

**City of Grant  
City Council Agenda  
June 4, 2024**

*The regular monthly meeting of the Grant City Council will be called to order at 6:30 p.m. on Tuesday, June 4, 2024, in a teleconference format and in person Town Hall for the purpose of conducting the business hereafter listed, and all accepted additions thereto.*

**1. CALL TO ORDER**

**PUBLIC INPUT**

**Citizen Comments – Individuals may address the City Council about any item not included on the regular agenda. The Mayor will recognize speakers to come to the podium. Speakers will state their name and address and limit their remarks to two (2) minutes with five (5) speakers maximum. Generally, the City Council will not take any official action on items discussed at this time, but may typically refer the matter to staff for a future report or direct that the matter be scheduled on an upcoming agenda.**

- (1) \_\_\_\_\_
- (2) \_\_\_\_\_
- (3) \_\_\_\_\_
- (4) \_\_\_\_\_
- (5) \_\_\_\_\_

**2. PLEDGE OF ALLEGIANCE**

**3. APPROVAL OF REGULAR AGENDA**

**4. APPROVAL OF CONSENT AGENDA**

- A. May 7, 2024 City Council Meeting Minutes
- B. May 2024 Bill List, \$82,845.30
- C. Kline Bros., Road Maintenance, \$27,572.50
- D. Croix Valley Inspector, \$53,469.69

E. Northern Salt, Dust Control, \$20,878.22

F. City of Mahtomedi, 2<sup>nd</sup> Quarter Fire Contract, \$42,583.00

5. **STAFF AGENDA ITEMS**

A. City Engineer, Brad Reifsteck

i. PUBLIC HEARING, Consideration of Resolution No. 2024-08, Declaring Costs to be Assessed and Ordering Preparation of Proposed Assessments

ii. Consideration of Resolution No. 2024-09, Certifying Special Assessments for the Knollwood Drive Street Improvement Project

iii. Consideration of Resolution No. 2024-10, Accepting Bids and Awarding a Construction Contract for the Knollwood Drive Street Improvement Project

iv. Consideration of Special Roads Project, Pavement Apron at 110<sup>th</sup> Street/Lansing Avenue

v. Consideration of Contract Extension, Kline Bros. Excavating

B. City Planner, Jennifer Haskamp

i. Consideration of Resolution No. 2024-11 Preliminary Plat, Elliot Crossing

ii. Consideration of Amending Chapter 32 Zoning regarding Minimum Lot Size and Dimensional Standards of Existing Lots of Record

C. City Attorney, Nick Vivian (no action items)

6. **NEW BUSINESS**

A. Consideration of City Assessor Appointment

B. Consideration of Resolution No. 2024-12, Accepting Resignation and Declaring a Council Vacancy

C. Consideration of Resolution No. 2024-13, Resolution to Fill a Vacancy on the City Council

7. **UNFINISHED BUSINESS**

8. **DISCUSSION ITEMS** (no action taken)

A. Staff Updates (updates from Staff, no action taken)

B. City Council Reports/Future Agenda Items (no action taken)

9. **COMMUNITY CALENDAR JUNE 5 THROUGH JUNE 30, 2024:**

Mahtomedi Public Schools Board Meeting, Thursday, June 13<sup>th</sup> and June 27<sup>th</sup>, Mahtomedi District Education Center, 7:00 p.m.

Stillwater Public Schools Board Meeting, Thursday, June 13, Stillwater City Hall, 7:00 p.m.

Washington County Commissioners Meeting, Tuesdays, Government Center, 9:00 a.m.

10. **ADJOURNMENT**

CITY OF GRANT  
MINUTES

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**DATE** : May 7, 2024  
**TIME STARTED** : 6:34 p.m.  
**TIME ENDED** : 8:29 p.m.  
**MEMBERS PRESENT** : Councilmember Carr, Rog, Giefer, Tufty and Mayor Huber  
**MEMBERS ABSENT** : None

Staff members present: City Attorney, Nick Vivian; City Engineer, Brad Reifsteck; City Planner, Jennifer Haskamp; City Treasurer, Sharon Schwarze; and Administrator/Clerk

**CALL TO ORDER**

The meeting was called to order at 6:34 p.m.

**PUBLIC INPUT**

No one was present for public input.

**PLEDGE OF ALLEGIANCE**

**SETTING THE AGENDA**

**Council Member Rog moved to approve the agenda, as presented. Council Member Giefer seconded the motion. Motion carried unanimously.**

**CONSENT AGENDA**

April 2, 2024 City Council Meeting Minutes	Approved
April 2024 Bill List, \$70,978.59	Approved
Kline Bros., Road Maintenance, \$37,511.25	Approved
Croix Valley Inspector, \$61,476.74	Approved
ARC Potholing Contract	Approved

**Council Member Giefer moved to approve the consent agenda, as presented. Council Member Tufty seconded the motion. Motion carried unanimously.**

**CONCEPT PLAN REVIEW FOR VARIANCE REQUEST, XXX 89<sup>TH</sup> STREET**

1 City Planner Haskamp advised the applicant contract the City regarding a one-acre lot buildability.  
2 He went though the Land Use Application process and was informed that although the lot pre-dates  
3 the ordinance it is not a building lot. She referred to the letter provided to the applicant that indicated  
4 in the current configuration, the lot is not buildable. The applicant would like feedback regarding the  
5 possibility of applying for a variance.

6  
7 It was the consensus of the Council that they would not necessarily be supportive for a variance to  
8 build on a one-acre lot.

9  
10 **STAFF AGENDA ITEMS**

11 **City Engineer, Brad Reifsteck**

12  
13 **Consideration of Resolution No. 2024-06, Call for Assessment Hearing, Knollwood Drive Street**  
14 **Improvement Project** – City Engineer Reifsteck advised this project was initiated by petition by the  
15 adjacent parcel owners and is following Minn State Statue 429 procedures on special assessments.  
16 The following procedures have been completed:

- 17 • The City Council adopted the feasibility report at the June 27, 2023 regular meeting.
- 18 • A public hearing was conducted on August 1, 2023, following the public hearing, the  
19 Council ordered the public improvements and authorized the preparation of the plans and  
20 specifications.
- 21 • The Council accepted the plans and specifications and ordered the advertisement for bids  
22 at the January 2, 2024, regular meeting. Bids were received on May 2, 2024.

23  
24 The improvements are anticipated to be partially funded by special assessments to benefitting  
25 properties, in accordance with the City’s Assessment Policy. The total benefit amount to be assessed  
26 is estimated at \$219,836. There are 8 total buildable units. The assessment per buildable unit is  
27 estimated at \$25,426. The City of Grant is contributing street maintenance dollars in the amount of  
28 \$16,431 to the cost of the project.

29  
30 Assessments are proposed to be paid in equal annual installments over 15 years at 4.5% per annum  
31 for each parcel, beginning in January 2025. The assessment may be paid in whole with no interest  
32 charged if the entire assessment is paid prior to October 31, 2024.

33  
34 City staff recommends scheduling a public hearing on assessments and declaring costs for the  
35 Knollwood Drive Street Improvement Project at the June 4, 2024 regular Council meeting.

36 **Council Member Rog moved to adopt Resolution No. 2024-06, as presented. Council Member**  
37 **Giefer seconded the motion. Motion carried unanimously.**

38  
39 **Consideration of Resolution No. 2024-07, Municipal Support for Highway 36/County Road 17**  
40 **Project** – City Engineer Reifsteck advised Washington County has, through its Capital Improvement  
41 Plan (CIP) recommended an improvement project to the intersection of County State Aid Highway  
42 (CSAH) No. 17, also known as Lake Elmo Avenue and Trunk Highway (TH) 36, to improve vehicle  
43 safety, vehicle mobility, and bikeability/walkability in this area.

1 Washington County, in consultation with the MnDOT, the City of Grant, and the City of Lake Elmo,  
2 engaged in an intersection study process, beginning in 2021 to identify and evaluate potential  
3 improvements to this intersection.

4  
5 Washington County, together with MnDOT and the Cities of Grant and Lake Elmo, have engaged in  
6 community engagement as part of the study and preliminary design efforts intended to gather and  
7 consider public feedback for the proposed improvements.

8  
9 A preferred concept project layout, also known as the Overpass with Buttonhook Ramps alternative,  
10 showing the proposed improvements, dated April 25, 2024, has been prepared and provided to both  
11 the City of Grant and the City of Lake Elmo.

12  
13 City staff recommends supporting the County’s preferred concept and continuing the development of  
14 final plans and right-of-way acquisition.

15  
16 **Council Member Rog moved to adopt Resolution No. 2024-07, as presented. Council Member**  
17 **Giefer seconded the motion. Motion carried unanimously.**

18  
19 **Consideration of Washington County Cooperative Agreement, Trail Connection from Ideal**  
20 **Ave to Middle School, County Road 12** – Mr. Kevin Peterson, Washington County advised in  
21 February of 2017 Washington County began a cooperative study of the County Highway 12 corridor  
22 within the Cities of Willernie, Mahtomedi, and Grant. Public engagement, environmental and  
23 technical analysis, and design culminated in the completion of a study report identifying  
24 improvements to County Highway 12 between MnDOT Highway 244 and County Highway 9  
25 (Jamaca Avenue N). Implementation of these improvements began with the closure of the Mahtomedi  
26 High School entrance and installation of the traffic signal (stop light) at the Mahtomedi Middle  
27 School entrance. Subsequent public feedback indicated support for pedestrian connections to the  
28 Mahtomedi Middle School Entrance on the south side of County Highway 12. The project currently  
29 under construction will build an off-road pedestrian facility from County Highway 29 (Hilton Trail) to  
30 Ideal Avenue under the Washington County Cost Participation Policy via agreement with the City of  
31 Mahtomedi.

32  
33 On May 12, 2020, Washington County applied for federal funding through the Metropolitan  
34 Council’s Regional Solicitation Program to construct an off-road trail along the south side of  
35 County Highway 12 between Ideal Avenue and the stoplight at the Mahtomedi Middle School  
36 entrance within the City of Grant. The Engineer’s estimate of cost for this trail segment is  
37 \$316,800.

38  
39 On February 17, 2021, Washington County was notified that it was successful in this grant  
40 application and was awarded \$256,800 to construct a trail between Ideal Avenue and the Mahtomedi  
41 Middle School Entrance. After applying these federal grant funds to the project, the City of Grant  
42 would be required to contribute \$30,000 to complete this trail. The City of Mahtomedi has agreed to  
43 remove snow from the trail segment between Ideal Avenue and the Mahtomedi Middle School  
44 Entrance.

1 Washington County looks forward to formal direction from the City of Grant on potential  
2 construction of an off- road pedestrian facility from Ideal Avenue to the Mahtomedi Middle School  
3 Entrance. If the City of Grant decides to contribute their share of this trail project, Washington  
4 County will construct it in 2025. If not, the Federal funds will be returned and the City’s cost share  
5 for construction of this trail in the future will be at least \$159,300.

6  
7 **Council Member Giefer moved to approve Washington County Cooperative Agreement, as**  
8 **presented. Council Member Rog seconded the motion. Motion carried unanimously.**

9  
10 Mayor Huber called for a five-minute recess at 7:10 p.m.

11  
12 Mayor Huber called the meeting back to order at 7:18 p.m.

13 **City Planner, Jennifer Haskamp**

14  
15 **PUBLIC HEARING, Consideration of Preliminary Plat, Elliot Crossing** – City Planner Swanson  
16 advised the Applicant and Owner Mike Regan of MOR Development, LLC (“Owner”), is requesting  
17 a Preliminary Plat and variances from the maximum length of a cul-de-sac to subdivide the subject  
18 properties into 18 rural residential lots and two Outlots. The subject property is comprised of four  
19 existing parcels and is generally situated south of 75 Street North (CSAH 12) and west of Lake Elmo  
20 Ave N (CSAH 17). The subject property is zoned A2 and borders Indian Hills Golf Course to the  
21 south. Outlot A contains three relocated golf holes that were approved as part of a CUP Amendment  
22 process in 2020 and 2021 respectively.

23  
24 A duly noticed public hearing was published for May 7, 2024 at 6:30 PM to be held at the City  
25 Council’s regular meeting. Letters were mailed to property owners within 1,250-feet of the subject  
26 Project informing them of the application request and public hearing.

27  
28 The following summary information is provided to assist in your review and consideration:

29  
30 **Project Summary:**

<b>Applicant/Owner</b>	Michael Regan, on behalf of MOR Development, LLC
<b>Address</b>	XXX 75th Street N (CSAH 12), XX Lake Elmo Ave N (CSAH 17)
<b>Site Size</b>	~194 Acres
<b>Zoning &amp; Land Use</b>	A2
<b>Proposed Plat Name</b>	Elliot Crossing
<b>PIDs</b>	2603021330001 (101.5 acres), 3503021210002 (4.9 acres), 2603021440001 (15.0 acres), 2603021430001 (39.6 acres)

31  
32 The Applicant and Developer is proposing to develop the proposed subdivision with the following  
33 characteristics:

- 34
- 35 • The subject properties will be divided into 18 rural residential lots and two Outlots, Outlot A and
- 36 Outlot B. Outlot A contains three (3) recently relocated golf holes, and as configured, Block 1 is

1 located west of Outlot A, and Block 2 is located east of Outlot A. The two Blocks are not  
2 proposed to connect via roadways due to the presence of wetlands and the golf holes.

- 3 • The proposed subdivision name is Elliott Crossing as a nod to the historical streetcar line that  
4 traversed the site in the early 1900s.
- 5 • Each Block will contain newly subdivided rural residential lots that will be accessed from two  
6 new cul-de-sacs. Block 1 contains 12 lots and Block 2 contains 6 lots.
- 7 • The rural residential lots will be custom graded and custom homes will be constructed. Lot sizes  
8 range from 5.0 and 18.76 acres.
- 9 • The subdivision will be subject to architectural design standards through the Homeowners  
10 Association (HOA). Outlot B is proposed to be open space which will be landscaped and  
11 managed by the HOA. Outlot B lies south of the proposed cul-de-sac identified as Street A on the  
12 attached plan set. A landscape plan for this area was not provided with the submission. The Outlot  
13 is irregular in shape with existing groundcover and areas of tree/woodland.
- 14 • Outlot A contains three golf holes that were relocated in 2020/2021 through an amended CUP  
15 process, and the holes were placed in an easement as part of the CUP process. As proposed, the  
16 easement will be converted to an Outlot through the platting process and the Outlot will become  
17 part of the amended CUP and all associated conditions of approval.
- 18 • Each lot is proposed to be served by a private well and septic system. Preliminary septic borings  
19 and drainfield locations are provided on the plan set.
- 20 • The proposed cul-de-sac in Block 1 (Street B on the plan set) is approximately 1,998.3 feet long  
21 which exceeds the maximum permitted length of 1,320 feet. A variance from this standard is  
22 requested by the Applicant.
- 23 • The proposed cul-de-sac in Block 2 (Street A on the plan set) is approximately 1,482.9 feet long,  
24 which exceeds the maximum permitted length of 1,320 feet. A variance from this standard is  
25 requested by the Applicant.
- 26 • Both new cul-de-sacs connect to County roads and a County access permit is required. The  
27 Applicant is in communication with the County, and the County has required new turn lanes on  
28 CSAH 12. The plan set submitted includes plans for the inclusion of the turn lanes as requested  
29 by the County.

30  
31 The following City Code regulations are relevant to the application:

- 32 • Chapter 30 - Subdivisions
  - 33 ○ Division 2 – Preliminary Plat
  - 34 ○ Article III - Minimum Design Standards
    - 35 ■ Sec. 30-129. Cul-de-sac streets
    - 36 ■ Sec. 30-130. Street design
- 37 • Chapter 32 – Zoning
  - 38 ○ Sec. 32-1. Definitions
  - 39 ○ Sec. 32-246. Minimum area, maximum height, and other dimensional requirements
  - 40 ○ 32-60. Variances

1 The following review is provided for your review and consideration.

2

3 The project site contains approximately  
4 194 acres and is located south of 75th Ave  
5 N (CSAH 12) and west of Lake Elmo  
6 Street N (CSAH 17). The subject parcels  
7 have been used for a mix of uses including  
8 agricultural production, golf holes and  
9 natural areas. The two easterly parcels  
10 have extensive woodland areas, rolling  
11 topography and the wetland FEN is  
12 located on the easterly quarter of PID  
13 2603021330001. The FEN is a protected  
14 wetland complex that the Browns Creek  
15 Watershed District has classified as  
16 preserve due to the natural resource value.  
17 The two westerly parcels include three (3)  
18 newly constructed golf holes and natural  
19 vegetation.



Figure 1. Subject property  
Source: Washington County GIS

20

21 A historic street carline and station were present in this area in the early 1900s, and the station was  
22 named Elliott Crossing. The Applicant proposes to keep the old streetcar line to the extent possible,  
23 and proposes to name the new subdivision after the historic line.

24

25 In 2020 and 2021 the Owner amended the Conditional Use Permit granted for the Indian Hills Golf  
26 Club and relocated three (3) holes from the southerly most parcel (PID 2603021340001) and shifted  
27 them to include portions of the easterly 40-acre parcel (PID 2603021430001). The three relocated  
28 holes were placed in an easement for temporary description and are proposed to be incorporated into  
29 a platted Outlot as part of the subdivision.

