N.T.S.



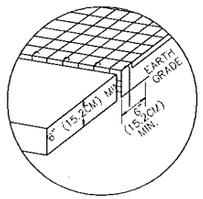
NOTES:
1. MIN. 2"x2" POST TO BE SPACED AT A MAX. OF 5'.
2. FILTER FABRIC TO BE MIRAFI 100 OR EQUAL.
3. POSTS DAMAGED ON DRIVING SHALL BE REPLACED.
4. EROSION CONTROL SHALL BE MAINTAINED DAILY.

DETAIL FOR INSTALLATION OF EROSION FENCE
N.T.S.



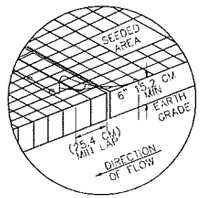
JUNCTION SLOT
SOD ONLY

DETAIL A
N.T.S.



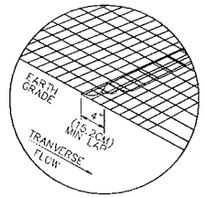
ANCHOR SLOT
AT BEGINNING AND END OF EROSION MAT

DETAIL B
N.T.S.



JUNCTION SLOT
SEED ONLY

DETAIL C
N.T.S.



LAP JOINT
SEED AND SOD

DETAIL D
N.T.S.

GENERAL NOTES EROSION MAT

DETAILS OF CONSTRUCTION, MATERIALS AND WORKMANSHIP NOT SHOWN ON THIS DRAWING SHALL CONFORM TO THE PERTINENT REQUIREMENTS OF THE STANDARD SPECIFICATIONS AND THE APPLICABLE SPECIAL PROVISONS.

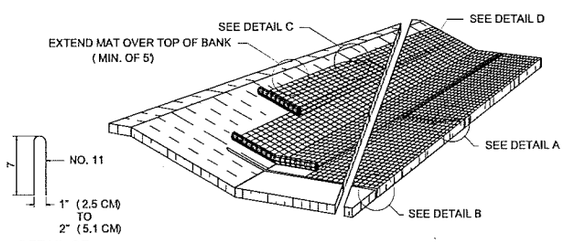
LAP JOINTS SHALL NOT BE PLACE IN THE BOTTOM OF V-SHAPED DITCHES.

JUNCTION SLOTS ON ADJACENT STRIPS OF MATTING SHALL BE STAGGERED A MINIMUM OF 4 FEET (1.219 m) APART.

EDGES OF THE EROSION MAT SHALL IMPRESSED IN THE SOIL.

EROSION MAT OVER SEEDING JUNCTION OR ANCHOR SLOTS SHALL BE AT MINIMUM INTERVALS OF 50 FEET.

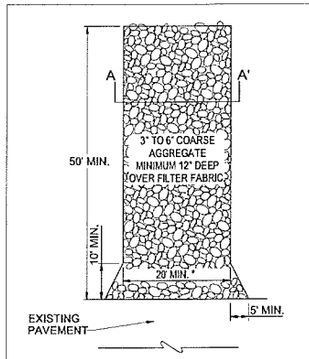
STAPLE INSTALLATION AND PATTERNS SHALL COMPLY WITH EROSION MAT MANUFACTURER'S SPECIFICATIONS.

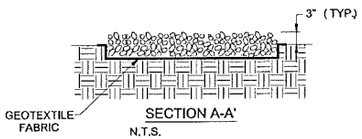


DETAIL OF
TYPICAL STAPLE

* 6" (15.2 CM MIN. FOR LOOSE SOILS)
12" (30.5 CM MIN FOR LOOSE SOILS)
8" (20.3 CM MIN WHERE BOTH SOD AND MATS ARE BEING USED)

EROSION CONTROL MAT
N.T.S.





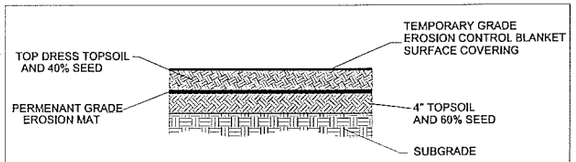
N.T.S.

* MUST EXTEND FULL WIDTH OF INGRESS AND EGRESS OPENING.

NOTES:

1. TRACKING ENTRANCE SHALL BE INSPECTED DAILY. DEFICIENT AREAS SHALL BE REPAIRED OR REPLACED IMMEDIATELY. THIS WORK SHALL BE INCIDENTIAL TO THE CONTRACT.
2. STONE SHALL BE REMOVED AND REPLACED WHEN SOIL FILLS OPENINGS AND/OR DIRECTED BY THE ENGINEER. THIS WORK SHALL BE INCIDENTIAL TO THE CONTRACT.
3. EXISTING PAVEMENT SHALL BE INSPECTED AND CLEANED AT LEAST DAILY. THIS WORK SHALL BE INCIDENTIAL TO THE CONTRACT.

VEHICULAR TRACKING ENTRANCE
N.T.S.



CROSS SECTION OF TOPSOIL AND PERMENANT GRADE EROSION MAT
N.T.S.

NOTES:
1. FOR EROSION MAT PLACEMENT, SEE EROSION CONTROL MAT DETAILS

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ZACHARY P. FAGAN

DATE: 06/06/14 REG. NO. 47252

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ZPF	05/28/14	RELEASED FOR REVIEW

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CORPORATE OFFICE
400 Technology Drive East
Suite A
Waseca, MN 56093
TH 715-235-8469

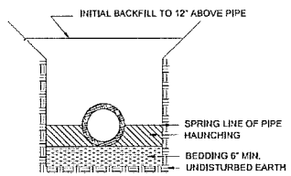
BRANCH OFFICE
2020 Tower Street
Suite 101
Superior, WI 54880
TH 715-392-5277
authconsulting.com

A·C/a
Auth·Consulting/associates
SMA Land Surveying a division of A·C/a

PROJECT:
HIGHVIEW AFTON
HIGHVIEW AFTON, LLC
CITY OF AFTON, WASHINGTON COUNTY, MINNESOTA

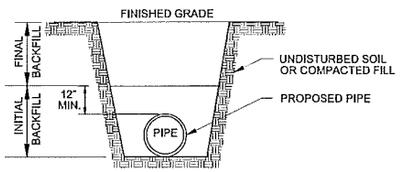
DETAILS

SHEET NO.
C7.2



TYPICAL BEDDING OF PLASTIC PIPE

N.T.S. (PER ASTM D-2321)



CLASS "D" BEDDING

PIPE BEDDING

N.T.S.

CLASS D (ASTM C12) : BEDDING SHALL BE USED FOR ALL CORRUGATED METAL PIPES UNLESS OTHERWISE STATED. THE PIPE SHALL BE BEDDED IN SUITABLE NATIVE MATERIAL ON AN UNSHAPED TRENCH BOTTOM.

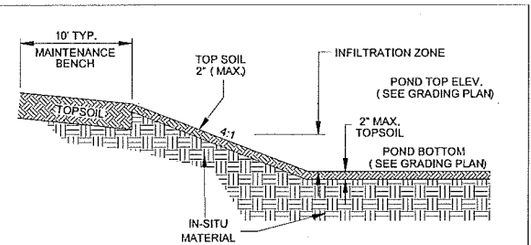
BACKFILL:
BACKFILL TRENCH IMMEDIATELY AFTER INSTALLATION OF THE PIPE UNLESS OTHERWISE DIRECTED BY THE ENGINEER. INITIAL BACKFILL SHALL BE CAREFULLY PLACED AND EVENLY COMPACTED AROUND THE PIPE TO A DISTANCE ABOVE THE PIPE OF TWELVE (12) INCHES.

BACKFILLING MAY BE COMPLETED BY MECHANICAL MEANS. DEBRIS, FROZEN MATERIAL, LARGE CLODS OR STONES, ORGANIC MATTER, OR OTHER UNSTABLE MATERIALS MAY NOT BE USED FOR BACKFILL. BACKFILL SHALL BE PLACED IN SUCH A MANNER AS NOT TO DISTURB THE ALIGNMENT OF THE PIPE.

TRENCH COMPACTION:
MECHANICAL COMPACTION WILL BE REQUIRED FOR TRENCHES IN EXISTING STREETS AND WHERE BITUMINOUS PAVEMENT AND CONCRETE IMPROVEMENTS WILL BE INSTALLED FOLLOWING CONSTRUCTION.

MECHANICAL COMPACTION SHALL CONSIST OF MECHANICALLY COMPACTING THE BACKFILL IN SIX INCH LAYERS, FROM A DISTANCE OF ONE FOOT ABOVE THE PIPE TO THE SURFACE. THE DEGREE OF COMPACTION SHALL BE AT LEAST 95% OF STANDARD PROCTOR.

EXCESS MATERIAL:
EXCESS MATERIAL FOLLOWING BACKFILLING SHALL BE DISPOSED OF BY THE CONTRACTOR AT A SITE INDICATED BY THE ENGINEER. EXCESS MATERIAL SHALL NOT BE DISPOSED OF IN ANY WETLANDS OR WATERS OF THE STATE OF WISCONSIN WITHOUT WRITTEN APPROVAL OF THE DEPARTMENT OF NATURAL RESOURCES.

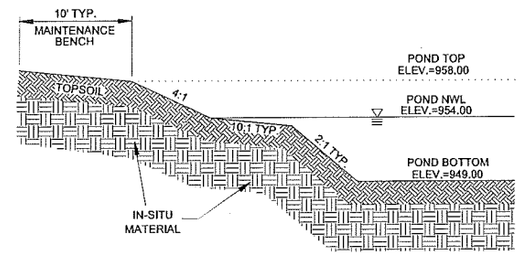


NOTES:

1. TOPSOIL SHALL BE LIMITED TO 2 INCHES MAXIMUM ON CONSTRUCTED INFILTRATION BASIN BOTTOM AND SIDE SLOPES TO PROMOTE INFILTRATION.

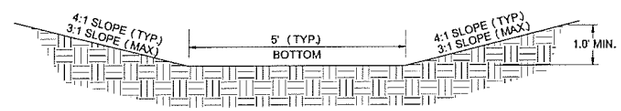
TYPICAL INFILTRATION BASIN A CROSS SECTION

N.T.S.



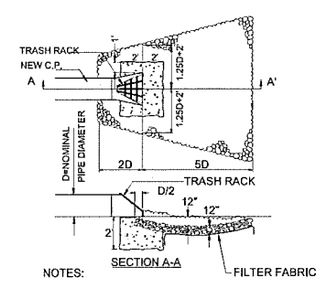
TYPICAL WET POND B CROSS SECTION

N.T.S.



TYPICAL 5' WIDE DRAINAGE DITCH

N.T.S.

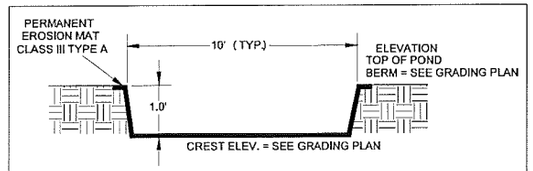


NOTES:

1. ON OUTLET PIPES THE LAST THREE JOINTS ARE TO BE TIED.
2. ON INLET PIPES THE LAST JOINT IS TO BE TIED.

RIP RAP AT FLARED END SECTION

N.T.S.



PERMANENT EROSION MAT WEIR OVERFLOW SPILLWAY SECTION FOR CONSTRUCTED PONDS

N.T.S.

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

ZACHARY P. FAGAN

DATE: 06/06/14 REG. NO. 47252

NAME	DATE	REVISION DESCRIPTION
ZPF	06/06/14	RELEASED FOR CITY REVIEW
ZPF	05/28/14	RELEASED FOR REVIEW

DRAWN BY: DCK
CHECKED BY: ZPF
DATE: 05/28/14
DWG FILE: 5245-001-DTLS
REF FILE: 5245-001
JOB NUMBER: 5245-001

CORPORATE OFFICE
400 Technology Drive East
Suite A
Watertown, WI 53094
Tel: 920-261-8481

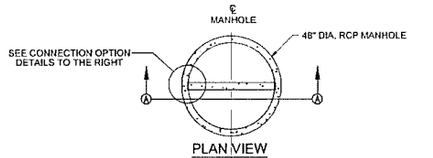
BRANCH OFFICE
2833 Tyler Street
Suite 101
Duluth, MN 55811
Tel: 218-391-0277
authconsulting.com

A·C/a
Auth•Consulting/associates
Land Surveying a division of A•C/a

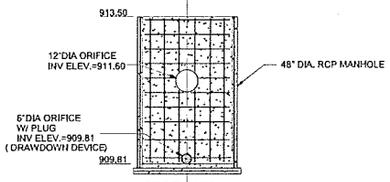
PROJECT:
HIGHVIEW AFTON
HIGHVIEW AFTON, LLC
CITY OF AFTON, WASHINGTON COUNTY, MINNESOTA

DETAILS

SHEET NO.
C7.3

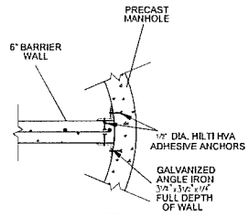


PLAN VIEW
N.T.S.

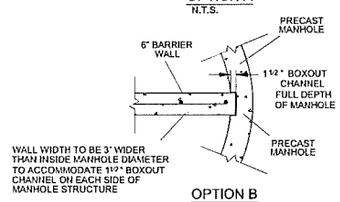


SECTION A-A
N.T.S.

INFILTRATION BASIN A OUTLET STRUCTURE
N.T.S.

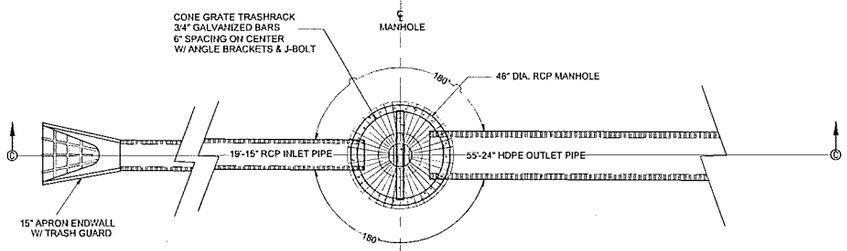


OPTION A
N.T.S.

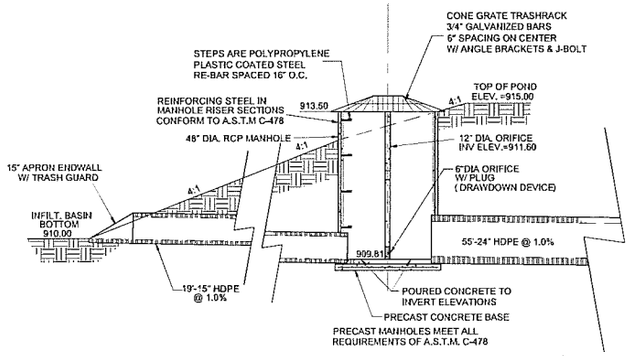


OPTION B
N.T.S.

SECTION B-B
N.T.S.

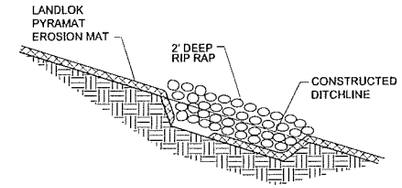


PLAN VIEW INFILTRATION BASIN A OUTLET STRUCTURE
N.T.S.

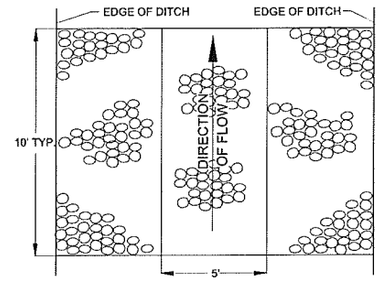


SECTION C-C
N.T.S.

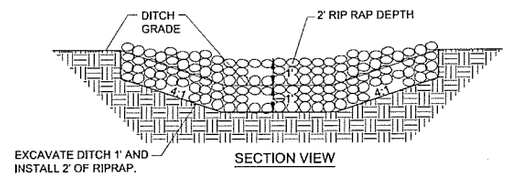
INFILTRATION BASIN A OUTLET STRUCTURE DETAIL



LONGITUDINAL SECTION OF DITCH LINE
INSTALL LANDLOK PYRAMAT EROSION MAT
AND RIP RAP DITCH CHECKS AT 50' INTERVALS

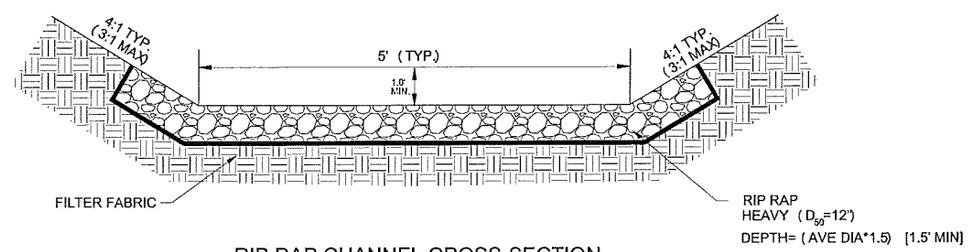


PLAN VIEW



SECTION VIEW

RIP RAP DITCH CHECK DETAIL
N.T.S.



RIP RAP CHANNEL CROSS-SECTION
N.T.S.

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CORPORATE OFFICE
400 Technology Drive East
Suite A
Waconia, MN 55387
Tel 715-232-6490
authconsulting.com

BRANCH OFFICE
2625 Eider Street
Suite 101
Superior, WI 54880
Tel 715-392-0277

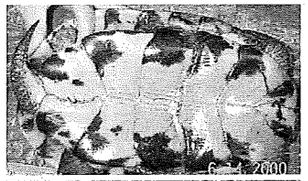
A·C/a
Auth•Consulting/associates
SM Land Surveying a division of A·C/a

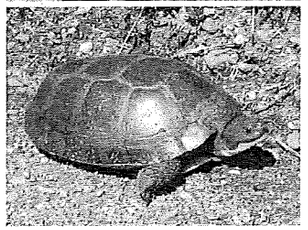
PROJECT:
HIGHVIEW AFTON
HIGHVIEW AFTON, LLC
CITY OF AFTON, WASHINGTON COUNTY, MINNESOTA

DETAILS

SHEET NO.
C7.4

CAUTION





BLANDING'S TURTLES

MAY BE ENCOUNTERED IN THIS AREA

The unique and rare Blanding's turtle has been found in this area. Blanding's turtles are state-listed as Threatened and are protected under Minnesota Statute 84.095, Protection of Threatened and Endangered Species. Please be careful of turtles on roads and in construction sites. For additional information on turtles, or to report a Blanding's turtle sighting, contact the DNR Nongame Specialist nearest you: Bemidji (218-308-2653); Grand Rapids (218-327-4518); New Ulm (507-359-6033); Rochester (507-206-2820); or St. Paul (651-259-5772).

DESCRIPTION: The Blanding's turtle is a medium to large turtle (5 to 10 inches) with a black or dark blue, dome-shaped shell with muted yellow spots and bars. The bottom of the shell is hinged across the front third, enabling the turtle to pull the front edge of the lower shell firmly against the top shell to provide additional protection when threatened. The head, legs, and tail are dark brown or blue-gray with small dots of light brown or yellow. A distinctive field mark is the bright yellow chin and neck.

