

**City of East Bethel
City Council Agenda
City Council Regular Meeting
Date: January 22, 2024 at 7:00 p.m.**



The regular City Council meeting may be monitored live via the following means:
Cable Channel 10, MidcoTV Channel 77, or the City of East Bethel YouTube channel
(www.youtube.com/channel/UC8_7ShcME-XG14pN5JrmBGg/live)

7:00 PM

1.0 Call to Order

2.0 Pledge of Allegiance

3.0 Adopt Agenda

4.0 Presentations and Public Hearings

- A. Housing Study presented by Karen Skepper, Anoka County Director of Community and Governmental Relations (p. 3)
- B. ACSO Monthly Report (p. 4-12)
- C. Fire Department Monthly Report (p. 13-16)

5.0 Public Forum

6.0 Consent Agenda (p. 17)

Any item on the consent agenda may be removed for consideration by request of any Council Member and put on the regular agenda for discussion and consideration

- A. Approve Bill List (p. 18-22)
- B. Minutes: January 8, 2024 City Council meeting (p. 23-30)
- C. Res. 2024-07, Appoint Election Judges for 2024 Presidential Nomination Primary (p. 31)
- D. Res. 2024-08, Designating Data Practices Responsible Authority (p. 32)
- E. Res. 2024-10, Arbor Day Declaration April 26, 2024 (p. 33)

7.0 New Business - Commission, Association and Task Force Reports

- A. Planning Commission
 - 1. Preliminary Plat: 1788 Viking Blvd NE – Capstone Homes, Inc (p. 34-70)
 - 2. Final Plat: Strandlund Farm – Carrington Development (p. 71-81)
- B. Economic Development Authority
- C. Park Commission

8.0 Department Reports

- A. Community Development
- B. Engineer
- C. City Attorney
- D. Finance

- E. Public Works
 - 1. 2024 JPA Street Maintenance Projects (p. 82-85)
 - 2. 2024 Class 5 Gravel Road Resurfacing Projects (p. 86-87)
- F. Fire Department
- G. City Administrator
 - 1. SRWMO 2025 Budget (p. 88-92)

9.0 Other

- A. Staff Report
- B. Council Reports
- C. Other

10.0 Adjourn

**City of East Bethel
City Council Meeting
Agenda Item Information**



Date: January 22, 2024

Agenda Item Number: Item 4.0 A

Agenda Item: Housing Study Report

Background Information:

Karen Skepper, Anoka County Director of Community and Governmental Relations will present the results of the Anoka County Housing Study report.

Attachment(s):

Fiscal Impact:

Recommendation(s): No Action Required

**City of East Bethel
City Council Meeting
Agenda Item Information**



Date: January 22, 2024

Agenda Item Number: Item 4.0 B

Agenda Item: Sheriff's Department Report

Background Information:

Lieutenant Derek Peters will present the Anoka County Sheriff's Office monthly report.

Attachment(s):

1. Sheriff's Office December Report
2. CSO Report of Activities
3. CFS Report

Fiscal Impact:

Recommendation(s): No Action Required

East Bethel City Council Report

December 2023



Good evening, Mayor, council members, my name is Derek Peters, and I am a Lieutenant in our patrol division.

December had a total of 314 calls for service which was our lowest total for the year. Deputies responded to 1 burglary, 1 theft report, and one assault. There were 17 total arrests made in East Bethel and deputies' traffic enforcement efforts resulted in the issuance of 43 traffic citations on our city roads which was our highest monthly total in 2023.

Some notable calls our deputies have handled this past month include:

Multiple deputies-Assault

On 12/10/23 Deputies responded to Cambia Hills on a report of two juveniles fighting with staff. On arrival, deputies were escorted into the building where two juvenile females were seen actively fighting with staff. While attempting to detain one of the juveniles, Deputy Jeske was bit on the arm several times. Deputies were able to safely secure both juveniles and quickly gained control of the situation. After interviewing staff members, it was learned that both juveniles had assaulted the staff members and had been destroying property and office equipment within the facility. The damage within the facility totaled an estimated \$3500. Both females were transported to the Regional Juvenile Center in Lino Lakes and charged with Assault, damage to property and assault on a peace officer. Thankfully, no one sustained severe injuries in this case.

Deputy Mobraten-Assault/Warrant Arrest

On 12/18/23 at 2047 hrs, deputies were dispatched to an address in the 24100 block of Skylark Ave NE on a domestic. The R/P reported that there was a male there throwing property around and arguing with other occupants of the home. Prior to arrival, deputies learned that a female involved in this incident had an active warrant for her arrest. On arrival, deputies contacted all parties involved and determined that there was no additional crime. After making this determination, deputies advised the female with a warrant that she was under arrest. At this point, the female tried to pull away from the deputies and started kicking at Deputy Johnson. The female continued to struggle and began spitting at Deputy Mobraten, hitting him in the chest and arm. Deputies were successful in securing the female in the back of a squad car and

transported her to jail where she was booked on the warrant and an additional two charges of gross misdemeanor 4th degree assault and two counts of felony assault on a peace officer.

Deputy Mobraten-DWI

On 12/22/23 at 2200 hrs, Deputy Mobraten was on Hwy 65 approaching Klondike Dr NE when he observed a vehicle traveling above the posted speed limit. Deputy Mobraten's squad radar advised the vehicle was traveling 78 MPH in a 65 MPH zone. Deputy Mobraten stopped the vehicle and spoke with the driver who exhibited signs of impairment. The driver admitted to having three drinks prior to driving. Deputy Mobraten had the driver step out to perform SFSTs that he ultimately failed. The driver PBT .12 and was arrested for DWI. The driver later DMT'd at .12 and was charged with 4th degree misdemeanor DWI and over .08. The driver was released to detention staff without incident.

Deputy Mobraten-DWI

On 12/26/23 at 1542 hrs. Deputy Mobraten was dispatched to an address in the 2300 block of Monroe St. NE on a report of a female under the influence of drugs and/or alcohol ramming her vehicle into another car with a baby in the vehicle. On arrival, Deputy Mobraten located the vehicle in questing running in the driveway. The vehicle was smoking and had heavy front-end damage. No one was inside of the vehicle, but Deputy Mobraten could hear yelling from inside of the home. Deputy Mobraten contacted a male and female inside of the home who were arguing. Neither party provided any information on the specifics of the argument, but it was determined that the female in the house had been driving the car and admitted to drinking. The female was asked to perform SFSTs which she subsequently failed. She later provided a PBT on scene which reported a value of .206 BAC. The female was arrested and transported to the sheriff's office where she provided a DMT test which reported a final value of .16. The female was transported to jail and released to detention staff and charged with second degree DWI.

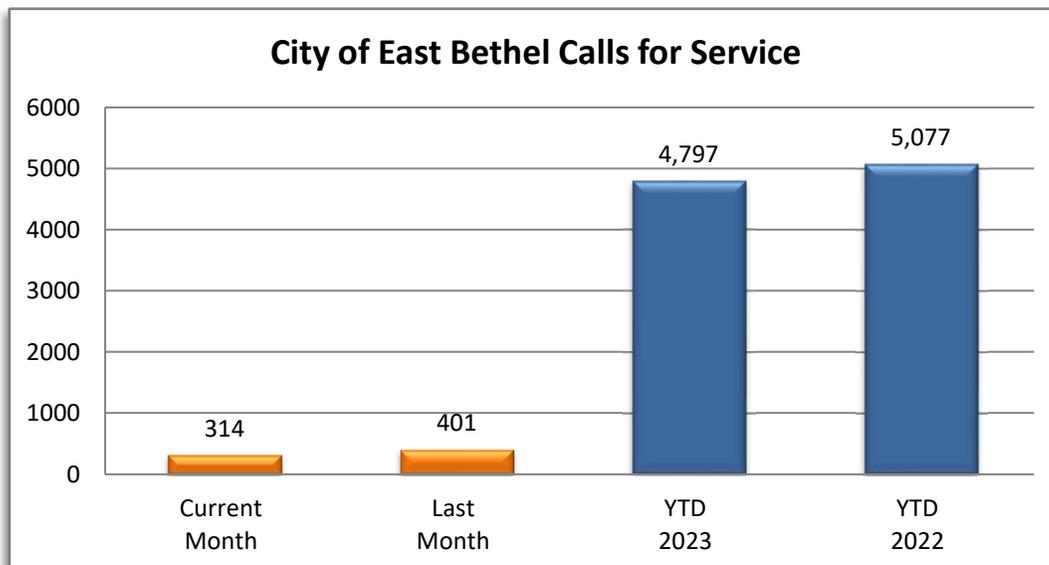
****At the conclusion of 2023, our total calls for service for the year was 4,797. 2022's calls were 5,077 which shows east Bethel was down approximately 300 calls. Theft calls and assault calls were up slightly as well as alcohol related driving offenses. Thankfully traffic crashes were significantly lower than in years passed. I hope that everyone has a happy and safe start to 2024 ****

Thank you for allowing me to provide a quick update regarding last month's activities.

PATROL DIVISION

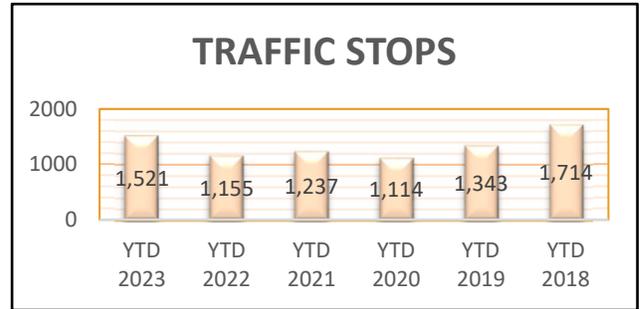
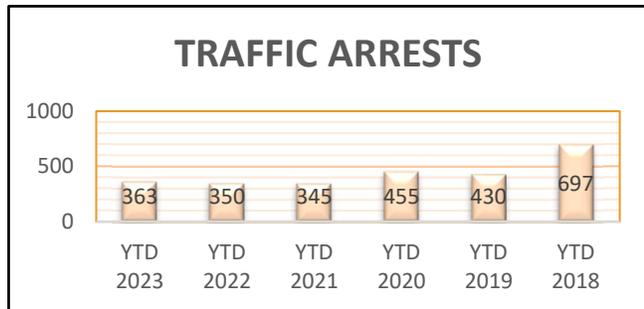
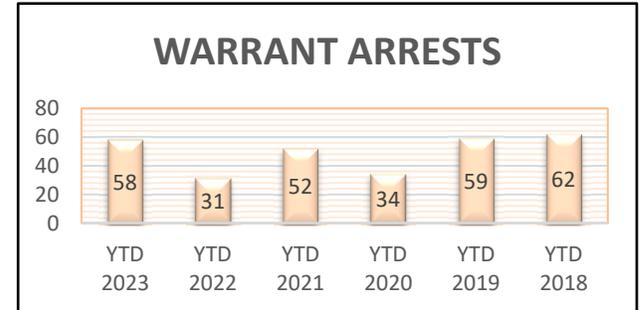
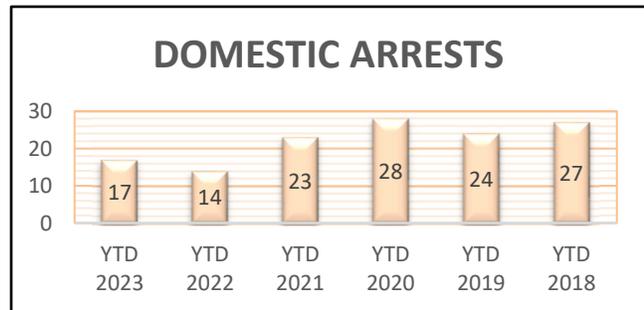
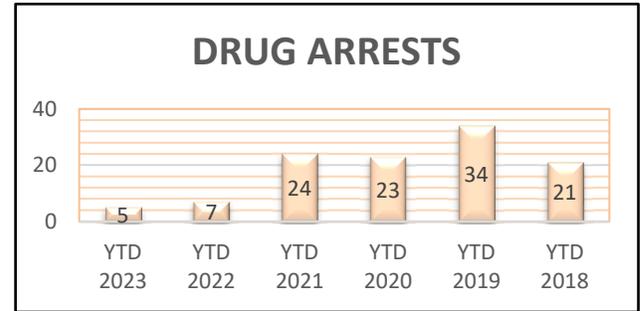
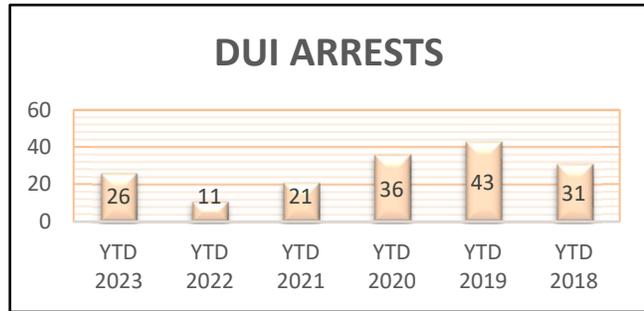
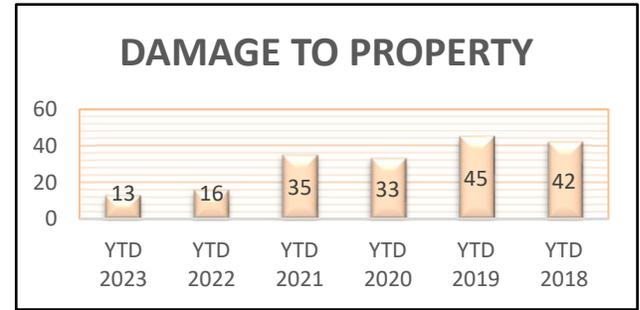
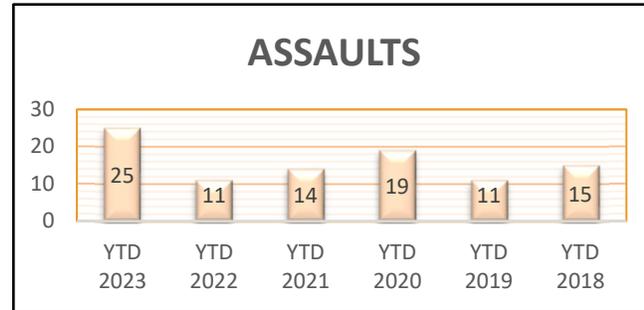
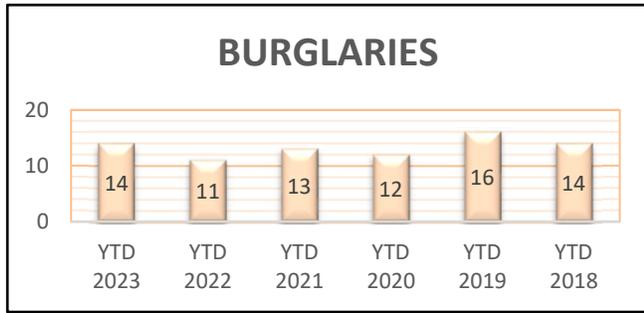
CITY OF EAST BETHEL - DECEMBER 2023

OFFENSE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD 2023	YTD 2022
Calls for Service	330	360	357	457	485	476	455	411	376	375	401	314	4,797	5,077
Burglaries	1	0	0	1	3	1	2	1	1	2	1	1	14	11
Thefts	8	1	7	8	8	2	9	3	5	8	5	1	65	51
Crim Sex Conduct	1	3	0	0	0	1	1	1	0	0	0	0	7	7
Assault	0	1	3	1	4	4	1	1	4	4	1	1	25	11
Dam to Property	0	2	1	1	2	1	1	1	3	1	0	0	13	16
Harass Comm	0	0	0	0	0	0	0	0	0	0	0	0	0	1
PI Accidents	8	9	4	5	2	4	2	5	8	4	5	1	57	69
PD Accidents	19	18	15	14	18	19	16	10	8	16	22	14	189	200
Medical	59	60	54	60	61	50	70	57	56	58	72	60	717	624
Animal Complaint	35	31	16	27	30	31	25	17	31	32	20	22	317	299
Alarms	12	12	14	25	14	23	26	15	11	17	14	23	206	162
Felony Arrests	0	1	2	2	4	1	4	0	0	1	4	3	22	10
Gross Misd Arrests	5	5	3	4	2	0	3	2	5	6	6	5	46	19
Misd Arrests	8	5	5	2	5	7	6	5	6	4	7	5	65	56
DUI Arrests	2	5	3	3	0	0	2	1	4	0	5	1	26	11
Drug Arrests	0	0	1	1	0	0	1	1	0	1	0	0	5	7
Domestic Arrests	0	0	3	1	3	3	1	0	2	3	1	0	17	14
Warrant Arrests	1	4	5	9	3	2	11	2	5	6	7	3	58	31
Traffic Stops	190	125	144	186	111	86	112	103	92	109	125	138	1,521	1,155
Traffic Arrests	28	17	37	77	19	18	22	28	17	30	27	43	363	350