30

31 City Planner Swanson noted per the 2040 Comprehensive Plan, the subject properties designated  
32 Rural Residential/Agricultural (RR-AG), which “guides land for principal rural residential and  
33 agricultural uses.” Commercial farming or agricultural activities are permitted, along with large-lot  
34 single-family residential units of no more than 4 dwelling units for every 40 acres.

35

36 The proposed development is comprised of 18 rural-residential lots on approximately 194 acres. The  
37 proposed density is approximately 10.8 acres per lot, which is consistent with the land use  
38 designation. The Proposed development will contain rural residential uses and will be subject to a  
39 homeowner’s association that will include use restrictions and architectural covenants. As proposed,  
40 the development plan is consistent with the adopted 2040 Comprehensive Plan and the RR/AG land  
41 use designation.

42

43 The subject parcels are zoned A2, and Section 32-243 defines the intent and primary use of such  
44 properties as, “...provide rural low-density housing in agricultural districts on lands not capable of  
45 supporting long-term, permanent commercial food production. A-2 district lot sizes will provide for  
46 marginal agriculture and hobby farming.”



1 The proposed Project will subdivide approximately 194 acres into 18 lots and two Outlots. The  
2 subdivision is subject to Chapter 30 Subdivisions and is specifically reviewed for compliance with  
3 Sections contained within Article II Platting and Article III Minimum Design Standards. Chapter 30  
4 requires all subdivisions with newly created lots to comply with the underlying zoning district, and as  
5 such each lot was reviewed for compliance with Section 32-246 Dimensional Standards and other  
6 applicable sections of Chapter 32. Subsequent sections of this report will provide a review of the  
7 dimensional standards and will make the appropriate cross reference to the subdivision code, where  
8 applicable.

9 City Planner Swanson stated the subdivision ordinance requires all newly created lots to conform to  
10 the applicable zoning dimensional standards as identified within Chapter 32 Zoning. The following  
11 review relates specifically to the subdivision and/or preliminary plat requirements.  
12

13 Easements

14 City Code Section 30-105 requires newly created lots and roadways to provide easements for utilities  
15 and drainageways, as necessary. The applicable ordinance requirements are as follows:  
16

- 17 (a) *Required for Utilities.* Easements of at least 20 feet wide, centered on rear and other lot lines  
18 as required, shall be provided for utilities where necessary...”
- 19 (b) *Required for drainage.* Easements shall be provided along each side of the centerline of any  
20 watercourse or drainage channel, whether or not shown on the comprehensive plan, to a  
21 sufficient width to provide property maintenance and protection and to provide for stormwater  
22 runoff and installation and maintenance of storm sewers.
- 23 (c) *Dedication.* Utility and drainage easements shall be dedicated for the required use.  
24

25 As shown on sheets 4 through 6 of the submitted preliminary plat, drainage and utility easements are  
26 shown on each lot line and around all features associated with the drainage plan of the property and  
27 all wetland areas. The City Engineer has reviewed the stormwater management plan, and his review  
28 can be found in Exhibit C. ***The Applicant will be required to dedicate the easements to the benefit  
29 of the City at time of Final Plat; however, staff recommends including a condition that the  
30 maintenance, specifically of all drainage easements associated with stormwater management will  
31 be provided for and the responsibility of the HOA and must be detailed in any Covenants and  
32 Development Agreement.***  
33

34 Lot Requirements

35 City Code Section 30-107 governs lot design and requirements. The following subsections apply to  
36 the proposed subdivision:  
37

- 38 (a) *Side Lots.* Side lot lines shall be substantially at right angles to straight street lines or radial to  
39 curved street lines or radial to lake or stream shores unless topographic conditions necessitate  
40 a different arrangement.

41  
42 The general configuration is consistent with this provision; however, there are small  
43 deviations from the standard that are largely created by existing wetland areas, septic  
44 drainfield locations and Outlot location that contains the golf holes. The side-yard lot line  
45 between Lot 3 and Lot 4 in Block 2 jogs at the rear which appears to be likely driven by the

1 location of the golf holes in Outlot A. However, as noted in subsequent sections, this lot is  
2 also slightly undersized and does not meet the 5.0 acre minimum requirement. *Staff*  
3 *recommends that the Applicant reconfigure this lot line to straighten the side yard and*  
4 *comply with the minimum lot size requirement.*

5  
6 (b) *Frontage.* Each lot shall front upon a public street.

7  
8 The proposed subdivision includes the construction and development of two cul-de-sacs to  
9 access the new lots. The cul-de-sacs will be built to city specifications and will be dedicated  
10 as public streets once constructed. *All created lots will have direct access to the new cul-de-*  
11 *sacs and will comply with this standard.*

12  
13 (c) *Minimum area and width.* No lot shall have less area or width than is required by zoning  
14 regulations applying to the area in which it is located, except as herein provided. Irregular-  
15 shaped lots designed for the sole purpose of attempting to meet a subdivision design or zoning  
16 regulation shall be prohibited.

17  
18 The proposed subdivision will be developed with two new cul-de-sacs, cul-de-sac A and cul-  
19 de-sac B. Cul-de-sac A will provide access to Lots 1 through 5, Block 2; and cul-de-sac B will  
20 provide access to Lots 1 through 12. Lot 6, Block 2 is proposed to be accessed from a private  
21 driveway that extends to the 69<sup>th</sup> Street N., right-of-way.

22  
23 The proposed lots in Block 1 have a range of lot widths along the cul-de-sac street of  
24 approximately 330 feet to 492 feet, with frontage on the terminus exceeding 100 feet. Lot area  
25 in Block 1 range from approximately 7.5 to 18.4 acres. As proposed, all lots in Block 1 meet  
26 or exceed the minimum lot area and lot width requirements.

27  
28 Lots 1 through 5, Block 2 have a range of lot widths along the cul-de-sac street of  
29 approximately 299.8 to 1,467 feet, with frontage on the terminus exceeding 80 feet. Lot 2,  
30 Block 2 has approximately 299.8 feet of frontage, and the lot lines should be adjusted to  
31 comply with a minimum of 300-feet of frontage as required. Lot areas in Block 2 range from  
32 approximately 4.99 acres to 8.18 acres. Lot 3 is shown with 217,751 square feet of area,  
33 which is just shy of 5.00 acres. Both of these lots, Lot 2 and Lot 3, share the irregular lot line  
34 and Lot 2 has substandard frontage, which if the shared lot line is reconfigured it will correct  
35 the lot line, lot area and frontage issues. *Staff recommends including a condition that Lot 2*  
36 *must be adjusted to comply with the minimum lot frontage, and Lot 3 must be slightly*  
37 *reconfigured to comply with the lot line and lot area standards.*

38  
39 Lot 6 is unique as it was originally a part of the Indian Hills subdivision plat and was subject  
40 to the CUP and PUD from the 1970s. The Applicant provided evidence that the subject parcel  
41 was released from the CUP/PUD in the 1980s and is therefore a lot of record that qualifies for  
42 the exception under Section 32-246(b) from lot frontage or area if it can be demonstrated that  
43 other dimensional standards can be met. The subject parcel is 5.35 acres, and therefore meets  
44 the minimum lot area standard and qualifies for the exception. As proposed, Lot 6 Block 2  
45 complies with this standard.

1 (e) *Corner lots.* Corner lots shall be platted at least 20 feet wider than interior lots.

2  
3 Lots 1 and 12, Block 1 are 358 feet and 492 feet wide respectively and meet this requirement.  
4 Lot 1, Block 2 has 1,467 feet of frontage and meets this requirement.

5  
6 (j) *Natural features.* In the subdividing of any land, regard shall be shown for all natural features,  
7 such as tree growth, watercourses, historic spots, or similar conditions, which if preserved will  
8 add attractiveness and stability to the proposed development.

9  
10 The subject parcels contain extensive wetlands and rolling topography. A FEN is located on  
11 the southeastern side of the Project Area designated as Block 1 which requires increased  
12 protection and a 100-foot setback. As planned, the proposed project protects and preserves the  
13 wetlands on site and all proposed structures will be located outside of any wetland or wetland  
14 buffer area. Any potential wetland impact is subject to WCA replacement rules and mitigation  
15 requirements. The existing tree stands on site will be preserved to the extent possible through  
16 initial site development activities to allow for future homeowners to incorporate the existing  
17 vegetation into their site development plans.

18  
19 (k) *Lot Remnants.* All remnants of lots below minimum size left over after subdividing of a larger  
20 tract must be added to adjacent lots, or a plan acceptable to the city shown as to future use,  
21 rather than allowed to remain as unusable parcels.

22  
23 The proposed subdivision identifies two Outlots (A and B). Outlot A contains three relocated  
24 golf holes, and is managed and operated by the Indian Hills Golf Club. Outlot B is  
25 approximately 4.32 acres and lies south of proposed Street A, the new cul-de-sac providing  
26 access to Block 2. This Outlot is irregular in shape and a formal plan for its management,  
27 landscaping, and vegetation was not provided. The lot is contiguous to Lot 5, Block 2 and  
28 shares an approximately 40-foot side yard line. As proposed, this configuration does not  
29 comply with this standard as the Outlot is substandard and formal plan was not identified.  
30 ***Staff recommends discussion by the City Council regarding this Outlot, and either 1) it***  
31 ***should be combined with the adjacent lot and/or the road could be shifted slightly and lot***  
32 ***lines reconfigured so that another lot could be developed south of the road; 2) the Outlot***  
33 ***could be combined with Lot 5; or 3) a formal plan acceptable to the City Council is***  
34 ***submitted.***

35  
36 Cul-de-sac Streets

37 City Code Section 30-129 guides standards for cul-de-sacs. The Project includes the  
38 construction/extension of two local cul-de-sacs to serve all the proposed residential lots. The  
39 applicable ordinance requirements are as follows:

40  
41 (a) Cul-de-sac streets, temporarily or permanently designed as such, shall not exceed 1,320 feet in  
42 length.

43  
44 The Applicant is proposing to construct two new cul-de-sacs for the purpose of subdivision  
45 and both cul-de-sacs exceed the maximum permitted length as stated in (a). As a result, both

cul-de-sacs as designed require a variance from the standard. The following table shows the lineal footage associated with the variance request:

Street	Maximum Permitted	Proposed Length	Requested Variance
Street A (Cul-de-sac serving Block 2)	1,320'	1,998.3'	678.3'
Street B (Cul-de-sac serving Block 1)	1,320'	1,876.2'	556.2'

The following variance summary is provided for your discussion:

Variance Request – Street A (Cul-de-sac serving lots in Block 2)

The Applicant’s narrative describes that PID 2603021440001, which contains Lot 1, Block 2 and Outlot B cannot be further subdivided because of a prior subdivision, and that to traverse this lot and gain access to Lots 2 through 5 is over 1,500 feet thereby exceed the maximum cul-de-sac length. The documentation regarding this condition was not submitted or provided by the Applicant, so subdivision restriction cannot be confirmed. However, if the subdivision restriction is verified, staff agrees that to cross the land and gain access to the area proposed for Lots 2 through 5 would require a cul-de-sac that would exceed the minimum requirements. Further, the development area cannot be connected with Street B (the cul-de-sac serving proposed Block 1) because Outlot A contains the relocated golf holes and wetland areas. While these conditions exist, the golf hole relocation is a self-created condition that was completed recently in 2020/2021. Aside from the golf holes, there is extensive wetland area adjacent to Outlot A on that portion of the property associated with Block 1, however, had the holes not been realigned a connection may have been possible. Staff agrees that the wetlands in this central portion of the site are sensitive and are associated with the FEN and therefore the lack of connection may be beneficial in protecting this area, however, it is difficult to ascertain since the holes have already been constructed and relocated. **Staff requests additional discussion and direction from the City Council regarding the practical difficulties and unique circumstances as described by the Applicant.**

Variance Review – Street B (Cul-de-sac serving lots in Block 1)

The Applicant’s narrative describes the existing wetlands on the site and the presence of the sensitive FEN in the southeasterly portion of Block 1 as the primary justification to exceed the maximum permitted cul-de-sac length. Staff agrees that the FEN is a sensitive natural resource, and that the Brown’s Creek Watershed District (BCWD) has extensive rules and standards, including a 100-foot setback requirement that constrains the buildable area on the site. However, the length of the road is associated with maximizing the number of lots, which is understandable, but not necessarily directly related to the wetland area. Similar to the analysis in Block 2, had the golf holes not been relocated there may have been a road connection between the Blocks that would have been outside of the required setbacks and would have eliminated the need for the cul-de-sacs. Again, this condition is partially self created because the holes were recently relocated. **Staff requests additional discussion and direction from the City Council regarding the practical difficulties and unique circumstances as described by the Applicant.**

(c) Unless future extension is clearly impractical or undesirable, the turnaround right-of-way shall be placed adjacent to a property line and a right-of-way of the same width as . . .

As shown, Outlot A contains three golf holes and crossing this Outlot is not practical if the preliminary plat as proposed is approved. However, like the previous hole location, the holes could become undesirable for some reason in the future. Depending on the outcome of the variance discussion, a compromise could be to require this right-of-way be shown so that if the golf holes are removed there would be a potential connection that could be constructed. **Staff requests additional discussion and direction from the City Council regarding this option.**

Street Design

30-130 Street design

(a) Minimum width

Local Streets - ROW roadway width 66 feet, 28 feet including shoulders

Cul-de-sacs – ROW roadway width 66 feet, 48-foot turnaround radius

The street and cul-de-sac right-of-way and design meets the City’s ordinance requirements.

(l) The city roadway standard is a rural section 28 feet wide with 22 feet of bituminous pavement surface.

Sheet 7 of 10 identifies the Typical Street Section that the Applicant is proposing to construct for the new roadway. As shown, the roadway would include 22-feet of paved surface with 3-foot shoulders and typical ditch section. All driveways serving the new homes will connect directly to the local roadway, and will cross the ditch section to connect to the paved surface. The pavement profile was included within the plan set and the City Engineer has provided his preliminary review findings in the attached memo. **As proposed, the new local roadway/cul-de-sac dimensions meet the City’s standard minimum design standards. Any additional requirements or standards will be included within the City Engineer’s memo.**

City Planner Swanson advised City Code Section 32-246 governs minimum area, maximum height, and other dimensional requirements for each zoning district. The following A2 district requirements regulate the site and proposed project:

Dimension	Standard
Maximum Density	1 DU/10 AC
Minimum Lot Size	5 acres
Minimum Lot Depth (ROW to rear lot line)	300’
Minimum Lot Width (measured at front	300’

yard setback)	
Minimum Lot Width on a cul-de-sac	160'
Minimum Frontage – public road	300'
Minimum Frontage – cul-de-sac	60'
Front Yard Setback	65'
Side Yard Setback – corner lot	65'
Side Yard Setback - interior	20'
Rear Yard Setback	50'

1  
2

Density/ Lot Size /  
Buildable Area

Density

The proposed subdivision will create 18 new lots on approximately 194 acres. The A2 zoning district permits a maximum of 4 units per 40 acres, and the Comprehensive Plan guides the subject properties for a maximum density of 1 Unit per 10 Acres.

As proposed, the density calculation is as follows:

$$194 \text{ Acres} / 18 \text{ Units} = 10.8 \text{ Acre average lot size}$$

As proposed, the project meets the City’s Comprehensive Plan and zoning ordinance regulations. ***Staff would recommend including a condition that the Development Agreement and the HOA covenants clearly state that no further subdivision is permitted of the subject properties.***

Lot Size

Lots in the A2 zoning district have a minimum lot size of 5.0 Acres. The proposed development is comprised of lots that range in size between 4.99 acres and 19 acres. As previously noted, Lot 3, Block 2 is slightly undersized and should be adjusted to meet the minimum required lot size. ***Staff recommends including a condition that this lot must be adjusted to comply with the A2 minimum lot size standards.***

Buildable Area

Section 32-246 subsection (b)(4) Subdivision of Lots states, “...All new lots created must have at least one (1) acre of accessible buildable land. Buildable land is defined as land with a slope of less than twenty-five (25) percent, and outside of any required setbacks, above any floodway, drainage way, or drainage easement. Property situated within shorelands or floodplains are also subject to the requirements set forth in those respective ordinances.”

The Livability Plan on Sheets 7, 8, 9, and 10 of the attached Plan Set

show the identified Buildable Area on each lot. *As proposed, all lots have a minimum of 1.0 acres of Buildable Area and comply with this standard.*

Frontage

Any newly created lot must provide a minimum of 300-feet of frontage on a public street, or a minimum of 60-feet on the terminus of a cul-de-sac. As noted in the Subdivision Review, Lot X, Block 2 has approximately 299’ of frontage and must be adjusted to comply with this standard. All other lots comply with this standard. *Staff recommends including a condition that Lot X, Block 2 must be adjusted to provide the minimum required frontage.*

Septic

Section 30-58 (9) requires that “in areas where public sewer is not available, four soil borings shall be completed on each lot with results being submitted to the city building inspector...” Sheets 4 through 8 show the soil borings that were completed on each lot for purposes of determining where a primary and secondary drainfield could be located on each lot. As submitted, there are four (4) borings identified on each lot.