BLANDING'S TURTLES DO NOT MAKE GOOD PETS
IT IS ILLEGAL TO KEEP THIS THREATENED SPECIES IN CAPTIVITY

SUMMARY OF RECOMMENDATIONS FOR AVOIDING AND MINIMIZING IMPACTS TO BLANDING'S TURTLE POPULATIONS

(see Blanding's Turtle Fact Sheet for full recommendations)

- This flyer should be given to all contractors working in the area. Homeowners should also be informed of the presence of Blanding's turtles in the area.
- Turtles that are in imminent danger should be moved, by hand, out of harm's way. Turtles that are not in imminent danger should be left undisturbed to continue their travel among wetlands and/or nest sites.
- If a Blanding's turtle nests in your yard, do not disturb the nest and do not allow pets near the nest.
- Silt fencing should be set up to keep turtles out of construction areas. It is critical that silt fencing be removed after the area has been revegetated.
- Small, vegetated temporary wetlands should not be dredged, deepened, or filled.
- All wetlands should be protected from pollution; use of fertilizers and pesticides should be avoided, and run-off from lawns and streets should be controlled. Erosion should be prevented to keep sediment from reaching wetlands and lakes.
- Roads should be kept to minimum standards on widths and lanes.
- Roads should be ditched, not curbed or below grade. If curbs must be used, 4" high curbs at a 3:1 slope are preferred.
- Culverts under roads crossing wetland areas, between wetland areas, or between wetland and nesting areas should be at least 36 in. diameter and flat-bottomed or elliptical.
- Culverts under roads crossing streams should be oversized (at least twice as wide as the normal width of open water) and flat-bottomed or elliptical.
- Utility access and maintenance roads should be kept to a minimum.
- Because trenches can trap turtles, trenches should be checked for turtles prior to being backfilled and the sites should be returned to original grade.
- Terrain should be left with as much natural contour as possible.
- Graded areas should be revegetated with native grasses and forbs.
- Vegetation management in infrequently mowed areas -- such as in ditches, along utility access roads, and under power lines -- should be done mechanically (chemicals should not be used). Work should occur fall through spring (after October 1st and before June 1st).

Compiled by the Minnesota Department of Natural Resources Division of Ecological and Water Resources. Updated August 2012
Endangered Species Review Coordinator, 500 Lafayette Rd., Box 25, St. Paul, MN 55155 / 651-259-5109

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ZACHARY P. FAGAN

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RELEASED FOR CITY REVIEW	ZPF	06/06/14

A·C/a
Auth·Consulting/associates
SAN Land Surveying a division of A·C/a

CORPORATE OFFICE
406 Technology Drive East
Suite A
Minnesota, MN 54701
Tel 715-232-8400

BRANCH OFFICE
3920 Enter Street
Suite 101
Hudson, MN 54016
Tel 715-381-3277

authconsulting.com

PROJECT:
HIGHVIEW AFTON
HIGHVIEW AFTON, LLC
CITY OF AFTON, WASHINGTON COUNTY, MINNESOTA

PROTECTION OF THREATEND SPECIES

SHEET NO.
C7.5

SWPPP

PROJECT OVERVIEW
PROJECT NAME: HIGHVIEW AFTON
PROJECT LOCATION: CITY OF AFTON, MN
CONSTRUCTION START DATE: JUNE, 2014
CONSTRUCTION END DATE: OCTOBER, 2014

PROJECT DETAILS
TOTAL PROJECT AREA: 48 ACRES
DISTURBED AREA: 4.9 ACRES
PRE CONSTRUCTION IMPERVIOUS AREA: 0.00 ACRES
POST CONSTRUCTION IMPERVIOUS AREA: 0.90 ACRES
ADDED IMPERVIOUS AREA: 0.90 ACRES

NATURE OF CONSTRUCTION ACTIVITY
CONSTRUCTION ACTIVITY INCLUDES CONSTRUCTION OF TWO DRIVEWAYS AND STORMWATER FEATURES. CONSTRUCTION WILL INCLUDE EROSION CONTROL, SITE GRADING FOR DRIVEWAYS, WET POND AND INFILTRATION POND, SITE UTILITY INSTALLATION (INCLUDING CULVERTS/STORMSEWER, GAS, ELECTRIC AND TELECOMMUNICATIONS, AND FINAL SITE STABILIZATION.

POTENTIAL FOR DISCHARGE OF SEDIMENT AND/OR OTHER POLLUTANTS
CONSTRUCTION PHASE POLLUTANT SOURCES ANTICIPATED AT THE SITE ARE DISTURBED SOILS, VEHICLE FUELS AND LUBRICANTS, AND GENERAL CONSTRUCTION SITE LITTER. CONTROL OF THESE SOURCES OF POLLUTANTS IS REQUIRED IN ORDER TO PREVENT TRANSPORT BY STORM WATER.

SWPPP IMPLEMENTATION
THE GRADING CONTRACTOR WILL BE PERMITTEE DURING THE MASS GRADING AND UTILITY INSTALLATION PHASE OF THE PROJECT. AFTER GRADING AND UTILITY INSTALLATION AND SITE STABILIZATION IS COMPLETE GRADING CONTRACTOR SHALL SUBMIT A MPCA TRANSFER/MODIFICATION FORM TO THE OWNER FOR SIGNATURE AND SUBMITTAL TO THE MPCA.

LONG TERM O&M OF PERMANENT STORM WATER MANAGEMENT SYSTEM
THE GRADING CONTRACTOR SHALL SUBMIT THE NOT DOCUMENTATION TO THE OWNER AFTER FINAL STABILIZATION IS COMPLETE. THE OWNER SHALL BE RESPONSIBLE FOR ALL FUTURE MAINTENACE OF THE SYSTEM, EXCLUSIVE OF CONTRACTOR WARRANTY PERIOD.

PREVENTION MEASURES
CONSTRUCTION PLANS CONTAIN POLLUTION PREVENTION MEASURES IN ADDITION TO THE ITEMS LISTED BELOW.
CONTRACTOR IS RESPONSIBLE FOR THE PROPER DISPOSAL OF ALL SOLID WASTE AND HAZARDOUS WASTE IN COMPLIANCE WITH MPCA REQUIREMENTS
CONCRETE TRUCKS ARE NOT ALLOWED TO WASH OUT OR DISCHARGE WASHWATER OR SURPLUS CONCRETE ON SITE, UNLESS AN APPROVED PLAN IS ADDED TO AMEND THIS SWPPP.
ALL VEHICLES ON-SITE SHALL BE MONITORED FOR LEAKS AND RECEIVE REGULAR PREVENTIVE MAINTENANCE TO REDUCE THE CHANCE OF LEAKAGE.

CHAIN OF RESPONSIBILITY
OWNER

MATT TWOMEY
PO BOX 439, RIVER FALLS, WI 54022
CELL: 715-441-6610

OWNER IS RESPONSIBLE FOR ALL PERMIT TERMS AND CONDITIONS.

OPERATOR (GRADING CONTRACTOR)

TBD
OPERATOR IS RESPONSIBLE FOR CONSTRUCTION ACTIVITY REQUIREMENTS AND NOT. OPERATOR IS RESPONSIBLE FOR ADDING AS NECESSARY SUBCONTRACTORS WHO HAVE MAJOR CONSTRUCTION LAND DISTURBING ACTIVITIES.

TRAINING REQUIREMENTS
SWPPP PREPARED BY: MATT HIEB, P.E., AUTH CONSULTING & ASSOCIATES, MNDOT CERTIFIED FOR DESIGN OF SWPPP.
SWPPP IMPLEMENTATION: CONTRACTOR SHALL ATTACH TRAINING OF PERSON RESPONSIBLE FOR OVERSEEING IMPLEMENTATION OF THE SWPPP.
SWPPP INSPECTION: CONTRACTOR SHALL ATTACH TRAINING OF PERSON RESPONSIBLE FOR INPESCTION OF SITE DURING CONSTRUCTION. IN ADDITION, ALL INSPECTION LOGS SHALL BE ATTACHED TO THIS SWPPP.

INSTALLATION OF EROSION, SEDIMENT CONTROL BMPS
MAJOR CONSTRUCTION ACTIVITIES THAT ARE SUBJECT TO THE SWPPP ARE SHOWN BELOW IN THE EXPECTED COMMENCEMENT ORDER. THIS ORDER DOES NOT NECESSARILY IMPLY THAT ONE ACTIVITY WILL BE COMPLETE BEFORE THE NEXT ON BEGINS. THIS ORDER MAY BE SUBJECT TO MODIFICATION NECESSARY FOR SITE CONDITIONS. ALL ACTIVITIES SHALL BE NOTED ON THE SITE MAP WITH START AND END DATES.

- CONSTRUCTION ENTRANCE PAD
- INSTALL PERIMETER CONTROLS DOWN GRADIENT FROM SOIL DISTURBING ACTIVITIES
- PROTECT INFILTRATION AREAS WITH FENCING
- CLEAR AND GRUB
- ROUGH GRADE SITE
- COMPLETE ROADWAY CONSTRUCTION
- INSTALL UNDERGROUND UTILITIES
- STABILIZE SITE
- FINAL GRADE SITE AND INFILTRATION AREA
- STABILIZE SITE, INCLUDING SEEDING/MULCHING OF SITE
- REMOVE ALL TEMPORARY EROSION DEVICES ONCE VEGETATION IS ESTABLISHED (70% COVER MIN.)

TEMPORARY EROSION, SEDIMENT CONTROL BMPS
THIS SWPPP MUST BE AMENDED AS NECESSARY DURING THE COURSE OF CONSTRUCTION IN ORDER TO KEEP IT CURRENT WITH THE POLLUTANT CONTROL MEASURES UTILIZED AT THE SITE. A SITE MAP SHALL BE UTILIZED TO SHOW THE LOCATION OF ALL STORM WATER CONTROLS AND SHALL BE MADE PART OF THIS SWPPP. AMENDMENT SHALL INCLUDE RECOMMENDATIONS AS NOTED IN THE INSPECTION LOG.

FINAL STABILIZATION METHODS
FINAL STABILIZATION METHODS ARE SHOWN ON THE CONSTRUCTION PLANS.

ENVIRONMENTAL, HISTORICAL, ARCHEOLOGICAL, AND RARE SPECIES
SITE IS CURRENTLY BEING EVALUATED BY MnDNR

DRINKING WATER SUPPLY MANAGEMENT AREAS
SITE IS NOT WITHIN A WELL HEAD PROTECTION AREA

RECEIVING WATERS
NO IMPAIRED WATERS HAVE BEEN CURRENTLY IDENTIFIED FOR THE RECEIVING WATER. VALLEY CREEK IS WITHIN 1 MILE OF THE PROJECT SITE. VALLEY CREEK IS IDENTIFIED AS A TROUT STREAM BY THE MPCA.

ESTIMATED QUANTITIES OF EROSION CONTROL

ROCK ENTRANCE	1 EA
SILT FENCE	1220 LF
EROSION MAT-DITCH GRADE	920 SY
EROSION MAT- SLOPE GRADE	1,910 SY
EROSION MAT-PERMANENT GRADE	520 SY
INLET PROTECTION	3 EA
RIP-RAP 6"D50	215 CY
DITCH CHECKS	37 EA
ROCK DITCH CHECKS	7 EA

STORM WATER CALCULATIONS
APPENDIX A - TITLED STORMWATER MANAGEMENT PLAN.

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MATTHEW D. HIEB
DATE: 05/28/14 REG. NO. 26140

DRAWN BY:	ZPF
CHECKED BY:	MDH
DATE:	5/21/14
DWG FILE:	SWPPP
REF FILE:	
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DATE	REVISION DESCRIPTION	NAME
5/28/14	RELEASED FOR REVIEW	MDH

CORPORATE OFFICE
400 Technology Drive East
Suite A
Brownsville, MN 55724
Tel 715-220-4488

BRANCH OFFICE
2200 Fisher Street
Suite 101
Hudson, WI 54016
Tel 715-381-5277
authconsulting.com

A·C/a
Auth·Consulting/associates
SMA Land Surveying a division of A·C/a

PROJECT:
HIGHVIEW AFTON
HIGHVIEW AFTON, LLC
AFTON, WASHINGTON COUNTY, MINNESOTA
STORMWATER POLLUTION PREV. PLAN

SHEET NO.
SWPPP

CITY OF AFTON
PLANNING COMMISSION
NOTICE OF PUBLIC MEETING

MEETING WITH OWNERS OF PROPERTIES ABUTTING MANNING AVENUE IN AFTON REGARDING PLANNING FOR THE FUTURE OF THE MANNING AVENUE CORRIDOR

(PLEASE NOTE TIME AND LOCATION)

TO WHOM IT MAY CONCERN: Notice is hereby given that the City of Afton Planning Commission will convene on **Monday, May 4**, 2015, at **6:30 PM** at the **Memorial Lutheran Church, 15730 Afton Boulevard South**, Afton, MN 55001 to conduct the following public meeting:

> In 2014, the City began a planning process to identify land use options along the Manning Avenue corridor that reflect the realities of the future of Manning Avenue, the interests of the property owners along Manning Avenue, and Afton's overarching goal of preserving its rural character. The first step in the planning process was a meeting with a broad cross-section of the general public. **The next step is a meeting with the owners of the properties directly abutting Manning Avenue in Afton to identify their interests and plans regarding their land and to hear their thoughts and ideas about land use options along Manning Avenue.** Please plan to attend the public meeting to contribute your thoughts, ideas and feedback.
>
> *The Manning Avenue Corridor is the boundary of a major transition in land use – between Afton on the east with agricultural uses and rural residential density of 1 unit per ten acres, and Woodbury on the west with urban residential density of 30 to 40 units per ten acres. As Woodbury's farm fields give way to urban density residential development, and as traffic increases on Manning Avenue, pressure will build to increase the density of development on the Afton side of Manning Avenue. The City wants to be proactive in planning for the future of the Manning Avenue Corridor in advance of the development pressure.*

Materials are available for viewing at the Afton City Hall, 3033 St. Croix Trail, Afton MN. The materials will also be available on the City website at www.ci.afton.mn.us. All interested persons are encouraged to attend the public meeting. A quorum of the City Council or another Commission may also be present to receive information at the meeting.

Ron Moorse
City Administrator
City of Afton

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date April 21, 2015
Council Memo

To: Honorable Mayor Bend and Members of the City Council

From: Ron Moorse, City Administrator

Date: April 15, 2015

Re: Election of Planning Commission Officers Update

At its April 6, 2015 meeting, the Planning Commission elected the following officers:

Chair: Barbara Ronningen
Vice-Chair: Judy Seeberger
Secretary: Mark Nelson

WSB & Associates, Inc.
engineering · planning · environmental · construction

477 Temperance Street
St. Paul, MN 55101
Tel: 651-286-8450
Fax: 651-286-8488

Memorandum

To: ***Honorable Mayor and City Council, City of Afton***

From: ***Diane Hankee, PE, City Engineer***

Date: ***April 21, 2015***

Re: ***April Engineering Staff Report***
WSB Project No. 1856-450

---

1. **Staff Report/Council Update**

Downtown Village Project: Project permits will be submitted once the final plans are approved by the City, Washington County and MnDOT. MnDOT approval depends on the no parking resolution to match the proposed project parking.

In future workshops we will continue to discuss project costs, and the 2016 County project. At the May 19th City Council meeting Washington County will be presenting the aesthetics recommendations from the DRC. The County will also be holding an Open House meeting at the end of May/beginning of June to present the aesthetics and the overall project to date.

a. Approve Plans and Specifications and Authorize the Advertisement for Bids for the 2015 CSAH 21 and Downtown Village Improvements Project

Proceeding the approval of the Plans and Specifications, permits will be submitted, and the plans will be on record for bidding. Any proposed plan changes moving forward will result in additional projects costs. The project is interconnected to all aspects including the streets, utilities, levee elevations and restoration.

Action: Approve Resolution 2015-35 Approving Plans and Specifications and Authorize the Advertisement for Bids for the CSAH 21 and Downtown Village Improvements

b. No Parking Resolution on Segments of CR 21

As required by the County and MnDOT the City is to consider the no parking resolution enclosed for St Croix Trail (CSAH 21/CSAH 18) from River Road to 34th Street and from the Afton Boulevard to 500' north of the intersection with Stagecoach Trail on Afton Boulevard from St. Croix Trail to 450' west on Stagecoach Trail from St. Croix Trail to 500' west.

Action: Approve No Parking Resolution

c. Proposal for Phase 1 Archeological Survey

Action: Council is to consider the proposal from Merjent Inc. in the amount of $2,320 for the Phase 1 Archeological Survey.

d. Referral of Ordinance Amendment for Sewer to the Planning Commission

As previously discussed at a Council work session, the City needs to update their sewer ordinance to address the new sanitary treatment system maintenance and operations, including the establishment of a sanitary sewer district. The estimated cost to complete the amendment is:

Task	Cost	Timeline
Discuss/research best tools for sewer implementation	4 hours	4/16
Update Sewer Ordinance	12 hours	5/1
Write Overlay District	12 hours	5/1
Attend CC WKS	4 hours	Mid May
Attend PC Public Hearing	3 hours	June 1
Amend draft documents, based on city feedback	4 hours	June 10
Attend CC meeting	3 hours	Mid/end June
Total	38 hours * $114 = $4,788	

Action: Consider authorization to WSB and Associates to draft the Ordinance amendment in compliance with the MPCA draft sanitary sewer permit.

e. Comprehensive Plan Amendment

The City is being directed by Met Council to amend the Comprehensive Plan to include an updated Sanitary Sewer chapter, which includes the new treatment system. The Facility Plan will be the basis for this amendment. A public hearing at the city will be needed and approval by the City Council prior to submission to adjacent communities for a formal review period. The Met Council will begin review of the Comprehensive Plan Amendment once these steps are completed. Their review is expected to take 60 days, as the full Metropolitan Council must approve such amendments. The fees to complete the compressive plan amendment are estimated to be between $7,000 and $10,000, this will vary depending on the public process and Met Council review.

Action: Consider authorization to WSB and Associates to complete the comprehensive plan amendment in an amount not to exceed $10,000. Authorize staff to send out the send out the 30 day public hearing notice.

If you have any questions, please contact me at 651-286-8479 or dhankee@wsbeng.com.

RESOLUTION 2015-35

CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

A RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND AUTHORIZING ADVERTISEMENT FOR BIDS FOR THE CSAH 21 AND DOWNTOWN VILLAGE IMPROVEMENTS

WHEREAS, pursuant to direction by the Council on April 15, 2014, WSB & Associates Inc. has prepared plans and specifications for the improvements on CSAH 21 and the Downtown Village, and has presented such plans and specifications to the Council for approval; and,

WHEREAS, the project plans and specifications have been prepared in conjunction with Washington County and approved by the Minnesota Department of Transportation.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Afton approves such plans and specifications, a copy of which is on file at City Hall, titled **CSAH 21 and Downtown Village Improvements** and dated **April 21, 2015**.

IT IS ALSO RESOLVED that the City Council of the City of Afton, authorizes and directs the City Engineer to advertise for bids, provide construction observation, and close out the project once it is complete.

The City Clerk shall prepare and cause to be inserted in the official paper and in Finance and Commerce an advertisement for bids for the making of such improvement under such approved plans and specifications. The advertisement shall be published for two weeks, shall specify the work to be done, shall state that bids will be received by the Clerk, at which time they will be publicly opened at the City Hall by the City Clerk and Engineer, will then be tabulated, and will be considered by the Council at 7:00 p.m. on June 16, 2015, in the Council Chambers of Afton City Hall. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the Council on the issue of responsibility. No bids will be considered unless sealed and filed with the Clerk and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the City of Afton for five (5) percent of the amount of such bid.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 21th DAY OF APRIL, 2015.

SIGNED:

_____
Richard Bend, Mayor

ATTEST:

_____
Ronald J. Moorse, City Administrator

Motion by:
Second by:
Palmquist:
Richter:
Ross:
Nelson:
Bend:

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date April 21, 2015
Council Memo

To: Honorable Mayor Bend and Members of the City Council

From: Ron Moorse, City Administrator

Date: April 14, 2015

Re: No Parking on Segments of CR 21– **Resolution 2015-22**

At its March 17, 2015 meeting, the Council tabled action regarding a resolution designating the areas along CR 21 that are not designed with parking spaces as "no parking" areas, to enable staff to contact Washington County engineering staff regarding the option of allowing parking in these areas during large community events. Staff has discussed this option with County staff, who indicated parking cannot be allowed in these areas at any time, because the width of the shoulders in these areas is less than the minimum width required for parking. The No Parking resolution was placed on the April 16 Council work session agenda for discussion, in preparation for action at the April 21 regular Council meeting. The resolution is attached for Council consideration. The no parking resolution needs to be adopted before the final plans can be provided to State Aid for review and approval.

Council Action Requested
Motion regarding the adoption of a resolution designated segments of CR 21 as no parking areas.