CITY OF EAST BETHEL

YEAR TO DATE - DECEMBER 2018-2023

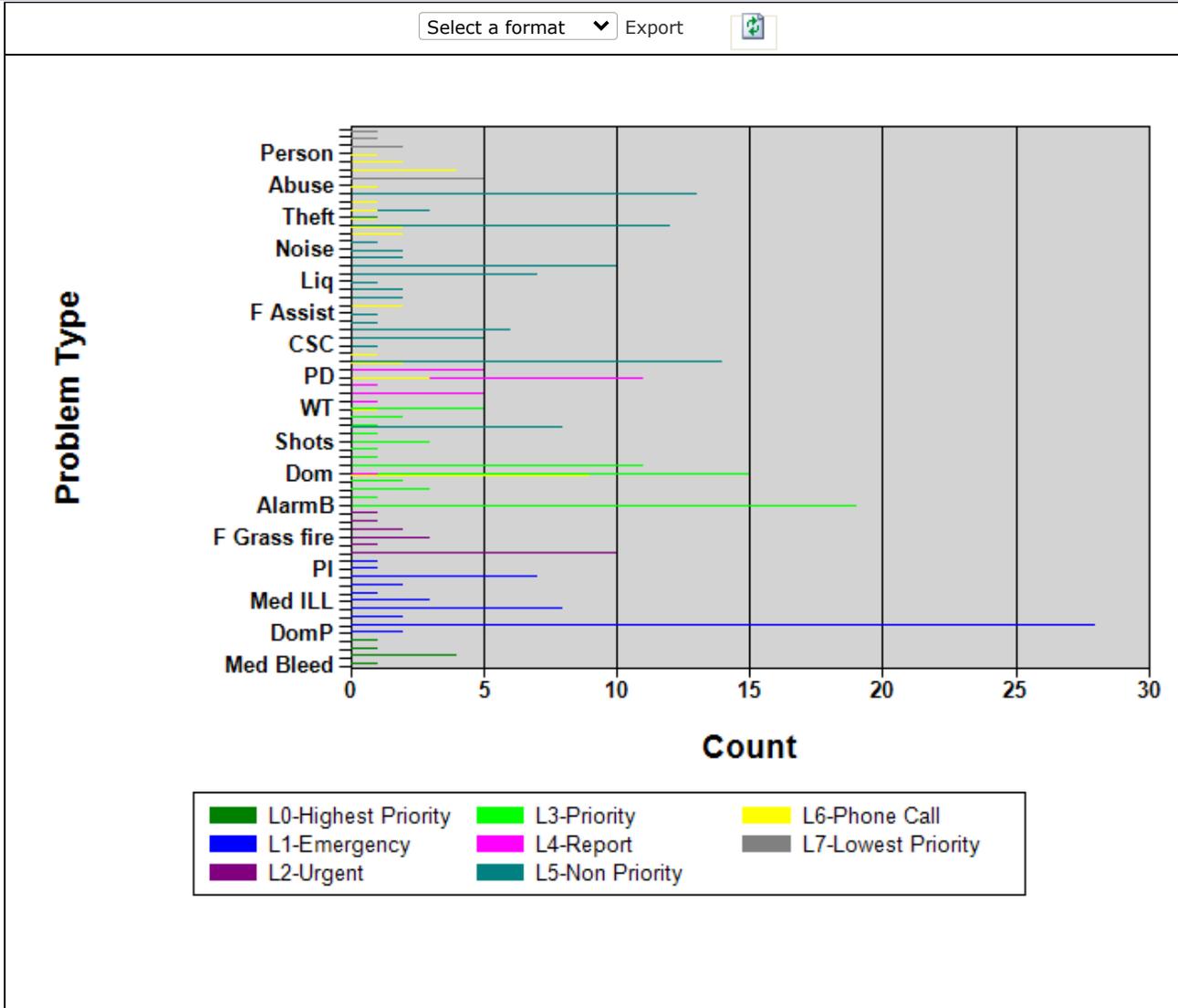


Problem Type Summary

11:05 AM 01/08/2024

Data Source: Data Warehouse

Agency:	LAW ENFORCEMENT
Division:	East Bethel Law
Day Range:	Date From 12/1/2023 To 12/31/2023
Exclusion:	• Calls canceled before first unit assigned



Priority	Description
0	L0-Highest Priority
1	L1-Emergency
2	L2-Urgent
3	L3-Priority
4	L4-Report
5	L5-Non Priority
6	L6-Phone Call
7	L7-Lowest Priority

Problem Type	Priority								Total
	0	1	2	3	4	5	6	7	
911	0	0	10	0	0	0	0	0	10
Abandon	0	0	0	0	0	0	0	0	0
Abuse	0	0	0	0	0	0	1	0	1
AbuseP	0	0	0	0	0	0	0	0	0
AlarmB	0	0	0	19	0	0	0	0	19

AlarmCO	0	0	0	1	0	0	Item 4.0 B, Attachment 3	0	1
AlarmCOill	0	0	0	0	0	0	0	0	0
AlarmF	0	0	0	3	0	0	0	0	3
AlarmFsmoke	0	0	0	0	0	0	0	0	0
AlarmHoldup	0	0	0	0	0	0	0	0	0
AlarmV	0	0	0	0	0	0	0	0	0
AlarmWF	0	0	0	0	0	0	0	0	0
Animal	0	0	0	0	0	14	2	0	16
AnimalResc	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Assault	0	0	0	0	0	0	0	0	0
AssaultP	0	0	0	0	0	0	0	0	0
Boat Assist	0	0	0	0	0	0	0	0	0
Bomb	0	0	0	0	0	0	0	0	0
BombP	0	0	0	0	0	0	0	0	0
Broadcast	0	0	0	0	0	0	0	0	0
Burg	0	0	0	0	1	0	0	0	1
BurgP	0	0	1	0	0	0	0	0	1
Civil	0	0	0	0	0	1	1	0	2
CivilP	0	0	0	0	0	0	0	0	0
CSC	0	0	0	0	0	1	0	0	1
Debris	0	0	0	0	0	5	0	0	5
Deer	0	0	0	0	0	6	0	0	6
Disorderly	0	0	0	2	0	0	0	0	2
Dom	0	0	0	15	1	0	9	0	25
DomP	0	2	0	0	0	0	0	0	2
Drugs	0	0	0	0	0	0	0	0	0
DUI	0	0	0	11	0	0	0	0	11
Dumping	0	0	0	0	0	0	0	0	0
Escort	0	0	0	0	0	1	0	0	1
ExPat	0	0	0	0	0	0	0	1	1
F Aircraft	0	0	0	0	0	0	0	0	0
F Assist	0	0	0	0	0	1	0	0	1
F CleanUp	0	0	0	0	0	0	0	0	0
F Collapse	0	0	0	0	0	0	0	0	0
F Dump	0	0	0	0	0	0	0	0	0
F Elec Smell	0	0	0	0	0	0	0	0	0
F Expl	0	0	0	0	0	0	0	0	0
F Gas Odor In	0	0	0	0	0	0	0	0	0
F Gas Odor Out	0	0	0	1	0	0	0	0	1
F Grass fire	0	0	3	0	0	0	0	0	3
F Illegal	0	0	0	1	0	0	0	0	1
F Misc	0	0	0	0	0	0	0	0	0
F Mutual Aid	0	0	0	0	0	0	0	0	0
F Oven	0	0	0	0	0	0	0	0	0
F Powerlines	0	0	0	0	0	0	0	0	0
F SmokeIn	0	0	0	0	0	0	0	0	0
F SmokeOut	0	0	0	0	0	0	0	0	0
F Structure	0	0	0	0	0	0	0	0	0
F Train	0	0	0	0	0	0	0	0	0
F Veh	0	0	0	0	0	0	0	0	0
F Water Rescue	0	0	0	0	0	0	0	0	0
Fight	0	0	0	0	0	0	0	0	0
Flood in	0	0	0	0	0	0	0	0	0
Flood out	0	0	0	0	0	0	0	0	0
Fraud	0	0	0	0	0	2	2	0	4
FraudP	0	0	0	0	0	0	0	0	0
FU	0	0	0	0	0	0	5	5	10
FW	0	0	0	0	0	2	0	0	2
Gun	0	0	0	0	0	0	0	0	0
Harass	0	0	0	0	0	0	4	0	4
Info	0	0	0	0	0	2	0	0	2
Lift Assist	0	0	0	0	5	0	0	0	5
Liq	0	0	0	0	0	1	0	0	1
Lockout	0	0	0	0	0	7	0	0	7
LockoutP	0	0	0	0	1	0	0	0	1

MA	0	0	0	0	0	10	Item 4.0 B, Attachment 3	0	10
MASS	0	0	0	0	0	0	0	0	0
Med -	0	28	0	0	0	0	0	0	28
Med Alarm	0	2	0	0	0	0	0	0	2
Med Allergic	0	0	0	0	0	0	0	0	0
Med Assault	0	0	0	0	0	0	0	0	0
Med Bleed	1	0	0	0	0	0	0	0	1
Med Breathing Diff	4	0	0	0	0	0	0	0	4
Med Breathing Not	1	0	0	0	0	0	0	0	1
Med Choking	1	0	0	0	0	0	0	0	1
Med Drown	0	0	0	0	0	0	0	0	0
Med Electro	0	0	0	0	0	0	0	0	0
Med Fall	0	0	0	0	0	0	0	0	0
Med Heart	0	8	0	0	0	0	0	0	8
Med Hold	0	0	2	0	0	0	0	0	2
Med ILL	0	3	0	0	0	0	0	0	3
Med Info	0	0	0	0	0	0	0	0	0
Med OB	0	0	0	0	0	0	0	0	0
Med Priority	0	0	0	0	0	0	0	0	0
Med Seizure	0	1	0	0	0	0	0	0	1
Med Stab-Gunshot	0	0	0	0	0	0	0	0	0
Med Stroke	0	2	0	0	0	0	0	0	2
Med Uncon	0	7	0	0	0	0	0	0	7
Medex	0	0	0	0	0	0	0	0	0
Misc	0	0	0	0	0	0	2	0	2
MiscO	0	0	0	0	0	2	0	0	2
Mutual Aid Law	0	0	0	0	0	0	0	0	0
Noise	0	0	0	0	0	2	0	0	2
NoTag	0	0	0	0	0	0	0	1	1
Ord	0	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0	0
Park	0	0	0	0	0	0	0	0	0
PD	0	0	0	0	11	0	3	0	14
Person	0	0	0	0	0	0	1	0	1
PI	0	1	0	0	0	0	0	0	1
POR	0	0	0	0	0	1	0	0	1
Property	0	0	0	0	0	1	2	0	3
PW	0	0	0	0	0	0	0	0	0
REPO-TOW	0	0	0	0	0	0	1	2	3
RJ	0	0	0	0	0	0	0	0	0
RoadClosure	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
RobberyP	0	0	0	0	0	0	0	0	0
Shots	0	0	0	3	0	0	0	0	3
Slumper	0	0	0	0	0	0	0	0	0
StolenProp	0	0	0	0	0	0	0	0	0
Suicide	0	0	0	0	5	0	0	0	5
SuicideP	0	1	0	0	0	0	0	0	1
Susp	0	0	0	0	0	12	2	0	14
SuspP	0	0	0	1	0	0	0	0	1
Theft	0	0	0	0	0	1	1	0	2
TheftP	0	0	1	0	0	0	0	0	1
Threat	0	0	0	0	0	0	0	0	0
ThreatP	0	0	0	0	0	0	0	0	0
Traf	0	0	0	1	0	8	0	0	9
Tres	0	0	0	0	0	3	1	0	4
UNK	0	0	1	0	0	0	0	0	1
Unsecure	0	0	0	0	0	0	0	0	0
Vand	0	0	0	0	0	1	1	0	2
VandP	0	0	0	0	0	0	0	0	0
VehTheft	0	0	0	0	0	0	0	0	0
VehTheftP	0	0	0	0	0	0	0	0	0
Weapon	0	0	0	0	0	0	0	0	0
Weather	0	0	0	0	0	0	0	0	0
Welfare	0	0	0	0	0	13	0	0	13
WelfareP	0	0	0	2	0	0	0	0	2

WT

Total

0	0	0	5	0	0	Item 4.0 B, Attachment 3	6	
7	55	18	65	24	97	39	9	314

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Close

**City of East Bethel
City Council Meeting
Agenda Item Information**



Date: January 22, 2024

Agenda Item Number: Item 4.0 C

Agenda Item: Fire Department Report

Background Information:

Fire Chief Rodney Sanow will present the Fire Department's monthly report.

Attachment(s):

Attachment 1 – December 2023 calls and call graph

Fiscal Impact:

Recommendation(s): No Action Required



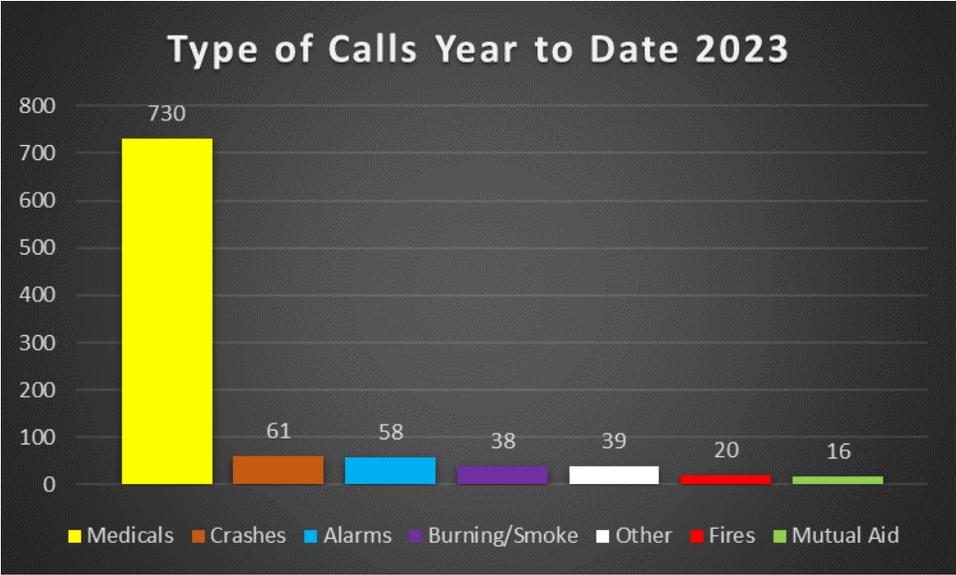
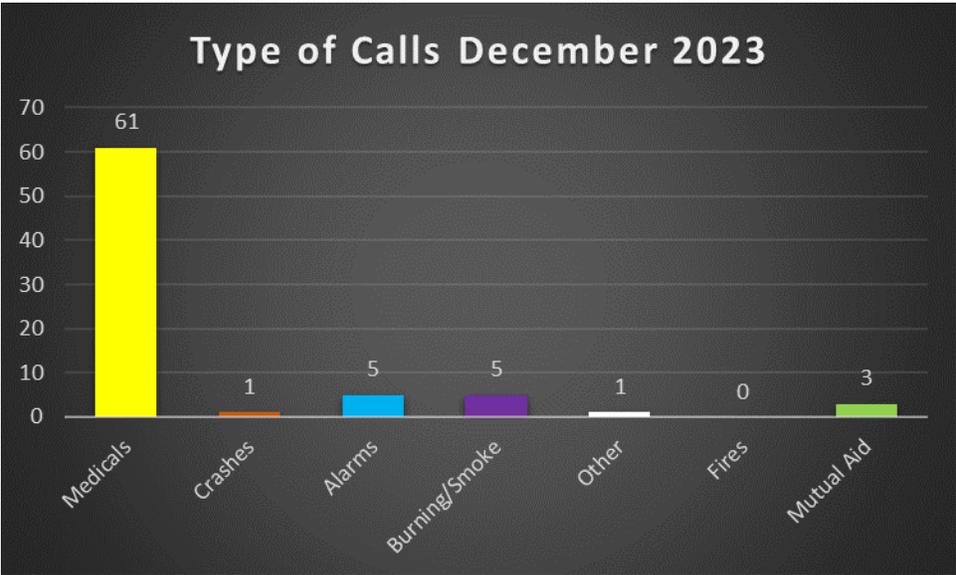
East Bethel Fire Department December 2023 Response Calls