The Applicant also submitted a septic report that was prepared by a licensed septic installer/designer which corresponds to the completed borings, and has indicated that all lots can support a standard individual septic system. Washington County is the permitting authority for septic design and installation in the City of Grant. The Applicant must submit their septic/boring results for preliminary County Review. *At the time of this report, the results of the preliminary review have not been provided. Staff recommends that the applicant must obtain a preliminary review letter from the County prior to final action on the preliminary plat is taken.*

Driveways:

As described in the subdivision review section of this report, Lot 6 Block 2 was created with the Indian Hills subdivision plat in the 1970s. The lot was later released from the CUP and PUD in the 1980s. Per Section 32-246(b) the lot meets the exception criteria from lot frontage, and therefore can be considered buildable. The Applicant is proposing to access the lot via a long driveway that connects to the existing cul-de-sac on 69<sup>th</sup> Ave N. The City Engineer recommends that instead of the log driveway as proposed that the right-of-way of the cul-de-sac should be extended and that the driveway should come from the extended area. Further description is provided in the attached Engineer’s Memo. *Staff recommends including a condition that the Applicant must update the plans to comply with the conditions and recommendations stated within the Engineer’s memo.*

Stormwater/Erosion Control

The City’s Zoning and Subdivision Ordinance both require that the Applicant submit a stormwater management plan and erosion control plan. The Applicant is proposing to management stormwater on-site

through a series of ponds and infiltration basins. The Applicant is required to meet the City’s standards, and is also subject to the rules of the Browns Creek Watershed District (BCWD). The Applicant is working through the BCWD requirements. Their recommendations may change and/or alter some of the configuration of the basins and/or ponds, and if so, revised plans should be submitted to the City Engineer for additional review. The Stormwater Management Plan for the Project as currently designed was submitted and reviewed by the City Engineer. His comments and concerns are stated in Exhibit C.

1  
2 The City Engineer’s review memo is provided as Exhibit C. Staff recommends including a condition  
3 that the Applicant must comply with the recommendations and conditions identified in the Engineer’s  
4 memo.

5  
6 The proposed Project is subject to the City’s and the BCWD’s stormwater rules and regulations. The  
7 Applicant is working through the permitting process with the BCWD, and if any substantive changes  
8 to the preliminary plat are required to comply with the BCWD rules, the Project may be subject to  
9 additional review by the City. Staff recommends including this as a condition of Preliminary Plat  
10 approval.

11  
12 Washington County has reviewed the proposed access locations and it is staff’s understanding that  
13 they have requested turn lane improvements on CSAH 12 and no improvements to CSAH 17. A  
14 review letter was not received. City Staff will follow up with Washington County to obtain written  
15 documentation of the requested improvements for the City’s records.

16  
17 Additionally, the Applicant must submit an application to Washington County for preliminary review  
18 of the soil sampling conducted for the septic drainfields. At the time of this report the County had not  
19 responded. Staff will provide a verbal update, if available, at the City Council meeting and  
20 recommends including a condition that Final Plat will not be granted without preliminary review  
21 from Washington County.

22  
23 Staff is requesting City Council discussion regarding the proposed subdivision and requested  
24 variances. Specifically, staff is seeking direction from the City Council regarding:

- 25  
26
- The request for a variance from the maximum cul-de-sac length of Street A.
  - The request for a variance from the maximum cul-de-sac length of Street B.
  - The configuration of Outlot B and Lot 1, Block 2.
  - The configuration and access of Lot 6, Block 2 from 69<sup>th</sup> St. N.
- 27  
28  
29

30  
31 After discussion, staff requests direction to prepare a resolution to approve, deny or table the request.  
32 If a recommendation of approval is made, staff provides the following draft conditions for your  
33 consideration:

- 34
1. An updated Preliminary Plat incorporating the City Engineer’s recommendations and  
35 incorporating any changes of the BCWD, must be submitted for review and approval by City  
36 Staff within 12-months of Preliminary Plat approval.



- 1        2. The Applicant shall comply with all recommendations and standards of the City Engineer.
- 2        3. The Applicant shall provide evidence that PID containing Lot 1, Block 2 and Outlot B cannot  
3        be subdivided, and that the current design configuration is not in conflict with any provisions  
4        of the original subdivision.
- 5        4. The Applicant shall adjust the lot line between Lots 2 and 3, Block 2 to comply with the  
6        subdivision design standards.
- 7        5. The Lot area of Lot 2, Block 2 must be adjustment to comply with the minimum lot size  
8        requirements.
- 9        6. Lot frontage of Lot 2, Block 2 must be adjusted to comply with the minimum lot frontage  
10       requirements.
- 11       7. Additional ROW must be granted to provide a connection for Lot 6 Block 2 to comply with  
12       the City Engineer’s recommendations.
- 13       8. The Applicant must establish an HOA or similar to manage the stormwater management  
14       systems on site. Such entity shall be appropriately established and identified within the  
15       Development Agreement.
- 16       9. The Applicant shall obtain all necessary stormwater permits from the BCWD and such  
17       permits shall be obtained prior to the City granting any Final Plat of the Project.
- 18       10. If the Project is proposed to be phased, the phasing plan must be submitted prior to approval  
19       of the Development agreement and Final Plat.
- 20       11. The Applicant will be required to enter into a Development Agreement prior to the City  
21       Granting any Final Plat of the Project to ensure that the requirements and conditions as set  
22       forth herein are complied with to ensure the installation of all subdivision infrastructure.
- 23       12. The Applicant, or assigns, shall obtain all necessary permits for the installation of individual  
24       wells serving each lot, and such permits shall be obtained prior to the City issuing any  
25       Building Permit for such lot.
- 26       13. The full public right-of-way of both cul-de-sacs shall be dedicated on the Final Plat.
- 27       14. Site improvements as described within Section 30-194 shall be agreed to and identified within  
28       the Development Agreement.
- 29       15. The Preliminary Septic review must be completed by Washington County and the preliminary  
30       findings transmitted to the City prior to Preliminary Plat approval.
- 31       16. The Applicant shall identify and rope off all septic drainfield areas on the site prior to the City  
32       issuing any grading permits on the subject property.
- 33       17. The Applicant shall obtain all necessary permits and approvals from any agency having  
34       jurisdiction over the project including, but not limited to, Washinton County and the Browns  
35       Creek Watershed District.
- 36       18. The Applicant, or assigns, shall be required to obtain all septic permits, based on the actual  
37       design of a principal structure prior to the City issuing a Building Permit.
- 38       19. Final Plat shall be applied for within 12 months of preliminary plat approval.
- 39       20. The Applicant shall pay all fees and delinquent escrow balances.

1 21. Must comply with all recommendations of City Engineer.

2  
3 **Council Member Giefer moved to open the public hearing at 7:54 p.m. Council Member Rog**  
4 **seconded the motion. Motion carried unanimously.**

5  
6 Mr. Eddy Matthew, 7060 Lake Elmo Avenue, came forward and stated the proposed cul-de-sac  
7 would be in his back yard. He asked if cluster developments are allowed in the City as the proposed  
8 subdivision is a cluster development. He noted White Oaks Savannah is also and cluster  
9 development and they are not allowed in Grant. He stated the entrance into that development is  
10 treacherous and he is very concerned about adding another roadway.

11  
12 Mr. Greg Freitag, 9411 Joliet Avenue, stated he does not understand part of the golf course being  
13 brought into the property being proposed for a major subdivision. There are several different pieces  
14 to the project that are very interesting.

15  
16 City Planner Swanson advised the entire property being developed is owned by the same person and  
17 when the holes were previously moved that was done by means of an easement.

18  
19 **Council Member Giefer moved to close the public hearing at 8:07 p.m. Council Member Tufty**  
20 **seconded the motion. Motion carried unanimously.**

21  
22 Council discussion determined a condition of approval should be added relating to the Fire Chief and  
23 the length of the cul-de-sacs; Outlot B could be handled with a Management Plan but that plan must  
24 be submitted; All permitting needs to be completed with Brown's Creek; and information provided  
25 from the County regarding access.

26  
27 **Council Member Carr moved to direct staff to prepare resolution for approval of preliminary**  
28 **plat, Elliot's Crossing, based on conditions. Council Member Rog seconded the motion.**  
29 **Motion carried unanimously.**

30 **City Attorney, Nick Vivian (no action items)**

31  
32 **NEW BUSINESS**

33  
34 **UNFINISHED BUSINESS**

35 There was no unfinished business.

36 **DISCUSSION ITEMS (no action taken)**

37 **Staff Updates (updates from Staff, no action taken)**

38 **City Council Reports/Future Agenda Items**

39  
40 One-acre lot buildability was added to the next agenda.

41  
42 Council Member Tufty advised he was leaving the City of Grant and thanked each Council Member  
43 for their time, effort and friendship.

1 **COMMUNITY CALENDAR APRIL 3 THROUGH APRIL 30, 2024:**

2 **Mahtomedi Public Schools Board Meeting, Thursday, May 9<sup>th</sup> and May 23<sup>rd</sup>, Mahtomedi**  
3 **District Education Center, 7:00 p.m.**

4 **Stillwater Public Schools Board Meeting, Thursday, April 11<sup>th</sup>, Stillwater City Hall, 7:00 p.m.**

5 **Washington County Commissioners Meeting, Tuesdays, Government Center, 9:00 a.m.**

6 **Clean Up Day, Saturday, May 4, 2024, 9:00 am to Noon, Town Hall**

7

8 **ADJOURNMENT**

9 **Council Member Tufty moved to adjourn at 8:29 p.m. Council Member Giefer seconded the**  
10 **motion. Motion carried unanimously.**

11

12

13 **These minutes were considered and approved at the regular Council Meeting June 4, 2024.**

14

15

16

17

18 \_\_\_\_\_  
Kim Points, Administrator/Clerk

17 \_\_\_\_\_  
Jeff Huber, Mayor

19

20

Fund Name:		All Funds							
Date Range:		05/13/2024 To 05/28/2024							
Date	Vendor	Check #	Description	Void	Account Name	F-A-O-P	Total		
05/28/2024	Payroll Period Ending 05/28/2024	16425	May24	N	Clerk Salary	100-41101-100-	\$ 4,432.21		
	<b>Total For Check</b>	<b>16425</b>					<b>\$ 4,432.21</b>		
05/28/2024	Payroll Period Ending 05/28/2024	16426	May24Medical	N	Accounting Services	100-41202-130-	\$ 1,000.55		
	<b>Total For Check</b>	<b>16426</b>					<b>\$ 1,000.55</b>		
05/28/2024	SHC, LLC	16427	Planning Services	N	City Planner	100-41209-300-	\$ 2,256.75		
		16427			Escrow	100-49320-300-1025	\$ 1,168.75		
		16427				100-49320-300-1028	\$ 450.75		
	<b>Total For Check</b>	<b>16427</b>					<b>\$ 3,876.25</b>		
05/28/2024	Northern Salt	16428	Spring Dust Control	N	Magnesium Chloride	100-43107-210-	\$ 20,878.22		
	<b>Total For Check</b>	<b>16428</b>					<b>\$ 20,878.22</b>		
05/28/2024	ADVantage Signs	16429	Traffic Sign	N	Road Sign Replacement	100-43110-210-	\$ 82.50		
	<b>Total For Check</b>	<b>16429</b>					<b>\$ 82.50</b>		
05/28/2024	A.R.C Paving	16430	Potholing - Inv#261/267	N	Pothole Repairs	100-43109-220-	\$ 15,375.55		
	<b>Total For Check</b>	<b>16430</b>					<b>\$ 15,375.55</b>		
05/28/2024	Washington County Transportation	16431	Snow and Ice Control Inv #222967	N	Snow & Ice Removal	100-43113-210-	\$ 3,443.90		
	<b>Total For Check</b>	<b>16431</b>					<b>\$ 3,443.90</b>		
05/28/2024	Kline Bros Excavating	16432	Road Maintenance	N	Grader Contractor	100-43101-220-	\$ 9,187.50		
		16432			Gravel Road Costs	100-43106-220-	\$ 14,240.00		
		16432			Road Shouldering	100-43108-220-	\$ 2,250.00		
		16432			Road Brushing	100-43114-220-	\$ 1,895.00		
	<b>Total For Check</b>	<b>16432</b>					<b>\$ 27,572.50</b>		
05/28/2024	CliftonLarsonAllen	16433	2024 Audit Billing -	N	Audit Fees	100-41201-300-	\$ 10,715.25		
	<b>Total For Check</b>	<b>16433</b>					<b>\$ 10,715.25</b>		
05/28/2024	Waste Management	16434	Recycling -	N	Recycling	100-43011-384-	\$ 6,036.27		
	<b>Total For Check</b>	<b>16434</b>					<b>\$ 6,036.27</b>		
05/28/2024	ADT Security Services	16435	Town Hall Security System	N	Town Hall Maintenance	100-43003-300-	\$ 676.08		
	<b>Total For Check</b>	<b>16435</b>					<b>\$ 676.08</b>		

Fund Name: All Funds

Date Range: 05/13/2024 To 05/28/2024

Date	Vendor	Check #	Description	Void	Account Name	F-A-O-P	Total
05/28/2024	CenturlyLink	16436	City Phone	N	City Office Telephone	100-41309-321-	\$ 180.90
	<b>Total For Check</b>	<b>16436</b>					<b>\$ 180.90</b>
05/28/2024	Eckberg Lammers	16437	Legal Services	N	Legal Fees - General	100-41204-304-	\$ 1,187.50
		16437			Legal Fees - Complaints	100-41205-304-	\$ 1,446.19
		16437			Legal Fees - Prosecutions	100-41206-304-	\$ 2,575.00
	<b>Total For Check</b>	<b>16437</b>					<b>\$ 5,208.69</b>
05/28/2024	Ken Romanan	16438	Video Tech Services - May	N	Cable Costs	100-41212-100-	\$ 150.00
	<b>Total For Check</b>	<b>16438</b>					<b>\$ 150.00</b>
05/28/2024	LRS Portables	16439	Inv#248853	N	Town Hall Porta Pot	100-43007-210-	\$ 134.00
	<b>Total For Check</b>	<b>16439</b>					<b>\$ 134.00</b>
05/28/2024	LHB, Inc	16440	April Engineering	N	Engineering Fees - General	100-41203-300-	\$ 4,898.50
		16440			Road Engineering Fees	100-43102-300-	\$ 5,406.00
		16440			Utility/ROW Permits	100-43132-300-	\$ 639.00
	<b>Total For Check</b>	<b>16440</b>					<b>\$ 10,943.50</b>
05/28/2024	Press Publications	16441	Public Hearing Notice - Knollwood Bids	N	Publishing Costs	100-41308-351-	\$ 278.20
	<b>Total For Check</b>	<b>16441</b>					<b>\$ 278.20</b>
05/28/2024	City of Mahtomedi	16442	2nd Quarter Fire Contract	N	Fire - Mahtomedi	100-42002-300-	\$ 42,583.00
	<b>Total For Check</b>	<b>16442</b>					<b>\$ 42,583.00</b>
05/28/2024	Todd Smith	16443	Monthly Assessment Services - April/May	N	Property Assessor	100-41208-300-	\$ 2,173.00
		16443					\$ 2,173.00
	<b>Total For Check</b>	<b>16443</b>					<b>\$ 4,346.00</b>
05/28/2024	KEJ Enterprises	16444	May24 Roads Supervisor	N	Roads Supervisor	100-43014-300-	\$ 13,750.00
	<b>Total For Check</b>	<b>16444</b>					<b>\$ 13,750.00</b>
05/28/2024	Croix Valley Inspector	16445	Building Inspector	N	Building Inspection	100-42004-300-	\$ 53,469.69
	<b>Total For Check</b>	<b>16445</b>					<b>\$ 53,469.69</b>
05/28/2024	ADobe	ADEFT7	Monthly Fee	N	Office Equipment	100-41314-200-	\$ 52.00
	<b>Total For Check</b>	<b>ADEFT7</b>					<b>\$ 52.00</b>
05/28/2024	Comcast	CCEFT21	Town Hall Wifi	N	Town Hall Supplies	100-43001-210-	\$ 184.82
	<b>Total For Check</b>	<b>CCEFT21</b>					<b>\$ 184.82</b>

Fund Name: All Funds

Date Range: 05/13/2024 To 05/28/2024

Date	Vendor	Check #	Description	Void	Account Name	FA-O-P	Total
05/28/2024	IRS	EFT198	Payroll	N	Clerk FICA/Medicare	100-41103-100-	\$ 458.88
		EFT198			Clerk Medicare	100-41105-100-	\$ 86.98
		EFT198			Federal Withholding	100-41107-100-	\$ 471.35
		EFT198			Social Security Expens	100-41109-100-	\$ 371.90
<b>Total For Check EFT198</b>							<b>\$ 1,389.11</b>
05/28/2024	IRS	EFT199	Payroll	N	Clerk FICA/Medicare	100-41103-100-	\$ 99.45
		EFT199			Clerk Medicare	100-41105-100-	\$ 18.85
		EFT199			Federal Withholding	100-41107-100-	\$ 100.00
		EFT199			Social Security Expens	100-41109-100-	\$ 80.60
<b>Total For Check EFT199</b>							<b>\$ 298.90</b>
05/28/2024	T-Mobile	TMEFT32	City Cell Phone	N	Road Supplies	100-43129-210-	\$ 20.00
<b>Total For Check TMEFT32</b>							<b>\$ 20.00</b>
05/28/2024	Xcel Energy	XcelEFT34	Utilities - Town Hall - Pole Barn - Auto	N	Town Hall Electricity	100-43004-381-	\$ 96.03
		XcelEFT34			Well House Electricity	100-43004-381-	\$ 12.47
		XcelEFT34			Street Lights	100-43010-381-	\$ 99.15
		XcelEFT34				100-43117-381-	\$ 62.97
<b>Total For Check XcelEFT34</b>							<b>\$ 270.62</b>
<b>Total For Selected Checks</b>							<b>\$ 227,348.71</b>