RESOLUTION 2015 - 22

CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

FOR PARKING RESTRICTIONS ON STATE AID PROJECT NO. 082-621-031 ON ST. CROIX TRAIL (CSAH 21/CSAH 18): FROM RIVER ROAD TO UPPER 34TH STREET AND FROM AFTON BOULEVARD TO 500' NORTH OF THE INTERSECTION WITH STAGECOACH TRAIL ON AFTON BOULEVARD FROM ST. CROIX TRAIL TO 450' WEST ON STAGECOACH TRAIL FROM ST. CROIX TRAIL TO 500' WEST

WHEREAS, Washington County and the City of Afton have planned improvements for St Croix Trail (CSAH 21/CSAH 18) from River Road to 34th Street and from Afton Boulevard to 500' north of the intersection with Stagecoach Trail, on Afton Boulevard from St. Croix Trail to 450' west, and on Stagecoach Trail from St. Croix Trail to 500' west; and,

WHEREAS, Washington County will be expending State Aid Funds on the improvements on St Croix Trail (CSAH 21/CSAH 18); and,

WHEREAS, this improvement does not provide adequate width for parking on both sides of the street; and approval of the proposed construction as a State Aid street project must therefore be conditioned upon certain restrictions;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Afton hereby bans the parking of motor vehicles on St Croix Trail (CSAH 21/CSAH 18) from River Road to 34th Street, and from Afton Boulevard to 500' north of the intersection with Stagecoach Trail, on Afton Boulevard from St. Croix Trail to 450' west, and on Stagecoach Trail from St. Croix Trail to 500' west, at all times.

TABLED BY THE CITY COUNCIL AT THEIR 3/17/2015 MEETING. ACTED ON AT 4/21/2015.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 21ST DAY OF APRIL, 2015.

SIGNED:

_____
Richard Bend, Mayor

ATTEST:

_____
Ronald J. Moorse, City Administrator

Motion by:
Second by:
Palmquist:
Richter:
Ross:
Nelson:
Bend:

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date April 21, 2015
Council Memo

To: Honorable Mayor Bend and Members of the City Council

From: Ron Moorse, City Administrator

Date: April 15, 2015

Re: Proposal for Phase I Cultural Resources Investigation

The comments related to the Wastewater System Facility Plan included questions regarding possible impacts on archeological areas, such as burial mounds. Wenck Associates has obtained a proposal from Mergent, Inc. an archeological consultant, for a Phase I Cultural Resources Investigation of the area of the wastewater collection and treatment system. The proposal, with a cost of $2,320.00, is attached. The consultant was able to begin the survey process early the week of April 13, and has completed the investigation of the treatment site, force main route, and collection lines, and has indicated they are all clear - no resources found.

Council Action Requested:
Motion to approve the proposal from Mergent, Inc. for a Phase I Cultural Resources Investigation at a cost not to exceed $2,320.00.

merjent

p 612.746.3660 ▪ f 612.746.3679

800 Washington Avenue North ▪ Suite 315 ▪ Minneapolis, Minnesota ▪ 55401

April 7, 2015

Peter G. Miller
Wenck Associates, Inc.
1800 Pioneer Creek Center
Maple Plain, MN 55359

Re: Scope of Work and Preliminary Cost Estimate for Phase I Cultural Resources Investigations for the City of Afton Proposed Sewage Treatment Facility

Dear Mr. Miller:

We greatly appreciate this opportunity to submit this proposal to provide cultural resource field investigation services for the City of Afton proposed sewage treatment facility Project. Following is a brief scope of work and cost estimate for the proposed project.

1.0 PROJECT DESCRIPTION

The City of Afton is proposing to build a new large subsurface sewage treatment system and an associated forcemain pipeline (Project). The proposed Project will be located north of the City of Afton, Washington County, Minnesota. The sewage treatment facility is proposed to be constructed in the northwest corner of Section 14, Township 27 North, Range 20 West.

2.0 SCOPE

The goals and objectives of the Cultural Resources Survey are to ensure that Merjent, Inc. (Merjent) implement consistent field data collection procedures that incorporate applicable regulatory agency requirements in order to facilitate timely and complete permitting applications associated with the Project on behalf of the City of Afton and Wenck, Inc. (Wenck).

3.0 SURVEY PROTOCOLS

Cultural Resources Survey Protocols will involve two main tasks:

- Define the study area, survey corridor, and Area of Potential Effects (APE); and
- Identify and document cultural resources within the defined APE (significant sites eligible or listed on the National Register of Historic Place [NRHP]).

3.1 STUDY AREA, SURVEY CORRIDOR, AND AREA OF POTENTIAL EFFECTS

As the Project develops, Merjent will coordinate with Wenck to define a survey area for the purpose of cultural resources fieldwork. The survey corridor width along the forcemain portion of the Project is anticipated to vary between about 50 and 350 feet depending on previous survey coverage and whether or not the proposed route is adjacent existing utilities or roads. Areas that have adequate documentation of suitable previous survey coverage will be included the survey corridor but noted as previously surveyed and not resurveyed. Variations in the

survey corridor width may occur due to adjacent presence of development, infrastructure, and roads. The survey area will be made available to support archival review.
The defined survey area will be based on expected construction limits required by the proposed Project. The APE is an area specified to contain the physical reach of their cultural resources review for a given undertaking. At this time Merjent anticipates that the survey corridor and the APE would be the same. Subsequent route realignments and changes to the Project footprint may require redefining the study area, survey corridor, and/or APE.

3.2 ARCHAEOLOGICAL AND HISTORIC STRUCTURES LITERATURE REVIEW

Merjent will conduct a cultural resources background literature review which will include the defined APE and a one-mile buffer. A variety of data sets will be referenced during the background literature review. All datasets will be reviewed for topography, water resources, landforms, vegetation/animal/other resource diversity, and past and current land uses and structures.

The literature review may include:

- Minnesota DOT's Mn/Model Survey Implementation Model;
- County soil surveys (SSURGO database);
- USGS 7.5-minute GIS topographic maps (in drg format);
- 1930s aerial photographs;
- 1950s aerial photographs;
- Present-day aerial photographs;
- County plat maps from the late-1800s;
- County plat maps from the 1920s-30s;
- County plat maps from 1950s-60s;
- Sanborn Fire Insurance Maps;
- General Land Office historic land survey maps; and
- SHPO/OSA site and survey area digital files.

3.3 FIELD INVENTORY AND SITE IDENTIFICATION

Merjent's archaeological staff are professionally qualified to work in Minnesota and have the required permit from the Office of the State Archaeologist to conduct cultural resources investigations on non-federal public land. Survey on federal lands will be subject to licenses and/or permits established by the land-managing agency. Merjent assumes no federal lands are a part of the Project. Inventory-level surveys on private lands are not subject to licenses and/or permits.

Cultural resources survey methodology in Minnesota follows the methods set forth in the 2005 SHPO Manual for Archaeological Project in Minnesota. The survey methodology in Minnesota is referred to as Phase I. The Phase I includes a literature and records search, pedestrian survey, and systematic shovel testing.

The pedestrian surveys are recommended in project areas with a surface visibility of 25 percent or greater or on slopes of 20-degrees or greater. Transect spacing in high probability areas should be a minimum of 5 m (16 ft) and spacing can be increased to 10 or 15 m (33 or 50 ft) in areas of low or moderate potential.

In areas where the ground surface visibility is less than 25 percent, shovel testing will be conducted. Transects and shovel tests should not exceed 15 m (50 ft) intervals in areas of high probability. Each shovel test will measure approximately 35 centimeters (cm) or 14 inches (in) in diameter and will be excavated to a minimum depth of 20 cm (8 in) into post glacial soil layers. The soil from each shovel test will be screened through ¼-in (0.75 cm) mesh hardware cloth. The wall of each shovel test will be examined for artifacts as well as soil color and texture changes that might indicate buried, intact cultural deposits. When the inspection is complete, the hole will be filled, tamped, and the sod replaced.

If cultural material is identified either during pedestrian survey or shovel test excavations, at a minimum the diagnostic material will be quantified, qualified by type, photographed and sketched and an intensive survey conducted within a 5 m (16 ft) grid pattern.

If a site is identified through a subsurface technique, a series of shovel tests, set at cross-cardinal directions and at intervals of 5 to 10 m (16 to 33 ft), will be positioned over the densest concentrations of artifacts until two negative shovel tests in each direction has been recorded. Provenience information will be taken for all artifacts or features observed. No artifacts will be collected in the field during the Phase I inventories. Surface artifacts would be photographed, measured, and analyzed to the greatest extent possible and left in place. Any artifacts observed in shovel tests would be documented in the same manner and replaced in the shovel test before backfilling.

3.4 SITE EVALUATION

Sites encountered during field inventory may be newly discovered sites that have not been previously recorded or evaluated for eligibility on the NRHP. Where sufficient information is available to make a recommendation of eligibility during the site identification phase, Merjent will prepare a site-specific recommendation plan identifying the investigative methods to be used to evaluate the site for potential eligibility.

Artifact collection may be required during site evaluation activities. Provenience attributes would be recorded for each artifact or artifact subset as indicated in the research design plan. Artifacts moved off-site for analysis must be secured at all times. Standard artifact collection, processing, notation and labeling methods would most likely apply within each state, with special considerations given to the type of site being evaluated. Artifacts are the property of the legal landowner of record on the day the artifacts are collected and removed from the property for off-site analysis.

The Project team will return the artifacts to the landowner of record once reporting has been completed, or earlier if requested by the landowner. In some cases artifacts may be retained longer by the Project team due to their value in interpretation of the treatment data set. This is particularly true for artifacts collected from sites that are recommended eligible for listing on the NRHP and may undergo treatment through data collection; however, once the artifacts have been analyzed they will be returned to the landowner.

4.0 FIELD DATA COLLECTION

Cultural resources geospatial data will be collected and utilized to the Geospatial Data Management Plan (GDMP) standards to produce high quality map products and reports in support of permit applications and other regulatory requirements. The data will be collected

primarily in an electronic format with appropriate software tools and data models. All appropriate information, photographs, and sketches will be recorded.

Phase I survey teams will collect cultural resources data consistent with Minnesota SHPO guidelines. Points, lines, and polygons may all be collected during any inventory, evaluation or treatment activity. These cultural resources activities will likely generate a large amount of information including:

- Site boundaries (polygon);
- Isolated finds (point);
- Historic linear features (line/polyline); and

5.0 REPORTING PROCESS

Merjent will prepare a cultural resource inventory report based on survey results. Inventory reports will consist of methodology, approach, results (e.g., sites identified, recommendations of potential eligibility for listing on the NRHP), and recommendations of additional work. Inventory *and evaluation reports will be utilized for coordination and consultation by Merjent and/or among* the agencies (i.e. during Section 106 consultation as applicable) during determinations of eligibility, Project adverse effects, or treatment discussions. A draft of this report will be submitted to Wenck for editorial review. The edited draft will be provided to the City of Afton for review following the internal review by Wenck.

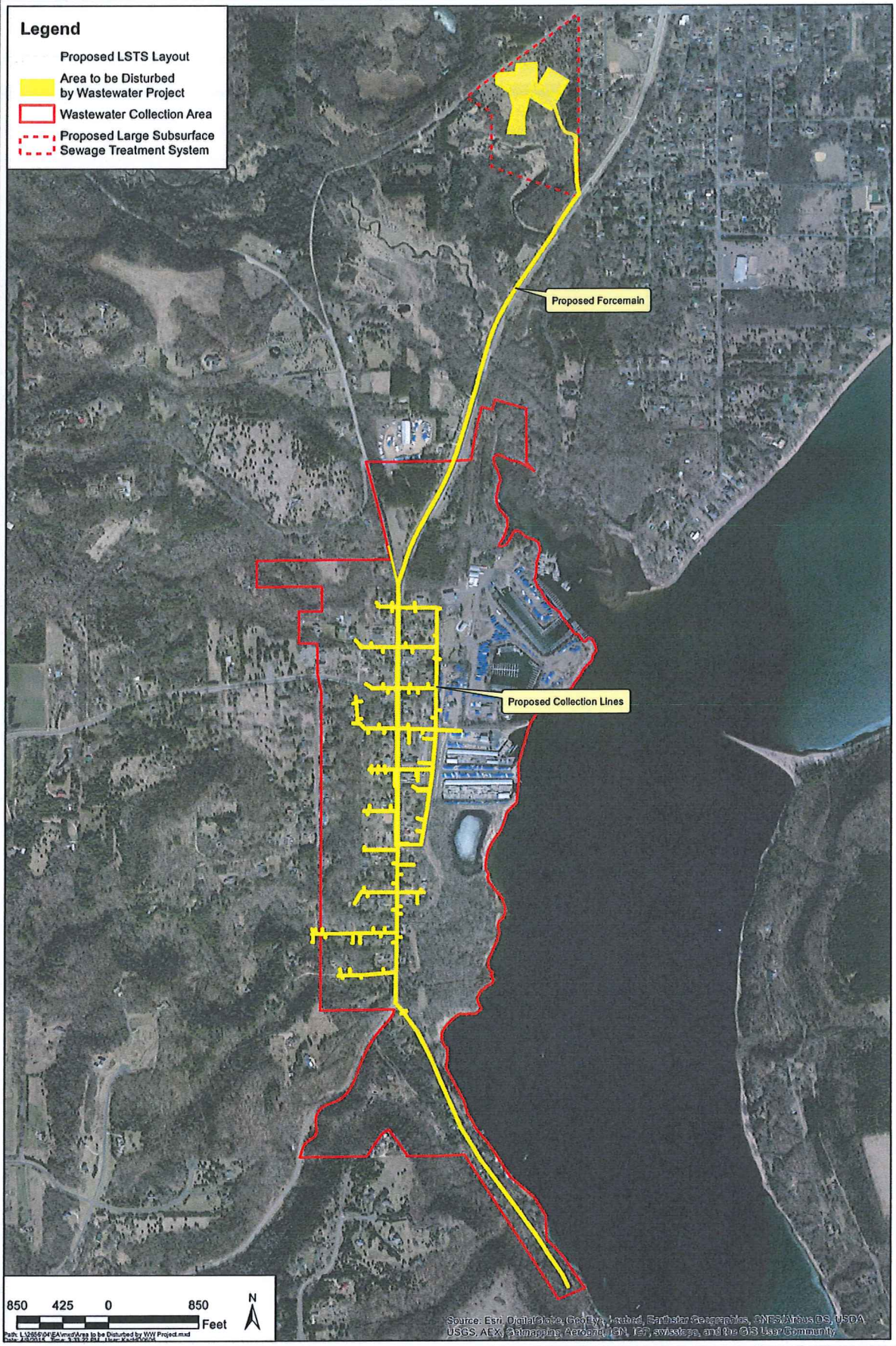
6.0 COST ESTIMATE

	Billing Rate	Hours	Cost
City of Afton Sewage Treatment Facility Project		16	2,320.00
Task 1 - Project Management, Reporting & Controls		1	$ 145.00
Dean Sather, Project Manager / Cultural Resource Specialist	$145.00	1	$ 145.00
Task 2 – Background Literature Review Data Collection		2	$ 290.00
Dean Sather, Cultural Resource Specialist	$145.00	2	$ 290.00
Task 3 – Field Investigations		8	$ 1,160.00
Dean Sather, Cultural Resource Specialist	$145.00	8	$ 1,160.00
Task 4 – Report Preparation		5	$ 725.00
Dean Sather, Cultural Resource Specialist	$145.00	3	$ 435.00
Kyle Solberg, Senior Analyst 2 (GIS)	$145.00	2	$ 290.00

If you have any questions or would like to discuss the proposal details, please, call me at 612.924.3984 (office) or 952.567.3951 (cell).

Sincerely,
Merjent, Inc.

Dean Sather
Project Manager



CITY OF AFTON	WENCK ASSOCIATES Responsive partner. Exceptional outcomes.	APR 2015
Area to be Disturbed by Wastewater Project		Figure 1

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City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date April 21, 2015

Council Action Memo

To: Mayor Bend and Members of the City Council

From: Ron Moorse, City Administrator

Date: April 15, 2015

Re: Comprehensive Plan Amendment

The attached letter from the Metropolitan Council was received as a comment on the City's Wastewater Facility Plan permit and Environmental Assessment Worksheet (EAW). While the Metropolitan Council did not provide comments specific to either the Facility Plan permit or the EAW, the letter does indicate that the City's Comprehensive Plan will need to be amended to incorporate a Comprehensive Sewer Plan before the wastewater system is constructed and placed into operation. Jamie Wallerstedt, of WSB, is following up with the Met Council staff to clarify this requirement. She is also preparing a proposal for the preparation of a Comprehensive Sewer Plan, the majority of which will be the information in the existing Facility Plan, as well as a Comprehensive Plan amendment to incorporate the Comprehensive Sewer Plan. The proposal will be provided in advance of the Council meeting.

COUNCIL ACTION REQUESTED:

Motion regarding the preparation of a Comprehensive Sewer Plan and a Comprehensive Plan amendment.

April 1, 2015

Shauna Bendt
Minnesota Pollution Control Agency
520 Lafayette Road North
Saint Paul, MN 55155

RECEIVED

-6 2015

CITY OF AFTON

RE: Intent to Issue State Disposal System (SDS) Permit MN0070599
Afton Wastewater Treatment Facility (WWTF)
City of Afton, Washington County
Metropolitan Council Review File No. 21242-2
Metropolitan Council District 12

Dear Ms. Bendt:

The Metropolitan Council received the draft Public Notice of Intent to Issue a State Disposal System Permit for the proposed Afton WWTF on March 2, 2015. We also received an Environmental Assessment Worksheet for construction of a new wastewater collection system and the treatment facility to treat and dispose of the wastewater generated within the Old Village District of Afton on the same date. The community is currently unsewered, and relies upon individual Subsurface Sewage Treatment Systems (SSTS) which have been plagued by operational difficulties due in part to seasonal high groundwater levels and periodic flooding. The following comments on the proposed SDS Permit mirror those made by the Council on the EAW. Council staff reviewed the draft Public Notice for its accuracy, completeness, and potential impacts to Regional Systems, and find that the proposed project is consistent with regional systems and policies. The following comments are offered for your consideration.

The City's current Comprehensive Land Use Plan (Plan), adopted in 2008, contains a goal of exploring the possibility of construction of a municipal wastewater collection and treatment system to serve properties within the Old Village District, conditioned upon current and potential users paying for both the construction and ongoing operating costs of the system.

A community's Plan contains a wastewater plan element as well as a comprehensive sewer plan (CSP) which describe the community's wastewater service needs from the Metropolitan Council Environmental Services as well as the municipal facilities that serve the community. Before any local governmental unit in the metropolitan area can proceed with a sewer extension, whether it will be connected to the metropolitan system or only to a local service system, the CSP must be reviewed for consistency with the Council's Wastewater Systems Plan and be approved by the Council. The Council will review both the wastewater plan element and CSP simultaneously.

The City's Comprehensive Plan will need to be amended to incorporate the required wastewater collection and treatment facility design and flow information outlined in 'Appendix B-2: System

Plan Requirements of Wastewater Plan Elements', as presented on pages 81 and 82 of the Council's *Water Resources Management Policy Plan* (See Appendices at http://metrocouncil.org/Wastewater-Water/Planning/Water-Resources-Management-Policy-Plan.aspx), before the collection system and treatment system proposed to be permitted in this Public Notice is constructed and placed into operation.

The proposed collection and treatment system has been sized to accommodate both the flow from existing homes and businesses as well as the projected flow from 11 vacant residential and 3 vacant commercial parcels within the Old Village District. As a component of the CSP submission, the City will need to include the design basis of assumptions utilized in generating the combined design residential and commercial flow for the WWTF.

The Council will take no formal action on the draft Permit. If you have any questions or need further information, please contact Jim Larsen PE, Principal Reviewer, at 651-602-1159, Ryan Garcia in Local Planning Assistance at 651-602-1832, or Kyle Colvin in Environmental Services Municipal Services at 651-602-1151.