Incident Number	Incident Date	Street Address	Incident Type
887	12/1/2023	24299 Fillmore Circle Northeast	Assist invalid
888	12/1/2023	4716 224th Avenue Northeast	EMS Call
889	12/2/2023	19131 Taylor Street Northeast Apt 326	EMS Call
890	12/2/2023	Hwy 65 Northeast and 209th Ave NE	Crash
891	12/2/2023	18164 Hwy 65 Northeast Apt 33	EMS Call
892	12/2/2023	24355 Hwy 65 Northeast Apt 79	EMS Call
893	12/3/2023	4133 221ST Avenue Northeast	EMS Call
894	12/3/2023	19221 Madison Street Northeast	EMS Call
895	12/3/2023	21002 Rendova Street Northeast	EMS Call
896	12/4/2023	2523 225th Avenue Northeast	EMS Call
897	12/4/2023	19131 Taylor Street Northeast Apt 202	EMS Call
898	12/4/2023	18164 Hwy 65 Northeast Apt 85	EMS Call
899	12/4/2023	3150 216th Avenue Northwest	Mutual Aid
900	12/5/2023	19131 Taylor Street Northeast Apt 5	EMS Call
901	12/5/2023	960 215th Lane Northeast	EMS Call
902	12/6/2023	24359 Washington Court Northeast	EMS Call
903	12/6/2023	19131 Taylor Street Northeast Apt 205	EMS Call
904	12/7/2023	22435 Palisade Street Northeast	EMS Call
905	12/7/2023	24359 Washington Court Northeast	EMS Call
906	12/7/2023	18164 Hwy 65 Northeast Apt 86	EMS Call
907	12/8/2023	1856 194th Avenue Northeast	Burning/Smoke
908	12/8/2023	18164 Hwy 65 Northeast Apt 52	EMS Call
909	12/9/2023	332 Laurel Road Northeast	Alarms
910	12/9/2023	2419 216th Avenue Northeast	Burning/Smoke
911	12/9/2023	1176 242nd Way Northeast	EMS Call
912	12/9/2023	22839 Lake George Boulevard Northeast	Mutual Aid
913	12/10/2023	4648 Viking Boulevard Northeast	EMS Call
914	12/10/2023	900 189th Avenue Northeast	EMS Call
915	12/10/2023	3530 Viking Boulevard Northeast	EMS Call
916	12/11/2023	18164 Hwy 65 Northeast Apt 52	EMS Call
917	12/11/2023	19131 Taylor Street Northeast Apt 6	EMS Call
918	12/12/2023	6916 225th Avenue Northeast	Mutual Aid
919	12/13/2023	24046 East Bethel Boulevard Northeast	Burning/Smoke
920	12/13/2023	21150 Eveleth Street Northeast	Alarms
921	12/13/2023	21321 Van Bruen Street Northeast	Alarms
922	12/14/2023	1120 231st Lane Northeast	EMS Call
923	12/14/2023	23055 Erskine Street Northeast	EMS Call

Incident Number	Incident Date	Street Address	Incident Type
924	12/14/2023	23116 Sunset Road Northeast	EMS Call
925	12/14/2023	22079 Wake Street Northeast	EMS Call
926	12/14/2023	23116 Sunset Road Northeast	EMS Call
927	12/15/2023	401 215th Lane Northeast	Assist invalid
928	12/15/2023	1131 223rd Avenue Northeast	Burning/Smoke
929	12/15/2023	19977 Rendova Street Northeast	EMS Call
930	12/16/2023	18203 Antler Circle Northeast	EMS Call
931	12/16/2023	23218 Sunset Road Northeast	EMS Call
932	12/17/2023	18164 Hwy 65 Northeast Apt 33	EMS Call
933	12/18/2023	19131 Taylor Street Northeast Apt 304	EMS Call
934	12/19/2023	18622 Alamo Street Northeast	EMS Call
935	12/19/2023	1831 221st Avenue Northeast	EMS Call
936	12/19/2023	1341 187th Lane Northeast	Other
937	12/20/2023	19131 Taylor Street Northeast Apt 205	EMS Call
938	12/21/2023	1210 219th Avenue Northeast	EMS Call
939	12/21/2023	1867 194th Avenue Northeast	EMS Call
940	12/21/2023	24355 Hwy 65 Northeast Apt 17	EMS Call
941	12/22/2023	186 Bryant Lane Northeast	EMS Call
942	12/24/2023	4385 217th Avenue Northeast	EMS Call
943	12/24/2023	29 Viking Boulevard Northeast	EMS Call
944	12/25/2023	19630 East Bethel Boulevard Northeast	Alarms
945	12/25/2023	4126 Viking Boulevard Northeast	EMS Call
946	12/25/2023	900 189th Avenue Northeast	EMS Call
947	12/25/2023	3354 207th Lane Northeast	EMS Call
948	12/26/2023	24425 Durant Street Northeast	EMS Call
949	12/26/2023	18530 Buchanan Street Northeast	Alarms
950	12/26/2023	900 189th Avenue Northeast	EMS Call
951	12/26/2023	18913 Jewell Street Northeast	EMS Call
952	12/26/2023	18517 Everglade Drive Northeast	EMS Call
953	12/27/2023	345 Cedar Road Northeast	EMS Call
954	12/27/2023	21108 Polk Street Northeast	Burning/Smoke
955	12/27/2023	900 189th Avenue Northeast	EMS Call
956	12/28/2023	19131 Taylor Street Northeast Apt 327	EMS Call
957	12/30/2023	4934 South Tri Oak Circle Northeast	EMS Call
958	12/30/2023	1909 211th Avenue Northeast	EMS Call
959	12/30/2023	401 215th Lane Northeast	Assist invalid
960	12/31/2023	4934 South Tri Oak Circle Northeast	EMS Call
961	12/31/2023	20509 Jewell Street Northeast	EMS Call
962	12/31/2023	808 208th Avenue Northeast	EMS Call

76 Total calls

- 61 Medicals
- 1 Crashes
- 5 Alarms
- 5 Burning/Smoke
- 1 Other
- 0 Fires
- 3 Mutual Aid



**City of East Bethel
City Council Meeting
Agenda Item Information**



Date: January 22, 2024

Agenda Item Number: Item 6.0 A-E

Requested Action: Consider approving the Consent Agenda as presented

Background Information:

Item A - Approve Bills

Item B - January 8, 2024 City Council Meeting Minutes

Meeting minutes from the January 8, 2024 City Council meeting are attached for your review.

Item C - Res. 2024-07, Appoint Election Judges for 2024 Presidential Nomination Primary

Minnesota Statutes 204B.21, subd. 2, requires that the City Council appoint election judges for each election. The appointments for this year's Presidential Nomination Primary (PNP) must be completed 25 days prior to the election, which is Friday, February 9th. Staff has attached a list of election judges for your approval. We are awaiting scheduling confirmation from some of the judges listed. Substitutions may be made if these judges become unavailable. Judges for this list have been recruited by City election staff, and have been provided the names of potential election judges from the respective major political parties.

Item D - Res. 2024-08, Designating Data Practices Responsible Authority

The Minnesota Government Data Practices Act (MGDPA) requires every city to appoint a specific person as its responsible authority. If the city has not appointed a responsible authority, the MGDPA provides that the city clerk is the responsible authority until the city designates another individual. The appointment of the responsible authority should be made by resolution and must confer full administrative authority on the individual to carry out the duties imposed by the MGDPA.

Per M.S. 13.03, subd. 2, a responsible authority may designate one or more designees to assist in administering the MGDPA. A designee must be a city employee and the designation must be made in writing. Resolution 2024-08, designates the City Administrator as the Responsible Authority for the City of East Bethel, and names the Administrative Coordinator as a designee.

Item E – Resolution 2024-10, Arbor Day Declaration April 26, 2024

In 2014, the City of East Bethel held its first Arbor Day commemoration at Booster Park with a tree planting, assisted by local Cub Scouts, to begin a program of tree replacement within the park. The City has continued this tradition over the past 10 years. The Arbor Day Celebration, along with other tree projects/programs performed by the City, has enabled the City to be the recipient of a Tree City USA designation for the past 10 years.

Staff and the Park Commission have proposed this as an annual event to promote the benefits of trees and a healthy urban forest. Arbor Day 2024 is Friday April 26th and to celebrate the occasion, a public tree planting will take place in Booster Park.

Fiscal Impact: As noted above

Recommendation(s): Staff recommends approval of the Consent Agenda as presented.

City Council Action:

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____



City of East Bethel
January 22, 2024
Payment Summary

Payments for Council Approval						
Bills to be approved for payment						\$493,384.79
Electronic Payroll Payments						\$39,615.61
Payroll City Council - January 12, 2024						\$2,232.90
Payroll Fire Department - January 12, 2024						\$10,777.87
Payroll City Staff - January 18, 2024						\$47,222.60
Total to be Approved for Payment						\$593,233.77
Dept Descr	Object Descr	Invoice	Check Name	Fund	Dept	Amount
Payroll	Insurance Premiums	CNS0001449618	Delta Dental	101		\$469.83
Payroll	Insurance Premiums	CNS0001449618	Delta Dental	101		\$51.04
Payroll	Insurance Premiums	CNS0001449618	Delta Dental	101		\$102.09
Engineering	Architect/Engineering Fees	52352	Hakanson Anderson Assoc. Inc.	101		\$630.00
Engineering	Architect/Engineering Fees	52353	Hakanson Anderson Assoc. Inc.	101		\$376.65
Engineering	Architect/Engineering Fees	52354	Hakanson Anderson Assoc. Inc.	101		\$4,526.90
Planning and Zoning	Escrow Refund	092723	KEENAN, JAMES	101		\$1,000.00
Payroll	Insurance Premiums	265860175017	Medica	101		\$9,863.15
Payroll	Union Dues	01 2024	MN Public Employees Assn	101		\$351.00
Arena Operations	Bldgs/Facilities Repair/Maint	314222325	Trane U.S. Inc.	615	49851	\$1,399.50
Arena Operations	Bldgs/Facilities Repair/Maint	35031022286	Wright-Hennepin Coop Electric	615	49851	\$30.95
Arena Operations	General Operating Supplies	399903-01	Class C Components	615	49851	\$330.00
Arena Operations	General Operating Supplies	405302	Class C Components	615	49851	\$1,302.84
Arena Operations	General Operating Supplies	405302-01	Class C Components	615	49851	\$488.26
Arena Operations	Information Systems	B240106J	Anoka County Treasury Dept	615	49851	\$75.00
Building Inspection	Information Systems	1673	Metro-Inet	101	42410	\$952.54
Building Inspection	Motor Fuels	24972767	Mansfield Oil Company	101	42410	\$200.68
Building Inspection	Motor Vehicles	60292	CARLSON TOYOTA	701	42410	\$34,724.17
City Administration	Information Systems	B240106J	Anoka County Treasury Dept	101	41320	\$75.00
City Administration	Information Systems	1673	Metro-Inet	101	41320	\$1,044.15
City Administration	Office Supplies	54675	Sunshine Printing	101	41320	\$936.00
City Administration	Professional Services Fees	M28814	TimeSaver Off Site Secretarial	101	41320	\$583.00
City Administration	Telephone	01 2024	CenturyLink	101	41320	\$156.11
City Administration	Travel Expenses	11 2023	Jack Davis	101	41320	\$123.83
Finance	Auditing and Acct g Services	482253	Abdo LLP	101	41520	\$7,000.00
Finance	Information Systems	1673	Metro-Inet	101	41520	\$952.54
Finance	Software Licensing	00164826	Banyon Data Systems, Inc.	101	41520	\$1,680.00
Fire Department	Bldgs/Facilities Repair/Maint	62209	Aker Doors, Inc.	101	42210	\$189.00
Fire Department	Clothing & Personal Equipment	S9281	Ryan Henry	101	42210	\$208.00
Fire Department	Dues and Subscriptions	2024-02	MN State Fire Dept Assn	101	42210	\$18.00
Fire Department	Information Systems	B240106J	Anoka County Treasury Dept	101	42210	\$75.00
Fire Department	Information Systems	1673	Metro-Inet	101	42210	\$2,733.79
Fire Department	Motor Fuels	24972678	Mansfield Oil Company	101	42210	\$281.72
Fire Department	Motor Fuels	24972767	Mansfield Oil Company	101	42210	\$319.28
Fire Department	Motor Vehicles Parts	113589243	Fleet Pride	101	42210	\$35.61
Fire Department	Motor Vehicles Parts	113590729	Fleet Pride	101	42210	\$38.79



City of East Bethel

January 22, 2024

Payment Summary

Fire Department	Motor Vehicles Parts	113591126	Fleet Pride	101	42210	\$25.90
Fire Department	Motor Vehicles Parts	1539-238616	O'Reilly Auto Stores Inc.	101	42210	\$18.98
Fire Department	Motor Vehicles Parts	1539-238691	O'Reilly Auto Stores Inc.	101	42210	(\$1.61)
Fire Department	Repairs/Maint Machinery/Equip	531280	Active911 Inc.	101	42210	\$645.00
Fire Department	Safety Supplies	10179	DOTY BELT LLC	101	42210	\$382.40
Fire Department	Safety Supplies	10183	DOTY BELT LLC	101	42210	\$629.10
Fire Department	Telephone	01 2024	CenturyLink	101	42210	\$120.94
Fire Department	Telephone	01 2024	CenturyLink	101	42210	\$88.69
Fire Department	Telephone	13299700113786	Midcontinent Communications	101	42210	\$50.50
General Govt Buildings/Plant	Bldg/Facility Repair Supplies	7546	Menards Cambridge	101	41940	\$361.20
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	319666400	Premium Waters, Inc.	101	41940	\$8.10
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	319678989	Premium Waters, Inc.	101	41940	\$8.64
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	319713993	Premium Waters, Inc.	101	41940	\$29.50
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	319732473	Premium Waters, Inc.	101	41940	\$8.64
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	319770894	Premium Waters, Inc.	101	41940	\$23.50
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	319790779	Premium Waters, Inc.	101	41940	\$8.64
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	319829079	Premium Waters, Inc.	101	41940	\$18.80
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	319846885	Premium Waters, Inc.	101	41940	\$8.64
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	49021	Robert B. Hill Company	101	41940	\$18.00
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	35031022141	Wright-Hennepin Coop Electric	101	41940	\$23.95
Legal	Legal Fees	12 2023	Eckberg, Lammers, P.C.	101	41610	\$10,212.76
Legal	Legal Fees	38055	Eckberg, Lammers, P.C.	101	41610	\$612.50
Legal	Legal Fees	38055	Eckberg, Lammers, P.C.	101	41610	\$98.00
Legal	Legal Fees	38055	Eckberg, Lammers, P.C.	101	41610	\$490.00
Legal	Legal Fees	38055	Eckberg, Lammers, P.C.	101	41610	\$800.00
Legal	Legal Fees	38055	Eckberg, Lammers, P.C.	101	41610	\$1,935.50
Legal	Legal Fees	38055	Eckberg, Lammers, P.C.	101	41610	\$490.00
MSA Street Construction	Architect/Engineering Fees	52355	Hakanson Anderson Assoc. Inc.	402	40200	\$912.87
MSA Street Construction	Architect/Engineering Fees	52359	Hakanson Anderson Assoc. Inc.	402	40200	\$7,562.50
Park Maintenance	Auto/Misc Licensing Fees/Taxes	2012-0088/2024	MN DNR Ecological & Water Resources	101	43201	\$179.10
Park Maintenance	Auto/Misc Licensing Fees/Taxes	2012-0089/2024	MN DNR Ecological & Water Resources	101	43201	\$166.25
Park Maintenance	Cleaning Supplies	4183346	Dalco	101	43201	\$112.75
Park Maintenance	Clothing & Personal Equipment	4179669634	Cintas Corporation	101	43201	\$34.98
Park Maintenance	Clothing & Personal Equipment	4180395196	Cintas Corporation	101	43201	\$33.69
Park Maintenance	Equipment Parts	02-1051475	Lano Equipment, Inc.	101	43201	\$120.60
Park Maintenance	Equipment Parts	P12321-1	MN Equipment	101	43201	\$438.16
Park Maintenance	Heating Fuels/Propane	194933	HOLIDAY STATION STORE#2653861	101	43201	\$14.04
Park Maintenance	Information Systems	1673	Metro-Net	101	43201	\$22.90
Park Maintenance	Motor Fuels	24972678	Mansfield Oil Company	101	43201	\$541.77
Park Maintenance	Motor Fuels	24972767	Mansfield Oil Company	101	43201	\$273.67
Park Maintenance	Other Equipment Rentals	MP242529	LRS	101	43201	\$80.00
Park Maintenance	Professional Services Fees	133	Rogers Electric	101	43201	\$4,962.54
Park Maintenance	Safety Supplies	010424	Pat's Small Engine Plus	101	43201	\$59.99
Planning and Zoning	Filing Fees	23-46102	Anoka County Property Tax	101	41910	\$46.00
Planning and Zoning	Filing Fees	23-46102	Anoka County Property Tax	101	41910	\$46.00
Planning and Zoning	Filing Fees	23-47861	Anoka County Property Tax	101	41910	\$46.00
Planning and Zoning	Filing Fees	23-47861	Anoka County Property Tax	101	41910	\$46.00