**KLINE BROS EXCAVATING**

8996 110TH ST N  
 STILLWATER, MN 55082

# Invoice

Date	Invoice #
5/24/2024	5

<b>Bill To</b>
CITY OF GRANT 111 WILDWOOD RD WILLERNIE, MN 55090

P.O. No.	Terms	Project
	Due on receipt	

Quantity	Description	Rate	Amount
	ROAD GRADING 100-43101		
7.5	5-06-24 770B	105.00	787.50
9	5-06-24 930G	105.00	945.00
6.5	5-07-24 770B	105.00	682.50
9	5-07-24 930G	105.00	945.00
5	5-08-24 770B	105.00	525.00
5	5-08-24 930G	105.00	525.00
2.5	5-09-24 930G	105.00	262.50
2	5-10-24 930G	105.00	210.00
2.5	5-13-24 930G	105.00	262.50
8.5	5-14-24 770B	105.00	892.50
9	5-14-24 930G	105.00	945.00
3	5-15-24 770B	105.00	315.00
6.5	5-16-24 770B	105.00	682.50
5	5-16-24 930G	105.00	525.00
6.5	5-23-24 770B	105.00	682.50

AMTS PAST 30 DAYS WILL BE SUBJECT TO A 1 1/2% MONTHLY SERVICE CHARGE

**Total** \$9,187.50

**KLINE BROS EXCAVATING**

8996 110TH ST N  
STILLWATER, MN 55082

# Invoice

Date	Invoice #
5/24/2024	6

<b>Bill To</b>
CITY OF GRANT 111 WILDWOOD RD WILLERNIE, MN 55090

P.O. No.	Terms	Project
	Due on receipt	

Quantity	Description	Rate	Amount
	ROAD GRAVEL 100-43106		
8	5-06-24 LOADS OF MC-5 HAULED TO 80TH	220.00	1,760.00
2	5-06-24 770B SPREAD GRAVEL	105.00	210.00
7	5-07-24 LOADS OF MC-5 HAULED TO 80TH	220.00	1,540.00
2	5-07-24 770B SPREAD GRAVEL	105.00	210.00
7	5-08-24 LOADS OF MC-5 HAULED TO 110TH ST	220.00	1,540.00
1	5-08-24 930G SPREAD GRAVEL	105.00	105.00
6	5-09-24 LOADS OF MC-5 HAULED TO IRONWOOD AVE	220.00	1,320.00
1	5-09-24 930G SPREAD GRAVEL	105.00	105.00
8	5-10-24 LOADS OF MC-5 HAULED TO IRONWOOD AVE	220.00	1,760.00
1	5-10-24 930G SPREAD GRAVEL	105.00	105.00
5	5-13-24 LOADS OF MC-5 HAULED TO LANSING AVE	220.00	1,100.00
1	5-13-24 930G SPREAD GRAVEL	105.00	105.00
10	5-14-24 LOADS OF MC-5 HAULED TO LANSING AVE	220.00	2,200.00
2	5-14-24 930G SPREAD GRAVEL	105.00	210.00
8	5-16-24 LOADS OF MC-5 HAULED TO LAKE ELMO AVE	220.00	1,760.00
2	5-16-24 770B SPREAD GRAVEL	105.00	210.00
AMTS PAST 30 DAYS WILL BE SUBJECT TO A 1 1/2% MONTHLY SERVICE CHARGE		<b>Total</b>	<b>\$14,240.00</b>



**KLINE BROS EXCAVATING**

8996 110TH ST N  
 STILLWATER, MN 55082

# Invoice

Date	Invoice #
5/24/2024	8

<b>Bill To</b>
CITY OF GRANT 111 WILDWOOD RD WILLERNIE, MN 55090

P.O. No.	Terms	Project
	Due on receipt	

Quantity	Description	Rate	Amount
	ASPHALT ROAD SHOULDERS 100-43108		
3	5-10-24 TRACK LOADER IRONWOOD SHOULDERS	115.00	345.00
3	5-10-24 RD600	100.00	300.00
1.5	5-10-24 I7600	100.00	150.00
6	5-20-24 TRACK LOADER	115.00	690.00
7.5	5-20-24 I7600	100.00	750.00
3	5-20-24 930G	105.00	315.00
AMTS PAST 30 DAYS WILL BE SUBJECT TO A 1 1/2% MONTHLY SERVICE CHARGE		<b>Total</b>	<b>\$2,550.00</b>

**KLINE BROS EXCAVATING**

8996 110TH ST N  
 STILLWATER, MN 55082

# Invoice

Date	Invoice #
5/24/2024	7

<b>Bill To</b>
CITY OF GRANT 111 WILDWOOD RD WILLERNIE, MN 55090

P.O. No.	Terms	Project
	Due on receipt	

Quantity	Description	Rate	Amount
	BRUSHING		
2	5-09-24 E85 & FM 107TH & KELVIN	185.00	370.00
1	5-09-24 T600 TRL MOVE E85	190.00	190.00
3.5	5-13-24 E85 & FM IRONWOOD & JAMACA AVE SOUTH SIDE	185.00	647.50
3	5-13-24 FLAGGER FOR DANGEROUS CURVE	75.00	225.00
2.5	5-20-24 E85 & FM IRONWOOD NORTH SIDE	185.00	462.50

AMTS PAST 30 DAYS WILL BE SUBJECT TO A 1 1/2% MONTHLY SERVICE CHARGE

**Total** \$1,895.00

## Building Permit Statement for May 2024

To: Kim Points City Clerk

From: Jack Kramer Building Official

Re, Request payment for the following completed building permits.

1. Redstone Builders                      Driveway Access Permit  
City Fee: \$ 50.00 x.75% = \$ 37.50  
Total Fee: .....= \$ 37.50
2. Zawadski Homes                      Driveway Access Permit  
City Fee: \$ 50.00 x.75% = \$ 37.50  
Total Fee:.....= \$ 37.50
3. Heath Allen Homes                      Driveway Access Permit  
City Fee: \$ 50.00 x.75% = \$ 37.50  
Total Fee:.....= \$ 37.50
4. Old Time, Inc.                      Driveway Access Permit  
City Fee: \$ 50.00 x.75% = \$ 37.50  
Total Fee:.....= \$ 37.50
5. Mark Hannahan                      Driveway Access Permit  
City Fee: \$ 50.00 x.75% = \$ 37.50  
Total Fee:.....= \$ 37.50
6. Blue Ox Plumbing & Heating                      Permit # 2021-120  
City Fee: \$ 80.00 x.75% = \$ 60.00  
Total Fee:.....= \$ 60.00
7. Husnik Homes                      Permit # 2022-86  
City Fee: \$ 6,711.25 x.75% = \$ 5,033.43  
Plan Check Fee: \$ 4,362.31 x.100 = \$ 4,362.31  
Total Fee:.....= \$ 9,395.74
8. Ashco Exteriors                      Permit # 2022-87  
City Fee: \$ 321.55 x.75% = \$ 240.93  
Total Fee:.....= \$ 240.93
9. Twin City Fireplace                      Permit # 2022-88  
City Fee: \$ 80.00 x.75% = \$ 60.00  
Total Fee:.....= \$ 60.00

10. Rosebud Construction Permit # 2022-90  
City Fee: \$ 321.25 x.75% = \$ 240.93  
Plan Check Fee: \$ 208.81 x.100% = \$ 208.81  
Total Fee:.....= \$ 449.74

11. Martin Plumbing Permit # 2022-91  
City Fee: \$ 80.00 x.75% = \$ 60.00  
Total Fee:.....= \$ 60.00

12. Anderson Heating Permit # 2022-92  
City Fee: \$ 80.00 x.75% = \$ 60.00  
Total Fee: .....= \$ 60.00

13. Super Heating & Cooling Permit # 2022-93  
City Fee: \$ 80.00 x.75% = \$ 60.00  
Total Fee:.....= \$ 60.00

14. P.S Bahr Const. Permit # 2022-94  
City Fee: \$ 209.25 x.75% = \$ 156.83  
Total Fee: .....= \$ 156.83

15. R/T Exteriors, LLC. Permit # 2022-95  
City Fee: \$ 181.25 x.75% = \$ 135.93  
Total Fee:.....= \$ 135.93

16. Woodland Stoves & Fireplaces Permit # 2022-96  
City Fee: \$ 80.00 x.75% = \$ 60.00  
Total Fee:.....= \$ 60.00

17. Michael Carr Permit # 2022-97  
City Fee: \$ 613.95 x.75% = \$ 460.46  
Plan Check Fee: \$ 399.06 x.100% = \$ 399.06  
Total Fee:.....= \$ 859.52

18. Dewitt Homes Permit # 2022-98  
City Fee: \$ 874.75 x.75% = \$ 656.06  
Plan Check Fee: \$ 568.58 x.100% = \$ 568.58  
Total Fee:.....= \$ 1,224.64

19. Air Mechanical Permit # 2022-99  
City Fee: \$ 80.00 x.75% = \$ 60.00  
Total Fee:.....= \$ 60.00

20. Twin City Fireplace Permit # 2022-100  
City Fee: \$ 80.00 x.75% = \$ 60.00  
Total Fee:.....= \$ 60.00

- 21. Homeowners Services      Permit # 2022-101  
City Fee: \$ 80.00 x.75% = \$ 60.00  
Total Fee:.....= \$ 60.00
  
- 22. Aquarius Home Services      Permit # 2022- 102  
City Fee: \$ 80.00 x.75% = \$ 60.00  
Total Fee: .....= \$ 60.00
  
- 23. Heath Allen Homes      Permit # 2022-105  
City Fee: \$ 5,608.75 x.75% = \$ 4,206.56  
Plan Check Fee: \$ 3,645.68 x.100% = \$ 3,645.68  
Total Fee:.....= \$ 7,852.24
  
- 24. Northern One Hour Heating      Permit # 2022-106  
City Fee: \$ 80.00 x.75% = \$ 60.00  
Total Fee:.....= \$ 60.00
  
- 25. Fireside Hearth & Home      Permit # 2022-107  
City Fee: \$ 80.00 x.75% = \$ 60.00  
Total Fee:.....= \$ 60.00
  
- 26. Vail Builders, Inc.      Permit # 2022-108  
City Fee: \$ 888.75 x.75% = \$ 666.56  
Total Fee:.....= \$ 666.56
  
- 27. Homeworks      Permit # 2022-109  
City Fee: \$ 80.00 x.75% = \$ 60.00  
Total Fee:.....= \$ 60.00
  
- 27. Rick's Roofing      Permit # 2022-110  
City Fee: \$ 321.25 x.75% = \$ 240.93  
Total Fee:.....= \$ 240.93
  
- 28. Innovative Basement Authority      Permit # 2022-111  
City Fee: \$ 321.25 x.75% = \$ 240.93  
Total Fee:.....= \$ 240.93
  
- 29. Paul Dahlen      Permit # 2022-112  
City Fee: \$ 181.25 x.75% = \$ 135.93  
Plan Check Fee: \$ 117.81 x.100% = \$ 117.81  
Total Fee:.....= \$ 253.74
  
- 30. Built Strong Exteriors      Permit # 2022-113  
City Fee: \$ 349.50 x.75% = \$ 262.12  
Total Fee:.....= \$ 262.12

31. Bruggeman Exteriors Permit # 2022-114  
City Fee: \$ 442.25 x.75% = \$ 331.68  
Total Fee:.....= \$ 331.68

32. Wenzel Plumbing Permit # 2022-115  
City Fee: \$ 80.00 x.75% = \$ 60.00  
Total Fee:.....= \$ 60.00

33. Sunderland Plumbing Permit # 2022-116  
City Fee: \$ 80.00 x.75% = \$ 60.00  
Total Fee: .....= \$ 60.00

34. Sunderland Plumbing Permit # 2022-117  
City Fee: \$ 80.00 x.75% = \$ 60.00  
Total Fee:.....= \$ 60.00

35. Schwantes Heating &Air Permit # 2022-119  
City Fee: \$ 80.00 x.75% = \$ 60.00  
Total Fee:.....= \$ 60.00

36. MN. Rusco Permit # 2022-120  
City Fee: \$ 279.25 x.75% = \$ 209.43  
Total Fee:.....= \$ 209.43

37. MN. Rusco Permit # 2022-121  
City Fee: \$ 80.00 x.75% = \$ 60.00  
Total Fee:.....= \$ 60.00

37. Fireside Hearth & Home Permit # 2022-122  
City Fee: \$ 80.00 x.75% = \$ 60.00  
Total Fee:.....= \$ 60.00

38. Fireside Hearth & Home Permit # 2022-123  
City Fee: \$ 80.00 x.75% = \$ 60.00  
Total Fee:.....= \$ 60.00

39. Paul Shiller Permit # 2022-124  
City Fee: \$ 391.75 x.75% = \$ 293.12  
Plan Check Fee: \$ 254.63 x.100% = \$ 254.63  
Total Fee:.....= \$ 547.75

40. JG Hause Const. Permit # 2022-125  
City Fee: \$ 145.11 x.75% = \$ 108.83  
Total Fee:.....= \$ 108.83

41.Springborn Heating Permit # 2022- 126  
City Fee: \$ 80.00 x.75% = \$ 60.00  
Total Fee:.....= \$ 60.00

42. ECKO Building Services. Inc. Permit # 2022-127  
City Fee: \$ 153.25 x.75% = \$ 114.93  
Total Fee:.....= \$ 114.93
43. Aquarius Home Services Permit # 2022-128  
City Fee: \$ 80.00 x.75% = \$ 60.00  
Total Fee:.....= \$ 60.00
44. Schultes Plumbing, Inc. Permit # 2022-129  
City Fee: \$ 80.00 x.75% = \$ 60.00  
Total Fee:.....= \$ 60.00
45. Krech Exteriors Permit # 2022-131  
City Fee: \$ 543.25 x.75% = \$ 407.43  
Total Fee:.....= \$ 407.43
45. Lindsay Services Permit # 2022-132  
City Fee: \$ 80.00 x.75% = \$ 60.00  
Total Fee:.....= \$ 60.00
46. Tim Gangnon Permit # 2022-133  
City Fee: \$ 139.25 x.75% = \$ 104.43  
Total Fee:.....= \$ 104.43
47. Ashco Exteriors Permit # 2022-134  
City Fee: \$ 377.25 x.75% = \$ 282.93  
Total Fee:.....= \$ 282.93
48. Apollo Heating & Air Permit # 2022-135  
City Fee: \$ 80.00 x.75% = \$ 60.00  
Total Fee:..... = \$ 60.00
49. Ed's Heating & Air Permit # 2022-136  
City Fee: \$ 80.00 x.75% = \$ 60.00  
Total Fee:.....= \$ 60.00
50. All Around Roofing Permit # 2022-137  
City Fee: \$ 720.75 x.75% = \$ 540.56  
Total Fee:.....= \$ 540.56
51. Barnes Plumbing Co, Inc. Permit # 2022-138  
City Fee: \$ 80.00 x.75% = \$ 60.00  
Total Fee: .....= \$ 60.00
52. Summit Installations Permit # 2022-140  
City Fee: \$ 83.25 x.75% = \$ 62.43  
Total Fee:.....= \$ 62.43

53. Buildtec Contracting Permit # 2022-142  
City Fee: \$ 125.25 x.75% = \$ 93.93  
Total Fee:.....= \$ 93.93
54. MSP Plumbing & Heating Permit # 2022-143  
City Fee: \$ 80.00 x.75% = \$ 60.00  
Total Fee:.....= \$ 60.00
55. Apollo Heating & Air Permit 3 2022-144-A  
City Fee: \$ 80.00 x.75% = \$ 60.00  
Total Fee:.....= \$ 60.00
56. Hero Plumbing & Heating Permit # 2022-144-B  
City Fee: \$ 80.00 x.75% = \$ 60.00  
Total Fee:.....= \$ 60.00
57. Fireside Hearth & Home Permit # 2022-145  
City Fee: \$ 90.00 x.75% = \$ 60.00  
Total Fee:.....= \$ 60.00
58. The Shed Shop Permit # 2022-146  
City Fee: \$ 279.25 x.75% = \$ 209.43  
Plan Check Fee: \$ 181.51 x.100% = \$ 181.51  
Total Fee:.....= \$ 390.94
59. All Energy Solar Permit # 2022-147-A  
City Fee: \$ 237.25 x.75% = \$ 225.38  
Plan Check Fee: \$ 154.21 x.100% = \$ 154.21  
Total Fee:.....= \$ 379.59
60. Bruggeman Exteriors Permit # 2022-147-B  
City Fee: \$ 401.85 x.75% = \$ 301.38  
Total Fee:.....= \$ 301.38
61. Tice Hause Design – Build Permit # 2022-148  
City Fee: \$ 1,329.75 x.75% = \$ 997.31  
Plan Check Fee: \$ 864.33 x.100% = \$ 864.33  
Total Fee:.....= \$ 1,861.64
62. Pwei Paw Permit # 2022-151  
City Fee: \$69.25 x.75%= \$ 51.93  
Total Fee:.....= \$ 51.93
63. Hoffman Heating Permit # 2022-152  
City Fee: \$ 80.00 x.75% = \$ 60.00  
Total Fee:.....= \$ 60.00