Sincerely,

LisaBeth Barajas, Manager
Local Planning Assistance

cc: Ron Moorse, Afton City Administrator
Harry Melander, Metropolitan Council District 12
Judy Sventek, Water Resources Assessment
Kyle Colvin, Environmental Services Municipal Services
Ryan Garcia, Sector Representative
Raya Esmaeili, Reviews Coordinator

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City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date April 21, 2015

Council Action Memo

To: Mayor Bend and Members of the City Council

From: Ron Moorse, City Administrator

Date: April 15, 2015

Re: Afton Area Business Association (AABA) Application for Special Event Permit for a Farmers Market

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Lacy Vreeland is leading a subcommittee of the Afton Area Business Association (AABA) that is proposing to hold a weekly farmers market in the downtown area. While the ultimate location is proposed to be in the planned plaza area at the east end of 33rd Street, they would like to begin holding farmers markets in the southern portion of Town Square Park on Thursday evenings. Although the City Code does not allow a farmers market as an allowed use, there are similarities between a farmers market and the community events that are held in the downtown area, including Town Square Park, with a Special Event Permit. The Council will need to make a determination about whether a farmers market can be allowed through a Special Event Permit, and then regarding the specific proposal from the AABA. The plan for the farmers market is attached for the Council's consideration. Lacy Vreeland, of the AABA, will attend the meeting to provide additional information and answer questions regarding the farmers market proposal. From staff's perspective, two key items to address are parking and the types of items that can be sold at the farmers market.

COUNCIL ACTION REQUESTED:

Motion regarding the request by the AABA for a Special Event Permit for a farmers market in Town Square Park.

AFTON FARMER'S MARKET

*EVENT BY AFTON AREA BUSINESS ASSOCIATION

Business Proposal to City Council – April 21st Meeting

COMMITTEE MEMBERS:

DAVE JARVIS (SWIRL WINE BAR)
PAULA THRALL (SQUIRE HOUSE GARDENS)
LACY VREELAND (EYE CANDY REFIND)
RYAN KALIHER (CURRENT RESTAURANT)
OL WEIR (SAIL AWAY CAFÉ)
ELISE WINTER (ELISE BY APPOINTMENT)
LUCY ROGERS (BELWIN CONSERVATORY)

OTHER ADVISORS:

CATHY MACKIEWICZ (SCANDIA FARMER'S MARKET)
RANDY NELSON (FARMER & AFTON CITY COUNCIL)

WHERE: TOWN SQUARE PARK (SOUTH LOT)

WHEN: MAY THRU OCTOBER EVERY THURSDAY 4-7PM

WHO: LOCAL FARMERS AND ARTISANS

OPERATIONS:

EXPENSES
-WEEKLY CLEAN UP TBD
-WEBSITE - $12.99 ANNUAL FOR DOMAIN AFTONFARMERSMARKET.COM
-MONTHLY MARKETING/VENDOR MANAGEMENT $150
-PARK RESERVATION $200 (1 X EXPENSE)
-ANNUALLY $100 INSURANCE (CITY OF AFTON LISTED AS ADDITIONALLY INSURED)
-ANNUAL $70 MEMBERSHIP DUES FOR MINNESOTA FARMER'S MARKET ASSOCIATION
-SIGNAGE -- LARGE SITE SIGN APPROX. $500
-DIRECTIONAL SIGNAGE - $24 EACH SIGN/APPROX. 12 ESTIMATED
-PARK PERMIT FEES -- (REQUEST WAIVED FOR 2015)

SPONSORS
-WE WILL LOOK TO SECURE 5-7 LOCAL SPONSORS TO PARTICIPATE FINANCIALLY ON AN ANNUAL BASIS ON 3 DONATION LEVELS ($1,000 - $500 - $250)

VENDORS
-COMMITTEE TO REVIEW AND APPROVE EACH VENDOR AND ACCEPT BASED ON AFM GUIDELINES.
-PRODUCE/FLOWERS/LOCALLY GROWN ITEMS TO COMPRISE 80% OF MARKET
-CRAFTS AND OTHER GOODS 20%

VEGGIES, MEAT, FRUIT, FLOWERS, EGGS, GARLIC, NURSERY ITEMS, COMPOST, LAMB, HONEY, CHEESE, BREAD, LOCAL ARTISTS, SAUCES, CANNED GOODS, SOAPS/FRAGRANCES, OTHER WEARABLE ITEMS APPROVED BY COMMITTEE.

RESEARCH TO DATE:

- 23 LOCAL VENDORS IDENTIFIED

- VENDOR HANDBOOK CREATED

- VENDOR APPLICATION CREATED

- CONTACT WITH DEPARTMENT OF AGRICULTURE MADE

- AFM WILL ABIDE BY OPERATIONAL GUIDELINES WRITTEN BY MINNESOTA DEPARTMENT OF AGRICULTURE

- AFM WILL BECOME A MEMBER OF MINNESOTA FARMER'S MARKET ASSOCIATION

LOGISTICS:

CUSTOMER PARKING - ANGLE PARKING IN PARK & STREET

VENDOR PARKING – SUGGESTED BEHIND AFTON HOUSE INN

2016 PLANS – NEW COMMON AREA BEHIND AFTON HOUSE INN

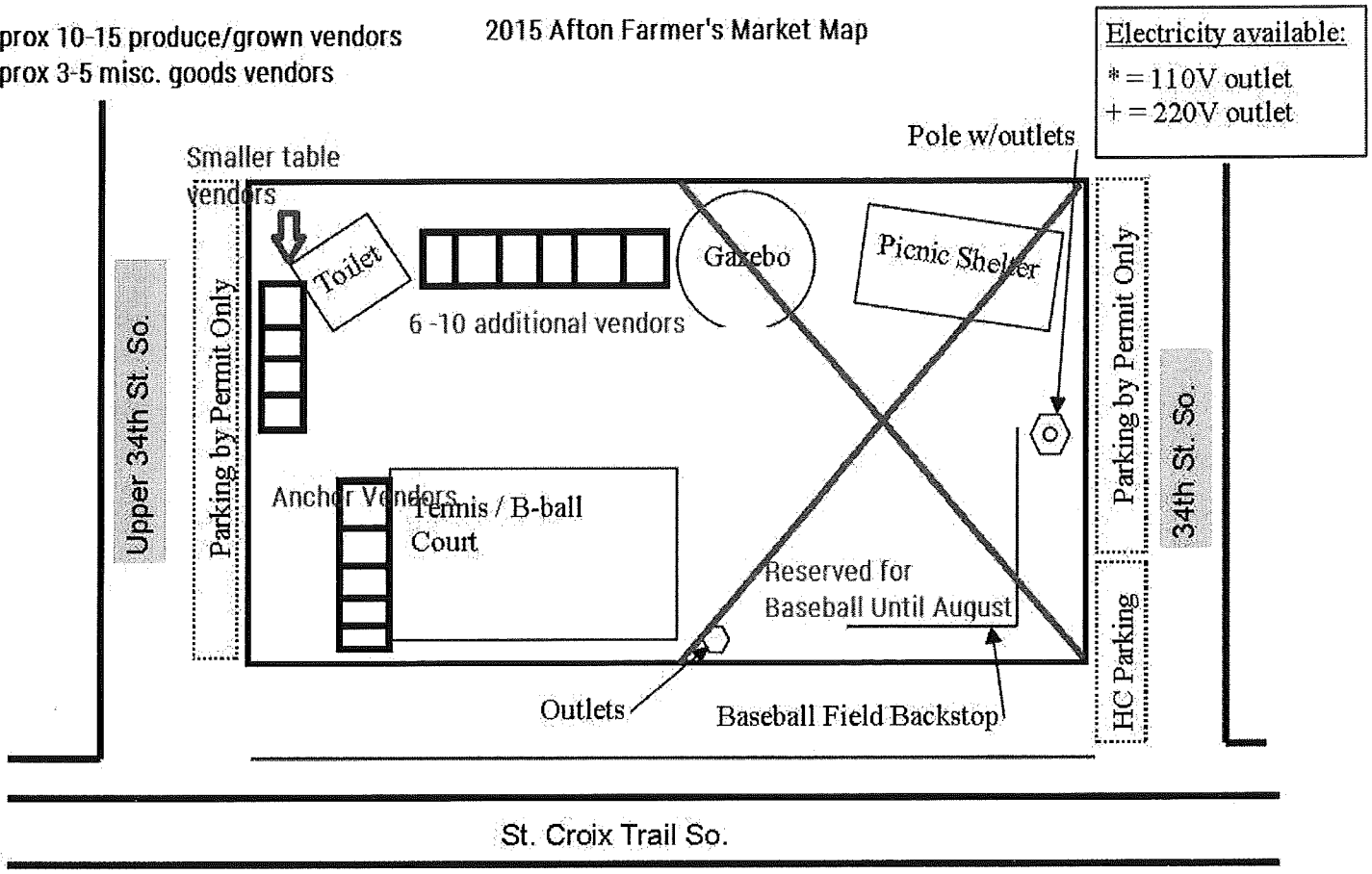
SEE ATTACHED MAP FOR VENDOR PLACEMENT

THANK YOU FOR YOUR SUPPORT!

AFTON AREA BUSINESS ASSOCIATION & AFTON FARMER'S MARKET COMMITTEE

Approx 10-15 produce/grown vendors
Approx 3-5 misc. goods vendors

2015 Afton Farmer's Market Map



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City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date April 21, 2015

Council Action Memo

To: Mayor Bend and Members of the City Council

From: Ron Moorse, City Administrator

Date: April 15, 2015

Re: Design Review/Heritage Preservation Commission Reappointments

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There are four members of the Design Review/Heritage Preservation Commission to be reappointed for additional three year terms. They are as follows:

Kathy Bolton Iverson
Jim Randers
Martin Stern
Peter Vujovich

The applications and a spreadsheet showing the terms of the members are attached.

Council Action Requested

Motion regarding the Design Review/Heritage Preservation Commission member reappointments.

HISTORICAL PRESERVATION COMMISSION

Member Directory

Updated April 15, 2015

NAME	POSITION	SRVC YRS	ADDRESS	PHONE	E-MAIL	YRS AS AFTON RESIDENT	OCCUPATION or QUALIFICATIONS	REMARKS:
Bolton-Iverson, Kathy	Commissioner	4	3632 St. Croix Tr. S. Afton, MN 55001	651-436-1143 H.	itskbi@aol.com	25	RN MCAD graduate Art & Design / Artist	**TERM EXPIRED: 2/15/2014**
Cox, Jim	Secretary Commissioner	12	12941 22nd St. S. Afton, MN 55001	651-436-3699 H. 612-414-0155 C.	aftonarchitects@msn.com	18	Architect / Planner	TERM EXPIRES: 2/15/2016
Gaspar, Darcy	Commissioner	1	15945 35th St, PO Box 14 Afton, MN 55001	612-819-2568	darcyatbisou@aol.com	17	Design / Salon	TERM EXPIRES: 2/15/2016
Randers, Jim	Co-Chair Commissioner	4	177 Croixview Dr. S. Afton, MN 55001	651-436-7367 H. 612-240-8745 C.	jimmiducati@me.com	17	Design / Displays / Signs / Exhibits	**TERM EXPIRED: 2/15/2014**
Stern, Martin	Commissioner	8	3390 St. Croix Tr. S. Afton, MN 55001	651-436-8080 W.	martin@squirehousegardens.com	12	Landscape Design Retail Home Goods	**TERM EXPIRES: 2/15/2015**
Vujovich, Peter	Co-Chair Commissioner	6	14888 50th St. S. Afton, MN 55001	651-998-0533 H.	petervujovich@vujovich.com	16	Design / Builder	**TERM EXPIRES: 2/15/2015**

NOTE: HPC Terms are typically for three (3) years.

CITY OF AFTON

APPLICATION FOR APPOINTMENT TO A CITY COMMITTEE OR COMMISSION

DATE 03/18/2015 **PLEASE CHECK ONE:** __ **New Application** X **Reappointment**

NAME Kathy Bolton-Iverson

ADDRESS P.O.Box 274 AFTON, MN 55001

(Provide P O Box if applicable)

HOME PHONE 651 436-1143 CELL _____ WORK _____

EMAIL ADDRESS itskbi@aol.com

YEARS AS AFTON RESIDENT 40+ WARD # 1

1. COMMITTEE OR COMMISSION YOU ARE APPLYING FOR?

HPC

2. CURRENT OR PREVIOUS PARTICIPATION ON AFTON CITY OR CIVIC COMMITTEES, COMMISSIONS, PROJECTS:

HPC

3. OTHER CITIZEN, PROFESSIONAL OR POLITICAL EXPERIENCE YOU FEEL IS RELEVANT TO SERVING ON THIS COMMITTEE/COMMISSION:

I live in an old historic home at the south end of Afton. I have an interest in the preservation of old historic places, buildings of Afton. I am a graduate of MCAD.

4. WHAT DO YOU SEE AS THE CRITICAL OBLIGATION FOR A MEMBER OF THIS COMMITTEE/COMMISSION? To work toward the preservation of old historic places in Afton and to educate the public as it relates to Aftons History.

(Please attach additional sheets if more space is needed to comment further regarding your interest or qualifications for this appointment.)

***** Please submit your application to *****

City of Afton
3033 St. Croix Trail South
PO Box 219
Afton, MN 55001
Or email: **deputyclerk@ci.afton.mn.us** or fax: **(651) 436-1453**

RECEIVED

MAR 18 2015

CITY OF AFTON

CITY OF AFTON

APPLICATION FOR APPOINTMENT TO A CITY COMMITTEE OR COMMISSION

DATE _____ **PLEASE CHECK ONE:** __ **New Application** X **Reappointment**

NAME James Randers

ADDRESS 177 Croixview Dr. S. AFTON, MN 55001
(Provide P O Box if applicable)

HOME PHONE 651-436-7367 CELL 612-240-8745 WORK —

EMAIL ADDRESS Jim.Randers@icloud.com

YEARS AS AFTON RESIDENT 8 WARD # 4

1. COMMITTEE OR COMMISSION YOU ARE APPLYING FOR?

HPC

2. CURRENT OR PREVIOUS PARTICIPATION ON AFTON CITY OR CIVIC COMMITTEES, COMMISSIONS, PROJECTS: HPC - 6.5 years

3. OTHER CITIZEN, PROFESSIONAL OR POLITICAL EXPERIENCE YOU FEEL IS RELEVANT TO SERVING ON THIS COMMITTEE/COMMISSION:

(3) MRACA - Maiden Rock Area Community Assoc. - Chairman
(20) Metro N. Chamber of Commerce - Chair - of Chamber - Pen Team and of Comm. Comm.
(2) EOPA - exhibit designer & Producer, owned OAI - 25 years - worked w/ historic Properties

4. WHAT DO YOU SEE AS THE CRITICAL OBLIGATION FOR A MEMBER OF THIS COMMITTEE/COMMISSION? To execute the bylaws of the HPC - Follow through - Enhance Afton's historic Bldgs through partnerships with the owners. To be guardians against non-historic quick fixes!

(Please attach additional sheets if more space is needed to comment further regarding your interest or qualifications for this appointment.)

***** Please submit your application to *****

City of Afton
3033 St. Croix Trail South
PO Box 219
Afton, MN 55001
Or email: deputyclerk@ci.afton.mn.us or fax: (651) 436-1453

CITY OF AFTON

APPLICATION FOR APPOINTMENT TO A CITY COMMITTEE OR COMMISSION

DATE 4/15/15 **PLEASE CHECK ONE:** __ **New Application** X **Reappointment**

NAME MARTIN ALAN STERN

ADDRESS P.O. Box 297 AFTON, MN 55001
(Provide P O Box if applicable)

HOME PHONE 651-436-5216 CELL 651-769-1820 WORK 651-436-8080

EMAIL ADDRESS MARTIN@SQUIRELHOUSEGARDENS

YEARS AS AFTON RESIDENT 25 WARD # 1

1. COMMITTEE OR COMMISSION YOU ARE APPLYING FOR?
   DR/HPC

2. CURRENT OR PREVIOUS PARTICIPATION ON AFTON CITY OR CIVIC COMMITTEES, COMMISSIONS, PROJECTS:
   SAME
   + CR 21 DESIGN COMMITTEE

3. OTHER CITIZEN, PROFESSIONAL OR POLITICAL EXPERIENCE YOU FEEL IS RELEVANT TO SERVING ON THIS COMMITTEE/COMMISSION:
   INVOLVEMENT WITH
   LOCAL FOOD CO-OPERATIVES

4. WHAT DO YOU SEE AS THE CRITICAL OBLIGATION FOR A MEMBER OF THIS COMMITTEE/COMMISSION?
   LEADERSHIP - HELPING TO MOVE
   FUTURE AND PRESERVE PAST.

(Please attach additional sheets if more space is needed to comment further regarding your interest or qualifications for this appointment.)

***** Please submit your application to *****

City of Afton
3033 St. Croix Trail South
PO Box 219
Afton, MN 55001
Or email: **deputyclerk@ci.afton.mn.us** or fax: **(651) 436-1453**

CITY OF AFTON

APPLICATION FOR APPOINTMENT TO A CITY COMMITTEE OR COMMISSION

DATE 7/16/15 **PLEASE CHECK ONE:** __ **New Application** ✓ **Reappointment**

NAME Peter Vujovich

ADDRESS 14888 50th St. So. AFTON, MN 55001
(Provide P O Box if applicable)

HOME PHONE 436-2409 CELL 612-8875031 WORK —

EMAIL ADDRESS petervujovich@vujovich.com

YEARS AS AFTON RESIDENT 20 WARD # _____

1. COMMITTEE OR COMMISSION YOU ARE APPLYING FOR?
   HPC

2. CURRENT OR PREVIOUS PARTICIPATION ON AFTON CITY OR CIVIC COMMITTEES, COMMISSIONS, PROJECTS: HPC

3. OTHER CITIZEN, PROFESSIONAL OR POLITICAL EXPERIENCE YOU FEEL IS RELEVANT TO SERVING ON THIS COMMITTEE/COMMISSION:

4. WHAT DO YOU SEE AS THE CRITICAL OBLIGATION FOR A MEMBER OF THIS COMMITTEE/COMMISSION? protect our heritage

(Please attach additional sheets if more space is needed to comment further regarding your interest or qualifications for this appointment.)

***** Please submit your application to *****

City of Afton
3033 St. Croix Trail South
PO Box 219
Afton, MN 55001
Or email: **deputyclerk@ci.afton.mn.us** or fax: **(651) 436-1453**

9C4

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date April 21, 2015

Council Action Memo

To: Mayor Bend and Members of the City Council

From: Ron Moorse, City Administrator

Date: April 15, 2015

Re: Appointment of Deborah Clayton to the High Speed Internet Committee

---

Deborah Clayton has submitted the attached application to serve on the High Speed Internet Committee. Council member Ross Stan has talked with Ms. Clayton regarding her interest in serving on the Committee, and is recommending her appointment.

Council Action Requested

Motion regarding the appointment of Deborah Clayton to the High Speed Internet Committee.

RECEIVED

APR - 8 2015

CITY OF AFTON

CITY OF AFTON

APPLICATION FOR APPOINTMENT TO A CITY COMMITTEE OR COMMISSION

DATE 4 - 7 - 15 **PLEASE CHECK ONE:** ✓ **New Application** __ **Reappointment**

NAME Deborah Clayton

ADDRESS 3550 Trading Post TR. AFTON, MN 55001
(Provide P O Box if applicable)

HOME PHONE 651-436-1573 CELL 651-341-0347 WORK

EMAIL ADDRESS d2clayton@gmail.com

YEARS AS AFTON RESIDENT 28 WARD # 3

1. COMMITTEE OR COMMISSION YOU ARE APPLYING FOR?

Internet / Technology

2. CURRENT OR PREVIOUS PARTICIPATION ON AFTON CITY OR CIVIC COMMITTEES, COMMISSIONS, PROJECTS:

3. OTHER CITIZEN, PROFESSIONAL OR POLITICAL EXPERIENCE YOU FEEL IS RELEVANT TO SERVING ON THIS COMMITTEE/COMMISSION:

Have run small business (piano studio) in home for 28 years. Former staff member & current volunteer member of Memorial Lutheran in Afton. I know many fellow citizens!

4. WHAT DO YOU SEE AS THE CRITICAL OBLIGATION FOR A MEMBER OF THIS COMMITTEE/COMMISSION? attend meetings, become educated on technology issues facing our town, educate others, do necessary legwork, etc. etc. - all critical obligations

(Please attach additional sheets if more space is needed to comment further regarding your interest or qualifications for this appointment.)