City of East Bethel

January 22, 2024

Payment Summary

Planning and Zoning	Information Systems	1673	Metro-Inet	101	41910	\$635.03
Planning and Zoning	Legal Notices	980884	ECM Publishers, Inc.	101	41910	\$66.55
Planning and Zoning	Legal Notices	980885	ECM Publishers, Inc.	101	41910	\$66.55
Police	Professional Services Fees	38502	Animal Humane Society	101	42110	\$1,334.00
Police	Professional Services Fees	S240102D	Anoka County Treasury Dept	101	42110	\$360,478.25
Recycling Operations	Other Equipment Rentals	MP242530	LRS	226	43235	\$80.00
Street Capital Projects	Architect/Engineering Fees	52357	Hakanson Anderson Assoc. Inc.	406	40600	\$450.00
Street Capital Projects	Architect/Engineering Fees	52358	Hakanson Anderson Assoc. Inc.	406	40600	\$774.00
Street Capital Projects	Architect/Engineering Fees	52360	Hakanson Anderson Assoc. Inc.	406	40600	\$13,025.00
Street Maintenance	Architect/Engineering Fees	52356	Hakanson Anderson Assoc. Inc.	403	43220	\$1,036.50
Street Maintenance	Auto/Misc Licensing Fees/Taxes	2024	State of Minnesota	101	43220	\$32.00
Street Maintenance	Bldgs/Facilities Repair/Maint	4179669634	Cintas Corporation	101	43220	\$9.54
Street Maintenance	Bldgs/Facilities Repair/Maint	4180395196	Cintas Corporation	101	43220	\$9.19
Street Maintenance	Bldgs/Facilities Repair/Maint	319666401	Premium Waters, Inc.	101	43220	\$43.60
Street Maintenance	Bldgs/Facilities Repair/Maint	319678990	Premium Waters, Inc.	101	43220	\$4.32
Street Maintenance	Bldgs/Facilities Repair/Maint	319713992	Premium Waters, Inc.	101	43220	\$38.90
Street Maintenance	Bldgs/Facilities Repair/Maint	319732474	Premium Waters, Inc.	101	43220	\$4.32
Street Maintenance	Bldgs/Facilities Repair/Maint	319770895	Premium Waters, Inc.	101	43220	\$18.80
Street Maintenance	Bldgs/Facilities Repair/Maint	319790780	Premium Waters, Inc.	101	43220	\$4.32
Street Maintenance	Bldgs/Facilities Repair/Maint	319829078	Premium Waters, Inc.	101	43220	\$22.20
Street Maintenance	Bldgs/Facilities Repair/Maint	319846886	Premium Waters, Inc.	101	43220	\$4.32
Street Maintenance	Clothing & Personal Equipment	4179669634	Cintas Corporation	101	43220	\$34.99
Street Maintenance	Clothing & Personal Equipment	4180395196	Cintas Corporation	101	43220	\$33.68
Street Maintenance	Clothing & Personal Equipment	6491451	Tim Meyenburg	101	43220	\$158.09
Street Maintenance	Information Systems	1673	Metro-Inet	101	43220	\$627.40
Street Maintenance	Lubricants and Additives	113721773	Fleet Pride	101	43220	\$320.51
Street Maintenance	Motor Fuels	24972678	Mansfield Oil Company	101	43220	\$1,343.59
Street Maintenance	Motor Fuels	24972767	Mansfield Oil Company	101	43220	\$118.59
Street Maintenance	Motor Vehicles Parts	113645775	Fleet Pride	101	43220	\$464.69
Street Maintenance	Motor Vehicles Parts	1539-239760	O'Reilly Auto Stores Inc.	101	43220	\$37.98
Street Maintenance	Motor Vehicles Parts	093P7361	TRANSWEST TRUCK TRAILER RV-BRIGHTON	101	43220	\$101.40
Street Maintenance	Motor Vehicles Parts	093P7967	TRANSWEST TRUCK TRAILER RV-BRIGHTON	101	43220	\$50.70
Street Maintenance	Motor Vehicles Parts	093P7970	TRANSWEST TRUCK TRAILER RV-BRIGHTON	101	43220	\$410.94
Street Maintenance	Motor Vehicles Parts	035194	Winnick Supply	101	43220	\$21.00
Street Maintenance	Shop Supplies	334034	S & S Industrial Supply	101	43220	\$16.91
Street Maintenance	Sign/Striping Repair Materials	333920	S & S Industrial Supply	101	43220	\$36.65
TIF 1-2	Professional Services Fees	96379	Ehlers	436	43600	\$300.00
TIF 1-2	Professional Services Fees	96380	Ehlers	436	43600	\$163.33
TIF 1-3	Professional Services Fees	96380	Ehlers	437	43700	\$163.33
TIF 1-4	Professional Services Fees	96380	Ehlers	438	43800	\$163.34
Water Utility Operations	Auto/Misc Licensing Fees/Taxes	2014-1049/2024	MN DNR Ecological & Water Resources	601	49401	\$628.66
Water Utility Operations	Bldgs/Facilities Repair/Maint	12713	Ideal Service, Inc.	601	49401	\$2,193.16
Water Utility Operations	Bldgs/Facilities Repair/Maint	35031022141	Wright-Hennepin Coop Electric	601	49401	\$42.95
Water Utility Operations	Chemicals and Chem Products	13866361	Hach Company	601	49401	\$455.12
Water Utility Operations	Chemicals and Chem Products	6665798	Hawkins, Inc	601	49401	\$100.00
Water Utility Operations	Gas Utilities	01 2024-1	CenterPoint Energy	601	49401	\$222.28
Water Utility Operations	Gas Utilities	01 2024-2	CenterPoint Energy	601	49401	\$173.30



City of East Bethel
January 22, 2024
Payment Summary

Water Utility Operations	Information Systems	1673	Metro-Net	601	49401	\$297.65
Water Utility Operations	Telephone	01 2024	CenturyLink	601	49401	\$198.88
Water Utility Operations	Telephone	01 2024	CenturyLink	601	49401	\$156.83
Water Utility Operations	Telephone	01 2024	CenturyLink	601	49401	\$70.95
						\$493,384.79



City of East Bethel
January 22, 2024
Payment Summary

Electronic Payroll Payments		
Payroll	PERA	\$9,846.02
Payroll	Federal Withholding	\$6,331.23
Payroll	Medicare Withholding	\$2,806.26
Payroll	FICA Tax Withholding	\$9,753.64
Payroll	State Withholding	\$3,568.00
Payroll	MSRS/H.S.A./HCSP	\$7,310.46
		\$39,615.61

DRAFT MINUTES: NOT YET APPROVED

EAST BETHEL CITY COUNCIL MEETING

January 8, 2024

The East Bethel City Council met on January 8, 2024, at 7:00 p.m. for the regular City Council meeting at City Hall.

MEMBERS PRESENT: Kevin Lewis Brian Mundle Bob DeRoche
Tim Miller Jim Smith

ALSO PRESENT: Matt Look, City Administrator
Eric Larson, City Attorney
Aaron Berg, Community Development Director

1.0 Call to Order

The January 8, 2024, City Council meeting was called to order by Mayor Lewis at 7:00 p.m.

2.0 Pledge of Allegiance

The Pledge of Allegiance was recited.

3.0 Adopt Agenda

Mundle stated I'll make a motion to adopt tonight's agenda adding Item 6J to the Consent Agenda, approving ES2 Traffic Solution Proposal for additional traffic analysis for Viking Meadows; removing Item 7A.1 to be placed on a future agenda; removal of Item 7A.2 to be placed on a future agenda no later than February 26, 2024. DeRoche stated I'll second. Lewis asked any discussion? To the motion, all in favor say aye. All in favor. Lewis asked any opposed? That motion passes. Motion passes unanimously.

4.0 Presentations and Public Hearings

None.

5.0 Public Forum

Mr. James Linder, stated over the years there had been multiple ordinance and permit violations next door to him. He reviewed what the violations were including a second driveway on the property at his tree line, addition to their garage, adding five accessory structures (3 gazebos and 2 sheds), added a roof over their deck, and resurfaced the gravel driveway with asphalt. He indicated he had spoken to the City about the second driveway in the past but was informed the City was more interested in the garage as no permit had been issued.

Mr. Linder indicated he believed this went to Court where the next-door neighbor, Mr. Kraft, plead guilty and since that time, the Court has put him on probation. He stated since that time, multiple citation had been sent to the Court due to the other violations on the property and most of those violations were taken care of.

Mr. Linder noted in November 2023, he received a letter from Mr. Berg describing what Mr. Kraft needed to complete before the probationary period ended. He indicated at that time he noticed some discrepancies as to what he thought was initially voiced versus what was in the letter.

Mr. Linder stated in October he attempted to set up a meeting with Mr. Davis and Mr. Berg to discuss this and find out what were the rules, if things were in compliance, and to explain some discrepancies he believed were there including the gazebos, storage structure, and roof installed above the deck.

1 He asked what changed the City's mind in enforcing these things. He stated Mr. Kraft still continued
2 to use the second driveway and he expressed concern about his trees on the property line. He
3 pointed out Mr. Kraft also had a bunch of trash on the west side of his property which was not behind
4 a privacy fence.

5 Mr. Linder stated he was still waiting to hear back from staff as to when they could meet with him.
6 Lewis thanked Mr. Linder and explained there had been a change of senior management recently and
7 with the holidays some things might have been set aside, but he was sure staff would follow up with
8 him.

9 Mr. Linder noted he just wanted to have an in-person meeting with staff to discuss this. He noted a
10 lot of things had delayed this with the Court including Covid, but he wanted some explanations.

11 Look stated he has been communicating with Mr. Linder since January 4 by email and he had sent
12 him a letter at the end of December also. He agreed there have been years of issues with them, but if
13 there were further violations, then the City would need to reengage on those violations. He noted
14 according to the December 29 letter, all violations had been caught up.

15 Mr. Linder stated the reason he was at the meeting was because over the years, the City had said
16 things were in violation and now it appeared to him things had not changed. He noted in a recent
17 letter he received, it appeared everything was okay and if that were the case, he could accept it but
18 he wanted an explanation. Lewis responded that was understandable.

19 Mr. Linder noted it was difficult to communicate everything through emails also. Lewis stated he
20 believed it was the Council's desire to first of all, treat everyone equally under the law as well as a
21 timely resolution to matters along with complete explanations. He thanked Mr. Linder for bringing
22 this to their attention.

23 Mr. Linder stated he was hoping to get an explanation for everything. He indicated he was concerned
24 about the trees along his property line with the second driveway. DeRoche responded there was not
25 supposed to be two driveways.

26 Lewis stated it appeared he needed another visit with Nick. Look stated he was not sure the City
27 could regulate someone driving on their grass, but staff could take a look at this.

28 Mr. Linder asked when did this change from driving on the grass to being a driveway. He requested a
29 face-to-face meeting with staff to get his questions answered. Lewis stated he did not think this was
30 unreasonable.

31 Mr. Linder stated he looked forward to hearing from staff regarding this.

32 **6.0 Consent Agenda**

33 Item A: Approve Bills

34 Item B: Approve Meeting Minutes December 27, 2023 City Council Work Meeting

35 Item C: Res. 2024-01, Designate Official Newspaper

36 Item D: Res. 2024-02, Designate Official Depositories for City Funds

37 Item E: Successful Completion of Probationary Period: Community Development Director

38 Item F: Res. 2024-03, Setting Meeting Date for Canvassing 2024 General Election Results

39 Item G: CenterPoint Energy Franchise Agreement Ratification

40 ~~Item H: Approve Updated Purchasing Policy~~

41 ~~Item I: Approve Purchase of 2024 Ford Escape~~

42 Item J: Approve ES2 Traffic Solution Proposal for additional traffic analysis for Viking Meadows

1 Lewis and DeRoche requested to pull Item H. **Mundle stated I'll make a motion to approve Consent**
2 **Agenda as amended. Smith stated I'll second.** Lewis asked any discussion? To the motion, all in
3 favor say aye. **All in favor.** Lewis asked any opposed? That motion passes. **Motion passes**
4 **unanimously.**

5 Look stated he wanted to have a discussion on Item I also. **Lewis stated I'll make a motion to**
6 **reconsider the Consent Agenda to also removing Item I. DeRoche stated I'll second.** Lewis asked
7 any discussion? To the motion, all in favor say aye. **All in favor.** Lewis asked any opposed? That
8 motion passes. **Motion passes unanimously.**

9 **6.0 H Approve Updated Purchasing Policy**

10 Lewis asked if the sentence at the end of paragraph 3 should be added to the end of paragraphs 4
11 and 5 where Council approval was required. Look responded that the majority of the this was
12 following Minnesota State Statute. He indicated the genesis of this was that the City's original
13 purchase policy was changing from \$1,000 to \$2,500. He noted it was pretty easy to get to \$1,000
14 without trying too hard on some of the expenses. Lewis stated he agreed, but as a point of good
15 order, he believed that sentence should be added to those two paragraphs for consistency.

16 DeRoche stated he was concerned that the department heads would be making the decision, which
17 he did not think was a good idea. Look responded there were a couple of reasons for that including
18 all of the expenditures were controlled by the budget and all of the expenditures would also come to
19 the Council on the bills list. He also reviewed all expenses prior to the Council meetings to ensure
20 they were in line with reasonable expenditures.

21 DeRoche expressed concern that vendors might take advantage of this if the City did not see the
22 invoices and only saw the bills to be paid, but he also did not want to ask staff to see every invoice.
23 Larson believed DeRoche's observation was very apt, and it was actually one of the things he was
24 concerned about when he looked over the policy. He indicated because they were dealing with
25 procurement, he did review the policy very carefully and he was pleased with the policy. He noted
26 the policy was providing guidance for thresholds as far as monetary amounts.

27 **Lewis stated I'll make a motion to approve Item H of the Consent Agenda adding at the end of**
28 **paragraphs 4 and 5 that Council approval was required. Miller stated I'll second.** Lewis asked any
29 discussion? To the motion, all in favor say aye. **All in favor.** Lewis asked any opposed? That motion
30 passes. **Motion passes unanimously.**

31 **6.0 I Approve Purchase of 2024 Ford Escape**

32 Look stated the Ordinance essentially called out a specific vehicle and a specific dollar amount for the
33 vehicle. He indicated staff was experiencing difficulty actually trying to get this vehicle due to supply
34 chain issues with Ford. He indicated they have been waiting 2 to 3 years for the vehicle.

35 Berg stated Ayshford had also informed him that the order was just cancelled after two years of
36 waiting for it and nobody informed the City of the cancellation. He noted they were trying to find
37 something to replace this purchase, which had been authorized over 2 years ago.