64. Schwantes Heating Permit # 2022-153-A  
City Fee: \$ 80.00 x.75% = \$ 60.00  
Total Fee:.....= \$ 60.00

65. Academy Heating Permit # 2022-153-B  
City Fee: \$ 80.00 x.75% = \$ 60.00  
Total Fee:.....= \$ 60.00

66. Schwantes Heating Permit # 2022-154  
City Fee: \$ 80.00 x.75% = \$ 60.00  
Total Fee:.....= \$ 60.00

67. Buildtec Contracting Permit # 2022-155  
City Fee: \$ 293.25 x.75% = \$ 219.93  
Total Fee:.....= \$ 219.93

68. Lang VinZant Const. Permit # 2022-156  
City Fee: \$ 1,268.15 x.75% = \$ 951.11  
Plan Check Fee: \$ 824.29 x.75% = \$ 824.29  
Total Fee:.....= \$ 1,775.40

69. Bryan Oehlke Permit # 2022-157-A  
City Fee: \$ 125.50 x.75% = \$ 94.12  
Total Fee: .....= \$ 94.12

70. Sela Roofing Permit # 2022-157-B  
City Fee: \$ 307.25 x.75% = \$ 230.43  
Total Fee:.....= \$ 230.43

71. Walker Roofing Permit # 2022-159  
City Fee: \$ 251.26 x.75% = \$ 188.44  
Total Fee:.....= \$ 188.44

72. All Energy Solar Permit # 2022-160  
City Fee: \$ 293.25 x.75% = \$ 219.93  
Plan Check Fee: \$ 190.61 x.100% = \$ 190.61  
Total Fee:.....= \$ 410.54

73. Krinke Heating Permit # 2022-161  
City Fee: \$ 80.00 x.75% = \$ 60.00  
Total Fee:.....= \$ 60.00

74. Newlin Const. Permit # 2022-162  
City Fee: \$ 377.25 x.75% = \$ 282.93  
Total Fee:.....= \$ 282.93





98. The Fireplace Guys                      Permit # 2022-185  
City Fee: \$ 80.00 x.75% = \$ 60.00  
Total Fee:.....= \$ 60.00
99. Apex Construction                      Permit # 2022-186  
City Fee: \$ 411.95 x.75% = \$ 308.96  
Total Fee:.....= \$ 308.96
100. Clear Cut Exteriors                      Permit # 2022-187  
City Fee: \$ 563.45 x.75% = \$ 422.58  
Total Fee:.....= \$ 422.58
101. Jeff Blasena                              Permit # 2022-188  
City Fee: \$ 153.25 x.75% = \$ 114.93  
Total Fee:.....= \$ 114.93
102. Aquarius Home Services              Permit # 2022-198  
City Fee: \$ 80.00 x.75% = \$ 60.00  
Total Fee:.....= \$ 60.00
103. Allstar Construction                      Permit # 2022-199  
City Fee: \$ 363.25 x.75% = \$ 272.43  
Total Fee:.....= \$ 272.43
104. Matt Anderson                              Permit # 2022-200  
City Fee: \$ 432.15 x.75% = \$ 324.11  
Total Fee:.....= \$ 324.11
105. Scott Doughman                              Permit # 2022-202  
City Fee: \$ 1,408.07 x.75% = \$ 1,056.05  
Total Fee:.....= \$ 1,056.05
106. Spring Plumbing                              Permit # 2022-203  
City Fee: \$ 80.00 x.75% = \$ 60.00  
Total Fee:.....= \$ 60.00
107. Builders & Remodeling Inc.              Permit # 2022-204  
City Fee: \$ 452.25 x.75% = \$ 339.18  
Total Fee: .....= \$ 339.18
108. Gates General Contractors, Inc.              Permit # 2022-205  
City Fee: \$ 699.75 x.75% = \$ 524.81  
Total Fee:.....= \$ 524.81
109. Riccar Heating                              Permit # 2022-206-A  
City Fee: \$ 80.00 x.75% = \$ 60.00  
Total Fee:.....= \$ 60.00

110. Dana Hansen Permit # 2022-206- B  
 City Fee: \$ 391.75 X.75% = \$ 293.81  
 Plan Check Fee: \$ 254.63 X.75% = \$ 254.63  
 Total Fee:.....= \$ 548.44
111. Element Exteriors Permit # 2022- 207  
 City Fee: \$ 391.75 x.75% = \$ 293.81  
 Total Fee:.....= \$ 293.81
112. Schwantes Heating Permit # 2022-208  
 City Fee: \$ 80.00 x.75% = \$ 60.00  
 Total Fee:.....= \$ 60.00
113. Julio Fesser Permit # 2022-209  
 City Fee: \$ 125.25 x.75% = \$ 93.93  
 Plan Check Fee: \$ 81.41 x.100% = \$ 81.41  
 Total Fee:.....= \$ 175.34
114. Apollo Heating & Air Permit # 2022-210  
 City Fee: \$ 902.75 x.75% = \$ 677.06  
 Total Fee: .....= \$ 677.06
115. Corbin Exteriors Permit # 2022-211  
 City Fee: \$ 436.85 x.75% = \$ 327.63  
 Total Fee: .....= \$ 327.63
116. Chris & Beth Fitzmoris Permit # 2022-212  
 City Fee: \$ 643.75 x.75% = \$ 482.81  
 Plan Check Fee: \$ 418.43 x.100% = \$ 418.43  
 Total Fee:.....= \$ 901.24
117. Chris & Beth Fitzmoris Permit # 2022-213  
 City Fee: \$ 80.00 x.75% = \$ 60.00  
 Total Fee:.....= \$ 60.00
118. Chris & Beth Fitmoris Permit # 2022-214  
 City Fee: \$ 80.00 x.75% = \$ 60.00  
 Total Fee:.....= \$ 60.00
119. Metro Home Insulation Permit # 2022-215  
 City Fee: \$ 80.00 x.75% = \$ 60.00  
 Total Fee: .....= \$ 60.00
120. Prominent Construction Permit # 2022-216  
 City Fee: \$ 462.45 x.75% = \$ 346.83  
 Total Fee:.....= \$ 346.83

121. All Around Remodeling Permit # 2022-217  
City Fee: \$ 279.25 x.75% = \$ 209.43  
Total Fee:.....= \$ 209.43

122. All Around Remodeling Permit # 2022-218  
City Fee: \$ 432.15 x.75 = \$ 324.11  
Total Fee:.....= \$ 324.11

123. Pat Addy Permit # 2022-219  
City Fee: \$ 167.25 x.75% = \$ 125.43  
Total Fee:.....= \$ 125.43

124. Walters Buildings Permit # 2022-220  
City Fee: \$ 1,290.55 x.75% = \$ 967.91  
Plan Check Fee: \$ 838.85 x.75% = \$ 838.85  
Total Fee: .....= \$ 1,806.75

125. Archer Exteriors Permit # 2022-221  
City Fee: \$ 442.25 x.75% = \$ 331.68  
Total Fee:.....= \$ 331,68

126. Ashco Exteriors Permit # 2022-222  
City Fee: \$ 472.25 x.75% = \$ 354.18  
Total Fee:.....= \$ 354.18

127. Ashton Restoration Permit # 2022-223  
City Fee: \$ 249.50 x.75% = \$ 187.12  
Total Fee:.....= \$ 187.12

128. Ashton Restoration Permit # 2022-224  
City Fee: \$ 452.35 x.75% = \$ 339.26  
Total Fee:.....= \$ 339.26

129. Flush Once Plumbing Permit # 2022-225  
City Fee: \$ 80.00 x.75% = \$ 60.00  
Total Fee:.....= \$ 60.00

130. LaFrance Exteriors Permit # 2022-226  
City Fee: \$ 613.77 x.75% = \$ 460.32  
Total Fee:.....= \$ 460.32

131. Liberte Construction Permit # 2022-227  
City Fee: \$ 624.80 x.75% = \$ 486.69  
Total Fee:.....= \$ 486.69

132. Bear Roofing Permit # 2022-228  
City Fee: \$ 265.25 x.75% = \$ 198.93  
Total Fee:.....= \$ 198.93

133. Buildtec Contracting Permit # 2022-229  
City Fee: \$ 209.25 x.75% = \$156.93  
Total Fee: .....= \$ 156.93

134. All Energy Solar Permit # 2022-230  
City Fee: \$ 139.25 x.75% = \$ 104.43  
Plan Check Fee: \$ 90.51 x.75% = \$ 90.51  
Total Fee:.....= \$ 194.94

135. Scott Doughman Permit # 2022-231  
City Fee: \$ 391.75 x.75% = \$ 293.81  
Total Fee:.....= \$ 203.81

136. Gunner Contracting Permit # 2022-232  
City Fee: \$ 279.25 x.75% = \$ 209.43  
Total Fee:.....= \$ 209.43

137. Hampton Exteriors Permit # 2022-233  
City Fee: \$ 265.25 x.75% = \$ 198.93  
Total Fee: .....= \$ 198.93

138. Mike Regan Permit # 2022-234  
City Fee: \$ 237.25 x.75% = \$ 177.93  
Total Fee:.....= \$ 177.93

139. Hampton Exteriors Permit # 2022-235  
City Fee: \$ 265.25 x.75% = \$ 198.93  
Total Fee:.....= \$ 198.93

140. Hampton Exteriors Permit # 2022-236  
City Fee: \$ 251.25 x.75% = \$ 188.43  
Total Fee:.....= \$ 188.43

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Total Fee's:.....= \$ 53,469.69

Respectfully submitted,



Jack Kramer

Building Official



**Northern Salt**  
INCORPORATED

PO Box 1028  
Forest Lake, MN 55025

Phone: 651-209-3148  
Fax: 651-407-0609  
www.northernsalt.com

# Invoice

Date	Invoice #
5/15/2024	30995

<p>Bill To</p> <p>City of Grant PO Box 577 Willernie MN 55090</p>	<p>Ship To</p> <p>10010 60th St N Stillwater, MN 55082</p>
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Due Date	P.O. No.	S.O. No.	Terms	Rep
6/14/2024		94143	Net 30	HOUSE

Description	Quantity	Rate	U/M	Amount
Calcium Chloride 38%	13,781	1.515	gal	20,878.22
Brian- Ph# 651-269-5889 Job# 25385				

Prompt payment would be appreciated. Late payments could result in a 1.5% monthly finance charge. Customer agrees to pay all costs of collection, including attorney's fees.	<b>Subtotal</b> \$20,878.22
--	-----------------------------

	<b>Sales Tax (0.0%)</b> \$0.00
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	<b>Total</b> \$20,878.22
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We appreciate your business. For an additional convenience fee of 3% of the transaction total, NSI will accept Visa, Mastercard and American Express credit card payments.







**CITY OF GRANT  
KNOLLWOOD DRIVE STREET IMPROVEMENT PROJECT  
FINAL ASSESSMENT ROLL**

MAP ID	PID	OWNER NAME	TAXPAYER NAME	ADDRESS	CITY STATE ZIP	PROPERTY ADDRESS	CITY	USPS CITY	STATE	ZIP	BUILDABLE ASSESSMENT	BUILDABLE UNITS	PROPOSED TOTAL ASSESSMENT
1	1403021430004	CHRISTOU, DIONYSIOS & TARA	SAME	9060 KNOLLWOOD DR N	STILLWATER, MN 55082	9060 KNOLLWOOD DR N	GRANT	STILLWATER	MIN	55082	\$ 25,425.73	1	\$ 25,425.73
2	1403021430003	OPP, JAMES & MARILYN	SAME	9130 KNOLLWOOD DR N	STILLWATER, MN 55082	9130 KNOLLWOOD DR N	GRANT	STILLWATER	MIN	55082	\$ 25,425.73	1	\$ 25,425.73
3	1403021420004	FREDRICKSON, CARL & APRIL	SAME	9190 KNOLLWOOD DR N	STILLWATER, MN 55082	9190 KNOLLWOOD DR N	GRANT	STILLWATER	MIN	55082	\$ 25,425.73	1	\$ 25,425.73
4	1403021410003	WHELEN, JESSICA & BECHTEL, JUSTIN	SAME	9220 KNOLLWOOD DR N	STILLWATER, MN 55082	9220 KNOLLWOOD DR N	GRANT	STILLWATER	MIN	55082	\$ 25,425.73	1	\$ 25,425.73
5	1403021410004	BONITA, WILLIAM & ALISA	SAME	9240 KNOLLWOOD DR N	STILLWATER, MN 55082	9240 KNOLLWOOD DR N	GRANT	STILLWATER	MIN	55082	\$ 25,425.73	1	\$ 25,425.73
6	1403021410006	KNUTSON, JEFFREY & JOAN, TRS AGR	SAME	9235 KNOLLWOOD DR N	STILLWATER, MN 55082	9235 KNOLLWOOD DR N	GRANT	STILLWATER	MIN	55082	\$ 25,425.73	1	\$ 25,425.73
7	1403021410005	NIELSON, JEFFREY & SUSAN	SAME	9211 KNOLLWOOD DR N	STILLWATER, MN 55082	9211 KNOLLWOOD DR N	GRANT	STILLWATER	MIN	55082	\$ 25,425.73	1	\$ 25,425.73
8	1403021440002	CRUM, ANN	SAME	9135 KNOLLWOOD DR N	STILLWATER, MN 55082	9135 KNOLLWOOD DR N	GRANT	STILLWATER	MIN	55082	\$ 25,425.73	1	\$ 25,425.73
												8	\$ 203,405.84

**CITY OF GRANT**

**RESOLUTION NO. 2024-08**

**RESOLUTION DECLARING COSTS TO BE ASSESSED AND  
ORDERING PREPARATION OF PROPOSED ASSESSMENTS  
FOR THE KNOLLWOOD AVENUE STREET IMPROVEMENT PROJECT**

**WHEREAS**, the City Council (“Council”) of the City of Grant, Minnesota (“City”) has identified the Knollwood Drive Street Improvements Project, as a City Improvement Project for Fiscal Year 2024; and

**WHEREAS**, pursuant to Resolution 2024-02 passed by the Council January 2, 2024, the consultant City Engineer Brad Reifsteck, LHB Inc., prepared and published the advertisement for bids and received bids on May 2, 2024; and,

**WHEREAS**, the construction cost to be incurred for such improvement is \$199,855.11, and the expenses incurred or to be incurred in the making of such improvement amount to \$19,981.73, so that the total cost of the improvement will be \$219,836.84; and,

**WHEREAS**, the City of Grant is contributing \$16,431 to the total project cost.

**NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF GRANT, MINNESOTA:**

1. The total cost of such improvement to be assessed against benefited property owners is declared to be \$203,405.84.
2. Assessments shall be payable in equal annual installments extending over a period of fifteen (15) years and shall bear interest at the rate of 4.50% percent.
3. The City Administrator, with the assistance of the City Engineer (consulting engineer), shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and he/she shall file a copy of such proposed assessment in his/her office for public inspection.

**ADOPTED** this 4th day of June 2024.

---

Jeff Huber, Mayor

Attest:

---

Kim Points, City Clerk

**CITY OF GRANT  
RESOLUTION NO. 2024-09**

**A RESOLUTION CERTIFYING SPECIAL ASSESSMENTS  
FOR THE KNOLLWOOD AVENUE N STREET IMPROVEMENT PROJECT**

**WHEREAS**, pursuant to proper notice duly given as required by law, the Grant City Council (“Council”) has met, heard and passed upon all objections to the assessment for Knollwood Avenue Street Improvements Project, as a City Improvement Project for Fiscal Year 2024; and,

**WHEREAS**, the Project improvement shall include street reconstruction and reclamation, pursuant to Minnesota Statutes, Sections 429.011 to 429.111; and,

**WHEREAS**, the costs have been calculated for the project and the portion of the cost of such improvement to be assessed against benefited property owners was declared; and,

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRANT, MINNESOTA:**

1. Such assessments, a copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.
2. For single family residential properties such assessments shall be payable in equal annual installments extending over a period of 15 years and shall bear interest at the rate of 4.50 percent from the date of the adoption of this assessment resolution. To each subsequent installment, when due, shall be added interest for one (1) year on all unpaid installments.
3. No interest shall be charged if the entire assessment is paid prior to October 31, 2024. Residents may, at any time prior to October 31, 2024 pay the assessment in full or partial on such property to the City’s Finance Department. Residents may, at any time after November 15, 2024, pay to Washington County the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. If you decide not to prepay the assessment before the date given above, the rate of interest that will apply is 4.50 percent.
4. The City Clerk shall forthwith transmit a certified duplicate of this assessment to the County Auditor to be extended on the property tax lists of the county. Such assessments shall be collected and paid over in the same manner as other municipal taxes.

**ADOPTED** this 4th day of June 2024.

\_\_\_\_\_  
Jeff Huber, Mayor

Attest:

\_\_\_\_\_  
Kim Points, City Clerk







**BID TAB**

Project Title: Knollwood Drive Street Improvements  
City of Grant, Minnesota

Bid Close: Thursday, May 2, 2024 2:00pm

BIDDER	ADD'A	BID BOND	BASE BID	COMMENTS
<b>BITUMINOUS ROADWAYS</b>				
1520 Commerce Dr. Mendota Heights, MN 55120	N/A	Y	\$257,340.00	
<b>NORTHWEST ASPHALT</b>				
1451 Stagecoach Rd Shakopee, MN 55379-2797	N/A	Y	\$210,798.45	
<b>OMG MIDWEST, INC</b>				
141475 Quiram Dr Rogers, MN 55374	N/A	Y	\$199,855.11	





**CITY OF GRANT**

**RESOLUTION NO. 2024-10**

**RESOLUTION ACCEPTING BIDS AND AWARDING A  
CONSTRUCTION CONTRACT FOR THE KNOLLWOOD DRIVE STREET  
IMPROVEMENT PROJECT**

**WHEREAS**, the City Council (“Council”) of the City of Grant, Minnesota (“City”) has identified Knollwood Drive Street Improvement Project, as a City Improvement Project for Fiscal Year 2024; and

**WHEREAS**, the Project improvement shall include street reconstruction and reclamation, pursuant to Minnesota Statutes, Sections 429.011 to 429.111; and

**WHEREAS**, pursuant to Resolution 2024-02 passed by the Council January 2, 2024, the consultant City Engineer Brad Reifsteck, LHB, Inc., prepared and published the advertisement for bids and received bids; and

**WHEREAS**, on May 2, 2024 bids were opened and tabulated according to law, and three (3) bids were received complying with the advertisement; and

**WHEREAS**, it appears that OMG Midwest, Inc., dba Minnesota Paving & Materials is the lowest responsible bidder with a grand total bid of \$199,855.11.

**NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF GRANT, MINNESOTA:**

1. The Mayor and City Administrator are hereby authorized and directed to enter into an agreement with OMG Midwest, Inc., dba Minnesota Paving & Materials of Rogers, Minnesota in the name of the City of Grant for the improvement of Knollwood Drive Street Improvement Project according to the plans and specifications therefor approved by the city council and on file in the office of the city clerk.

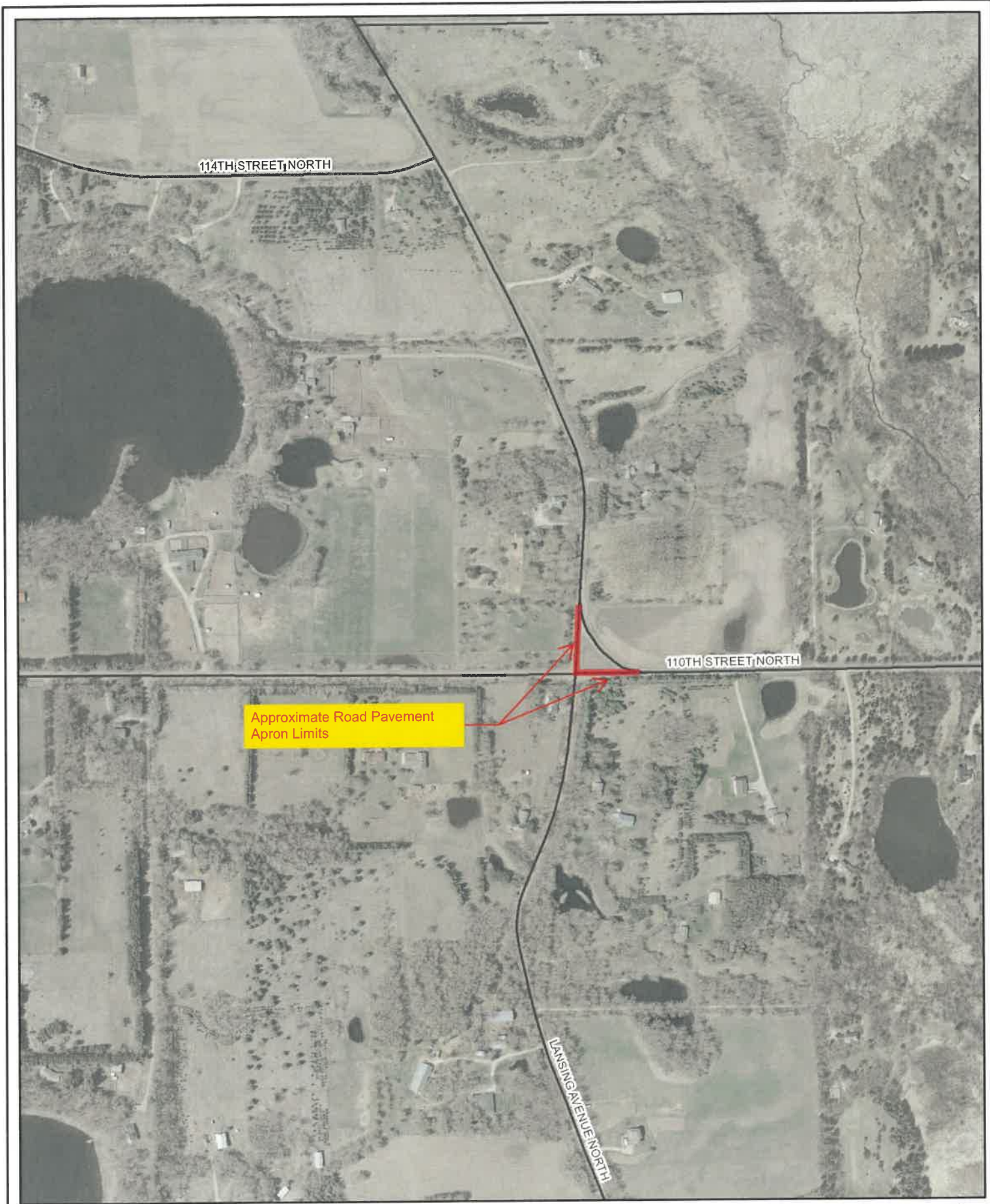
**ADOPTED** this 4<sup>th</sup> day of June, 2024.

\_\_\_\_\_  
Jeff Huber, Mayor

Attest:

\_\_\_\_\_  
Kim Points, City Clerk

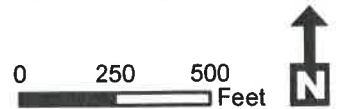




Approximate Road Pavement Apron Limits



**Project Location Map**  
2024 PAVEMENT APRONS  
Grant, MN



A.R.C. Paving Inc.

P.O. 627

Willernie Mn 55090

# Estimate

Date	Estimate #
5/6/2024	69

Name / Address
City of Grant 111 Wildwood Rd Willernie MN 55090

			Project
Description	Qty	Rate	Total
Grade/Pave intersection @ 110th and Lancing Ave. Area approx. 13000 sq.ft. Mill transitions @ existing Bit. Pave area @ 3" compacted depth Spweb240b mix design		29,250.00	29,250.00
		<b>Total</b>	\$29,250.00

# QUOTE

Ken Johnson  
120 Derby Ln  
WILLERNIE MN 55090  
USA

**Date**  
Apr 5, 2024

**Expiry**  
Apr 15, 2024

**Quote Number**  
KJohnson2402

Rollo's Paving, LLC  
6620 20th Ave. South  
Lino Lakes, MN 55038-8744

Description	Quantity	Unit Price	Amount USD
Grade existing base on dirt cross streets 110th and Lansing, Grant Township. Pave 3 inch mat 263 x 24 feet on 110th. Pave 3 inch mat 270 x 24 on Lansing. Additional asphalt to round curves at corners. Price does not include shoulder work or traffic control.	14000.00	2.85	39,900.00
		Subtotal	39,900.00
		TOTAL TAX	0.00
		<b>TOTAL USD</b>	<b>39,900.00</b>

## Terms

To accept quote please sign and date: \_\_\_\_\_  
Payment due upon completion of job.



## INDEPENDENT CONTRACTOR AGREEMENT

This Independent Contractor Agreement (“Agreement”) is entered into as of the 2nd day of August 2022, by and between the **CITY OF GRANT**, a Minnesota municipal corporation (“**GRANT**”) and Kline Bros Excavation. (“**CONTRACTOR**”).

### Recitals

- A. GRANT is a Minnesota municipal corporation with its City Hall located at 111 Wildwood Road, Willernie, Minnesota 55090.
- B. CONTRACTOR desires to assist GRANT as an independent contractor in providing gravel roadway maintenance services to GRANT and GRANT desires to retain CONTRACTOR upon the terms and conditions hereafter set forth.
- C. The CONTRACTOR and GRANT acknowledge that this agreement includes and incorporates by reference the accepted Request for Quote pricing and Project Specifications for the 2022 Gravel Road Maintenance which is attached and incorporated herein as Exhibit A, and the CONTRACTOR’S accepted quote which is attached and incorporated herein as Exhibit B.

NOW THEREFORE, in consideration of the foregoing recitals, which are true and correct and incorporated herein and the mutual obligations set forth below, GRANT and CONTRACTOR hereby agree as follows:

### Agreement

#### **1. Performance by CONTRACTOR**

GRANT engages CONTRACTOR to furnish the services described in the Request for Quotes attached to this Agreement and incorporated herein by reference as **Exhibit A** and CONTRACTOR agrees to provide Gravel Road Maintenance Contractor services (the “Services”) specified.

#### **2. Payment for Services**

- a. *Fees.* GRANT agrees to pay CONTRACTOR for the Services at a negotiated rate in accordance with the Rate Schedule attached and incorporated herein as **Exhibit A**.
- b. *Out-of-Pocket Expenses.* Except as agreed by GRANT, CONTRACTOR shall be responsible for all out-of-pocket expenses incurred in the performance of the Services on behalf of GRANT.
- c. *Invoices.* CONTRACTOR shall invoice GRANT monthly for Services rendered during the previous month in accordance with the Rate Schedule attached as **Exhibit A**.

d. *Miscellaneous.* CONTRACTOR agrees to execute such affidavits and receipts as GRANT shall request to acknowledge payment by GRANT. CONTRACTOR acknowledges that its federal employer tax identification number, provided to GRANT is correctly set forth in the Statement of Work attached to this Agreement.

### **3. Independent Contractors**

CONTRACTOR and GRANT are independent of one another and neither party's employees will be considered employees of the other party for any purpose. This Agreement does not create a joint venture or partnership, and neither party has the authority to bind the other to any third party. GRANT shall have no right to direct or control CONTRACTOR with respect to CONTRACTOR'S activities hereunder. CONTRACTOR acknowledges, understands, and agrees:

a. CONTRACTOR will not be treated as an employee of GRANT for purposes of the Federal Insurance Contributions Act, the Social Security Act, the Federal Unemployment Act, income tax withholding and applicable state laws, including, without limitation, those pertaining to workers' compensation, unemployment compensation and state income tax withholding.

b. CONTRACTOR will not qualify for any employee benefits that GRANT may now or hereafter provide to its employees including, without limitation, insurance, vacations, pension and profit-sharing benefits, employee bonus programs, and the like; and

c. Information returns will be filed with appropriate federal and state taxing authorities indicating CONTRACTOR'S status as self-employed.

### **4. Business of Contractor**

The CONTRACTOR represents and warrants to GRANT that it is engaged in the business of providing Gravel Roadway Maintenance Contractor services and has complied with all local, state, and federal laws regarding business permits and licenses that may be required to carry out such business and to perform the services specified in this Agreement. Upon request by GRANT, CONTRACTOR shall provide GRANT with copies of all documents reasonably requested by GRANT to verify the CONTRACTOR'S established business and the representations set forth herein. Notwithstanding any due diligence performed by GRANT with respect to the subject matter of these representations, CONTRACTOR shall indemnify and hold GRANT, Council members, agents and employees, harmless from any and all claims, causes of action, losses, damage, liabilities, costs and expenses, including attorney fees, arising from breach of the representations set forth in this Section.



**5. Employees of Contractor**

CONTRACTOR shall be solely responsible for paying its employees. CONTRACTOR shall be solely responsible for paying all taxes, FICA, workers' compensation, unemployment compensation, medical insurance, life insurance, paid vacations, paid holidays, pension, profit sharing and other benefits for the CONTRACTOR and its employees, servants, and agents.

**6. Obligations of CONTRACTOR**

a. *Scope of Services.* CONTRACTOR is required to perform the work as detailed in the Statement of Work.

b. *Invoices.* CONTRACTOR is required to invoice GRANT as provided in the Rate Schedule for all work performed in accordance with the Statement of Work.

**7. Obligations of GRANT**

GRANT agrees to make available to CONTRACTOR, upon reasonable notice, such information, data and documentation required by CONTRACTOR to complete the Services.

**8. Insurance**

CONTRACTOR shall furnish GRANT with current certificates of coverage of the CONTRACTOR, and proof of payment by the CONTRACTOR, for workers' compensation insurance, general liability insurance, motor vehicle insurance and such other insurance as GRANT may require from time to time. GRANT shall require general liability insurance coverage of not less than \$1,000,000.00 / \$2,000,000.00. GRANT shall require automobile vehicle coverage of not less than \$500,000.00 / \$500,000.00 / \$100,000.00. GRANT shall require umbrella coverage of not less than \$1,000,000.00. CONTRACTOR shall maintain all such insurance coverage and shall furnish GRANT with certificates of renewal coverage and proofs of premium payments. If the CONTRACTOR fails to pay a premium for insurance required by this paragraph before it becomes due, GRANT may pay the premium and deduct the amount paid from any payments due the CONTRACTOR and recover the balance from the CONTRACTOR directly.

**9. Termination**

a. *Commencement and Renewal.* This Agreement shall commence on the date set forth above and shall remain in effect for two years from date of contract. Both parties retain the ability to extend the contract for one additional year.

b. *Termination.* Either party, upon giving written notice to the other party, may terminate this Agreement upon thirty (30) days' notice for any reason.

c. *Obligations Upon Expiration or Termination.* Upon expiration or termination of this Agreement, CONTRACTOR shall promptly return to GRANT all copies of files, documentation, related material, and any other material that is owned by GRANT.

## **10. Risk**

CONTRACTOR shall perform the Services at its own risk. GRANT will not reimburse CONTRACTOR for any expenses incurred by CONTRACTOR as a result of services rendered under this Agreement, including, but not limited to, car-related expenses, telephone expenses, and or other business-related expenses.

## **11. Limitation of Liability**

In no event shall GRANT be liable to CONTRACTOR for the payment of any consequential, indirect, or special damages, including lost profits. CONTRACTOR acknowledges it is an independent CONTRACTOR and accepts the risks and rewards of contracting with GRANT.

## **12. Indemnity and Warranty**

CONTRACTOR shall always comply with all applicable laws, statutes, ordinances, rules, regulations, and other governmental requirements. CONTRACTOR shall indemnify and hold GRANT, its Council members, and its agents and employees, harmless from all claims, causes of action, losses, damage, liabilities, costs and expenses, including attorneys' fees, arising from the death of or injury to any person, from damage to or destruction of property, or from breach of the warranties in this Section, arising from the provision of services by CONTRACTOR, its agents or employees

## **13. Assignment**

a. *Consent Required.* CONTRACTOR shall not assign or subcontract the whole or any part of this Agreement without GRANT'S prior written consent.

b. *Subcontracting.* Any subcontract made by CONTRACTOR with the consent of GRANT shall incorporate by reference all the terms of this Agreement. CONTRACTOR agrees to guarantee the performance of any subCONTRACTOR used in performance of the Services.

c. *Assignment by GRANT.* GRANT may assign any or all of its rights and duties under this Agreement at any time and from time to time without the consent of the CONTRACTOR.

#### 14. Miscellaneous

a. *Applicable Law and Forum.* This Agreement shall be governed and construed in accordance with the laws of the State of Minnesota without regard to the conflicts of laws or principles thereof. Any action or suit related to this Agreement shall be brought in the state or federal courts sitting in Minnesota.

b. *Notices.* Any notice or other communication required or permitted under this Agreement shall be given in writing and delivered by hand, U.S. mail or facsimile.

c. *Waiver.* No waiver by GRANT of any breach by CONTRACTOR of any of the provisions of this Agreement shall be deemed a waiver of any preceding or succeeding breach of the same or any other provisions hereof. No such waiver shall be effective unless in writing and then only to the extent expressly set forth in writing.

d. *Entire Agreement.* This Agreement, including any exhibits, constitutes the entire agreement between CONTRACTOR and GRANT.

e. *Modifications.* No modification of this Agreement shall be effective unless in writing and signed by both parties.

f. *Severability.* If any provision of this Agreement is invalid or unenforceable under any statute or rule of law, the provision is to that extent to be deemed omitted, and the remaining provisions shall not be affected in any way.

IN WITNESS WHEREOF, and in acknowledgment that the parties hereto have read and understood each provision hereof, the parties have executed this Agreement on the date first set forth above.

CITY OF GRANT

CONTRACTOR

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By:

Its: Mayor

---

By:

ATTEST

---

By:

Its: City Clerk

**EXHIBIT A**  
**REQUEST FOR QUOTES**

**EXHIBIT B**  
**RATE SCHEDULE**

The City agrees to pay the Contractor for the cost and expense for performing the road maintenance services provided for by this agreement, with the amount of payment to be determined as set forth in the request for quotes as shown below:

No.	Mat. No.	Item	Units	Unit Price
1	2123.610	MOTOR GRADER	HR	\$105.00
2	2123.610	SKID STEER	HR	\$115.00
3	2123.610	TRUCKING AGGREGATE BASE	HR	\$100.00

1. The City agrees to compensate the Contractor as set forth in the bid submitted by the Contractor for each piece of equipment or type of work set forth herein. The quoted price was accepted on a per unit basis contract.
2. The City shall pay the contractor for fuel escalation costs as defined in the table below. To qualify for such reimbursement, the Contractor shall file a written claim presenting all required data and receipts for determining the amount of reimbursement. Minimum documentation shall include the purchase receipt, date of purchase and consumption, equipment operated, location of grading, and length of operating time. Payment shall be made on an hourly basis as an increase to the bid unit price in the quote form. The city shall make the final determination if payment for fuel escalation has been proven and payment is warranted.