***** Please submit your application to *****

City of Afton
3033 St. Croix Trail South
PO Box 219
Afton, MN 55001
Or email: **deputyclerk@ci.afton.mn.us** or fax: **(651) 436-1453**

9C5

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date April 21, 2015

Council Action Memo

To: Mayor Bend and Members of the City Council

From: Ron Moorse, City Administrator

Date: April 15, 2015

Re: Appointment of Intern

Two applications were received for the City's summer intern position. Both applications were from graduate students at the University of Minnesota's Humphrey Institute of Public Affairs. After interviewing both applicants, it is recommended that Elizabeth Kahn be appointed to the intern position. Ms. Kahn's resume is attached. She has a broad range of experiences, most in small cities, with a focus on environmental issues. Her background is a great fit for the position.

Council Action Requested

Motion regarding the appointment of Elizabeth Kahn to the summer intern position at the pay rate of $10.00 per hour, and with a start date of May 18, 2015.

Elizabeth S. Kahn

Education:

- **M.U.R.P.- University of Minnesota-The Humphrey School of Public Affairs Candidate, Minneapolis, Minnesota 55455**
  - Master's in: Urban and Regional Planning
    - Minor in: Public Policy
  - Anticipated Graduation: 05/16

- **M.E.L.P-Vermont Law School, South Royalton, Vermont 05068**
  - Master's in: Environmental Law and Policy
  - Anticipated Graduation: 05/14

- **BA-Northland College, Ashland, Wisconsin 54806**
  - Major: Sustainable Community Development with a Pre-Law Emphasis
  - Minors: Environmental Studies; Business Management
  - Graduated: 05/13

- **Eco-league semester at College of the Atlantic, Bar Harbor, Maine** – Fall 2011
  - Participated in consortium program with emphasis on sustainable business and community development coursework

Scholastic and Talent Distinctions:

- **Certificate of Recognition-Student Bar Association-** Vermont Law School- 2014
- **Vermont Law Scholar-**Vermont Law School- 2013-2014
- **Achieved Dean's List-Northland College-** winter semester 2011-2012; fall semester 2012-2013
- **Earned National Academic Scholarship** – Northland College – 2009-2013
- **Received MAKA Scholarship** – Minnesota Association of Korean Adoptees – 2009

Sustainable Community Development/Research Experience:

- **Public Policy Internship with Association of Metropolitan School Districts (AMSD)-** Fall 2014-Present
  - My duties consist of doing research on education policy issues and recording my findings in memorandum format and position papers
  - I attend AMSD events and shadow at the State Capitol during lobbying sessions, etc.

- **Freelancer for Friends of the Minnesota Valley (Friends)-** Fall 2013-Present
  - I created a newsletter template design for the Friends monthly newsletter
  - I do a lot of design work for the newsletter through formatting and making it look professional

- ***"Green Space in the City of Ashland, Wisconsin"*-Descriptive Study Research**
  - Senior Capstone Research at Northland College- Descriptive Study-January 2013-April 2013
    - Descriptive study on green space in the city of Ashland, WI
      - Looked at the benefits, usage/availability and changes in existing green space
    - Presentation at Northland College's Honor's Day and policy paper
    - Supervisor: Dr. Brandon Hofstedt

- **Internship with Summer of Solutions** – Summer 2012---Intern, Summer 2013---Program Leader
  - As a program leader I helped to create the summer program's curriculum
  - Worked with a grassroots, non-profit organization, Grand Aspirations, based in Minneapolis, MN performing various sustainable community development projects.
    - Worked with ARISE, an environmental organization, performing active research for the Ford Plant in St. Paul, MN:
    - Worked to find sustainable energy sources for the plant (e.g. solar panels, wind turbines, ground tunnels, hydropower, etc.)
    - Worked with Summer of Solutions group planning farm installation: created urban gardens in people's yards in South Minneapolis; also created a local recipe book sold to locals in the area
    - Fundraising, outreach, research, teamwork and building, leadership skills, independent projects

- **Internship with Chequamegon Bay Area Community Foundation** – Winter Semester 2011

- Performed Public Relations and data entry
- Created press releases for local newspapers and magazines
- Maintained social media and developed invitations for events

Leadership/Communications Experience:

- **Student Bar Association MELP Senator-** Fall 2013- Spring 2014
  - I was on the Bylaws Committee for SBA
    - *Secretary Position:* I takes notes at the meetings
  - I attended weekly SBA meetings and fulfill my senatorial duties

- **Internship with Vermont Law School Office of Institutional Advancement-** Fall 2013-Summer 2014
  - Office work
    - Shredding, filing, proofing documents, sending emails, etc.
  - On the Class Gift Committee
    - Working on the Class Gift 2014
      - Fundraising, social media, planning and research

- **Senior Student Philanthropy Supervisor** – Winter Semester 2012-2013;
  - Supervise and train two new work-study students
  - Create a variety of promotional pieces for various
  - Perform a variety of support functions such as shredding, filing and envelope stuffing, etc.
  - Create binder with "what to do" for future interns

- **First Year Experience Leader (FYE) at Northland College** – Fall 2012
  - Led a group of freshman through college emersion activities (e.g. service projects, campus activities, campus parties, weekly meetings, campus events, etc.)

- **Memorial Hall Senator for NCSA (Northland College Student Association)** – Fall and Winter Semester 2009-2010
  - Acted in a student representative capacity to Northland's student government
  - Ensured student voice from represented residence hall and shared constituent at the weekly meetings

Other Experience:

I also interned for various law firms: Billion, Clise & Cyr. Law Firm, Rimas Law Firm and Taplin Law Firm; as well as the Minnesota Twin Cities Department of Natural Resources and the St. Croix Watershed.

Specialized Skills:

- Experience working with multicultural audiences
- Excellent working in teams
- Meeting facilitation/convener skills
- Experience in curriculum development
- Excellent writing, analytical and communication skills
- Possesses Microsoft Excel Spreadsheet skills; Microsoft Word, Microsoft PowerPoint, Prezi, Slide Rocket, and Evernote
- Raisers Edge
- Graphic design skills

9C6

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date April 21, 2015

Council Action Memo

To: Mayor Bend and Members of the City Council

From: Ron Moorse, City Administrator

Date: April 15, 2015

Re: Minnesota City/County Managers Association Spring Leadership Institute

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Background

The annual Minnesota City/County Managers Association Spring Leadership Institute is scheduled for May 13-15 at the Grand View Lodge in Nisswa Minnesota. This is the primary annual training opportunity for Minnesota city administrators. The theme for this year's leadership institute is Developing Our Human Capital, Knowing Thyself and Understanding Others. A copy of the conference outline is attached. The registration fee, including all meals, is $500.00. The cost for lodging is $65.58 per night, or $131.16.

COUNCIL ACTION REQUESTED:

Motion regarding the City Administrator's attendance at the annual Minnesota City/County Managers Spring Leadership Institute, at a cost of $631.16.

Developing our Human Capital - Knowing Thyself and Understanding Others

Wednesday, May 13, 2015

3:30 – 7:00 PM	Conference Registration
5:00 – 6:00	Get-Acquainted Reception
6:00 – 7:30	Barbecue
7:30 – 9:00	**KICKOFF GENERAL SESSION: Communicating in Full Color** *— Scott Schwefel, Managing Partner, Discover Yourself, Inc.*
9:05	President's Reception

Thursday, May 14, 2015

7:30 – 8:30 AM	Breakfast
7:30 – 8:20	**OPTIONAL BREAKFAST SESSION: ICMA Update — Results of Three Task Forces** *— Tanya Ange, ICMA Regional Midwest Vice President, Mankato Deputy City Manager*
8:30 – 10:00	**GENERAL SESSION: Understanding Self and Others Through Insights Discovery™** *— Scott Schwefel, Managing Partner, Discover Yourself, Inc.*
10:00 – 10:15	Refreshment Break
10:15 – 12:00 NOON	**GENERAL SESSION: A Personality Style Toolkit for City & County Managers — How To's for Council Meetings, New Positions, Retaining Staff and more** *— Richard Fursman, President, Brimeyer Fursman*
12:00 – 1:00 PM	Lunch
	AFTERNOON PROGRAM OPTIONS:
1:00 – 2:30	**PART I: Facilitated Round Table Discussions** *— Mary Blair-Hoeft, Byron City Administrator* *— Kevin Frazell, Director of Member Services, League of Minnesota Cities* *— Richard Fursman* *— Greg Stopka, Central Region Director, Alliance for Innovation* *— Heather Worthington, Ramsey County Deputy Manager*
2:30 – 3:00	**PART II: Driving Municipal Innovation** *— Facilitator: Greg Stopka, Alliance for Innovation*
3:00 – 5:00	Work-Life Balance (Free Time)

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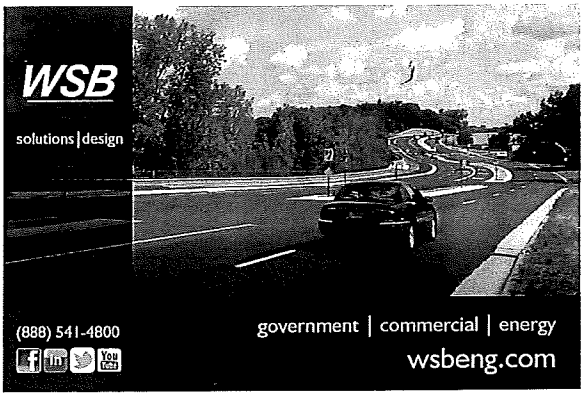
Developing our Human Capital - Knowing Thyself and Understanding Others

Thursday - continued

5:00 – 5:45	Reception
5:45 – 7:45	Awards Dinner and Program
	GENERAL SESSION: Human Capital & the Value of Public Service
	— Bob O'Neill, ICMA Executive Director
	Presentation of the Assistant of the Year (APMP) and Manager of the Year Awards
7:45 – 8:45	MCMA Business Meeting
9:00	Evening Activities including Loon Lodge

Friday, May 15, 2015

7:30 – 8:50 AM	Breakfast
8:00 – 8:50	**Shield Your City or County from Fraud with Great Controls and Process**
	SPONSOR BREAKFAST SESSION PRESENTED BY ABDO, EICK & MEYERS
	— Jean McGann, President, AEM Financial Solutions
	— Steve McDonald, Managing Partner, Abdo, Eick & Meyer
8:00 – 8:50	**Breakfast Conversation with Emerging Leaders**
	— Bob O'Neill, ICMA Executive Director
9:00 – 9:45	**GENERAL SESSION: Sticky Situations**
	— Mark Sather, Chairperson, MCMA Committee on Professional Conduct
	— Bruce Messelt, Chisago County Administrator
9:45 – 10:00	Refreshment Break
10:00 – 11:30	**GENERAL SESSION: Increasing Decision Making Efficiency by Reducing Bias and Behavior Traps**
	— Dean Zuleger, Co-Principal, Policy Dynamics Consulting
11:30	Lunch and Adjourn



9C7

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date April 21, 2015

Council Action Memo

To: Mayor Bend and Members of the City Council

From: Ron Moorse, City Administrator

Date: April 16, 2015

Re: Schedule Work Session

The Council has directed that two land use items be placed on a work session for discussion. These are the accessory building ordinance amendment and contiguous nonconforming structures under common ownership. Additional items may be identified at the April 16 work session or the April 21 Council meeting. The Council may want to schedule a work session for early May.

Council Action Requested

Motion regarding scheduling a Council work session.

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date April 21, 2015

Council Action Memo

To: Mayor Bend and Members of the City Council

From: Ron Moorse, City Administrator

Date: April 15, 2015

Re: 2015 Street Repair Needs and Street Improvement Needs

The Public Works Committee met on March 21, 2015 to review 2015 street repair needs and current and upcoming Street improvement needs.

2015 Street Repair Needs

Staff has identified several street repair needs that are beyond the normal pothole patching that is reflected in the General Fund Street Maintenance budget. Cost estimates from Tri County and photos of the areas needing repair are attached. The 44th Street culvert and ditch cleanouts were authorized by the Council late last fall, but the weather caused the project to be delayed until spring. The 15th Street culvert may be able to be repaired at a lower cost rather than replaced, but the contractor will not know until he does significant excavation. It is recommended that the larger cost be approved at this time, so that, if the contractor finds that a replacement is needed, the work can be completed rather than leaving the side of the road in a partially excavated condition. Because the magnitude and cost of these repairs are beyond the repairs anticipated in the Street Maintenance budget, it is recommended these projects be funded from the Street Capital Improvement Fund.

32nd Street large patch	$3,647.50
Odell, resolve drainage and repair road	6,595.00
30th Street: Large patch	1,840.00
Norsted: Large Patch	7,765.00
45th Street: large patch	3,220.00
44th Street: Clean out ditch and culverts	3,650.00
15th Street: Repair/replace culvert	7,280.00
Total	$33,997.50

Street Improvement Needs

Staff has identified a number of the City's more heavily traveled roads that are in need of reconstruction. They are listed below. The cost of these improvements is approximately $2 million. The Public Works Committee would like to discuss with the Council timing and funding options for these projects.

-15th Street from Neal to Stagecoach Trail
-30th Street from Nybeck to Trading Post Trail
-Trading Post Trail from 40th Street to 60th Street
-Indian Trail from Stagecoach Trail to the Frontage Road.

Council Action Requested

1. **Motion regarding funding in the amount of $33,997.50 from the Street Capital Improvement Fund for the street repair projects listed above.**

Tri County Services, Inc

14235 80th Street South
Hastings, MN 55033

Estimate

Date	Estimate #
3/25/2015	18

Name / Address
City of Afton

Project

Description	Qty	Rate	Total
34th street 50x24 and 10x10 and 10x10 patch repair and re place 28 tons tar	1	3,647.50	3,647.50
~~ozgood~~ 24x150 over lay to fix bad spot in road 45 tons mix odell	1	6,595.00	6,595.00
30 th street hill 25 x 12 repair and replace 6 tons mix	1	1,840.00	1,840.00
Noeshid 125 x24 repair and replace 59 tons	1	7,765.00	7,765.00
45 street 50x18 14 tons mix	1	3,220.00	3,220.00
		0.00	0.00

Thank you for your business.

Total $23,067.50

32 ND

O DeLL

30 TH

Norsted

45 TH

Tri County Services, Inc

14235 80th Street South
Hastings, MN 55033

Estimate

Date	Estimate #
3/25/2015	20

Name / Address
City of Afton

Project

Description	Qty	Rate	Total
th dig out ditch clean culverts reseed grass 44	1	3,650.00	3,650.00

Thank you for your business.

Total $3,650.00

Tri County Services, Inc

14235 80th Street South
Hastings, MN 55033

Estimate

Date	Estimate #
3/25/2015	17

Name / Address
City of Afton

Project

Description	Qty	Rate	Total
~~20'~~ street cut road replace Culver tar patch replaced 22 inch 15th	1	7,280.00	7,280.00

It's been a pleasure working with you!

Total $7,280.00

9C9

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date April 21, 2015

Council Action Memo

To: Mayor Bend and Members of the City Council

From: Ron Moorse, City Administrator

Date: April 16, 2015

Re: Appointment of Chris Bliska to the Lower St. Croix Valley Fire Department Audit Committee

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Each year, the Lower St. Croix Valley Fire Department requests representatives from the cities served by the Department to serve on an audit committee. In recent years, Chris Bliska has served as Afton's representative on the Audit Committee. Staff has asked Mr. Bliska if he is interested in serving on the Committee again this year, but had not received a response in time for this memo. Staff will provide his response at the Council meeting.

Council Action Requested

Motion regarding the appointment of Chris Bliska as the City's representative on the Lower St. Croix Valley Fire Department's Audit Committee.

9C10

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date April 21, 2015

Council Action Memo

To: Mayor Bend and Members of the City Council

From: Ron Moorse, City Administrator

Date: April 15, 2015

Re: Settlement Request Regarding the Purchase of an Easement from George and Katherine Weed.

An Administrative Settlement Request that outlines the original offer to George and Katherine Weed for the purchase of an easement over their property for the downtown improvement projects and a proposed settlement counter offer from the Weeds is being provided to the Council in a separate confidential packet. Discussion of the Administrative Settlement Request should occur in a closed session.

COUNCIL ACTION REQUESTED:

Motion regarding the proposed Administrative Settlement Request for the purchase of an easement from George and Katherine Weed.

Frederic W. Knaak*
Wayne B. Holstad**

*Also Licensed in Wisconsin & Colorado
*Qualified Neutral under Rule 114

**Also Licensed in Iowa & Federal Court of Claims

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Of Counsel
Donald W. Kohler
Thomas M. Dailey, P.A.
Matthew E. Ludt
Joseph B. Marshall

Paralegals
Michelle E. Hagland
mhagland@klaw.us

Jacqueline M. Stai
legalassistant@klaw.us

MEMORANDUM: MONTHLY AFTON PROSECUTION REPORT

TO: MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: FRITZ KNAAK, AFTON CITY ATTORNEY

DATE: April 1, 2015

This past month, our office has represented the City in a total of 9 prosecutions that were followed through to conviction or alternative disposition. They break down as follows:

Arraignments & Rule 8 Hearings:	5
Pretrials:	2
Omnibus Hearings:	1
Court Trials:	0
Jury Trials:	0
Revocation/Plea Hearings/Sentencing:	1

The report from the court Hearing Officer regarding Afton tickets for the month of March is summarized as follows:

Afton

Customers	5	
Citations	5	
Charges	5	
Disposed	1	% Resolved
CFD/DUP	3	80%
Contest/NG	1	
DNQ	0	
Extension	0	
No Guidelines	0	
Parking	0	
Petty Misdemeanor	5	
Misdemeanor	0	

City of Afton – Financial Reports
March, 2015

Ref	Description	Pages
A.	Balance Sheet	A1
B.	Statement of Changes in Fund Balance: Current Month	B1
C.	Statement of Changes in Fund Balance: Year to Date	C1
D.	Statement of Revenue and Expenditures: General Fund Summary plus Detail for All Other Funds	D1 to D8
E.	Detail Statement of Revenue and Expenditures: General Fund Only	E1 to E6
F.	Summary and Detail of Special Activities Fund - YTD	F1 to F3
G.	Street Improvement Fund: YTD Detail by Account	G1
H.	Building and Land Fund: YTD Detail by Account	H1
I.	City Dock Fund: YTD Detail by Account	I1
J.	General Fund Streets, Rehab and Public Works: YTD Detail by Account	J1 to J2
K.	Customer Receipts and Other Deposits – MTD Sorted by Account	K1 to K2
L.	Claims Paid during **March: $113,387.28**	L1 to L14
M.	Permit Escrow and Fee Detail	M1 to M13
N.	Building Insp Fees by Acct: YTD Detail for Afton	N1
O.	Park Reserve Fund – YTD Detail by Account	O1
P.	Road Debt Service Fund – YTD Detail by Account	P1
Q.	City Infra-Structure Improvement Fund – Full Years 2012, 2013, 2014 + YTD 2015 Detail	Q1 to Q10
R.	Bank Transfers	R1

Significant March 2015 Revenue:
$6,106 #550 Spec Act Fd Acct 4815 Cable Distribution (Y/E 2014)

Significant March 2015 Expense:
$21,668 #100 Gen'l Fd Various Accts $6,190 Snow & Ice Control and $15,484 Street Maintenance
$66,717 #120 Street Imp Fd Acct 7941 2015 Street Projects (mostly WSB Engineering for Village Local Road Imp)
$61,879 #800 City Infra-Structure Imp Fd Acct 8890 DNR Flood Levee Project expenses. (See Schedule Q10 for YTD detail of this project).

Cash Flow Watch: The #800 City Infra-Structure Improvement Fund owes the Special Reserve Fund $428,737, basically depleting that fund. In addition, it owes the #120 Street Imp Fd $2,279. The $37,600 good faith deposit received on the Downtown GO Temporary Improvement Bond was also used to cover expenses of the project. This will all change once the full proceeds of the Temp Imp Bd are received. We have begun setting up the accounts and funds for the bond and construction phase of the project.