38 Look recommended the motion include that it either be this vehicle or an alternate vehicle that was
39 comparatively priced.

40 DeRoche asked if they were looking for a gas or diesel vehicle. Look responded it would be a smaller
41 gas vehicle with ratings of 30 miles per gallon.

42 **Smith stated I'll make a motion to approve Item I of the Consent Agenda adding that the City look**
43 **for another vehicle the same of equivalently priced. Miller stated I'll second.** Lewis asked any

discussion? To the motion, all in favor say aye. **All in favor.** Lewis asked any opposed? That motion passes. **Motion passes unanimously.**

7.0 New Business. Commission, Association, and Task Force Reports

7.0 A Planning Commission

7.0 A.1 Ordinance Change: Section 28, Architectural Standards

7.0 A.2 Preliminary Plat: 1788 Viking Blvd NE – Capstone Homes, Inc.

These items were removed from the agenda and will be considered no later than February 26, 2024.

7.0 B Economic Development Authority

None.

7.0 C Park Commission

None.

8.0 Department Reports

8.0 A Community Development

None.

8.0 B Engineer Report

None.

8.0 C City Attorney

None.

8.0 D Finance

None.

8.0 E Public Works

None.

8.0 F Fire Department

None.

8.0 G City Administrator Report

8.0 G.1 Commission Liaison and Committee Appointments

Look stated assignments of City Councilmembers to Commissions, Committees, Authorities, WMO’s, and other public advisory boards as liaisons or members are recommended by the Mayor and confirmed by the City Council. The following are the Commission, Authority, Committee, and appointed positions recommended by Mayor Lewis for consideration:

Acting Mayor: The Acting Mayor performs the duties of the Mayor in his absence. Councilmember Miller is recommended for appointment to this position for 2024.

Commission Assignments: The Planning and Parks Commissions have a Council Member assigned as a liaison non-voting member. The purpose is to provide a direct link and communication between the Council and Commissions and historical perspective to issues and items affecting those Commissions.

Councilmember Miller is recommended for appointment as the Council Liaison to the Parks Commission for 2024. The Parks Commission meets on the second Tuesday of the month or as needed.

1 Councilmember Smith is recommended for appointment as the Council Liaison to the Planning
2 Commission for 2024. The Planning Commission meets on the fourth Tuesday of the month or as
3 needed.

4 **Fire Department:** Councilmember Smith is recommended for appointment as the Council Liaison
5 to the Fire Department for 2024. The Fire Department has training sessions and staff meetings
6 every Monday unless otherwise noticed.

7 **Police Department:** A Council Member is assigned as the Liaison to the Anoka County Sheriff's
8 Department. Councilmember DeRoche is recommended for this liaison position. Meetings are
9 scheduled as needed.

10 **Economic Development Authority:** Per EDA By-Laws, two Council members are appointed to this
11 Commission. The EDA meets on the third Monday of the month or as needed. Mayor Lewis and
12 Councilmember DeRoche are recommended for appointment as the Council members for the EDA
13 for 2024.

14 **Sunrise River and Upper Rum River Water Management Organizations (WMO's):** The City is
15 statutorily required to participate in the watershed management organizations (WMO's) to
16 review, develop and approve water management plans and budgets for the basin area. The City
17 belongs to both the Upper Rum River WMO and the Sunrise River WMO. The City appoints a
18 Councilmember and a citizen member to each WMO. The WMO's meet bi-monthly with notices
19 provided in advance of the meeting with agenda materials.

20 Councilmember Mundle is recommended for the 2024 appointment as the Council representative
21 to the SRWMO and Councilmember Miller is recommended as the Council representative on the
22 URRWMO.

23 Leon Mager is recommended for reappointment as a citizen member to the SRWMO.

24 Radja Lohse is recommended for reappointment as a citizen member to the URRWMO.

25 Look indicated since Lewis had made these appointments, he had found out that the Sunrise
26 WMO wanted three people – a citizen member, Mundle, and an alternate in the event Mundle
27 was not able to attend a meeting. He suggested Miller be the alternate on the Sunrise WMO.

28 The Council agreed with Look's recommendation.

29 **Sandhill Crane Committee:** This Committee was formed by a Joint Powers Agreement comprised
30 of the City of East Bethel, Anoka County, MNDNR and the MNPCA. The group plans for public
31 uses within this area. One City Councilmember is appointed to this Committee. This Committee
32 meets as necessary.

33 A Council liaison will be appointed as needed for the Sandhill Crane Committee for 2024.

34 **Finance Committee:** This Committee meets as necessary to provide recommendations for budget
35 development or other City financial matters. Two Councilmembers are appointed to this
36 Committee.

37 Mayor Lewis and Councilmember DeRoche are recommended for the 2024 appointees to this
38 Committee.

39 **Booster Day Committee:** This Committee meets monthly and consists of members of service
40 organizations and citizen volunteers. The committee feels that only one Councilmember is

1 needed for the liaison but welcomes the attendance of any other Councilmember.
2 Councilmember Miller is recommended for the 2024 appointment to the Booster Day Committee.

3 **Anoka County-Blaine Airport Advisory Commission:** The City is a member of the Anoka County-
4 Blaine Airport Advisory Commission. Membership on the Commission enables the City to keep
5 abreast of developments at the airport as they relate to economic development through access to
6 general aviation facilities. The Commission is advisory only and there are no dues or costs to the
7 City to belong. Current municipal members on the Commission include Circle Pines, Blaine,
8 Mounds View, Lexington, Lino Lakes, East Bethel, and Anoka County. This Commission meets on a
9 bi-annual schedule.

10 Suzanne Erkel served as liaison to this body from 2019 – 2023 and is recommended for the 2024
11 reappointment. In addition to the liaison selection, Councilmember Mundle is recommended as
12 an alternate to this group.

13 **North TH 65 Highway Coalition:** The City of East Bethel joined a Coalition of cities, counties and
14 townships along Trunk Highway 65 from Blaine to and including Kanabec County in September
15 2006 to support and lobby for transportation improvements within this corridor. The Coalition
16 meets bi-monthly at the Isanti County Government Center in Cambridge. Per the by-laws of the
17 Coalition, a non-elected official can be appointed to the Coalition Board.

18 It is recommended that Councilmember DeRoche and the City Administrator be appointed to the
19 North TH 65 Highway Coalition for 2024.

20 DeRoche stated he had no interest in being on this coalition. Lewis asked if Mundle wanted to be
21 on the coalition. Mundle agreed.

22 **Personnel Committee:** The City created a Personnel Committee on March 22, 2021 to review
23 matters relating to policies and practices, compensation and benefits, labor relations and
24 collective bargaining, employee relations, staffing and organizational structure, and advise the
25 Council on these issues. Mayor Lewis and Councilmember Mundle are recommended for the 2024
26 appointments to this Committee.

27 DeRoche stated he would be interested in being on the Personnel Committee. Mundle agreed.

28 **Nexus Community Advisory Board:** The City of East Bethel supported the relocation of Nexus
29 Family Healing and has expressed interest in appointing a representative to this Community
30 Advisory Board.

31 Councilmember Smith is recommended for the 2024 appointment, with Councilmember Miller as
32 an alternate.

33 Look stated Mayor Lewis has recommended the appointments as listed in Attachment 1 to the
34 Council's packet and as described above and requests approval from Council for these assignments,
35 including approval of Resolution 2024-06.

36
37 **Mundle stated I'll make a motion to approve the assignments having Miller as an alternate to the**
38 **Sunrise River WMO, changing DeRoche to Mundle for Trunk Highway 65 Coalition, and changing**
39 **Mundle to DeRoche for the Personnel Committee. DeRoche stated I'll second.** Lewis asked any
40 discussion? To the motion, all in favor say aye. **All in favor.** Lewis asked any opposed? That motion
41 passes. **Motion passes unanimously.**

42 9.0 – Other Items

43 9.0 A Staff Report

1 Look stated Frost had informed him that she was currently working on the public record data
2 requested received. He noted these were increasingly burdensome to staff in terms of some of the
3 size of the requests and the staff resources being used, as well as the costs to meet the requests.

4 Look indicated all the current 2024 licenses had been issued and all of the printed City Code books
5 had also been updated. He noted with respect to Channel 10 and the buzzing heard, he believed the
6 problem had been identified with a power supply and they were currently using a power supply on
7 loan until one came in. Look indicated the Council Chamber now had Wi-Fi. He stated the January
8 newsletter had been reorganized and updated and was going to the printer this week. He noted it
9 would be mailed out shortly. He indicated they were beginning work lists for the 2024 to 2025
10 website update also.

11 Look stated staff and election administration training had already begun for this year. He indicated
12 election judge recruitment was also underway. He noted that at the last election there were a lot of
13 questions about the election integrity and if anyone had any concerns about this, the best way to get
14 involved was to become an election judge.

15 Look updated the Council on his meeting with the League of Minnesota Cities Risk Management
16 Team. He indicated the City was getting a reimbursement in 2023. He noted he had also received
17 information on how to mitigate some claims.

18 **8.0 G City Administrator Report**

19 **8.0 G.1 Commission Liaison and Committee Appointments (continued)**

20 **Nexus Community Advisory Board**

21 Berg requested the Council approve the Resolution for appointing a City representative to the Nexus
22 Community Advisory Board.

23 Look stated this was a Resolution appointing a City representative to Nexus Community Advisory
24 Board. He indicated after speaking with Smith and Miller, they had shown interest in being a
25 member and an alternate.

26 DeRoche asked what did this advisory board do. Look responded this was part of their Community
27 Advisory Board to help guide them and get questions answered. He indicated the City wanted Nexus
28 to be successful in the community.

29 DeRoche asked if they would be a voting member. Look responded he believed it was an advisory
30 position.

31 **Lewis stated I'll make a motion to approve Resolution 2024-06, Resolution appointing a City**
32 **representative to the Nexus Community Advisory Board appointing Smith as the member and**
33 **Miller as the alternate. DeRoche stated I'll second. Lewis asked any discussion? To the motion, all**
34 **in favor say aye. All in favor. Lewis asked any opposed? That motion passes. Motion passes**
35 **unanimously.**

36 **9.0 – Other Items (continued)**

37 **9.0 B Council Reports**

38 DeRoche asked if there had been any more complaints received from residents regarding the volume
39 of the Chamber microphones. Look responded he had not heard of any more complaints, but it
40 probably had to do with the closeness of the microphone.

41 DeRoche suggested they get some kind of a VU meter. Berg noted they did have independent control
42 of every microphone in the Chamber and it appeared they were maxed out. He was not sure what

1 they could do to remedy this other than keep reminding people to speak directly into the
2 microphone. He noted they were not the only Council that had this issue.

3 Mundle stated he attended the recent Sunrise River WMO meeting where different topics were
4 covered. He noted they discussed the 2025 budget and were recommending a \$3.00 increase which
5 would probably come to Council at the next meeting.

6 Lewis stated one thing that was extremely frustrating to the Council was it being expected that five
7 people could represent 12,000 plus people and know what everybody wanted. He stated it was the
8 Council's job to do due diligence on behalf of the residents of the City. He stated he had been doing
9 some research on Survey Monkey as a way to survey the residents for their opinions.

10 Lewis stated Look had referred to public data requests received by the City and by law, they had to
11 abide by the requests, but there had been one recent public data request that took a lot of time on
12 behalf of the members of the Council as well as the City Attorney, and the person who made the
13 request had not even come in to look at the results, which have been available for almost a month.
14 He asked if there was anything legally the City could do or what was possible in a situation like this.
15 He also asked if there was some way to dissuade such behavior. Larson responded he understood,
16 agreed, and believed it was very important for both the Council and staff as well as residents to
17 understand that all aspects of City governance were important, but the day-to-day activities of the
18 Council and staff needed to continue. He noted public data was available for the public to view and
19 have access to, but not at the expense of City governance, and the delivery of City services. He
20 indicated there were parameters and limited ways to impose those costs upon those individuals who
21 requested the information.

22 DeRoche stated it was unfortunate that the Council could not recoup money for the time they might
23 have spent on this. Larson responded that was one of the limitations with respect to the law.

24 Lewis noted this cost the residents money to the detriment of the City's efficacy and providing
25 services was onerous also.

26 Lewis stated there has also been concern by residents as to why things were being postponed, tabled,
27 etc. by the Council. He indicated the Council was trying to take everything seriously and to do their
28 due diligence, especially on complex issues. He noted in the situation of Capstone Development, they
29 did not want to be an obstacle to private property owners making money on their property and their
30 ability to sell it, but the Council's decisions had legal consequences and Council wanted to think
31 through everything properly. He indicated Council was not dragging their feet, they were just doing
32 their due diligence and wanted to feel comfortable with making their decisions.

33 Smith requested Look consider having all of the department heads have a 360 evaluation.

34 **9.0 C Other**

35 None.

36 **10.0 Adjourn**

37 **DeRoche stated I'll make a motion to adjourn. Miller stated I'll second.** To the motion, all in favor
38 say aye. **All in favor.** Lewis asked any opposed? That motion passes. **Motion passes unanimously.**

39 Meeting adjourned at 7:54 PM.

40 Submitted by:

41 Kathy Altman

42 *TimeSaver Off Site Secretarial, Inc.*

**CITY OF EAST BETHEL
EAST BETHEL, MINNESOTA**

RESOLUTION NO. 2024-07

**RESOLUTION APPOINTING ELECTION JUDGES
FOR THE 2024 PRESIDENTIAL NOMINATION PRIMARY**

WHEREAS, a Presidential Nomination Primary will be held on March 5, 2024 in the State of Minnesota, County of Anoka, City of East Bethel; and

WHEREAS, Minnesota Statute 204.B.22 requires that the City Council appoint election judges for the 2024 Presidential Nomination Primary;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA: that the rate of pay of judges for the Presidential Nomination Primary be set at \$11.00 per hour for Election Judges, \$11.50 for Assistant Head, Technology, and Absentee Ballot Judges, and \$11.75 for Head Election Judges;

BE IT FURTHER RESOLVED, that the following individuals are appointed as election judges or alternates for the City of East Bethel for the 2024 Presidential Nomination Primary:

Victoria Beech	John Hale	Denise Lachinski	Ashley Sinclair
Melanie Boschaert	Margaret Hanson	Susan Larson	Kelly Torok-Linder
Jennifer Carlson	Jeri Johnson	Mary Malinak	Mark Zimmerman
Sheilda Doonan	Anne Kubat	Andie Munn	
Robert Haig	LuAnn Kupka	Gary Shubert	

BE IT FURTHER RESOLVED, that the Elections Coordinator is authorized to make substitutions to the above roster of judges as necessary to maintain the required minimum and fill vacancies if needed.

Adopted this 22nd day of January, 2024 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

Kevin Lewis, Mayor

ATTEST:

Matt Look, City Administrator

**CITY OF EAST BETHEL
EAST BETHEL, MINNESOTA**

RESOLUTION NO. 2024-08

RESOLUTION DESIGNATING DATA PRACTICES RESPONSIBLE AUTHORITY

WHEREAS, East Bethel is required to comply with the Minnesota Government Data Practices Act found in Minnesota Statutes Chapter 13 governing collection, use and dissemination of government data; and,

WHEREAS, the responsible authority is the designated employee to whom persons may direct questions or concerns regarding access to data for all city data.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT: East Bethel City Administrator Matt Look be appointed as the responsible authority.

BE IT FURTHER RESOLVED that Carrie Frost, Administrative Coordinator, be appointed as the secondary data practices responsible authority to assist in gathering requested data.

Adopted this 22nd day of January, 2024, by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

Kevin Lewis, Mayor

ATTEST:

Matt Look, City Administrator

**CITY OF EAST BETHEL
EAST BETHEL, MINNESOTA**

RESOLUTION NO. 2024-10

RESOLUTION DESIGNATING APRIL 26, 2024 ARBOR DAY

WHEREAS, Arbor Day has been an occasion for recognizing the value of trees and woodlands to human welfare since 1872; and

WHEREAS, trees in our city increase property values, provide shade and wind barriers that conserve energy, provide habitat for wildlife, enhance the economic vitality of our business areas and create beautiful landscapes in our parks to make our community even more livable; and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products; and

WHEREAS, we gratefully acknowledge the vision of leaders past who gave us the gift of the trees we enjoy today; and

WHEREAS, Arbor Day is an opportunity for us to plant and maintain trees for the future, and we urge all of our citizens to plant trees, celebrate Arbor Day and support efforts to protect our trees and urban forest.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT: April 26, 2024 be recognized as Arbor Day in the City of East Bethel.