Fuel Price	Additional Hourly Payment
\$6.00 – \$6.49	No Additional Compensation
\$6.50 – \$6.99	Additional \$4.50 per hour
\$7.00 per gallon or greater	Additional \$7.00 per hour

3. The contractor is required to notify the city prior to billing time hourly so that time can be tracked for payment.
4. Upon receipt of a monthly statement or invoice from the Contractor to the City Clerk for equipment costs, the city agrees to pay contractor monthly. Payment shall be made to the Contractor at the unit price rate as shown on the quote form in Exhibit A for equipment. Materials hauled shall be invoiced directly from the gravel pit to the city.

**CITY OF GRANT, MINNESOTA  
RESOLUTION NO. 2024-11**

**RESOLUTION APPROVING A PRELIMINARY PLAT AND GRANTING TWO  
VARIANCES FROM MAXIMUM LENGTH OF A CUL-DE-SAC FOR THE  
ELLIOTT CROSSING MAJOR SUBDIVISION**

**WHEREAS**, Mike Mogren on behalf of MOR Development, LLC (“Applicant” and “Owner”) has submitted an application for Preliminary Plat of a major subdivision and Variances from the maximum length of two cul-de-sacs generally located south of 75<sup>th</sup> Street North (CSAH 12) and west of Lake Elmo Avenue (CSAH 17) in the City of Grant, Minnesota; and

**WHEREAS**, the Preliminary Plat will subdivide approximately 192-acres of land that is currently a mix of uses including agricultural production, open space and three Indian Hills Golf Club holes; and

**WHEREAS**, the agricultural land will be converted to rural residential uses, while the open space and existing wetlands will be protected as part of the proposed development; and

**WHEREAS**, the Preliminary Plat identifies 18 new rural residential lots and two Outlots A and B; and

**WHEREAS**, the 18-lots contained in the Preliminary Plat will be accessed by two new cul-de-sacs where 12 lots are accessed from CSAH 12 and six lots are accessed from CSAH 19; and

**WHEREAS**, the two cul-de-sacs exceed the maximum permitted length per the City’s subdivision ordinance and require a variance from the permitted length to be constructed as shown on the Preliminary Plat; and

**WHEREAS**, on May 7, 2024 the City Council held a duly noticed public hearing and considered public testimony; and

**WHEREAS**, the City Council considered the Preliminary Plat and the Variances from maximum cul-de-sac length at their May 7<sup>th</sup> and June 4<sup>th</sup> regular City Council meetings.

**NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRANT, WASHINGTON COUNTY, MINNESOTA**, that it does hereby approve the request of MOR Development LLC for Preliminary Plat provided that the following conditions of Preliminary Plat are met:

1. An updated Preliminary Plat incorporating the City Engineer's recommendations and incorporating any changes of the BCWD, must be submitted for review and approval by City Staff within 12-months of Preliminary Plat approval.
2. The Applicant shall comply with all recommendations and standards of the City Engineer.
3. The Applicant shall provide evidence that PID containing Lot 1, Block 2 and Outlot B cannot be subdivided, and that the current design configuration is not in conflict with any provisions of the original subdivision.
4. The Applicant shall adjust the lot line between Lots 2 and 3, Block 2 to comply with the subdivision design standards.
5. The Lot area of Lot 2, Block 2 must be adjusted to comply with the minimum lot size requirements.
6. Additional ROW must be granted to provide a connection for Lot 6 Block 2 to comply with the City Engineer's recommendations.
7. The Applicant must establish an HOA or similar to manage the stormwater management systems on site. Such entity shall be appropriately established and identified within the Development Agreement.
8. A management plan for Outlot B shall be developed and submitted for review and inclusion within the Development Agreement. Such responsibilities for management and maintenance, including any signage, shall be identified within the applicable HOA covenants.
9. The Applicant shall obtain all necessary stormwater permits from the BCWD and such permits shall be obtained prior to the City granting any Final Plat of the Project.
10. If the Project is proposed to be phased, the phasing plan must be submitted prior to approval of the Development agreement and Final Plat.
11. The Applicant will be required to enter into a Development Agreement prior to the City Granting any Final Plat of the Project to ensure that the requirements and conditions as set forth herein are complied with to ensure the installation of all subdivision infrastructure.
12. The Applicant, or assigns, shall obtain all necessary permits for the installation of individual wells serving each lot, and such permits shall be obtained prior to the City issuing any Building Permit for such lot.
13. The full public right-of-way of both cul-de-sacs shall be dedicated on the Final Plat, and such dedication shall occur with the appropriate phase.



14. Site improvements as described within Section 30-194 shall be agreed to and identified within the Development Agreement.
15. A letter from Washington County Environmental Services shall be provided indicating that the proposed primary and secondary septic sites meet their standards and requirements, and that adequate area exists on each lot to accommodate a septic system. Such letter shall be provided prior to granting any Final Plat of the Project.
16. The Applicant shall identify and rope off all septic drainfield areas on the site prior to the City issuing any grading permits on the subject property.
17. The Applicant shall obtain all necessary permits and approvals from any agency having jurisdiction over the project including, but not limited to, Washington County and the Browns Creek Watershed District.
18. The Applicant, or assigns, shall be required to obtain all septic permits, based on the actual design of a principal structure prior to the City issuing a Building Permit.
19. Final Plat shall be applied for within 12 months of preliminary plat approval.
20. The Applicant shall pay all fees and delinquent escrow balances.
21. The Applicant shall obtain access permits from Washington County prior to the City granting any Final Plat of the Project.
22. The Applicant shall be required to install all necessary improvements to CSAH 12 and CSAH 17 (if applicable) as agreed to, and conditioned by, Washington County. Such improvements shall be included and addressed within the Development Agreement.
23. Review of the cul-de-sac lengths from the Fire Chief shall be obtained to ensure that there are no issues regarding access to each of the created lots.
24. The Applicant shall pay all fees and delinquent escrow balances.

**FURTHER BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRANT, WASHINGTON COUNTY, MINNESOTA**, that it does hereby approve the request of MOR Development, LLC to exceed the maximum length of a cul-de-sac with the following findings pursuant to Section 32-59 and 32-60 of the City's Zoning Ordinance which provides that a Variance may be granted if a practical difficulty is demonstrated. The City Council's Findings relating to the standards are as follows:

- The buildable area of the subject property is constrained by natural features including a high-quality FEN wetland complex that bisects the property preventing the connection of the roadway through the subject property.
- The site constraints associated with the FEN, including buffer areas, are the result of the natural landscape and governmental regulations and are not self-created.
- The Indian Hills Golf Club is part of the essential character of the neighborhood and the relocation of three holes in 2021 protected the viability of the golf club. The relocated golf holes impacts the ability to connect the roadway due to the proximity of the holes to

the FEN wetland complex. Protection of the FEN and the golf holes is important to preserve the character of the area.

- The cul-de-sac configuration is consistent with the character and design of rural residential subdivisions throughout the City.

Adopted by the Grant City Council this 4<sup>th</sup> day of June, 2024.

---

Jeff Huber, Mayor

State of Minnesota            )  
   ) ss.  
 County of Washington        )

I, the undersigned, being the duly qualified and appointed Clerk of the City of Grant, Minnesota do hereby certify that I have carefully compared the foregoing resolution adopted at a meeting of the Grant City Council on \_\_\_\_\_, 2024 with the original thereof on file in my office and the same is a full, true and complete transcript thereof.

Witness my hand as such City Clerk and the corporate seal of the City of Grant, Washington County, Minnesota this \_\_\_\_ day of \_\_\_\_\_, 2024.

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Kim Points  
 Clerk  
 City of Grant



## MEMO

To: Mayor and City Council

CC: Kim Points, City Administrator/Clerk  
Nick Vivian, City Attorney

From: Jennifer Haskamp, AICP, City Planner

RE: Consideration to amend Chapter 32 Zoning regarding Minimum Lot Size and Dimensional Standards of Existing Lots of Record

Date: May 28, 2024

### Background

At the regular City Council meeting on May 7, 2024 the Council considered a request for Concept Plan review for a potential variance from lot size dimensional standards. The Applicant requested discussion to understand if the Council would consider variance(s) from the standards for substandard lots not meeting the exception criteria in the ordinance. As part of the discussion the Council determined that additional discussion and consideration of the ordinance standards should be explored as a separate agenda item at the June meeting.

### Summary of Ordinance Standards

The City's adopted zoning ordinance establishes dimensional standards to create new lots and provides exemptions for existing lots of records when certain standards are met. The following summary of the dimensional standards are provided for the A1 and A2 zoning districts, which are the predominant areas where new/existing rural residential uses are found in the community. The current ordinance establishes the following:

**Section 32-246. Minimum area, maximum height and other dimensional requirements.** This section establishes the dimensional standards for all newly created lots and existing lots of record that were subdivided after the adoption of the current ordinance regulations. The dimensional standards establish the following:

- Minimum Lot Size per dwelling unit: 5.0 Acres. The minimum lot size per dwelling unit must be considered in conjunction with the other dimensional standards and requirements such as:
  - Minimum of 1.0 acre of buildable area; and
  - Demonstrate that a primary and secondary septic site are viable; and
  - Demonstrate that a 300-foot diameter circle may be fully contained on the lot; and
  - Minimum frontage must be present meeting the requirements for a public road or cul-de-sac, etc.



**Section 32-246 (b) Additions and exceptions to the minimum area, height and other requirements.** Subsection (b) of the dimensional standards establishes exceptions to the minimum standards within the dimensional requirements table. Subsection (b)(1) Existing Lot defined, states that “existing lot” means a lot or parcel existing before the adoption of the ordinance which went into effect in February of 1983. If it is established that the lot was created prior to 1983, then subsection (b)(2) Existing Lot of Record Exemptions may be applicable provided that the criterion of the subsection is met. As stated within the subsection, “...any such lot or parcel created in accordance with the city subdivision regulations in effect at the time that such Lot was created that is **at least 2.5 acres** in size, shall be exempt from the requirement of subsection (3), pertaining to area, lot width, lot depth and lot frontage and shall be considered buildable if the lot or parcel can comply with the remaining requirements...”

For lots or parcels that do not meet the 2.5 acre exception, Subsection (3) *Undersized Lots*, further stipulates that if a lot does not meet the exemption criteria that the undersized lot must be combined with an adjacent property under the same ownership. This has occurred throughout the City (example Withrow area) and has largely been effective in helping property owners of historical parcels to meet (at a minimum) the required 2.5 acres to be considered a buildable lot.

A few additional notes regarding Staff’s review and research of lot sizes standards are provided for reference:

- Washington County property records and the City Files are used as resources to determine when a lot configuration was created.
  - In 1968 Washington County and subsequently Grant Township adopted a zoning ordinance that established a minimum residential lot size of **2.25 Acres**. This standard remained in place through February 1983 when the minimum lot size changed to **5.0 acres**.
  - Prior to 1968 the minimum lot size cannot be verified based on available records, however, a range of lots including smaller platted lots in the historic Withrow area were created. (See notes regarding Metropolitan Council below)
  - Staff performed a GIS analysis to determine how many lots/parcels exist in the City today that 1) are less than 2.5 acres; and 2) do not abut an adjacent parcel of the same ownership. **The research identified 6 parcels.** Research regarding when the parcels were created was not completed, given that the number of lots is less than 0.2% of all parcels within the City.
- Maximum Density: 1 Dwelling Unit per 10 Acres. This must be aligned with the Comprehensive Plan that establishes a maximum density of 4 Dwelling Units per 40 Acres. When staff reviews a request for subdivision, we perform our analysis utilizing both the Comprehensive Plan and the Zoning Ordinance standards to determine if there are any available units within the 40 and whether the created and resulting lots all comply with the minimum dimensional requirements. This has proven effective and is consistent with the Metropolitan Council’s requirements for the Community Designation (see subsequent Metropolitan Council analysis for further information).

### **Overview of Metropolitan Council role in Lot Size & Density**

The City’s zoning standards and regulations are required to be consistent with the Metropolitan Council’s Community Designation. The Community Designation establishes the permitted density range within a community and the City’s land use designations must be consistent with that standard. As it stands, the Community Designation is Diversified Rural which provides a maximum density of 4 dwelling units per 40 acres (or 1 dwelling unit per 10 acres). This is consistent with the adopted land use designations and the zoning ordinance standards.



The exemptions provided in the ordinance are not consistent with the current 2040 Community Designation; however, provided that such lots were created consistent with the zoning and comprehensive plan in place at the time they were subdivided then such lots may still be considered buildable and deemed consistent with the Comprehensive Plan. A brief overview of the Metropolitan Council's history is provided as reference because it is important to consider how (and when) the City's lot standard regulations were established and have subsequently evolved.

- 1967 - Metropolitan Council was created by State Statute. The Metropolitan Council was created as “a regional solution to regional problems” and one such identified regional problem was wastewater and septic systems contaminating ground and surface waters due to the fast pace of suburban growth. The enabling statute required for a regional solution and approach to be presented by 1969 to address wastewater collection and treatment.
- Once established in 1967, regional coordination began to change how wastewater was permitted and managed. One of the outcomes was the establishment of minimum lot sizes for individual septic systems to ensure that adequate area was available on each lot for a primary and secondary drainfield to serve a residence since not all areas would be hooked up to a regional system. This policy was passed through and enacted by local regulatory agencies and bodies such as Washington County.
- 1968 - Washington County, and subsequently Grant Township, adopted a minimum lot size standard of 2.25 acres which was consistent with the Metropolitan Council's guidance for communities with lots served by individual septic systems. As noted above, the reason for the lot size standards was to prevent wastewater contamination and to ensure individual lots were capable of supporting individual septic systems.
- 1976 - Metropolitan Land Planning Act is enacted by statute. The Land Planning Act required all cities and counties under the jurisdiction of the Metropolitan Council to prepare a Comprehensive Plan. The Comprehensive Plans were required to be consistent with the regional plans and were required to be enacted by 1980. The plans have subsequently been required to be updated on a decennial basis to ensure that cities and counties are regulating their land use and development consistent with the regional plans. To be consistent all official controls, including zoning, must be consistent with the adopted Comprehensive Plan.
- February 1983 Grant Township adopts its zoning ordinance and requires a minimum lot size of 5 acres to be consistent with the first Comprehensive Plan adopted.

The history is important to consider when evaluating existing lots of record, especially in determining what is “buildable.” The minimum lot sizes were established on a regional basis because septic systems were failing, and coordinated regional sewer was necessary to “bailout” lots that had failing systems with no other onsite solutions. For example, this situation occurred (and continues to occur) in neighboring Lake Elmo where small lots less than 2.5 acres were developed prior to 1968 around the lakes and as systems failed the Metropolitan Council has been forced to bailout the properties at high costs – both economically and politically. Bailing out of the properties introduced the extension of regional sewer into the community, and eventually the cost of such extensions must be recouped through additional hookups and urban development.

While bailouts have not occurred in Grant, there are some areas in the community that were developed prior to 1968 with lot sizes that are less than 2.5 acres. It is clear from the historical timeline that Grant Township and Washington County adopted standards to prevent further development and subdivision of lots less than 2.5 acres, and such regulations were established by the Metropolitan Council's guidance and direction.



These standards are still in effect today, and even where the Metropolitan Council has designated an area as Rural Residential permanently (i.e. it is not economically viable to serve the area with regional sewer) the Metropolitan Council continues to guide minimum lot sizes to be 2.5 acres or more. The reason is the same as it was in the late 1960s – each lot must have adequate area for a primary and secondary drainfield because bailouts are costly and avoidable if communities restrict or prohibit development on lots less than 2.5 acres.

### **Process for Substandard Lots not meeting Exemption Criteria**

As presented on May 7<sup>th</sup> under the current ordinance, a substandard lot that does not meet the exemption criteria would be required to obtain a variance(s) from the standards from which the lot deviates. It is possible that a variance(s) would be justifiable, particularly given how rare the condition is in the City. (There are less than six (6) parcels total in the City that are less than 2.5 acres and are not under common ownership with an adjacent parcel.) A couple notes regarding the variance process:

- Review and research of the timing of when the parcel/lot was created would be required. Evidence, either through the Washington County recorder or through personal records, that the lot or parcel was created prior to February 1983 would be mandatory.
- Evidence that the parcel/lot was buildable at the time of its creation would need to be provided. This could be through an approved plat or some other formal documentation or review from Washington County.
- Evidence that the parcel/lot was under independent ownership from any adjacent parcel before 1982 continuing through the time of application would be required. (Note: Subsection (c) was enacted as part of the 1982 ordinance that required combination of substandard lots with adjacent parcels under common ownership.) If the parcel was transferred from common ownership since 1983, then most likely the variance criteria would fail because the issue would be self-created as the ordinance provision regarding combination was in place.
- If the above requirements could be demonstrated, then a development plan for the parcel would be required to demonstrate that the lot could be served by independent septic and water.,
- If all such requirements were met, then the applicable variance requests would be evaluated. Depending on the development plan, at a minimum, variances would likely be needed from lot size, frontage, and depth.

### **Recommendation/Action**

Staff requests discussion from the City Council about whether Chapter 32, Section 32-246 subsection (b) regarding exemptions should be modified or amended based on the information provided.