Prepared by Thomas H. Niedzwiecki, Accountant

City of Afton
Balance Sheet
March 31, 2015

Account #	Account Description	#100 General Fund	#115 Buildings & Land Capital Fund	#120 Street Imp Capital Fund	#200 Park Reserve Fund	#250 Special Reserve Fund	#400 201 Project Fund	#500 Fire Station: Debt Serv Fund	#550 Spec Act Fd + #600 MN Investment Fd	#800 City Infrastructure Improvement Fund	#725 Road Debt Serv Fd	#810 City Dock Fund	**Total All Funds**
	Assets												
100	4M Fund: General Fund	251,717											**251,717**
100.8	Petty Cash	141											**141**
115	4M Fund: Bldg & Land Capital Fund		43,276										**43,276**
120	4M Fund: Street Imp Capital Fund			405,905									**405,905**
200	4M Fund: Park Reserve Fund				51,243								**51,243**
250	4M Fund: Special Reserve Fund					133							**133**
400	4M Fund: 201 Project Fund						346						**346**
500	4M Fund: Fire Station Debt Serv Fund							2,158					**2,158**
550	4M Fund: Special Activities Fund								160,834				**160,834**
600	4M Fund: MN Investment Fund								104,372				**104,372**
700	4M Fund: Road Construction Fund												**0**
725	4M Fund: Road Debt Service Fund										163,069		**163,069**
800	4M Fund: Disaster Fund									0			**0**
810	4M Fund: City Dock Fund											52,388	**52,388**
	Total Cash and Investments	251,858	43,276	405,905	51,243	133	346	2,158	265,206	0	163,069	52,388	**1,235,584**
1170	Taxes Receivable from County	0											**0**
11xx	Fees & Other Receivables	0											**0**
2001	Permit Escrow & Fees (net receivable)	16,322											**16,322**
Various	Due (Owed) between Funds	0	0	2,279	0	428,737	0	0	0	(431,016)	0	0	**0**
	Total Assets and Other Debits	268,180	43,276	408,184	51,243	428,870	346	2,158	265,206	(431,016)	163,069	52,388	1,251,906
	Liabilities and Fund Balances												
2001	Permit Escrow & Fees (net payable)	0											**0**
2002	Accounts Payable	168,559											**168,559**
2022	Accrued Expenses	0											**0**
2035	Accrued Interest - Road Bond	0									26,286		**26,286**
2120	Building Surcharges Payable	0											**0**
2200	Payroll Tax Liablities/Withholding	4,670											**4,670**
	Total Accounts and Other Payables	173,229	0	0	0	0	0	0	0	0	26,286	0	**199,515**
2500	Grants Received	0											**0**
2700	Road GO Tax Abatement Bds										0		**0**
2701	2014A Refunding Road Bonds										3,184,040		**3,184,040**
2702	2015A Downtown GO Temp Imp Bonds									37,600			**37,600**
Various	Fund Balance - Beginning of Year	301,307	43,274	474,880	51,241	428,867	3,374	2,158	259,383	(397,086)	(3,010,159)	52,383	**(1,790,378)**
Various	Current Year Net Increase (Decrease)	(206,356)	2	(66,695)	2	3	(3,028)	0	5,823	(71,529)	(37,097)	5	**(378,871)**
Various	Fund Balance - End of Period	94,951	43,276	408,184	51,243	428,870	346	2,158	265,206	(468,616)	(3,047,257)	52,388	**(2,169,249)**
	Total Liabilities and Fund Balances	268,180	43,276	408,184	51,243	428,870	346	2,158	265,206	(431,016)	163,069	52,388	(1,932,135)

Prepared by Thomas H. Niedzwiecki, Accountant

File: Afton 2015 Financial Reports March 2015 .xlsm Worksheet: Balance Sheet 4/15/2015 Page 1 of 1

A1

City of Afton - Statement of Changes in Fund Balances
for Month of March 2015

#	Description	#100 General Fund	#115 Buildings & Land Capital Fund	#120 Street Imp Capital Fund	#200 Park Reserve Fund	#250 Special Reserve Fund	#400 201 Project Fund	#500 Fire Station: Debt Service Fund	#550 Spec Act Fd + #600 MN Investment Fd	#800 City Infrastructure Improvement Fund	#725 Road Debt Serv Fd	#810 City Dock Fund	**Total All Funds**
A	**Beginning Fund Balances**	**152,613**	**43,275**	**474,894**	**51,242**	**428,869**	**3,265**	**2,158**	**258,594**	**(406,736)**	**(3,038,175)**	**52,387**	**(1,977,613.19)**
	Section I. Revenues												
1	Property Taxes	0	0	0	0	0	0	0	0	0	0	0	**0**
	Intergovernmental Revenues	0	0	0	0	0	0	0	0	0	0	0	**0**
19	Charges for Services	10	0	0	0	0	156	0	2,434	0	0	0	**2,600**
21	Fines and Forfeitures	487	0	0	0	0	0	0	0	0	0	0	**487**
	Licenses, Fees and Permits	1,538	0	0	0	0	0	0	0	0	0	0	**1,538**
25	Special Assessments	0	0	0	0	0	0	0	0	0	0	0	**0**
35	Misc Revenue/Gaming Tax	0	0	0	0	0	0	0	0	0	0	0	0
36	DNR Flood Improvement Project	0	0	0	0	0	0	0	0	0	0	0	0
36	Other Grants/State Fire Aid	300	0	0	0	0	0	0	6,106	0	0	0	**6,406**
	Interest Income	1	1	7	1	1	0	0	6	0	4	2	**23**
37	TIF District/MN Inv Fund Loan	0	0	0	0	0	0	0	0	0	0	0	0
	Park Fees	0	0	0	0	0	0	0	0	0	0	0	**0**
		0	0	0	0	0	0	0	0	0	0	0	**0**
B	**Total Revenue**	**2,335**	**1**	**7**	**1**	**1**	**156**	**0**	**8,546**	**0**	**4**	**2**	**11,052**
C	**Other Financing Sources/Transfers**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
	Section II. Expenditures												
	General and Administrative												
1	Wages and Benefits	19,070	0	0	0	0	0	0	0	0	0	0	**19,070**
2	Professional Services	10,693	0	0	0	0	0	0	2,434	0	0	0	**13,127**
3	Other Expenditures	6,116	0	0	0	0	0	0	0	0	0	0	**6,116**
	Total General and Administrative	35,878	0	0	0	0	0	0	2,434	0	0	0	**38,312**
5	Public Safety/State Fire Aid	144	0	0	0	0	0	0	0	0	0	0	**144**
9	Public Health/Cons of Natural Resources	88	0	0	0	0	0	0	0	0	0	0	**88**
11	Streets	21,668	0	0	0	0	0	0	0	0	0	0	**21,668**
13	DNR Flood Improvement Project	0	0	0	0	0	0	0	0	61,879	0	0	**61,879**
13	Other Street Imp/Road Paving Project	61	0	66,717	0	0	3,075	0	0	0	0	0	**69,852**
14	Buildings and Land/City Dock	1,347	0	0	0	0	0	0	0	0	0	0	**1,347**
15	TIF District/MN Inv Fund Loan Disb	0	0	0	0	0	0	0	0	0	0	0	**0**
15	Parks and Recreation	0	0	0	0	0	0	0	0	0	0	0	**0**
16	Debt Service - Interest Expense	0	0	0	0	0	0	0	0	0	9,086	0	**9,086**
	Debt Service - Principal Retirement	0	0	0	0	0	0	0	0	0	0	0	**0**
D	**Total Expenditures**	**59,186**	**0**	**66,717**	**0**	**0**	**3,075**	**0**	**2,434**	**61,879**	**9,086**	**0**	**202,377**
E	**Other Financing Uses/Transfers**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
E	**Revenues Over (Under) Expenditures**	**(56,851)**	**1**	**(66,710)**	**1**	**1**	**(2,919)**	**0**	**6,112**	**(61,879)**	**(9,082)**	**2**	**(191,325)**
F	**Ending Fund Balances**	**95,762**	**43,276**	**408,184**	**51,243**	**428,870**	**346**	**2,158**	**264,706**	**(468,616)**	**(3,047,257)**	**52,388**	**(2,168,938)**

Prepared by Thomas H. Niedzwiecki, Accountant

File: Afton 2015 Financial Reports March 2015 .xlsm Sheet: Funds Monthly
4/15/2015

B1

City of Afton - Statement of Changes in Fund Balances
for Year to Date March 31, 2015

#	Description	#100 General Fund	#115 Buildings & Land Capital Fund	#120 Street Imp Capital Fund	#200 Park Reserve Fund	#250 Special Reserve Fund	#400 201 Project Fund	#500 Fire Station: Debt Service Fund	#550 Spec Act Fd + #600 MN Investment Fd	#800 City Infrastructure Improvement Fund	#725 Road Debt Serv Fd	#810 City Dock Fund	**Total All Funds**
A	**Beginning Fund Balances**	**301,307**	**43,274**	**474,880**	**51,241**	**428,867**	**3,374**	**2,158**	**259,383**	**(397,086)**	**(3,010,159)**	**52,383**	**(1,790,378)**
	Section I. Revenues												
1	Property Taxes	0	0	0	0	0	0	0	0	0	0	0	**0**
	Intergovernmental Revenues	(2,333)	0	0	0	0	0	0	0	0	0	0	**(2,333)**
19	Charges for Services	10	0	0	0	0	156	0	3,334	0	0	0	**3,500**
21	Fines and Forfeitures	2,899	0	0	0	0	0	0	0	0	0	0	**2,899**
	Licenses, Fees and Permits	2,688	0	0	0	0	0	0	0	0	0	0	**2,688**
25	Special Assessments	0	0	0	0	0	0	0	0	0	0	0	**0**
35	Misc Revenue/Gaming Tax	0	0	0	0	0	0	0	0	0	0	0	**0**
36	DNR Flood Improvement Project	0	0	0	0	0	0	0	0	0	0	0	**0**
36	Other Grants/State Fire Aid	300	0	0	0	0	0	0	6,106	0	0	0	**6,406**
	Interest Income	20	2	22	2	3	0	0	17	0	41	5	**112**
37	TIF District/MN Invest Fund Proceeds	0	0	0	0	0	0	0	0	0	0	0	**0**
	Park Fees	0	0	0	0	0	0	0	0	0	0	0	**0**
		0	0	0	0	0	0	0	0	0	0	0	**0**
B	**Total Revenue**	**3,584**	**2**	**22**	**2**	**3**	**156**	**0**	**9,457**	**0**	**41**	**5**	**13,271**
C	**Other Financing Sources/Transfers**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
	Section II. Expenditures												
	General and Administrative												
1	Wages and Benefits	58,525	0	0	0	0	0	0	0	0	0	0	**58,525**
2	Professional Services	22,243	0	0	0	0	0	0	3,334	0	0	0	**25,577**
3	Other Expenditures	10,665	0	0	0	0	0	0	300	0	0	0	**10,965**
	Total General and Administrative	91,433	0	0	0	0	0	0	3,634	0	0	0	**95,067**
5	Public Safety/State Fire Aid	55,897	0	0	0	0	0	0	0	0	0	0	**55,897**
9	Public Health/Cons of Natural Resources	88	0	0	0	0	0	0	0	0	0	0	**88**
11	Streets	57,203	0	0	0	0	0	0	0	0	0	0	**57,203**
13	DNR Flood Improvement Project	0	0	0	0	0	0	0	0	71,529	0	0	**71,529**
13	Other Street Imp/Road Paving Project	81	0	66,717	0	0	3,184	0	0	0	0	0	**69,982**
14	Buildings and Land/City Dock	3,487	0	0	0	0	0	0	0	0	0	0	**3,487**
15	TIF District/MN Inv Fund Loan Disb	0	0	0	0	0	0	0	0	0	0	0	**0**
15	Parks and Recreation	1,750	0	0	0	0	0	0	0	0	0	0	**1,750**
16	Debt Service - Interest Expense	0	0	0	0	0	0	0	0	0	37,139	0	**37,139**
	Debt Service - Principal Retirement	0	0	0	0	0	0	0	0	0	0	0	**0**
D	**Total Expenditures**	**209,940**	**0**	**66,717**	**0**	**0**	**3,184**	**0**	**3,634**	**71,529**	**37,139**	**0**	**392,143**
E	**Other Financing Uses/Transfers**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
E	**Revenues Over (Under) Expenditures**	**(206,356)**	**2**	**(66,695)**	**2**	**3**	**(3,028)**	**0**	**5,823**	**(71,529)**	**(37,097)**	**5**	**(378,871)**
F	**Ending Fund Balances**	**94,951**	**43,276**	**408,184**	**51,243**	**428,870**	**346**	**2,158**	**265,206**	**(468,616)**	**(3,047,257)**	**52,388**	**(2,169,249)**

Prepared by Thomas H. Niedzwiecki, Accountant

File: Afton 2015 Financial Reports March 2015 .xlsm Sheet: Funds YTD
4/15/2015

City of Afton

Statement of Revenue and Expenditures
General Fund Summary plus Detail for All Other Funds
Year to Date 3/31/15

#100 GENERAL FUND	Audited 2011	Audited 2012	Audited 2013	Unaudited 2014	Month of Mar-15	YTD Actual 3/31/15	Annual Budget 2015	Remaining Budget $	YTD Act as % of Annual Budget
A: REVENUES									
1-PROPERTY TAXES	1,556,120	1,560,592	1,604,540	1,634,042	0	0	1,704,183	1,704,183	0.0%
2-INTERGOVERNMENTAL REVENUES	1,227	8,031	1,811	4,715	0	(2,333)	(1,266)	1,067	
3-CHARGES FOR SERVICES	51	205	72	70	10	10	135	125	7.4%
4-FINES AND FORFEITURES	17,856	19,292	15,901	10,359	487	2,899	16,250	13,351	17.8%
5-LICENSES, FEES, PERMITS	147,715	156,437	253,353	162,119	1,538	2,688	131,750	129,062	2.0%
7-MISCELLANEOUS REVENUE	4,951	7,546	4,622	4,043	0	0	1,625	1,625	0.0%
9-OTHER GRANTS	8,298	8,298	8,298	8,378	300	300	8,290	7,990	3.6%
10-INTEREST INCOME	38	45	57	54	1	20	50	30	39.1%
11-TIF DISTRICT	0	0	0	0	0	0	0	0	
TOTAL REVENUES	1,736,256	1,760,445	1,888,654	1,823,780	2,335	3,584	1,861,017	1,857,433	0.2%
B: EXPENDITURES									
GENERAL AND ADMINISTRATIVE									
1-WAGES & BENEFITS	163,249	175,091	190,806	213,147	19,070	58,525	245,281	186,756	23.9%
2-PROFESSIONAL SERVICES	179,195	125,944	176,224	133,198	10,693	22,243	148,100	125,857	15.0%
4-OTHER EXPENDITURES	75,608	56,448	58,082	53,668	6,116	10,665	68,900	58,235	15.5%
TOTAL GENERAL & ADMINISTRATIVE	418,051	357,484	425,111	400,012	35,878	91,433	462,281	370,848	19.8%
5-PUBLIC SAFETY	363,897	363,453	368,944	384,098	144	55,897	393,103	337,206	14.2%
6-PUBLIC HEALTH	1,458	1,294	887	1,780	88	88	2,000	1,912	4.4%
7-STREETS	218,899	174,009	268,207	274,047	21,668	57,203	253,700	196,497	22.5%
9-OTHER PUBLIC WORKS	4,504	3,581	1,692	2,836	61	81	7,450	7,369	1.1%
10-BUILDINGS & LAND	7,792	7,511	11,203	10,446	1,347	3,487	10,750	7,263	32.4%
11-TIF DISTRICT	0	0	0	0	0	0	0	0	
12-PARKS & RECREATION	6,036	5,049	3,805	5,018	0	1,750	5,100	3,350	34.3%
TOTAL EXPENDITURES	1,020,638	912,381	1,079,849	1,078,237	59,186	209,940	1,134,384	924,444	18.5%
C: OTHER FINANCING SOURCES (USES)	(714,524)	(845,255)	(805,608)	(708,350)	0	0	(726,633)	(726,633)	
Net GENERAL FUND	1,094	2,810	3,197	37,193	(56,851)	(206,356)	0	206,356	

D1

City of Afton
Statement of Revenue and Expenditures
General Fund Summary plus Detail for All Other Funds
Year to Date 3/31/15

		Audited 2011	Audited 2012	Audited 2013	Unaudited 2014	Month of Mar-15	YTD Actual 3/31/15	Annual Budget 2015	Remaining Budget $	YTD Act as % of Annual Budget
#115 BUILDINGS AND LAND CAPITAL FUND										
A: Revenues										
4012	Current Tax Levy - Bldg & Land	2,500	2,500	5,000	6,000	0	0	6,000	6,000	0.0%
4022	Levy: Afton Septic System - City Bldgs	0	0	0	15,000	0	0	15,000	15,000	0.0%
4600	Grant/Insurance: City Hall	5,038	0	27,654	(64)	0	0	0	0	
4831	Trf in re. Park Structures	0	0	0	0	0	0	0	0	
6910	Trf in fr General Fund (Non Budgeted)			25,000	0	0	0	0	0	
4906	Interest - Bldg & Land Fund	4	4	2	3	1	2	0	(2)	
	TOTAL REVENUE	7,542	2,504	57,656	20,939	1	2	21,000	20,998	0.0%
B: Expenditures										
6003	City Hall Improvements	1,603	3,801	8,437	4,114	0	0	0	0	
6004	Bldg Repair & Maintenance	8,352	485	31,248	0	0	0	0	0	
6005	City Garage Improvements	900	0	0	0	0	0	0	0	
	TOTAL EXPENDITURES	10,855	4,286	39,685	4,114	0	0	0	0	
Net BLDG & LAND CAPITAL FUND		(3,313)	(1,783)	17,971	16,825	1	2	21,000	20,998	0.0%
#120 STREET IMP CAPITAL FUND										
A: Revenues										
4013	Current Tax Levy - Street Improvements	114,649	171,000	190,000	200,000	0	0	200,000	200,000	0.0%
4907	Interest - Street Imp Fund	64	27	38	66	7	22	0	(22)	
	TOTAL REVENUE	114,713	171,027	190,038	200,066	7	22	200,000	199,978	0.0%
B: Expenditures										
7935	Pennington Av Improvements	293,422	5,980	3,550	2,227	0	0	0	0	
7936	2012 Street Projects (Various)	0	179,704	0	0	0	0	0	0	
7937	Bridge Repair & Replacement	0	4,444	4,655	2,469	0	0	0	0	
7938	Culvert Repair & Replacement	0	5,089	135	0	0	0	0	0	
7939	2013 Street Projects (Various)	0	0	113,816	0	0	0	0	0	
7940	2014 Street Projects (Various)	0	0	0	115,839	0	0	0	0	
7941	2015 Street Projects (Various)	0	0	0	0	66,717	66,717	0	(66,717)	
	TOTAL EXPENDITURES	293,422	195,217	122,156	120,535	66,717	66,717	0	(66,717)	
C: Oth Fin Sources (Uses)/Transfers										
6910	Oper Trf fr General Fd (Non Budgeted)	55,000	175,000	25,000	0	0	0	0	0	
69xx	Oper Trf from Road Construction Fund	0	0	0	0	0	0	0	0	
	TOTAL OTH FIN SOURCES (USES)	55,000	175,000	25,000	0	0	0	0	0	
Net STREET IMP CAPITAL FUND		(123,709)	150,810	92,882	79,531	(66,710)	(66,695)	200,000	266,695	-33.3%

City of Afton

Statement of Revenue and Expenditures
General Fund Summary plus Detail for All Other Funds
Year to Date 3/31/15