Adopted this 22nd day of January, 2024 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

Kevin Lewis, Mayor

ATTEST:

Matt Look, City Administrator

**City of East Bethel
City Council Meeting
Agenda Item Information**



Date: January 22, 2024

Agenda Item Number: 7.0 A.1

Agenda Item: Preliminary Plat/Planned Unit Development (PUD) for 1788 Viking Blvd – Capstone Homes, INC.

Background Information: On November 8th, 2023, a Preliminary Plat and PUD application from Capstone Homes, INC. for the redevelopment of Viking Meadows was received. The proposal shows the redevelopment of 155 acres of land which spans across the zoning classifications of Mixed Use and Single Family Residential. The proposal shows 95 acres of developable land will contain a proposed 242 lots. In addition, the proposal contains 60 acres of open space which also includes over 10 acres of park and recreation space.

- At the June 27th, 2023 Planning Commission Meeting a Public Hearing was held and feedback was provided to the developer on a Concept Plan proposal.
- At the July 24th, 2023 City Council Meeting the Concept Plan proposal was presented to the City Council for feedback.
- On August 22th, 2023 a revised Concept Plan was presented to the Planning Commission and by a 6-1 vote, a recommendation of approval was forwarded to the City Council.
- On August 28th, 2023 the revised Concept/PUD Plan was presented to the City Council along with the Planning Commission's Recommendation. The City Council unanimously voted to approve the Concept Plan by Resolution 2023-61.
- On November 28th, 2023 the Preliminary Plat and PUD application was presented to the Planning Commission and by a 5-1 vote, a recommendation of approval was forwarded to the City Council. Only one (1) property owner spoke and was in support of the Preliminary Plat.
- A January 4, 2023 meeting between the City Staff and the Anoka County Highway Department resulted in an Addendum to the Traffic Impact Study to focus on the intersection of Viking Blvd and Sandhill Parkway.
- Addendum results reported: "In summary, we assumed no signal (existing conditions) at TH 65/187th with 90% of the background traffic going north on Sandhill to Viking to access TH 65. 2028 Build traffic operations are acceptable but westbound right turn queuing does increase at TH 65/Viking. Operations at the TH 65/187th Ln RCI are acceptable with the reduction of traffic. (See attachment 2).
- MN DOT was provided the Addendum Results along with the Modeling information used. Although not a formal comment letter, a MN DOT Metro North Traffic Safety Area Manager representative advised that the addendum will likely no longer require an Intersection Control Evaluation (ICE) as was identified in their initial January 8th, 2024 review of the Traffic Impact Study. (See Attachment 3)
- A Fiscal Impact Study was requested by the Mayor. City Staff in combination with the Mayor compiled the potential forecasted impacts. (See Attachment 4)

Staff have determined that the proposal, with the approval of a Home Owners Association, is in compliance with 2040 comprehensive plan, zoning ordinance, and official zoning map. Additionally the proposed Preliminary Plat and PUD meets the intent of the criteria for granting a PUD based on ordinance Section 56.

The Developer, City Engineer, Public Works Manager, and city staff have met with and are continuing to work in conjunction with the Anoka County Highway Department to evaluate and address the overall traffic considerations of the area. The independent contracted traffic study results have been presented to the City Council and Staff.

All comments from the City Engineer must be satisfied prior to the application of a Final Plat. Any and all ACHD Engineering comments must be satisfied prior to application of a Final Plat, including but not limited to a Plan Review, ROW Access Permit and County Ditch Review.

Recommendation: After the additional reviews of subsequent information along with the original request, City Council may consider the Planning Commission’s formal recommendation, and consider approval of the Preliminary Plat and PUD as presented.

Attachments:

1. Resolution 2024-04, Approving Preliminary Plat Viking Meadows
2. Resolution 2024-05, Approving PUD Viking Meadows
3. S2TS – Addendum
4. MN DOT Email Reply
5. Fiscal Impact Study

City Council Action:

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

**CITY OF EAST BETHEL
COUNTY OF ANOKA
STATE OF MINNESOTA**

RESOLUTION NO. 2024-04

**APPROVING THE PRELIMINARY PLAT OF "VIKING MEADOWS" FOR
PROPERTIES LEGALLY DESCRIBED AS**

UNPLATTED VILLAGE OF EAST BETHEL THE E 1/2 OF SE 1/4, AND NW 1/4 OF SE 1/4 OF SEC 29 33 23 EXCEPTING THEREFROM HOWEVER TH PT OF N1/2 OF SE 1/4 OF SEC 29 33 23 DESC AS FOL, COM AT A POINT ON CENTER LI NE OF CO ROAD 22 WHICH POINT IS 125 FT W OF NW CORNER OF NE 1/4 OF SD SE1/4, TH S PARALLEL WITH THE W LINE OF SD NE 1/4 OF SE 1/4 A DIST OF 466 FT, TH E AT RT ANGLES A DIST OF 466 FT, TH N ON A LINE PARALLEL WITH W LINE OF SAID NE 1/4 OF SE 1/4 A DIST OF 176 FT, TH E AT RT ANGLES A DIST OF 150 FT, TH N ON A LINE PARALLEL WITH W LINE OF SD NE 1/4 OF SE 1/4 A DIST OF 290 FT, MORE OR LESS TO CENTE R OF COUNTY ROAD 22, TH WLY ALONG SD CENTER LINE OF SAID ROAD TO POINT OF COM; ALSO EX RD; SUBJ TO EASE OF REC

&

UNPLATTED VILLAGE OF EAST BETHEL N1/2 OF NE1/4 OF NE1/4 SEC 32 33 23 -SUBJ TO EASE TO RURAL COOP POWER ASSN

&

UNPLATTED VILLAGE OF EAST BETHEL N1/2 OF NW1/4 OF NW1/4 SEC 33 33 23 - SUBJ TO EASE TO RURAL COOP POWER ASSN

WHEREAS, Capstone Homes, LLC has requested approval of a preliminary plat for Viking Meadows; and

WHEREAS, city staff reviewed and determined the preliminary plat is required for a planned unit development in Mixed Use zoning; and

WHEREAS, the approved land use in the 2040 East Bethel Comprehensive Plan for 122 acres is Mixed Use which provides development flexibility, allowing for both commercial and residential land uses; and

WHEREAS, the approved land use in the 2040 East Bethel Comprehensive Plan for 20 acres is R2 Single Family and Townhome Residential which is intended to allow a mix of single family and townhomes at a typical single family density.

WHEREAS, by city ordinance a PUD may be applied to any business or residential zoning districts.

WHEREAS, on August 28th, 2023, a Concept Plan was reviewed and approved by Resolution 2023-61; and

WHEREAS, pursuant to published and mailed notice thereof, the Planning Commission has conducted a public hearing on said preliminary plat; and

WHEREAS, as a result of such public hearing, the Planning Commission recommends approval of the preliminary plat to the City Council.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of East Bethel hereby agrees with the recommendation of the Planning Commission and approves the Planned Unit Development for Viking Meadows with the following conditions:

1. A Master Development PUD/ Developers Agreement shall be approved for each phase of the development. Each agreement will specify PUD design standards and developer obligations for the specified phase.
2. The approved preliminary plat lot lay out is shown as Exhibit A.
3. All comments of the City Engineer shall be satisfactorily addressed prior to any release of the final plat.
4. A wetland delineation must be approved by the City Engineer prior to approval of the final plat.
5. Environmental Review Documents requested by City Engineer must be received and reviewed prior to approval of the final plat. Specifically EAW Questions 8, 12, 13, &14.
6. Independent Traffic Study results shall be reviewed by City and County Engineer prior to approval of the final plat.
7. All comments of the Anoka County Engineer must be satisfactorily addressed prior to release of the final plat.
8. The applicant shall be responsible for the cost of construction of all improvements proposed as a part of the preliminary plat.
9. Park dedication fees must be paid prior to the release of the final plat at each phase of development.

Adopted by the City Council of the City of East Bethel this 22nd day of January, 2024.

CITY OF EAST BETHEL

Kevin Lewis, Mayor

ATTEST:

Matt Look, City Administrator

**CITY OF EAST BETHEL
COUNTY OF ANOKA
STATE OF MINNESOTA**

RESOLUTION NO. 2024-05

**APPROVING THE PLANNED UNIT DEVELOPMENT
OF "VIKING MEADOWS" FOR PROPERTIES LEGALLY DESCRIBED AS**

UNPLATTED VILLAGE OF EAST BETHEL THE E 1/2 OF SE 1/4, AND NW 1/4 OF SE 1/4 OF SEC 29 33 23 EXCEPTING THEREFROM HOWEVER TH PT OF N1/2 OF SE 1/4 OF SEC 29 33 23 DESC AS FOL, COM AT A POINT ON CENTER LI NE OF CO ROAD 22 WHICH POINT IS 125 FT W OF NW CORNER OF NE 1/4 OF SD SE1/4, TH S PARALLEL WITH THE W LINE OF SD NE 1/4 OF SE 1/4 A DIST OF 466 FT, TH E AT RT ANGLES A DIST OF 466 FT, TH N ON A LINE PARALLEL WITH W LINE OF SAID NE 1/4 OF SE 1/4 A DIST OF 176 FT, TH E AT RT ANGLES A DIST OF 150 FT, TH N ON A LINE PARALLEL WITH W LINE OF SD NE 1/4 OF SE 1/4 A DIST OF 290 FT, MORE OR LESS TO CENTE R OF COUNTY ROAD 22, TH WLY ALONG SD CENTER LINE OF SAID ROAD TO POINT OF COM; ALSO EX RD; SUBJ TO EASE OF REC

&

UNPLATTED VILLAGE OF EAST BETHEL N1/2 OF NE1/4 OF NE1/4 SEC 32 33 23 -SUBJ TO EASE TO RURAL COOP POWER ASSN

&

UNPLATTED VILLAGE OF EAST BETHEL N1/2 OF NW1/4 OF NW1/4 SEC 33 33 23 - SUBJ TO EASE TO RURAL COOP POWER ASSN

WHEREAS, Capstone Homes, LLC has requested approval of a planned unit development for Viking Meadows; and

WHEREAS, city staff reviewed and determined the planned unit development is required in the Mixed Use zoning; and

WHEREAS, the approved land use in the 2040 East Bethel Comprehensive Plan is Mixed Use which provides development flexibility, allowing for both commercial and residential land uses; and

WHEREAS, on August 28th, 2023, a Concept Plan was reviewed and approved by Resolution 2023-61; and

WHEREAS, the Viking Meadows PUD consists of a concept of the residential development of the land shown in Exhibit A; and

WHEREAS, pursuant to published and mailed notice thereof, the Planning Commission has conducted a public hearing on said PUD; and

WHEREAS, as a result of such public hearing, the Planning Commission recommends approval of the PUD to the City Council.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of East Bethel hereby agrees with the recommendation of the Planning Commission and approves the Planned Unit Development for Viking Meadows with the following conditions:

1. A Master Development PUD/ Developers Agreement shall be approved for each phase. Each agreement will specify PUD design standards and developer obligations for the specified phase.
2. All conditions of Preliminary Plat approval resolution must be satisfied prior to the release of a final plat for each phase of development.

Adopted by the City Council of the City of East Bethel this 22nd day of January, 2024.

CITY OF EAST BETHEL

Kevin Lewis, Mayor

ATTEST:

Matt Look, City Administrator



January 8th, 2024

To: Aaron Berg, City of East Bethel

**From: Vern Swing, PE
Katie Schmidt, PE**

Re: Traffic Impact Study Update – Viking Meadows Residential Development, East Bethel, MN

Per your request, SSTS, LLC has provided a traffic analysis update to the previously completed **Draft Viking Meadows Residential Development Traffic Impact Study**¹, dated December 6th, 2023. The purpose of the traffic analysis update is to assess study area traffic operations without the inclusion of traffic signals at the TH 65/187th Ln RCI and U-turn intersections and with associated redistribution of background development traffic to favor the Viking Blvd/Sandhill Pkwy intersection and the TH 65/Viking Blvd RCI intersection to access TH 65.

This updated analysis reviews the 2028 Build traffic conditions at following intersections to address traffic volumes changes:

- TH 65/187th Ln – Existing Unsignalized RCI
- TH 65 & 187th Ln North U-Turn – Unsignalized Yield
- TH 65 & Viking Blvd South U-Turn – Existing Signal
- TH 65 & Viking Blvd – Existing Signal
- TH 65 & Viking Blvd North U-Turn – Existing Signal
- Viking Blvd & Sandhill Pkwy – Existing Side-Street Stop-Control with Turn Lane Improvements

The previously completed **Viking Meadows Residential Development Traffic Impact Study** followed the assumptions used in the **Elevage Development Traffic Impact Analysis**² where all the Elevage site generated traffic volumes used the TH 65/187th Ln intersection and as a result, a traffic signal was recommended at this intersection. The updated analysis assumes no future signal at the TH 65/187th Ln intersection. With the recent construction of Sandhill Pkwy and connection at Viking Blvd it could be more realistic for Elevage site generated traffic to travel north via Sandhill Pkwy and Viking Blvd to access TH 65. **Figure 1** illustrates this anticipated traffic pattern (dashed red line) as well as the previously assumed traffic pattern (solid blue line).

The change in traffic patterns and volumes for background Elevage traffic require an update in the traffic analysis for the 2028 Build conditions

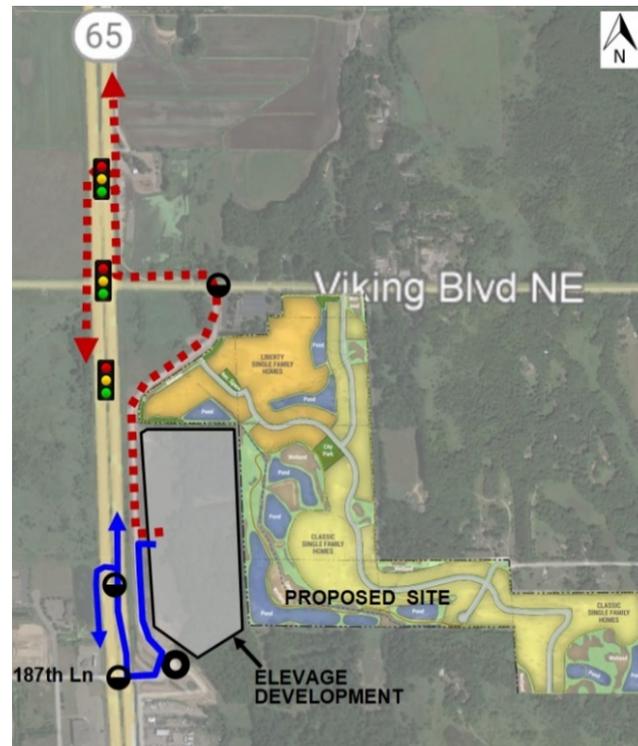


Figure 1. Travel Patterns

¹ **Draft Viking Meadows Residential Development Traffic Impact Study**, SSTS, LLC, December 6th, 2023

² **Elevage Development/East Bethel PUD Traffic Impact Analysis**, Kimley Horn, September 16, 2019

for the AM and PM peak hours. During the AM and PM peak hours it was assumed 90% of the Elevage traffic would use the travel pattern to the north to Viking Blvd and 10% would use 187th Ln to access TH 65. **Figure 2** at the end of this report illustrates the update 2028 Build Traffic Volumes which reflect this travel pattern.

Using the methodology described in the **Draft Viking Meadows Residential Development Traffic Impact Study** an updated traffic operations analysis was prepared considering the updated travel pattern and existing geometry and existing stop/yield control at the TH 65/187th Ln RCI and U-turn intersections. Table 1 summarize the results of the operational analyses for the updated 2028 Build scenarios.