**clerk@cityofgrant.us**

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**From:** Lisa Young <Lisa.Young@co.washington.mn.us>  
**Sent:** Wednesday, April 10, 2024 10:52 AM  
**To:** Kim Points  
**Subject:** City of Grant Assessment Fee  
**Attachments:** GRANT TOWNSHIP\_2025 ESTIMATE WORKSHEET.pdf

Hi Kim,

I did hear Todd Smith is retiring this summer! Exciting news for him. I used the 2024 parcel actuals to prepare the 2025 estimate of assessment services using the expected fee schedule for next year's assessment services. To give you an illustration of the breakdown please see the attached document. The estimate for the 2025 assessment services is \$38,770.40 but is subject to change.

The residential valuation tier will adjust each year as a result of a change that started in 2022. The County establishes the annual adjustment of the residential single family tier to follow the overall residential single family median value percent change in the County from our annual report, page 32.

The County uses different rates related to property type and valuation that reflect the work and time associated with those different properties related to valuing and classifying the property. For example, a vacant land parcel would not be as complex as a C&I (commercial and industrial) property type and the rates applied reflect those differences.

I would appreciate it you could keep me informed as you look into replacing Todd Smith. There are statutory requirements for a fifth of properties to be inspected annually that would need to be done by the next assessor.

Please let me know if you have any questions.

Best Regards,

**Lisa Young, S.A.M.A. | County Assessor**  
Washington County Assessor Division  
14949 62<sup>nd</sup> Street North, Stillwater, MN 55082  
lisa.young@co.washington.mn.us  
651-275-7518

*A great place to live, work and play...today and tomorrow*



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**From:** Lisa Young  
**Sent:** Wednesday, April 3, 2024 9:12 AM  
**To:** 'City of Grant - City Clerk - Kim Points ' <clerk@cityofgrant.com>  
**Subject:** City of Grant Assessment Fee

**2025 ESTIMATE**

	# parcels	Rate	Total
<b>Agriculture</b> (Improved - Structure GTE \$25,000)	<b>59</b>	<b>\$19.38</b>	<b>\$1,143.42</b>
<b>Multi-Family (Townhome/Condo/Duplex)</b>	<b>0</b>	<b>\$6.93</b>	<b>\$0.00</b>
<b>Residential</b> (Single Family Improved - Structure GTE \$25,000)	<b>1,484</b>		<b>\$33,998.34</b>
EMV <\$649,700	737	\$15.94	\$11,749.70
EMV > or equal to \$661,600	747	\$29.78	\$22,248.65
<b>Vacant Land</b>	<b>589</b>		<b>\$1,059.34</b>
Ag	82	\$2.76	\$226.66
Apt/C&I	74	\$2.76	\$204.55
Exempt	165	\$0.38	\$62.27
Res	268	\$2.11	\$565.86
<b>Manufactured Homes</b>	<b>19</b>	<b>\$11.10</b>	<b>\$210.85</b>
<b>Personal Property &amp; PILT</b>	<b>9</b>	<b>\$5.54</b>	<b>\$49.85</b>
<b>Apartment</b> (Improved - Structure GTE \$25,000)	<b>1</b>		<b>\$69.29</b>
EMV <\$999,999	0	\$55.45	\$0.00
EMV > or equal to \$1,000,000	1	\$69.29	\$69.29
<b>C&amp;I</b> (Improved - Structure GTE \$25,000)	<b>19</b>		<b>\$1,953.85</b>
EMV <\$999,999	10	\$83.15	\$831.50
EMV > or equal to \$1,000,000	9	\$124.71	\$1,122.35
<b>Exempt</b> (Improved - Structure GTE \$25,000)	<b>5</b>		<b>\$34.63</b>
EMV <\$999,999	2	\$6.93	\$13.85
EMV > or equal to \$1,000,000	3	\$6.93	\$20.78
<b>2025 Base Fee</b>	<b>2,185</b>		<b>\$38,519.58</b>
<b>New Construction</b>	(count taken out of the lower tier base fee calc)		
Apartments	0	\$76.18	\$0.00
C&I	0	\$159.31	\$0.00
Exempt	0	\$138.51	\$0.00
Residential - Single Family	7	\$35.83	\$250.83
Residential - Townhome/Condo	0	\$13.86	\$0.00
<b>New Construction Fee</b>	<b>7</b>		<b>\$250.83</b>
<b>2025 BILLING ESTIMATE</b>	<b>2,192</b>		<b>\$38,770.40</b>



# **Proposal for 2025 Assessment Services**



**City of Grant**

May 14, 2024



**Pauszek Inc.**  
Patrick A. Poshek, A.M.A.  
1302 South Everett Street  
Stillwater, Minnesota 55082  
(651) 430-0360

## **PATRICK A. POSHEK, A.M.A.**

### **Qualifications;**

#### **DESIGNATIONS**

- Certified Minnesota Assessor designation granted December 7, 1977.
- Accredited Minnesota Assessor designation granted December 18, 1989.

#### **EDUCATION**

- Real Estate Education courses: IAAO 2, Income Approach to Valuation; Theory and Techniques of Estimating Value by the Capitalized Earning Approach; Standard on Assessment/Sales Ratio Studies. IAAO 4, Assessment Administration
- University of Minnesota Continuing Educational Courses: Weeks A, B, G, H- C1  
Narrative Report Writing-Techniques of Mass Appraisal- Apartment Appraisal Workshop- Case Studies and Problems Related to Assessment of Property- Advanced Workshop Dealing with the Technique of Conducting as Sales Study and Market Analysis Covering Residential, Commercial and Agricultural Properties- Farm Valuation Seminar, Study of Wide Crop Equivalent Rating (CER) Determination and Factors Affecting Its Use- Effective Communication; Dealing with the Public- Expert Testimony; Preparing for Court Proceedings- How to Prepare for a Tax Litigation Case- H.P. 12C; Calculator Workshop- Certified Specialist Workshop, PACE course,
- Small Town Commercial November 3rd & 4th 2004.
- Washington County Computer Assisted Mass Appraisal System (CAMA) training. Ethics course, Reviewing an Appraisal 2013, Valuing Lakeshore, Managing Aggressive Assaultive Behavior, The Art of Negotiations.

#### **WORK EXPERIENCE**

- 2004-Present Sr. Deputy Assessor Chisago County
- 1981-Present May Township Assessor
- 1986-2004 Grant City Assessor
- 1986-1997 Oakdale City Assessor
- 1975-1986 Appraiser- Washington County Assessor's Office

#### **PROFESSIONAL AFFILIATION**

- Member of the Minnesota Association of Assessing Officers (MAAO)




## **OFFICE LOCATION AND RECORD MANAGEMENT**

- I maintain a private office that is located within my home. Although my office is accessible to the public, I find most meetings for my work are on site, at the taxpayer's property or at City Hall.
- My office has all the necessary equipment needed for excellent information sharing and communications vital for a good assessment service. I have maintained and upgraded my computer equipment to meet the needs and requirements of assessment process. My email address is [assessor@gmail.com](mailto:assessor@gmail.com).
- My phone service consists of one incoming business line, and a voice mail box at Washington County.
- All voice mail left will send me a *voice email* alerting me on my cell phone. I will with every effort respond within less than 4 hours.

### **RECORD MANAGEMENT**

There are two sources where I can obtain information for the taxpayer.

- In my home office all data and characteristics from Washington County's CAMA system is accessible remotely.
  - I also have access to the MLS Northstar.
- 

## **PROPERTY VALUATION**

Since 1975, I have maintained an excellent level of assessment and co-efficient of dispersion which is the measure of an accurate and uniform assessment. My assessing background consists of eleven years of employment in the Washington County's Assessor's Office. I then became self employed for eighteen years as an independent local assessor. I have experience valuing a variety of property types in 22 communities in Washington County. These areas include:

- St. Croix River and Lakeshore property
- Upper bracket, custom built homes
- Large agricultural property
- Unique / special use property
- Contaminated property
- Income property including commercial, industrial and apartments

An accurate and uniform assessment begins with current and accurate information on all properties within the jurisdiction. One-fifth or 20% of all properties are to be viewed each assessment year. Market studies which include land sales, improved property sales, new construction sales, land residual / building residual analysis are conducted to complete an assessment each year. Divisions / combinations of tax parcels are to be completed annually. New construction consists of reviewing / reading blueprints, and on-site inspection for work completed as of January 2 of each assessment year. Maintaining good public relations by responding to inquiries both phone and on-site, property tax rebate, tax estimates, and homestead applications are also part of the assessment process.

Appeals / Tax Court - My responsibilities for appeals are informal, and in defense of the assessment at the local board of review. Washington County is responsible for Tax Court appeals in jurisdictions under 30,000 population. It is my experience that the local assessor works closely with Washington County on such appeals.



## **ASSESSMENT FEES**

The length of the proposed contract would be 3 years at a fee of \$27,600.00 per year or \$2,300.00 per month. The fee for the 2025, 2026, and 2027 assessments will remain the same with no increase.

## **START DATE**

Services are available to commence on June 1<sup>st</sup>, 2024.

The annual assessment will be considered complete upon the adjournment of the Appeal and Equalization Meetings.

## **MONTHLY PAYMENT SCHEDULE**

Beginning June, 2024 monthly payments in the amount of \$2,300.00.





**REFERENCES**

*Upon request*





# THEODORE ANDERSON

SAMA Licensed Minnesota Assessor

## CONTACT

---

PHONE:  
651-303-6620

EMAIL:  
[Theodore.N.Anderson@gmail.com](mailto:Theodore.N.Anderson@gmail.com)

City of Grant  
8380 Kimbro Avenue  
Grant, MN 55082

To Grant Mayor and Council Members

Please find enclosed my bid regarding the opening of Local Assessor for the City of Grant.

Per my research for the approximate 1,991 parcels in the city of Grant (per the 2023 Washington County Assessment Report) I offer the following:

\$13.00 (USD) per parcel.

My qualifications and points of interest for the position are:

I currently hold a SAMA. The highest licensure level the state of Minnesota offers.

I also possess the knowledge of having been born and raised and spent the first twenty years of my life in the City of Grant, formerly known as Grant Township. Along with my Assessment experience and knowledge of the area I work with two other local assessors that handle neighboring jurisdictions. This helps to ensure a fair and equitable assessment for the city.

The city of Grant lies therewithin Washington County and constitutes a separate Assessment from the County shall have its property Assessed by Theodore Anderson for the Assessment Year (AY) 2025; providing the outlined terms are approved by the City of Grant Mayor and Council Members.

The annual Assessment will be considered completed upon the adjournment of the City of Grant Local Board of Appeal and Equalization (LBAE) 2025.

I look forward to hearing and having the opportunity to meet in person to discuss the opportunity to bring my skills and knowledge to the city.

Sincerely,

Theodore Anderson



# MINNESOTA

## STATE BOARD OF ASSESSORS

Theodore N Anderson  
313 N. Main St. STE 250  
Center City, MN 55012

The undersigned Minnesota State Board of Assessors chairperson for the State of Minnesota hereby certifies that

**THEODORE N ANDERSON**

Has complied with the laws of the State of Minnesota and the rules of the Minnesota State Board of Assessors and is hereby licensed as

**Senior Accredited Minnesota Assessor**  
**License Number: 4134**

This license takes effect on November 14, 2023 and expires on June 30, 2024, unless this license is suspended, revoked, or otherwise legally terminated.

IN TESTIMONY WHEREOF, I have hereunto set my hand this November 14, 2023.

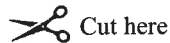
Minnesota State Board of Assessors Chairperson

**Minnesota State Board of Assessors**  
Mail Station 3340  
St. Paul, MN 55146-3340  
651-556-6086  
assessors.board@state.mn.us

**Minnesota**  
**State Board of Assessors**

**Theodore N Anderson**  
**Senior Accredited Minnesota Assessor**  
**Assessor License # 4134**

Effective: **11/14/2023** Expires: **06/30/2024**



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**RESOLUTION NO. 2024-12**

**A RESOLUTION ACCEPTING RESIGNATION AND DECLARING A VACANCY.**

**WHEREAS**, the Grant City Council has received the resignation of Mr. Robert Tufty, effective on May 7, 2024.

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

1. The Council accepts Mr. Robert Tufty's resignation as described above.
2. The Council declares that a vacancy exists on the City Council effective on May 7, 2024.

Passed by the City Council of Grant, Minnesota this 4<sup>th</sup> day of June, 2024.

\_\_\_\_\_  
Mayor

Attested:

\_\_\_\_\_  
City Clerk

**RESOLUTION NO. 2024-13**

**RESOLUTION TO FILL A VACANCY ON THE GRANT CITY COUNCIL**

**WHEREAS**, a vacancy exists on the Grant City Council.

**WHEREAS**, pursuant to Minnesota Statute § 412.02, subd. 2a, the City Council shall fill the vacancy by appointment.

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

1. The City Council appoints \_\_\_\_\_ with a motion made by Council Member \_\_\_\_\_ to fill the vacancy on the Grant City Council, effective May 7, 2024 with a term to expire on December 31<sup>st</sup>, 2024, for the seat vacated by Robert Tufty.

The motion for adopting the foregoing resolution was duly seconded by Council Member \_\_\_\_\_ and upon a vote being taken thereon the following voted via voice:

Jeff Giefer -  
Tom Carr -

Jeff Huber –  
John Rog -

Thereupon said resolution was declared duly passed and adopted and signed by the Mayor and attested by the Administrator/Clerk. Passed by the City Council, City of Grant, Washington County, Minnesota, on this 4<sup>th</sup> day of June, 2024.

\_\_\_\_\_  
Jeff Huber, Mayor

**ATTEST:**

\_\_\_\_\_  
Kim Points, Administrator/Clerk

## City Council Report for May 2024

To: Kim Points City Clerk

From: Jack Kramer Building Official

### City Code Violations:

1. Mr. Thomas Schumann 67620 Lake Elmo Ave. Violation of City Code Section 12-20 Movable Storage Declared a Public Nuisance, Section 32-320 Reasonable Storage (B),(C),(D) and Section 12-23 Storage, parking, etc. of movable property prohibited and Section and Section 12-25 parking storage repair or maintenance on junk cars or other moveable property.

The City received a formal complaint regarding excessive exterior storage and an unlicensed truck stored on the property. I sent a letter dated May 4,2024 regarding the violation.

### Building Permit Activity:

1.24 Twenty -Four building permits have been issued for a total valuation of \$ 1,027,054.18

Respectfully submitted,



Jack Kramer

Building & Code Enforcement Official

2024-71	Plg. Outdoor Kitchen	Mattson	9863 Hidden Glade Rd.	4/19/2024	N/A	\$	80.00	
2024-72	Windows	Thoren	11022 Ironwood Ave. N	4/20/2024	\$	17,440.00	\$ 293.25	
2024-73	Garage	Clarkson	10659-83rd. St. N.	4/24/2024	\$	50,000.00	\$ 643.75	
2024-74	Furnace	Tschoepe	9370 Manning Ave. N.	4/25/2024	N/A		\$ 80.00	
2024-75	Garage	Johnson	11970 Isleton Ave. N.	4/26/2024	\$	80,000.00	\$ 853.75	
2024-76	Re-Decking & Railing	Knutson	9235 Knollwood Ave. N.	4/27/2024	\$	30,000.00	\$ 442.25	
2024-77	Re-Roof	Kees	8169-80th. St. N.	4/28/2024	\$	27,229.34	\$ 422.05	
2024-78	Pole Bldg.	Crain	9440 manning Ave. N.	4/30/2024	\$	50,000.00	\$ 643.75	
2024-79	Gas -Generator	Kurzeleski	11560 Lockridge Ave. N.	4/30/2024	N/A		\$ 80.00	
2024-80	Windows & Re-siding	Dobizi	6980 Jamaca Ave. N.	5/1/2024	\$	65,000.00	\$ 748.75	
2024-81	Windows	Edgar	11065 Dellwood Rd. N.	5/2/2024	\$	6,000.00	\$ 125.25	
2024-82	Re-Roof	Neilson	9211 Knollwood Ave. N.	5/3/2024	\$	34,000.00	\$ 482.65	
2024-83	Kitchen / Bath Remodel	Arnesen	9750 Lansing Ave. N.	5/3/2024	\$	108,000.00	\$ 1,038.55	
2024-84	Re-Roof / Re-Siding	Borth	8193 Jody Ave. N.	5/4/2024	\$	33,909.09	\$ 482.65	
2024-85	Garage	Carlson	10535-83rd. St. N.	5/6/2024	\$	350,000.00	\$ 2,393.75	
2024-86	Re-Roof	Schultz	6920 Jamaca Ave. N.	5/7/2024	\$	60,000.00	\$ 714.45	
2024-87	Bathroom Remodel	Parry	11885 Dellwood Rd. N.	5/7/2024	\$	35,000.00	\$ 492.75	
2024-88	Furnace & Air Cond.	Sabbann	10120 Jody Ave. N.	5/8/2024	N/A		\$ 80.00	
2024-89	Re-Roof	Berger	9773 Heron Ave. N.	5/8/2024	\$	56,440.00	\$ 692.75	
2024-90	Sewer Line	Ramseth	9257-107th. St. N.	5/10/2024	N/A		\$ 80.00	
2024-91	Re-Roof	Sanderson	7121 Jocelyn Lane N.	5/13/2024	\$	\$24,035.75	\$ 391.75	
2024-92	Water Heater	Shovelain	10204 -67th Lane N.	5/13/2024	N/A		\$ 80.00	
2024-93	Sewer Line Repair	Bye	10660 -69th. St. N.	5/14/2024	N/A		\$ 80.00	
2024-94	Boiler	Harris	10718-62nd. St. N.	5/18/2024	N/A		\$ 80.00	
Monthly total						\$	1,027,054.18	\$ 11,502.10