		Audited 2011	Audited 2012	Audited 2013	Unaudited 2014	Month of Mar-15	YTD Actual 3/31/15	Annual Budget 2015	Remaining Budget $	YTD Act as % of Annual Budget
#200 PARK RESERVE FUND										
A: Revenues										
4425	Park Dedication Fees	0	7,612	10,000	10,000	0	0	0	0	
4426	Afton Donation Program - Parks	0	1,200	0	1,200	0	0	0	0	
4903	Interest Income - 4M Fund	60	58	29	7	1	2	0	(2)	
		0	0	0	0	0	0	0	0	
	TOTAL REVENUE	60	8,870	10,029	11,207	1	2	0	(2)	
B: Expenditures										
6115	Park & Open Space Public Works	3,526	1,418	0	10,803	0	0	0	0	
6117	Grant - Lucy Winton Bell Athletic Fields	0	0	0	0	0	0	0	0	
6125	Bike Trail Improvements	0	0	0	0	0	0	0	0	
	TOTAL EXPENDITURES	3,526	1,418	0	10,803	0	0	0	0	
C: Oth Fin Sources (Uses)/Transfers										
	Transfer to City Infrastructure Imp Fund	0	0	(100,000)	0	0	0	0	0	
	TOTAL OTH FIN SOURCES (USES)	0	0	(100,000)	0	0	0	0	0	
Net PARK RESERVE FUND		(3,466)	7,452	(89,971)	404	1	2	0	(2)	
#250 SPECIAL RESERVE FUND										
A: Revenues										
6936	Trf from General Fund - Special Reserve	0	17,579	85,000	294	0	0	0	0	
4912	Interest - Spec Reserve 4M Fund	424	427	37	34	1	3	0	(3)	
	TOTAL REVENUE	424	18,006	85,037	328	1	3	0	(3)	
B: Expenditures										
6918	Trf to General Fund	0	0	0	0	0	0	0	0	
	TOTAL EXPENDITURES	0	0	0	0	0	0	0	0	
Net SPECIAL RESERVE FUND		424	18,006	85,037	328	1	3	0	(3)	
#400 201 PROJECT FUND										
A: Revenues										
4625	201 Project Revenue	4,048	1,488	9,538	1,347	156	156	0	(156)	
4904	Interest - 201 Project	0	0	0	(1)	0	0	0	0	
	TOTAL REVENUE	4,048	1,488	9,538	1,346	156	156	0	(156)	
B: Expenditures										
5915	201 Project maintenance	894	461	10,811	696	3,075	3,184	0	(3,184)	
5918	201 Project Mgmt	1,051	1,155	805	10	0	0	0	0	
	TOTAL EXPENDITURES	1,944	1,616	11,616	706	3,075	3,184	0	(3,184)	
Net 201 PROJECT FUND		2,104	(128)	(2,078)	641	(2,919)	(3,028)	0	3,028	

City of Afton
Statement of Revenue and Expenditures
General Fund Summary plus Detail for All Other Funds
Year to Date 3/31/15

		Audited 2011	Audited 2012	Audited 2013	Unaudited 2014	Month of Mar-15	YTD Actual 3/31/15	Annual Budget 2015	Remaining Budget $	YTD Act as % of Annual Budget
#500 FIRE STATION DEBT SERV FUND										
A: Revenues										
4050	Fire Station Curr Tax Levy	54,875	55,546	55,808	57,356	0	0	57,933	57,933	0.0%
4904	Interest - Fire Station 4M Fund	1	2	2	2	0	0	0	0	
	TOTAL REVENUE	54,876	55,548	55,810	57,358	0	0	57,933	57,933	0.0%
B: Expenditures										
6850	Fire Station Debt Service Expense	54,875	55,546	55,808	57,356	0	0	57,933	57,933	0.0%
		0	0	0	0	0	0	0	0	
	TOTAL EXPENDITURES	54,875	55,546	55,808	57,356	0	0	57,933	57,933	0.0%
Net FIRE STATION DEBT SERV FUND		1	2	2	2	0	0	0	0	
#550 SPECIAL ACTIVITIES FUND										
A. 4914	Interest - Spec Activity Fd (Unallocated)	59	23	22	23	2	6	0	(6)	
B. Cable Comm/4th of July Reserve/CC Contingency/Comm Garden										
4815	Cable Distributions Received	9,073	5,177	0	0	6,106	6,106	0	(6,106)	
4816	Community Garden	0	1,250	(1,338)	(2,478)	0	0	0	0	
4817	MN Historic Preservation Design Guidelines	0	5,350	(5,350)	5,267	0	0	0	0	
	4th of July Celebration Reserve	0	0	(915)	0	0	0	0	0	
6910	Oper Trf fr Gen'l Fd/City Council Contingency	0	8,000	0	0	0	0	0	0	
6366	City Council Contingency Expenses	(500)	(750)	(300)	0	0	0	0	0	
5561	Communications Expenses	(200)	(532)	0	(10,867)	0	0	0	0	
Total B. Cable Comm/4th of July Reserve		8,373	18,495	(7,903)	(8,078)	6,106	6,106	0	(6,106)	
C. Codification/Comp Plan/Moratoria										
6934	Oper Trf fr Gen'l Fd - Codification + Oth Rev	6,000	(12,358)	100	100	0	0	100	100	0.0%
6935	Oper Trf fr Gen'l Fund - Comprehensive Plan	5,000	(7,762)	100	2,000	0	0	2,000	2,000	
6958	Comm Growth Options (1000 Friends Grant)	0	0	0	0	0	0	0	0	
6356	Comprehensive Plan Expenses	0	0	0	(1,518)	0	0	0	0	
6358	Community Growth Options: Expense	0	0	0	0	0	0	0	0	
Total C. Codification of Ordinances		11,000	(20,120)	200	582	0	0	2,100	2,100	0.0%

City of Afton
Statement of Revenue and Expenditures
General Fund Summary plus Detail for All Other Funds
Year to Date 3/31/15

		Audited 2011	Audited 2012	Audited 2013	Unaudited 2014	Month of Mar-15	YTD Actual 3/31/15	Annual Budget 2015	Remaining Budget $	YTD Act as % of Annual Budget
D. Flood & Storm Water Control and Mitigation										
6931	Oper Trf fr Gen'l Fund (Flood Control)	5,500	5,500	5,500	5,500	0	0	5,500	5,500	0.0%
6932	Oper Trf fr Gen'l Fund (Storm Water Run-off)	3,500	3,500	3,500	3,500	0	0	3,500	3,500	0.0%
6942	LSCV Water Mgmt Org Revenue	0	0	0	0	0	0	0	0	
7833	TAG re. Wastewater Community Assessment	(319)	(3,499)	(12,164)	(8,881)	0	0	0	0	
7836	Flood & Storm Water Exp - General	(748)	(12,613)	0	0	0	0	0	0	
7842	Engineering Exp re. Old Village Public Process	0	0	0	0	0	0	0	0	
69xx	Trf to Gen'l Fund (Stormwater Levee Prior Years)	0	0	0	0	0	0	0	0	
Total D. Flood Control & Mitigation		7,933	(7,112)	(3,164)	119	0	0	9,000	9,000	0.0%
F. Developer/Applicant Pass-Thru Expenses										
4341	Engineering Services Reimbursed	16,313	2,727	3,159	4,696	1,047	1,047	0	(1,047)	
4342	Legal Services Reimbursed	387	0	0	0	700	700	0	(700)	
4343	Planner Services Reimbursed	0	0	0	3,991	688	1,588	0	(1,588)	
4344	Other Dev Fees Reimbursed	34,267	184	92	0	0	0	0	0	
5341	Engineering Services Pass-Thru	(16,313)	(2,727)	(3,159)	(4,696)	(1,047)	(1,047)	0	1,047	
5342	Legal Services Pass-Thru	(387)	0	0	0	(700)	(700)	0	700	
5343	Planner Services Pass-Thru	0	0	0	(3,991)	(688)	(1,588)	0	1,588	
5344	Other Dev Fees Pass-Thru	(34,267)	(184)	(92)	0	0	0	0	0	
Total F. Developer/Applicant Pass-Thru Expenses		0	0	0	0	0	0	0	0	
G. TIF District No. 1 (Afton Market Square)										
4924	TIF District #1 Taxes	3,415	0	0	0	0	0	0	0	
5424	TIF District #1 Distributions/Expenses	(3,789)	1,223	0	0	0	0	0	0	
Total G. TIF District No. 1 (Afton Market Square)		(374)	1,223	0	0	0	0	0	0	
H. State Fire Aid										
4940	State Fire Aid Received	32,226	30,968	45,218	44,687	0	0	40,000	40,000	0.0%
5440	State Fire Aid Distributed	(32,226)	(30,968)	(45,218)	(44,687)	0	0	(40,000)	(40,000)	
Total H. State Fire Aid		0	0	0	0	0	0	0	0	
I. City Vehicles/Equipment										
69xx	Oper Trf fr Gen'l - City Vehicles	2,500	2,500	2,500	2,500	0	0	2,500	2,500	0.0%
5508	City Equipment	0	0	(201)	0	0	0	0	0	
5977	John Deere X749 Tractor	0	(10,651)	0	0	0	0	0	0	
Total I. City Vehicles		2,500	(8,151)	2,299	2,500	0	0	2,500	2,500	0.0%

City of Afton
Statement of Revenue and Expenditures
General Fund Summary plus Detail for All Other Funds
Year to Date 3/31/15

		Audited 2011	Audited 2012	Audited 2013	Unaudited 2014	Month of Mar-15	YTD Actual 3/31/15	Annual Budget 2015	Remaining Budget $	YTD Act as % of Annual Budget
J. Public Health Community Outreach										
4840	Wash Cty Grant 4669: Flu Pandemic	0	0	0	0	0	0	0	0	
6340	Pub Health Flu Pandemic Expenses	0	0	0	0	0	0	0	0	
4845	Well Water Testing Receipts (Residents)	0	0	0	0	0	0	0	0	
6345	Well Water Testing Expense (Coliform)	0	0	0	0	0	0	0	0	
Total J. Public Health Community Outreach		0	0	0	0	0	0	0	0	
K. Audit/Legal Reserve										
4842	Oper Trf fr Gen'l - Audit/Legal	150,000	20,000	100	100	0	0	100	100	0.0%
6342	Legal Exp - Deductible/CoPays	(302,629)	0	0	0	0	0	0	0	
Total K. Audit/Legal Reserve		(152,629)	20,000	100	100	0	0	100	100	0.0%
L. MN Unemployment Claims										
4843	Oper Trf fr Gen'l - MN Unemployment	20,000	10,000	10,000	3,000	0	0	3,000	3,000	0.0%
4844	Oper Trf fr Gen'l - Severance & Oth PTO	20,000	0	0	0	0	0	0	0	
6343	MN Unemployment Claim Expense	(12,949)	(10,898)	(3,637)	0	0	0	0	0	
6344	Severance Pay	0	(14,700)	0	0	0	0	0	0	
6345	Vacation, Sick & Other PTO	0	(4,526)	0	0	0	0	0	0	
Total L. MN Unemployment Claims		27,051	(20,125)	6,363	3,000	0	0	3,000	3,000	0.0%
M. Parks Capital Repairs/Trail & Ped Bridge & Sidewalk										
4844	Oper Trf fr Gen'l - Parks Capital Repairs/Trail & Ped Brid	6,000	3,000	3,500	5,500	0	0	5,500	5,500	0.0%
4846	Oper Trf fr Gen'l - Sidewalk	2,000	2,000	2,000	2,000	0	0	2,000	2,000	0.0%
6348	Parks Capital Repairs/Trail & Ped Bridge Expense	0	0	(13,540)	0	0	0	0	0	
Total M. Parks Capital Repairs/Trail & Ped Bridge & Sidewalk		8,000	5,000	(8,040)	7,500	0	0	7,500	7,500	0.0%
N. Election Expense Reserve										
4847	Oper Trf fr Gen'l - Election Levy	0	12,250	5,500	5,500	0	0	5,500	5,500	0.0%
6347	Election Expenses	0	(10,580)	(768)	(6,122)	0	(300)	0	300	
Total N. Election Expense Reserve		0	1,670	4,732	(622)	0	(300)	5,500	5,800	-5.5%
Net SPECIAL ACTIVITIES FUND		(115,138)	9,359	(5,390)	5,125	6,108	5,812	21,200	14,988	27.4%
#600 MN INVESTMENT FUND										
A: Revenues										
4886	Chandler Exhibits Loan Repayment	27,612	27,612	27,612	9,204	0	0	0	0	
4904	Interest - MN Invest 4M Fund	31	39	38	43	4	11	0	(11)	
	TOTAL REVENUE	27,642	27,650	27,650	9,247	4	11	0	(11)	
B: Expenditures										
8986	Chandler Exhibits Repay MN Invest Fd	17,612	17,612	17,612	5,871	0	0	0	0	
	TOTAL EXPENDITURES	17,612	17,612	17,612	5,871	0	0	0	0	
Net MN INVESTMENT FUND		10,031	10,039	10,038	3,376	4	11	0	(11)	

City of Afton
Statement of Revenue and Expenditures
General Fund Summary plus Detail for All Other Funds
Year to Date 3/31/15

		Audited 2011	Audited 2012	Audited 2013	Unaudited 2014	Month of Mar-15	YTD Actual 3/31/15	Annual Budget 2015	Remaining Budget $	YTD Act as % of Annual Budget
#700 ROAD PAVING CONSTRUCTION FUND										
A: Revenues										
4915	Interest - Road Const 4M Fund	0	0	0	0	0	0	0	0	
	TOTAL REVENUE	0	0	0	0	0	0	0	0	
B: Expenditures										
69xx	Transfer to Street Imp for Afton Hills (Close out)	0	0	0	0	0	0	0	0	
	TOTAL EXPENDITURES	0	0	0	0	0	0	0	0	
Net ROAD PAVING CONSTRUCTION FUND		0	0	0	0	0	0	0	0	
#725 ROAD PAVING DEBT SERVICE FUND										
A: Revenues										
4725	Road Paving Debt Levy Proceeds	267,000	282,000	292,000	305,000	0	0	310,000	310,000	0.0%
4916	Interest - Road Debt Service 4M Fund	41	44	47	63	4	41	0	(41)	
	TOTAL REVENUE	267,041	282,044	292,047	305,063	4	41	310,000	309,959	0.0%
B: Expenditures										
7725	Interest Expense - 2005A Road Bonds	143,482	139,610	135,380	130,632	0	10,853	0	(10,853)	
7726	2005A Bond Admin Expense	403	403	403	425	0	0	0	0	
7735	Interest Expense - 2014A Refunding Bonds	0	0	0	0	9,086	26,286	120,000	93,714	21.9%
7736	2014A Refunding Bonds Admin Expense	0	0	0	38,845	0	0	0	0	
	TOTAL EXPENDITURES	143,884	140,013	135,783	169,902	9,086	37,139	120,000	82,861	30.9%
Net ROAD PAVING DEBT SERV FUND		123,157	142,031	156,265	135,161	(9,082)	(37,097)	190,000	227,097	-19.5%
800 CITY INFRASTRUCTURE IMPROVEMENT F										
A: Revenues										
4917	Interest Income (Expense)	0	2	3	3	0	0	0	0	
4871	Rental Income - Flood Levee Property	0	850	1,700	0	0	0	0	0	
4895	DNR Flood Improvement Grant	0	360,921	756,544	0	0	0	0	0	
4896	DNR Flood Imp Grant Match - Tax Levy	0	95,000	95,000	95,000	0	0	95,000	95,000	0.0%
	TOTAL REVENUE	0	456,773	853,247	95,003	0	0	95,000	95,000	0.0%
B: Expenditures										
8890	DNR Flood Improvement Expense	6,673	436,755	935,490	523,191	61,879	71,529	0	(71,529)	
	TOTAL EXPENDITURES	6,673	436,755	935,490	523,191	61,879	71,529	0	(71,529)	
C: Oth Fin Sources (Uses)/Transfers										
4848	Oper Trf from Park Reserve Fund	0	0	100,000	0	0	0	0	0	
		0	0	0	0	0	0	0	0	
	TOTAL OTH FIN SOURCES (USES)	0	0	100,000	0	0	0	0	0	
Net 800 CITY INFRASTRUCTURE IMPROVEME		(6,673)	20,018	17,756	(428,188)	(61,879)	(71,529)	95,000	166,529	-75.3%

City of Afton
Statement of Revenue and Expenditures
General Fund Summary plus Detail for All Other Funds
Year to Date 3/31/15

		Audited 2011	Audited 2012	Audited 2013	Unaudited 2014	Month of Mar-15	YTD Actual 3/31/15	Annual Budget 2015	Remaining Budget $	YTD Act as % of Annual Budget
#810 CITY DOCK FUND										
A: Revenues										
4812	Lease of City Docks	3,850	3,850	3,850	3,850	0	0	3,850	3,850	0.0%
4909	Interest Income - 4M Fund	19	18	20	22	2	5	0	(5)	
	TOTAL REVENUE	3,869	3,868	3,870	3,872	2	5	3,850	3,845	0.1%
B: Expenditures										
8930	Dock Improvements	0	0	0	1,115	0	0	0	0	
	TOTAL EXPENDITURES	0	0	0	1,115	0	0	0	0	
Net 810 CITY DOCK FUND		3,869	3,868	3,870	2,757	2	5	3,850	3,845	0.1%
TOTAL ALL FUNDS COMBINED										
	TOTAL REVENUE	2,512,711	2,864,822	3,454,401	2,605,178	11,052	13,271			
	TOTAL EXPENDITURES	1,957,756	1,864,998	2,478,415	2,055,069	202,377	392,143			
	OTH FINANCING SOURCES (USES)	(639,524)	(655,796)	(686,408)	(696,956)	0	0			
Net ALL FUNDS COMBINED		(84,569.53)	344,027.89	289,578.57	(146,846.90)	(191,324.60)	(378,871.37)			

City of Afton

Detail Statement of Revenue and Expenditures - General Fund Only

Year to Date 3/31/15

	#100 GENERAL FUND	Audited 2012	Audited 2013	Unaudited 2014	Month of Mar-15	YTD Actual 3/31/15	Annual Budget 2015	Remaining Budget $	YTD Act as % of Annual Budget
1-PROPERTY TAXES:									
4000	Current Tax Levy	840,790	870,158	860,094	0	0	931,792	931,792	0.0%
4003	Market Value Credit (Special Levies)	0	0	0	0	0	0	0	
4005	Fiscal Disparity	51,127	46,685	47,649	0	0	45,758	45,758	0.0%
4015	Delinq Taxes, Penalties, Int & Adj	6,421	17,089	17,950	0	0	0	0	
4013	Street Improvement Capital Fund	171,000	190,000	200,000	0	0	200,000	200,000	0.0%
6928	Special Reserve Fund	17,579	0	294	0	0	5,000	5,000	0.0%
6932	Stormwater Fund	3,500	3,500	3,500	0	0	3,500	3,500	0.0%
6933	Vehicle/Equipment Replacement Fund	2,500	2,500	2,500	0	0	2,500	2,500	0.0%
6935	Comprehensive Plan	(7,762)	100	2,000	0	0	2,000	2,000	0.0%
6936	Flood Fund	5,500	5,500	5,500	0	0	5,500	5,500	0.0%
6937	DNR Grant Match	95,000	95,000	95,000	0	0	95,000	95,000	0.0%
6934	Codification	(12,358)	100	100	0	0	100	100	0.0%
4843	MN Unemployment Claims	10,000	10,000	3,000	0	0	3,000	3,000	0.0%
4847	Election Fund	4,250	5,500	5,500	0	0	5,500	5,500	0.0%
6910	City Council Contingency Fund	8,000	0	0	0	0	0	0	
4842	Audit and Legal Reserve	20,000	100	100	0	0	100	100	0.0%
4844	Parks Capital Repairs/Trail & Ped Bridge	3,000	3,500	5,500	0	0	5,500	5,500	0.0%
4022	Afton Septic System - City Bldgs	0	0	15,000	0	0	15,000	15,000	0.0%
xxxx	Public Facilities Authority (PFA) Loan Interest	0	0	0	0	0	8,000	8,000	0.0%
4846	Sidewalk	2,000	2,000	2,000	0	0	2,000	2,000	0.0%
4012	Bldg & Land Capital Fund	2,500	5,000	6,000	0	0	6,000	6,000	0.0%
4050	Debt Service Levy, Fire Hall Remodeling	55,546	55,808	57,356	0	0	57,933	57,933	0.0%
4725	Debt Serv Levy - Road Construction Bonds	282,000	292,000	305,000	0	0	310,000	310,000	0.0%
	TOTAL PROPERTY TAXES	1,560,592	1,604,540	1,634,042	0	0	1,704,183	1,704,183	0.0%
2-INTERGOVERNMENTAL REVENUE:									
4100	Gravel Tax/West Lakeland Cent College	0	(2,301)	(2,374)	0	(2,333)	(2,400)	(67)	
4108	Market Value Credit - Ag	6,606	2,950	5,797	0	0	0	0	
4112	PERA Rate Increase Aid	634	634	634	0	0	634	634	0.0%
4175	Agricultural perserve credit	790	528	659	0	0	500	500	0.0%
	TOTAL INTERGOVT REVENUES	8,031	1,811	4,715	0	(2,333)	(1,266)	1,067	
3-CHARGES FOR SERVICES:									
4205	Assessment Search	80	20	50	10	10	35	25	28.6%
4210	Sale of City Data (Various Media)	125	52	20	0	0	100	100	0.0%
4230	Recycling bin revenue	0	0	0	0	0	0	0	
4270	Misc Planning & Zoning Fees	0	0	0	0	0	0	0	
	TOTAL CHARGES FOR SERVICES	205	72	70	10	10	135	125	7.4%