Table 1. Updated 2028 Build Operations

Intersection	Measure of Effectiveness (Delay in Sec and Queue in Ft)		
	Criteria	2028 Build	
		AM Peak Hour	PM Peak Hour
TH 65 & 187th Ln (Side-Street Stop-Controlled)	Overall LOS & Delay	A 3.4	A 5.8
	Worst Movement LOS & Delay	C 30.2 (EBR)	F 67.9 (SBL)
	95th Percentile Queue	EBR - 121'	SBL - 253'
TH 65 & 187th Ln North U-Turn (Yield Control)	Overall LOS & Delay	A 3.0	A 1.9
	Worst Movement LOS & Delay	C 20.3 (NBU)	A 8.6 (NBU)
	95th Percentile Queue	NBU - 43'	NBU - 40'
TH 65 & Viking Blvd South U-Turn (Signal)	Overall LOS & Delay	A 5.7	A 6.4
	Worst Movement LOS & Delay	B 12.5 (SBU)	D 51.4 (SBU)
	95th Percentile Queue	SBU - 93'	NBT - 153'
TH 65 & Viking Blvd (Signal) ¹	Overall LOS & Delay	A 10.0	B 12.2
	Worst Movement LOS & Delay	C 27.1 (WBR)	E 74.1 (SBL)
	95th Percentile Queue	WBR - 211'	WBR - 500'
TH 65 & Viking Blvd North U-Turn (Signal)	Overall LOS & Delay	B 15.0	A 9.0
	Worst Movement LOS & Delay	C 29.2 (NBU)	C 28.4 (NBU)
	95th Percentile Queue	SBT - 279'	NBU - 239'
Viking Blvd & Sandhill Pkwy (Side-Street Stop-Controlled)	Overall LOS & Delay	A 5.7	A 7.5
	Worst Movement LOS & Delay	B 11.2 (NBL)	C 16.1 (NBL)
	95th Percentile Queue	NBL - 123'	NBL - 176'
Sandhill Pkwy & 187th Ln (Roundabout)	Overall LOS & Delay	A 3.3	A 3.9
	Worst Movement LOS & Delay	A 3.6 (EBL)	A 4.2 (EBL)
	95th Percentile Queue	EBLR - 57'	EBLR - 88'
Sandhill Pkwy & Access (Side-Street Stop-Controlled)	Overall LOS & Delay	A 2.7	A 3.1
	Worst Movement LOS & Delay	A 7.1 (WBL)	A 7.8 (WBL)
	95th Percentile Queue	WBRL - 54'	WBRL - 51'

1. SimTraffic simulation static graphics for 95th % queues were used due to close model node spacing for Viking Blvd. See SimTraffic Reports.
 - Level of Service reported from an average delay from 10 SimTraffic simulations for overall intersection and worst movement.
 - 95th percentile queues are a result from an average of 10 SimTraffic simulations and the longest queue per intersection is reported.

Results of the updated traffic analysis indicate delay, LOS and queueing are all acceptable on an overall intersection and individual movement basis with the proposed project and the updated distribution patterns for background traffic (90% to the north to Viking Blvd/10% to 187th Ln).

The following provides a summary for the intersections and operations of interest:

- **TH 65/187th Ln RCI and U-turn Intersections** - These intersections were modeled with existing geometry and stop/yield conditions and operations are acceptable with the updated travel patterns. The southbound left turn movement at the TH 65/187th Ln RCI operates at LOS F with 67.9 seconds of delay with an acceptable queue of 253' that is within the available 600' of turn lane storage. These types of operations are considered acceptable on prioritized high volume mainlines such as TH 65.

- **TH 65/Viking Blvd** - The westbound right turn volume increases with updated travel patterns and increases the westbound queuing at the traffic signal. Review of SimTraffic simulations show a 500' westbound right turn queue length which extends past the 330' storage pocket for the second dual right turn lane. This queue does not extend to Sandhill Pkwy and clears with each signal cycle. In summary, operations are acceptable.
- **Viking Blvd/Sandhill Pkwy** – The northbound left turn volume increases with the updated travel patterns. Operations are acceptable with overall LOS of A and northbound left turn LOS at B/C. The northbound left turn PM peak hour queue is 176' which is accommodated by existing geometry. In summary, operations are acceptable.

Please contact Katie Schmidt at katie@s2traffic.com with any questions.

SimTraffic Performance Report

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5: TH 65 & Crosstown Blvd Performance by movement

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Denied Del/Veh (s)	3.7	0.5	3.8	1.3	0.2	1.3	1.4	0.1	1.5	0.0	0.0	0.0
Total Del/Veh (s)	88.9	81.1	27.6	76.1	77.7	8.7	88.6	27.9	4.6	75.9	27.1	13.6

5: TH 65 & Crosstown Blvd Performance by movement

Movement	All
Denied Del/Veh (s)	0.4
Total Del/Veh (s)	35.9

10: TH 65 & 187th Ln S U-turn Performance by movement

Movement	NBT	SBU	SBT	All
Denied Del/Veh (s)	0.0	0.0	0.0	0.0
Total Del/Veh (s)	9.4	3.7	1.5	3.8

15: TH 65 & 187th Ln NE Performance by movement

Movement	EBR	WBR	NBL	NBT	NBR	SBL	SBT	SBR	All
Denied Del/Veh (s)	0.2	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Del/Veh (s)	30.2	6.5	22.6	1.4	0.6	7.4	2.0	0.4	3.4

20: TH 65 & 187th Ln N U-turn Performance by movement

Movement	NBU	NBT	SBT	All
Denied Del/Veh (s)	0.0	0.0	0.0	0.0
Total Del/Veh (s)	20.3	1.1	3.4	3.0

25: TH 65 & South U-Turn Performance by movement

Movement	NBT	SBU	SBT	All
Denied Del/Veh (s)	0.0	0.0	0.0	0.0
Total Del/Veh (s)	2.1	12.5	6.4	5.7

30: TH 65 & Viking EBR/Viking WBR Performance by movement

Movement	EBR	NBL	NBT	NBR	SBT	All
Denied Del/Veh (s)	0.0	0.0	0.0	0.0	0.0	0.0
Total Del/Veh (s)	34.3	33.2	2.9	0.5	4.0	7.3

32: Viking EBR & Viking Blvd Performance by movement

Movement	EBR	WBT	NBL	All
Denied Del/Veh (s)	0.0	0.0	0.0	0.0
Total Del/Veh (s)	1.7	0.4	1.3	1.4

SimTraffic Performance Report

33: Viking WBR & Viking Blvd Performance by movement

Movement	EBT	WBT	NBR	All
Denied Del/Veh (s)	0.0	0.0	0.0	0.0
Total Del/Veh (s)	1.0	6.7	0.3	5.5

35: TH 65 & Viking Blvd Performance by movement

Movement	WBR	NBT	SBL	SBT	SBR	All
Denied Del/Veh (s)	0.0	0.0	0.0	0.0	0.0	0.0
Total Del/Veh (s)	27.1	4.4	23.9	10.8	3.2	12.6

40: TH 65 & North U-Turn Performance by movement

Movement	NBU	NBT	SBT	All
Denied Del/Veh (s)	0.0	0.0	0.3	0.2
Total Del/Veh (s)	29.2	3.2	16.6	15.0

45: Sandhill Parkway & Viking Blvd Performance by movement

Movement	EBT	EBR	WBL	WBT	NBL	NBT	NBR	All
Denied Del/Veh (s)	0.0	0.0	0.1	0.0	0.0	0.0	0.2	0.0
Total Del/Veh (s)	0.5	0.1	2.2	2.2	11.2	0.8	5.1	5.7

50: Golf Club Access & Viking Blvd Performance by movement

Movement	EBL	EBT	EBR	WBT	WBR	NBR	All
Denied Del/Veh (s)	0.0	0.0	0.0	0.0	0.0	0.1	0.0
Total Del/Veh (s)	2.6	0.5	0.3	1.7	2.6	4.6	1.4

55: Greenbrook Dr & Viking Blvd Performance by movement

Movement	EBT	EBR	WBL	WBT	NBL	NBT	NBR	All
Denied Del/Veh (s)	0.0	0.3	3.5	0.3	0.0	0.0	0.0	0.6
Total Del/Veh (s)	0.6	0.2	1.7	1.0	5.4	2.2	3.7	1.2

60: Xylite St NE/Greenbrook Dr & Crosstown Blvd Performance by movement

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBR	SBL	SBT	SBR	All
Denied Del/Veh (s)	0.0	0.0	0.0	2.7	0.2	2.7	0.1	0.1	0.1	0.0	0.1	0.1
Total Del/Veh (s)	8.3	6.7	8.0	2.5	0.8	0.3	6.0	4.0	9.3	5.4	6.0	5.5

65: Sandhill Parkway & 187th Ln NE Performance by movement

Movement	EBL	EBT	EBR	NBL	NBT	SBT	SBR	All
Denied Del/Veh (s)	0.0	0.0	0.0	0.1	0.1	0.0	0.0	0.0
Total Del/Veh (s)	3.6	2.2	3.1	2.5	3.2	2.7	1.7	3.3

SimTraffic Performance Report

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70: Sandhill Parkway & Access Performance by movement

Movement	WBL	WBR	NBT	NBR	SBL	SBT	All
Denied Del/Veh (s)	0.2	0.1	0.0	0.0	0.0	0.0	0.0
Total Del/Veh (s)	7.1	5.6	1.7	1.4	3.6	0.3	2.7

200: TH 65 & Constance Blvd Performance by movement

Movement	SBT	All
Denied Del/Veh (s)	0.0	0.0
Total Del/Veh (s)	8.5	8.5

300: TH 65 & 213th Ave (CSAH 86)/Sims Rd Performance by movement

Movement	NBT	All
Denied Del/Veh (s)	0.0	0.0
Total Del/Veh (s)	2.6	2.6

Total Network Performance

Denied Del/Veh (s)	0.5
Total Del/Veh (s)	69.6

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Queuing and Blocking Report

Intersection: 5: TH 65 & Crosstown Blvd

Movement	EB	EB	EB	WB	WB	WB	WB	NB	NB	NB	SB	SB
Directions Served	UL	T	R	UL	L	T	R	UL	T	T	UL	T
Maximum Queue (ft)	201	232	107	163	197	273	96	52	266	264	374	552
Average Queue (ft)	93	108	40	77	99	129	40	11	143	144	173	243
95th Queue (ft)	169	197	84	143	166	228	74	38	249	249	308	463
Link Distance (ft)		1246				1160						6934
Upstream Blk Time (%)												
Queuing Penalty (veh)												
Storage Bay Dist (ft)	300		300	375	375		375	550			735	
Storage Blk Time (%)										0		0
Queuing Penalty (veh)										0		0

Intersection: 5: TH 65 & Crosstown Blvd

Movement	SB	SB
Directions Served	T	R
Maximum Queue (ft)	546	181
Average Queue (ft)	245	12
95th Queue (ft)	462	142
Link Distance (ft)	6934	
Upstream Blk Time (%)		
Queuing Penalty (veh)		
Storage Bay Dist (ft)		360
Storage Blk Time (%)	3	
Queuing Penalty (veh)	6	

Intersection: 10: TH 65 & 187th Ln S U-turn

Movement	SB
Directions Served	U
Maximum Queue (ft)	30
Average Queue (ft)	4
95th Queue (ft)	20
Link Distance (ft)	
Upstream Blk Time (%)	
Queuing Penalty (veh)	
Storage Bay Dist (ft)	835
Storage Blk Time (%)	
Queuing Penalty (veh)	

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Queuing and Blocking Report

Intersection: 15: TH 65 & 187th Ln NE

Movement	EB	WB	NB	NB	NB	SB	SB	SB	SB
Directions Served	R	R	L	T	R	L	T	T	R
Maximum Queue (ft)	164	50	69	21	31	127	10	2	11
Average Queue (ft)	59	16	21	1	4	42	0	0	1
95th Queue (ft)	121	38	55	17	19	90	10	2	7
Link Distance (ft)	701	407		793			812	812	
Upstream Blk Time (%)									
Queuing Penalty (veh)									
Storage Bay Dist (ft)			585		725	600			520
Storage Blk Time (%)									
Queuing Penalty (veh)									

Intersection: 20: TH 65 & 187th Ln N U-turn

Movement	NB
Directions Served	U
Maximum Queue (ft)	60
Average Queue (ft)	14
95th Queue (ft)	43
Link Distance (ft)	
Upstream Blk Time (%)	
Queuing Penalty (veh)	
Storage Bay Dist (ft)	870
Storage Blk Time (%)	
Queuing Penalty (veh)	

Intersection: 25: TH 65 & South U-Turn

Movement	NB	NB	SB	SB
Directions Served	T	T	U	U
Maximum Queue (ft)	55	48	118	58
Average Queue (ft)	5	5	38	11
95th Queue (ft)	29	27	93	38
Link Distance (ft)	1901	1901	797	797
Upstream Blk Time (%)				
Queuing Penalty (veh)				
Storage Bay Dist (ft)				
Storage Blk Time (%)				
Queuing Penalty (veh)				

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Queuing and Blocking Report

Intersection: 30: TH 65 & Viking EBR/Viking WBR

Movement	EB	EB	NB	NB	NB	NB	SB	SB
Directions Served	R	R	L	T	T	R	T	T
Maximum Queue (ft)	123	165	147	38	58	39	122	120
Average Queue (ft)	52	109	58	1	5	3	94	94
95th Queue (ft)	104	169	118	16	28	22	123	120
Link Distance (ft)	80	80		797	797	797	14	14
Upstream Blk Time (%)	5	28					20	22
Queuing Penalty (veh)	7	41					186	205
Storage Bay Dist (ft)			500					
Storage Blk Time (%)								
Queuing Penalty (veh)								

Intersection: 32: Viking EBR & Viking Blvd

Movement	EB	EB	WB
Directions Served	R	R	T
Maximum Queue (ft)	7	138	35
Average Queue (ft)	0	22	6
95th Queue (ft)	4	88	27
Link Distance (ft)	273	273	48
Upstream Blk Time (%)			0
Queuing Penalty (veh)			0
Storage Bay Dist (ft)			
Storage Blk Time (%)			
Queuing Penalty (veh)			

Intersection: 33: Viking WBR & Viking Blvd

Movement	WB	WB	NB
Directions Served	T	T	R
Maximum Queue (ft)	122	133	31
Average Queue (ft)	32	55	2
95th Queue (ft)	90	116	14
Link Distance (ft)	214	214	55
Upstream Blk Time (%)			0
Queuing Penalty (veh)			0
Storage Bay Dist (ft)			
Storage Blk Time (%)			
Queuing Penalty (veh)			

Queuing and Blocking Report

SimTraffic Simulation Static Graphics visualization was used for 95th % Queue Lengths. See last page for snapshots. Item 7.0.A.1, Attachment 3
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Intersection: 35: TH 65 & Viking Blvd

Movement	WB	WB	NB	NB	SB	SB	SB	SB
Directions Served	R	R	T	T	L	T	T	R
Maximum Queue (ft)	146	146	98	114	61	245	266	12
Average Queue (ft)	115	124	32	66	18	77	78	0
95th Queue (ft)	151	141	78	115	48	191	196	7
Link Distance (ft)	62	62	14	14		797	797	
Upstream Blk Time (%)	36	49	8	19				
Queuing Penalty (veh)	104	143	23	52				
Storage Bay Dist (ft)					500		500	
Storage Blk Time (%)								
Queuing Penalty (veh)								

Intersection: 40: TH 65 & North U-Turn

Movement	NB	NB	NB	NB	SB	SB
Directions Served	U	U	T	T	T	T
Maximum Queue (ft)	209	210	143	51	313	310
Average Queue (ft)	91	102	11	2	128	132
95th Queue (ft)	167	174	71	30	276	279
Link Distance (ft)	797	797	797	797		
Upstream Blk Time (%)						
Queuing Penalty (veh)						
Storage Bay Dist (ft)						
Storage Blk Time (%)						
Queuing Penalty (veh)						

Intersection: 45: Sandhill Parkway & Viking Blvd

Movement	WB	NB	NB
Directions Served	L	L	R
Maximum Queue (ft)	23	159	30
Average Queue (ft)	2	71	11
95th Queue (ft)	12	123	30
Link Distance (ft)		601	
Upstream Blk Time (%)			
Queuing Penalty (veh)			
Storage Bay Dist (ft)	300		200
Storage Blk Time (%)		0	
Queuing Penalty (veh)		0	