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City of Afton

Detail Statement of Revenue and Expenditures - General Fund Only

Year to Date 3/31/15

		Audited 2012	Audited 2013	Unaudited 2014	Month of Mar-15	YTD Actual 3/31/15	Annual Budget 2015	Remaining Budget $	YTD Act as % of Annual Budget
4-FINES & FORFEITURES:									
4300	County Fines & Fees	19,292	15,901	10,359	487	2,899	16,000	13,101	18.1%
4305	Other Fines & Forfeitures	0	0	0	0	0	250	250	0.0%
	TOTAL FINES & FORFEITURES	19,292	15,901	10,359	487	2,899	16,250	13,351	17.8%
5-LICENSES, FEES, PERMITS:									
4400	Building Permit Fees - Afton	85,983	181,192	86,885	1,423	2,373	65,000	62,628	3.7%
4401	Building & Eng'g Inspection Fees	965	2,729	800	0	0	250	250	0.0%
4404	4th of July permits	919	200	250	0	0	500	500	0.0%
4405	Pet License & Impound Fees	230	1,825	335	90	290	300	10	96.7%
4410	Liquor Licenses	2,600	3,000	3,000	0	0	2,600	2,600	0.0%
4415	Other Licenses	156	339	413	25	25	350	325	7.1%
4435	Street Opening & Utility Permit Fees	3,250	2,500	750	0	0	1,750	1,750	0.0%
4437	Utility Franchise Fees	58,409	58,383	59,438	0	0	58,000	58,000	0.0%
4440	Zoning Fees & Permits	3,925	3,185	10,248	0	0	3,000	3,000	0.0%
	TOTAL LICENSES, FEES, PERMITS	156,437	253,353	162,119	1,538	2,688	131,750	129,062	2.0%
7-MISCELLANEOUS REVENUE:									
4601	Insurance dividend	6,162	4,072	3,208	0	0	1,125	1,125	0.0%
4604	Park rental & cleaning fees	1,221	550	825	0	0	500	500	0.0%
4615	Settlements/Other Income/Transfer	163	0	10	0	0	0	0	
	TOTAL MISCELLANEOUS REVENUE	7,546	4,622	4,043	0	0	1,625	1,625	0.0%
9-OTHER GRANTS:									
4810	County Grant-recycling grant	7,098	7,098	7,178	0	0	7,090	7,090	0.0%
4815	Cable Commission Grant	1,200	1,200	1,200	300	300	1,200	900	25.0%
	TOTAL OTHER GRANTS	8,298	8,298	8,378	300	300	8,290	7,990	3.6%
10-INTEREST REVENUES:									
4901	Interest - 4M Fund General	45	57	54	1	20	50	30	39.1%
	TOTAL INTEREST REVENUES	45	57	54	1	20	50	30	39.1%
	TOTAL REVENUES	1,760,445	1,888,654	1,823,780	2,335	3,584	1,861,017	1,857,433	0.2%

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City of Afton

Detail Statement of Revenue and Expenditures - General Fund Only

Year to Date 3/31/15

		Audited 2012	Audited 2013	Unaudited 2014	Month of Mar-15	YTD Actual 3/31/15	Annual Budget 2015	Remaining Budget $	YTD Act as % of Annual Budget
B: EXPENDITURES									
1-WAGES & BENEFITS:									
5002	Mayor & Council	13,200	13,200	13,200	1,100	3,500	13,200	9,700	26.5%
5004	Administrator	68,235	75,000	81,575	7,346	22,038	89,025	66,987	24.8%
5005	Intern (s)	0	0	0	0	0	4,500	4,500	0.0%
5007	Office Assistant	15,168	15,676	17,717	1,397	4,000	15,606	11,606	25.6%
5008	Office Manager/Deputy Clerk	34,975	36,436	38,593	3,607	9,591	41,616	32,025	23.0%
5020	Maintenance Personnel incl Vehicle Allowance	18,464	19,055	17,849	1,120	2,438	23,253	20,815	10.5%
5014	FICA & Medicare	10,782	11,754	13,425	1,215	3,758	14,321	10,563	26.2%
5018	Insurance Benefits (Disability)	362	728	642	54	161	720	559	22.4%
5037	Other Financial Benefits	1,617	6,000	16,200	2,200	6,600	26,400	19,800	25.0%
5053	PERA	10,106	10,772	11,416	1,031	2,976	14,040	11,064	21.2%
5024	Workers Comp Insurance	2,183	2,185	2,530	0	3,462	2,600	(862)	133.2%
	TOTAL WAGES & BENEFITS	175,091	190,806	213,147	19,070	58,525	245,281	186,756	23.9%
2-PROFESSIONAL SERVICES:									
5120	Contract - Videographer	556	523	606	0	0	1,000	1,000	0.0%
5302	Assessor Fees	18,683	18,977	20,191	0	220	21,200	20,980	1.0%
5304	Accounting fees	12,705	13,020	13,365	1,300	3,450	14,150	10,700	24.4%
5305	Auditing fees	5,810	4,665	5,350	2,700	2,700	5,700	3,000	47.4%
5310	Engineering Fees	15,896	16,852	12,722	2,324	2,108	30,000	27,892	7.0%
5315	Recording fees	92	0	151	0	0	300	300	0.0%
5320	Legal fees - Prosecution	26,824	28,273	29,698	1,704	5,640	28,000	22,360	20.1%
5321	Legal fees - General/Civil	21,176	24,383	13,772	1,596	5,660	22,000	16,340	25.7%
5330	Planning Fees	(12,134)	0	0	0	0	0	0	
5335	Other Fees for Service	0	0	0	0	0	1,500	1,500	0.0%
5350	Building Inspection Fees - Stensland	35,805	68,952	36,910	1,069	1,977	22,750	20,773	8.7%
5360	Misc Dev Fees	0	91	(200)	0	0	0	0	
5370	Well Monitoring Program	72	0	144	0	0	1,000	1,000	0.0%
5380	Watershed Management	459	488	488	0	488	500	12	97.7%
	TOTAL PROFESSIONAL SERVICES	125,944	176,224	133,198	10,693	22,243	148,100	125,857	15.0%

City of Afton

Detail Statement of Revenue and Expenditures - General Fund Only

Year to Date 3/31/15

		Audited 2012	Audited 2013	Unaudited 2014	Month of Mar-15	YTD Actual 3/31/15	Annual Budget 2015	Remaining Budget $	YTD Act as % of Annual Budget
4-OTHER EXPENDITURES:									
5500	Office Equipment	0	527	176	294	294	600	306	49.0%
5505	Bank/IRS Fees/Penalties/Sales Tax	496	664	135	200	269	400	131	67.2%
5510	Comp Svc (All Hard/Software, GIS, Web, Email)	7,645	7,476	4,825	1,069	2,006	9,500	7,494	21.1%
5516	Copier Lease	6,186	7,148	6,424	410	1,230	7,500	6,270	16.4%
5520	Equipment Maintenance	0	0	62	0	0	1,000	1,000	0.0%
5525	Insurance-General Liability	19,564	20,824	18,377	0	0	20,000	20,000	0.0%
5535	Misc. Expense	708	357	230	0	0	3,000	3,000	0.0%
5540	Office Supplies	3,533	3,281	2,673	242	705	4,500	3,795	15.7%
5545	Other Administration	139	100	475	393	593	500	(93)	118.6%
5550	Postage	3,164	3,720	4,816	588	716	3,500	2,784	20.4%
5555	Publishing & Printing	2,068	1,777	2,336	1,179	1,580	2,800	1,220	56.4%
5560	Newsletter	6,250	4,833	5,281	766	1,241	6,600	5,359	18.8%
5565	Telephone	2,707	2,901	2,759	325	1,381	3,500	2,119	39.5%
5575	Travel & Mileage	47	30	180	0	0	500	500	0.0%
5580	Membership & Dues	2,916	2,987	2,987	0	0	3,000	3,000	0.0%
5585	Seminars & Education	1,025	1,455	1,932	650	650	2,000	1,350	32.5%
5595	Election Expenses	0	0	0	0	0	0	0	
5598	Charter Commission/Special Election	0	0	0	0	0	0	0	
	TOTAL OTHER EXPENDITURES	56,448	58,082	53,668	6,116	10,665	68,900	58,235	15.5%
SUBTOTAL GENERAL & ADMINISTRATIVE		357,484	425,111	400,012	35,878	91,433	462,281	370,848	19.8%
5-PUBLIC SAFETY:									
5605	Animal Control	3,834	1,969	1,899	144	909	4,000	3,091	22.7%
5625	Fire & Ambulance Service	189,316	199,472	213,705	0	54,988	219,953	164,965	25.0%
5626	Fire Relief Association	6,782	2,470	0	0	0	0	0	
5635	Police Service - County	163,521	165,033	168,494	0	0	169,150	169,150	0.0%
	TOTAL PUBLIC SAFETY	363,453	368,944	384,098	144	55,897	393,103	337,206	14.2%
6-PUBLIC HEALTH:									
5705	Recycling - Afton	0	0	150	0	0	500	500	0.0%
5720	Refuse Hauling - City Hall	1,294	887	1,630	88	88	1,500	1,412	5.9%
	TOTAL PUBLIC HEALTH	1,294	887	1,780	88	88	2,000	1,912	4.4%

City of Afton

Detail Statement of Revenue and Expenditures - General Fund Only

Year to Date 3/31/15

		Audited 2012	Audited 2013	Unaudited 2014	Month of Mar-15	YTD Actual 3/31/15	Annual Budget 2015	Remaining Budget $	YTD Act as % of Annual Budget
7-STREETS:									
5820	Gravel Road Maintenance	3,114	2,517	1,755	510	510	4,000	3,490	12.8%
5825	Crackseal/Seal Coat/Gravel Shouldering	6,009	720	90,685	0	0	71,000	71,000	0.0%
5830	Snow & Ice Control	95,457	162,076	115,692	6,190	37,098	110,000	72,902	33.7%
5835	Surf maint/Sweeping/Pothole Repair	21,432	25,054	29,844	4,548	4,548	30,000	25,453	15.2%
5845	Brush,Tree,Mow,Bridge,Culvert,Guardrail	33,893	65,736	25,502	9,380	12,030	25,000	12,970	48.1%
5850	Street Lighting	4,480	4,682	3,982	726	1,320	5,000	3,680	26.4%
5855	Gas Lamps - Operating Costs	2,870	2,688	2,851	294	907	2,700	1,793	33.6%
5856	Gas Lamps - Capital	2,841	2,468	0	0	0	0	0	
5860	Signs & Signals	2,123	1,691	2,977	0	663	4,000	3,337	16.6%
5870	Other - Road Maint.	1,791	575	758	20	127	2,000	1,873	6.4%
	TOTAL STREETS	174,009	268,207	274,047	21,668	57,203	253,700	196,497	22.5%
9-OTHER PUBLIC WORKS EXPENDITURES:									
5910	Flood Control (Operate Pump/Dike)	658	264	803	0	0	4,000	4,000	0.0%
5920	Repair & Maint - Equipment	1,740	518	1,312	61	61	1,500	1,440	4.0%
5925	Fuel & Lubricants	696	694	478	0	21	1,000	979	2.1%
5930	Tools & Minor Equipment	487	217	243	0	0	950	950	0.0%
5940	Sidewalk improvements	0	0	0	0	0	0	0	
	TOTAL OTHER PUBLIC WORKS	3,581	1,692	2,836	61	81	7,450	7,369	1.1%
SUBTOTAL STREETS, REHAB & PUBLIC WORKS		177,590	269,899	276,883	21,728	57,285	261,150	203,865	21.9%
9-BUILDINGS & LAND:									
6010	Gas Heat	1,186	1,721	2,060	244	739	2,500	1,761	29.6%
6020	Electricity	1,707	2,030	1,822	281	529	1,750	1,221	30.2%
6030	Miscellaneous Expense	1,044	1,565	777	27	81	500	419	16.2%
6035	Cleaning	150	957	1,031	94	438	1,000	562	43.8%
6040	Repair & Maintenance	1,175	1,404	898	234	234	2,000	1,766	11.7%
6045	City Garage Expense	2,017	3,266	3,264	466	1,467	2,500	1,033	
6050	Supplies	231	260	594	0	0	500	500	0.0%
	TOTAL BUILDINGS & LAND	7,511	11,203	10,446	1,347	3,487	10,750	7,263	32.4%

City of Afton

Detail Statement of Revenue and Expenditures - General Fund Only

Year to Date 3/31/15

		Audited 2012	Audited 2013	Unaudited 2014	Month of Mar-15	YTD Actual 3/31/15	Annual Budget 2015	Remaining Budget $	YTD Act as % of Annual Budget
12-PARKS & RECREATION:									
6105	4th of July Celebration	4,265	2,985	3,691	0	1,750	3,500	1,750	50.0%
6135	Park Maintenance	783	713	1,275	0	0	1,200	1,200	0.0%
6140	Miscellaneous expense	0	107	52	0	0	300	300	0.0%
6145	Park Equipment	0	0	0	0	0	0	0	
6205	Cemetery maintenance	0	0	0	0	0	100	100	0.0%
	TOTAL PARKS & RECREATION	5,049	3,805	5,018	0	1,750	5,100	3,350	34.3%
OVERALL TOTAL EXPENDITURES		912,381	1,079,849	1,078,237	59,186	209,940	1,134,384	924,444	18.5%
C: OTHER FINANCING SOURCES (USES)									
4725	Tax Levy to Road Debt Service Fund	(282,000)	(292,000)	(305,000)	0	0	(310,000)	(310,000)	
4050	Tax Levy to Fire Hall Debt Service Fund	(55,546)	(55,808)	(57,356)	0	0	(57,933)	(57,933)	
6920	Oper trf to Bldg & Land Fund - Budgeted	(2,500)	(5,000)	(6,000)	0	0	(6,000)	(6,000)	
6920	Oper trf to Bldg & Land Fund - UnBudgeted		(25,000)	0	0	0			
6921	Oper trf to Street Imp -UnBudgeted	(175,000)	(25,000)	0	0	0	0		
6925	Oper trf to Street Imp -Budgeted	(171,000)	(190,000)	(200,000)	0	0	(200,000)	(200,000)	
6928	Oper Trf from(to) Special Reserve Fund	(17,579)	(85,000)	(294)	0	0	(5,000)	(5,000)	
6932	Oper Trf to Stormwater Fund	(3,500)	(3,500)	(3,500)	0	0	(3,500)	(3,500)	
6933	Oper Trf to Vehicle Fund	(2,500)	(2,500)	(2,500)	0	0	(2,500)	(2,500)	
6935	Oper Trf to Comprehensive Plan	7,762	(100)	(2,000)	0	0	(2,000)	(2,000)	
6936	Oper Trf to Flood Mitigation & Control	(5,500)	(5,500)	(5,500)	0	0	(5,500)	(5,500)	
6937	Oper Trf to DNR Grant Match	(95,000)	(95,000)	(95,000)	0	0	(95,000)	(95,000)	
	UnBud Trf to Spec Act MN UI Claims, Sev, PTO	0	0	0	0	0	0	0	
6934	Oper trf to Codification (Spec Act Fd)	12,358	(100)	(100)	0	0	(100)	(100)	
4843	Oper Trf to MN Unemployment Claims	(10,000)	(10,000)	(3,000)	0	0	(3,000)	(3,000)	
4847	Oper Trf to Election Expense Fund	(12,250)	(5,500)	(5,500)	0	0	(5,500)	(5,500)	
6910	City Council Contingency Fund	(8,000)	0	0	0	0	0	0	
4842	Oper Trf to Audit and Legal Reserve	(20,000)	(100)	(100)	0	0	(100)	(100)	
4844	Oper Trf to Parks Capital Repairs/Trail & Ped Bridge	(3,000)	(3,500)	(5,500)	0	0	(5,500)	(5,500)	
xxxx	Oper Trf to Afton Septic System - City Bldgs			(15,000)	0	0	(15,000)		
xxxx	Oper Trf to PFA Loan Interest (Spec Act Fd)			0	0	0	(8,000)		
4846	Oper Trf to Sidewalk	(2,000)	(2,000)	(2,000)	0	0	(2,000)	(2,000)	
6929	Trf (to)/from Special Activities Fund (Various)	0	0	0	0	0	0	0	
	TOTAL OTH FINANCING/TRANSFERS	(845,255)	(805,608)	(708,350)	0	0	(726,633)	(703,633)	
REVENUES OVER (UNDER) EXPENDITURES		**$2,810**	**3,197**	**37,193**	**(56,851)**	**(206,356)**	**$0**	**206,356**	
	Fund Balance - Beginning of Period	**$258,108**	**260,918**	**264,114**		**$301,307**			
	Fund Balance - End of Period	**$260,918**	**264,114**	**301,307**		**$94,951**			

City of Afton
Summary of Special Activities and MN Investment Funds
YTD 3/31/15

	Balance 12/31/2012	Balance 12/31/2013	Balance 12/31/2014	Receipts	Disbursements	Transfers	Balance 3/31/2015
#550 Special Activities Fund							
A. Interest (unallocated)	3,826.56	3,848.46	3,871.67	6.30			3,877.97
B1. Cable Commission	23,978.90	23,978.90	18,378.87	6,105.71			24,484.58
B2. 4th of July Reserve	914.75	0.00	0.00				0.00
B3. City Council Contingency Reserve	13,752.60	13,452.60	10,975.00				10,975.00
B4. Community Garden	1,250.00	(87.88)	(87.88)				(87.88)
B4. MN Historic Preservation Design Guidelines	5,350.00	0.00	0.00				0.00
C1. Codification	3,550.20	3,650.20	3,750.20				3,750.20
C2. Comprehensive Plan	7,573.28	7,673.28	8,155.36				8,155.36
D1. Flood Control (Acct 7836)	2,945.20	8,445.20	5,063.99				5,063.99
D2. Storm Water Control	14,433.70	17,933.70	21,433.70				21,433.70
D6. TAG Wastewater Comm Assessmnt (Acct 7833)	(3,818.12)	(15,982.34)	(15,982.34)				(15,982.34)
F. Applicant Pass-Thru Expenses	0.00	0.00	0.00	3,334.00	3,334.00		0.00
G. TIF Dist No. 1 (Afton Market Square)	849.01	849.01	849.01				849.01
H. State Fire Aid (Pass-Thru)	0.00	0.00	0.00				0.00
I. City Vehicles	(650.52)	1,648.96	4,148.96				4,148.96
K. Audit/Legal Reserve	38,236.57	38,336.57	38,436.57				38,436.57
L. MN UI Claims, Severance & Oth PTO	14,425.53	20,788.53	23,788.53				23,788.53
M. Pedestrian Bike Trail & Bridge	21,000.00	10,959.94	16,459.94				16,459.94
N. Election Expense	1,670.12	6,402.20	5,780.27		300.00		5,480.27
O. Sidewalk	6,000.00	8,000.00	10,000.00				10,000.00
Total #550 Special Activities Fund	155,287.78	149,897.33	155,021.85	9,446.01	3,634.00	0.00	160,833.86
#600 MN Investment Fund							
4886/8986 Chandler Exhibits	90,946.70	100,985.08	104,361.13	10.80		0.00	104,371.93
Total #600 MN Investment Fund	90,946.70	100,985.08	104,361.13	10.80	0.00	0.00	104,371.93