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Queuing and Blocking Report

Intersection: 50: Golf Club Access & Viking Blvd

Movement	EB	NB
Directions Served	LTR	LTR
Maximum Queue (ft)	18	39
Average Queue (ft)	1	10
95th Queue (ft)	8	34
Link Distance (ft)	1475	2670
Upstream Blk Time (%)		
Queuing Penalty (veh)		
Storage Bay Dist (ft)		
Storage Blk Time (%)		
Queuing Penalty (veh)		

Intersection: 55: Greenbrook Dr & Viking Blvd

Movement	WB	NB
Directions Served	L	LR
Maximum Queue (ft)	42	52
Average Queue (ft)	6	14
95th Queue (ft)	27	37
Link Distance (ft)		12849
Upstream Blk Time (%)		
Queuing Penalty (veh)		
Storage Bay Dist (ft)	50	
Storage Blk Time (%)	0	
Queuing Penalty (veh)	0	

Intersection: 60: Xylite St NE/Greenbrook Dr & Crosstown Blvd

Movement	EB	WB	NB	SB	SB
Directions Served	L	L	LTR	LT	R
Maximum Queue (ft)	29	24	40	73	58
Average Queue (ft)	3	2	12	31	24
95th Queue (ft)	16	13	29	57	43
Link Distance (ft)			1916	12849	
Upstream Blk Time (%)					
Queuing Penalty (veh)					
Storage Bay Dist (ft)	300	300			300
Storage Blk Time (%)					
Queuing Penalty (veh)					

Queuing and Blocking Report

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Intersection: 65: Sandhill Parkway & 187th Ln NE

Movement	EB	NB	SB
Directions Served	LR	LT	TR
Maximum Queue (ft)	81	16	5
Average Queue (ft)	17	1	0
95th Queue (ft)	57	10	5
Link Distance (ft)	407	991	153
Upstream Blk Time (%)			
Queuing Penalty (veh)			
Storage Bay Dist (ft)			
Storage Blk Time (%)			
Queuing Penalty (veh)			

Intersection: 70: Sandhill Parkway & Access

Movement	WB	SB
Directions Served	LR	LT
Maximum Queue (ft)	62	27
Average Queue (ft)	33	2
95th Queue (ft)	54	15
Link Distance (ft)	602	601
Upstream Blk Time (%)		
Queuing Penalty (veh)		
Storage Bay Dist (ft)		
Storage Blk Time (%)		
Queuing Penalty (veh)		

Intersection: 200: TH 65 & Constance Blvd

Movement
Directions Served
Maximum Queue (ft)
Average Queue (ft)
95th Queue (ft)
Link Distance (ft)
Upstream Blk Time (%)
Queuing Penalty (veh)
Storage Bay Dist (ft)
Storage Blk Time (%)
Queuing Penalty (veh)

Queuing and Blocking Report

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Intersection: 300: TH 65 & 213th Ave (CSAH 86)/Sims Rd

Movement

Directions Served

Maximum Queue (ft)

Average Queue (ft)

95th Queue (ft)

Link Distance (ft)

Upstream Blk Time (%)

Queuing Penalty (veh)

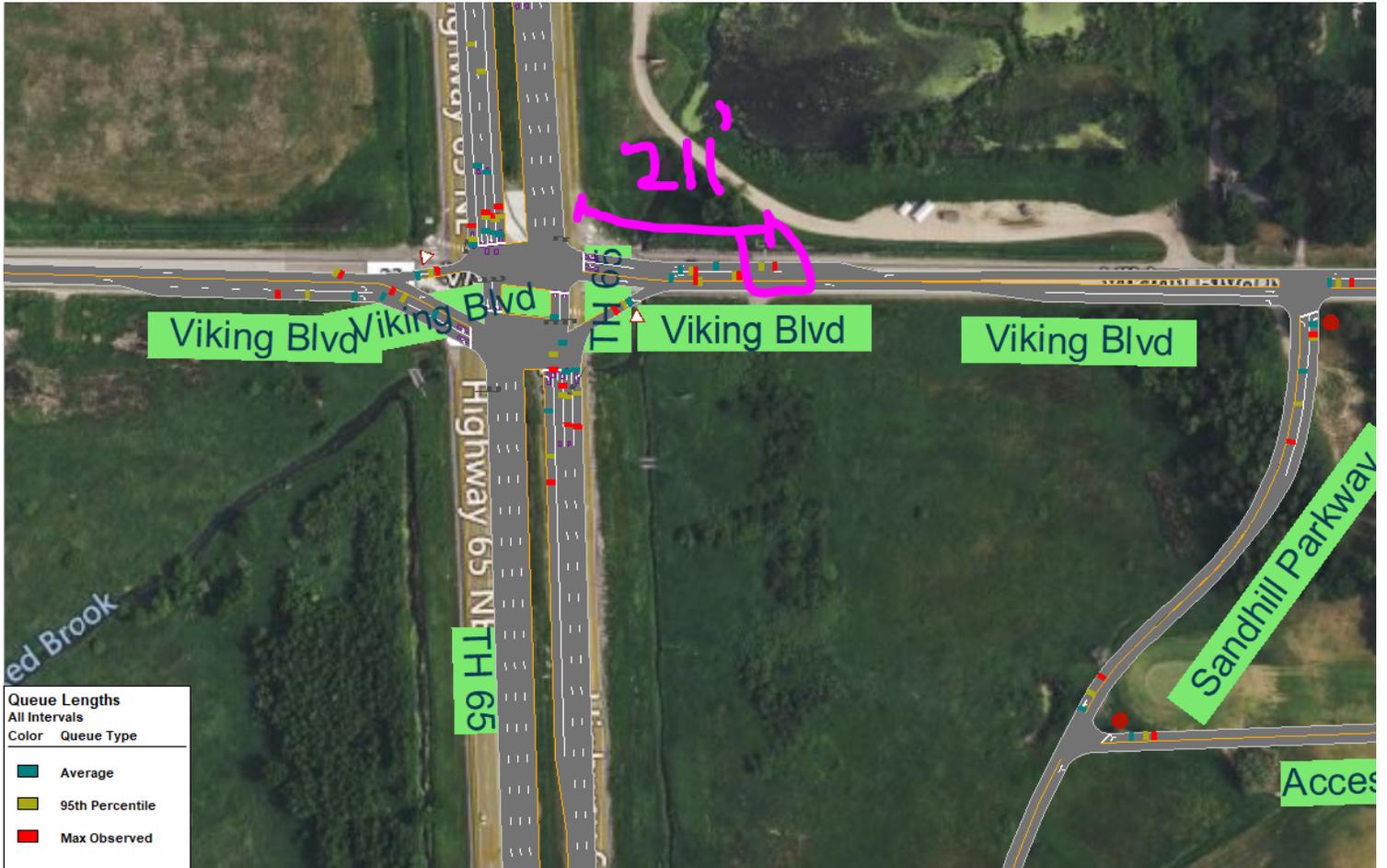
Storage Bay Dist (ft)

Storage Blk Time (%)

Queuing Penalty (veh)

Network Summary

Network wide Queuing Penalty: 768



SimTraffic Performance Report

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5: TH 65 & Crosstown Blvd Performance by movement

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Denied Del/Veh (s)	3.5	0.7	3.5	26.9	29.0	33.3	1.3	0.3	1.1	0.0	0.0	0.0
Total Del/Veh (s)	151.5	172.1	20.8	144.4	399.9	132.3	105.3	40.8	10.6	113.1	23.3	8.2

5: TH 65 & Crosstown Blvd Performance by movement

Movement	All
Denied Del/Veh (s)	5.2
Total Del/Veh (s)	75.6

10: TH 65 & 187th Ln S U-turn Performance by movement

Movement	NBT	SBU	SBT	All
Denied Del/Veh (s)	0.2	0.0	0.0	0.1
Total Del/Veh (s)	28.9	42.7	1.3	19.2

15: TH 65 & 187th Ln NE Performance by movement

Movement	EBR	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR	All
Denied Del/Veh (s)	0.2	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Del/Veh (s)	12.2	0.4	27.6	10.4	2.3	1.3	67.9	2.6	0.5	5.8

20: TH 65 & 187th Ln N U-turn Performance by movement

Movement	NBU	NBT	SBT	All
Denied Del/Veh (s)	0.0	0.0	0.0	0.0
Total Del/Veh (s)	8.6	1.7	2.0	1.9

25: TH 65 & South U-Turn Performance by movement

Movement	NBT	SBU	SBT	All
Denied Del/Veh (s)	0.0	0.0	0.0	0.0
Total Del/Veh (s)	6.1	51.4	3.0	6.4

30: TH 65 & Viking EBR/Viking WBR Performance by movement

Movement	EBR	NBL	NBT	NBR	SBT	All
Denied Del/Veh (s)	0.0	0.0	0.0	0.0	0.0	0.0
Total Del/Veh (s)	35.4	35.5	10.7	1.0	3.4	10.8

32: Viking EBR & Viking Blvd Performance by movement

Movement	EBR	WBT	NBL	All
Denied Del/Veh (s)	0.0	0.0	0.0	0.0
Total Del/Veh (s)	1.3	0.6	1.1	1.1

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SimTraffic Performance Report

33: Viking WBR & Viking Blvd Performance by movement

Movement	EBT	WBT	NBR	All
Denied Del/Veh (s)	0.0	0.1	0.0	0.1
Total Del/Veh (s)	1.0	55.9	0.5	39.5

35: TH 65 & Viking Blvd Performance by movement

Movement	WBR	NBT	SBL	SBT	SBR	All
Denied Del/Veh (s)	0.0	0.0	0.0	0.0	0.0	0.0
Total Del/Veh (s)	48.8	5.3	74.1	4.5	1.4	13.5

40: TH 65 & North U-Turn Performance by movement

Movement	NBU	NBT	SBT	All
Denied Del/Veh (s)	0.0	0.0	0.2	0.1
Total Del/Veh (s)	28.4	7.2	6.7	9.0

45: Sandhill Parkway & Viking Blvd Performance by movement

Movement	EBT	EBR	WBL	WBT	NBL	NBR	All
Denied Del/Veh (s)	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Del/Veh (s)	0.6	0.0	2.4	2.5	16.1	6.1	7.5

50: Golf Club Access & Viking Blvd Performance by movement

Movement	EBL	EBT	EBR	WBT	WBR	NBL	NBR	SBL	SBR	All
Denied Del/Veh (s)	0.0	0.0	0.0	0.0	0.0		0.1	0.1	0.1	0.0
Total Del/Veh (s)	2.4	0.9	0.5	1.5	0.4		4.6	5.2	4.6	1.3

55: Greenbrook Dr & Viking Blvd Performance by movement

Movement	EBT	EBR	WBL	WBT	NBL	NBT	NBR	All
Denied Del/Veh (s)	0.1	1.3	3.7	0.2	0.0	0.0	0.0	0.3
Total Del/Veh (s)	1.2	0.4	1.8	0.7	13.7	5.3	11.7	3.7

60: Xylite St NE/Greenbrook Dr & Crosstown Blvd Performance by movement

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Denied Del/Veh (s)	0.0	0.0	0.0	2.4	0.6	2.3	0.1	0.2	0.2	0.1	0.0	0.1
Total Del/Veh (s)	12.8	6.4	5.8	3.5	2.5	1.3	21.8	27.8	14.2	22.2	27.4	7.7

60: Xylite St NE/Greenbrook Dr & Crosstown Blvd Performance by movement

Movement	All
Denied Del/Veh (s)	0.5
Total Del/Veh (s)	7.7

SimTraffic Performance Report

01/08/2024

65: Sandhill Parkway & 187th Ln NE Performance by movement

Movement	EBL	EBT	EBR	NBL	NBT	SBT	SBR	All
Denied Del/Veh (s)	0.0	0.0	0.1	0.1	0.1	0.1	0.1	0.0
Total Del/Veh (s)	4.2	1.0	4.1	3.2	4.1	2.8	1.8	3.9

70: Sandhill Parkway & Access Performance by movement

Movement	WBL	WBR	NBT	NBR	SBL	SBT	All
Denied Del/Veh (s)	0.1	0.1	0.0	0.0	0.0	0.0	0.0
Total Del/Veh (s)	7.8	5.9	2.8	2.2	4.6	0.5	3.1

200: TH 65 & Constance Blvd Performance by movement

Movement	SBT	All
Denied Del/Veh (s)	0.0	0.0
Total Del/Veh (s)	6.8	6.8

300: TH 65 & 213th Ave (CSAH 86)/Sims Rd Performance by movement

Movement	NBT	All
Denied Del/Veh (s)	0.0	0.0
Total Del/Veh (s)	6.6	6.6

Total Network Performance

Denied Del/Veh (s)	4.3
Total Del/Veh (s)	111.7

01/08/2024

Queuing and Blocking Report

Intersection: 5: TH 65 & Crosstown Blvd

Movement	EB	EB	EB	WB	WB	WB	WB	B9	NB	NB	NB	NB
Directions Served	UL	T	R	UL	L	T	R	T	UL	T	T	R
Maximum Queue (ft)	418	593	240	178	598	1191	578	440	410	602	614	505
Average Queue (ft)	300	342	54	80	223	722	412	86	136	371	375	25
95th Queue (ft)	483	643	231	147	588	1333	689	432	270	598	603	214
Link Distance (ft)		1246				1160		6721				
Upstream Blk Time (%)						15						
Queuing Penalty (veh)						85						
Storage Bay Dist (ft)	300		300	375	375		375		550			300
Storage Blk Time (%)	22	26				66	15		0	1	19	
Queuing Penalty (veh)	51	71				320	52		0	1	37	

Intersection: 5: TH 65 & Crosstown Blvd

Movement	SB	SB	SB
Directions Served	UL	T	T
Maximum Queue (ft)	379	335	334
Average Queue (ft)	214	155	166
95th Queue (ft)	385	305	307
Link Distance (ft)		6934	6934
Upstream Blk Time (%)			
Queuing Penalty (veh)			
Storage Bay Dist (ft)	735		
Storage Blk Time (%)			0
Queuing Penalty (veh)			0

Intersection: 10: TH 65 & 187th Ln S U-turn

Movement	NB	NB	SB
Directions Served	T	T	U
Maximum Queue (ft)	438	439	104
Average Queue (ft)	56	55	30
95th Queue (ft)	845	838	79
Link Distance (ft)	6934	6934	
Upstream Blk Time (%)			
Queuing Penalty (veh)			
Storage Bay Dist (ft)			835
Storage Blk Time (%)			
Queuing Penalty (veh)			

01/08/2024

Queuing and Blocking Report

Intersection: 15: TH 65 & 187th Ln NE

Movement	EB	WB	NB	NB	NB	NB	SB	SB	SB	SB
Directions Served	R	R	L	T	T	R	L	T	T	R
Maximum Queue (ft)	98	88	106	10	4	48	251	136	111	15
Average Queue (ft)	42	31	38	0	0	8	107	15	8	1
95th Queue (ft)	78	68	81	7	3	31	253	138	90	8
Link Distance (ft)	701	407		793	793			812	812	
Upstream Blk Time (%)										
Queuing Penalty (veh)										
Storage Bay Dist (ft)			585			725	600			520
Storage Blk Time (%)							1	0	0	
Queuing Penalty (veh)							4	0	0	

Intersection: 20: TH 65 & 187th Ln N U-turn

Movement	NB
Directions Served	U
Maximum Queue (ft)	58
Average Queue (ft)	13
95th Queue (ft)	40
Link Distance (ft)	
Upstream Blk Time (%)	
Queuing Penalty (veh)	
Storage Bay Dist (ft)	870
Storage Blk Time (%)	
Queuing Penalty (veh)	

Intersection: 25: TH 65 & South U-Turn

Movement	NB	NB	SB	SB
Directions Served	T	T	U	U
Maximum Queue (ft)	208	193	142	63
Average Queue (ft)	56	47	65	16
95th Queue (ft)	153	143	123	47
Link Distance (ft)	1901	1901	797	797
Upstream Blk Time (%)				
Queuing Penalty (veh)				
Storage Bay Dist (ft)				
Storage Blk Time (%)				
Queuing Penalty (veh)				

01/08/2024

Queuing and Blocking Report

Intersection: 30: TH 65 & Viking EBR/Viking WBR

Movement	EB	EB	NB	NB	NB	NB	SB	SB
Directions Served	R	R	L	T	T	R	T	T
Maximum Queue (ft)	135	157	224	369	403	58	116	126
Average Queue (ft)	61	107	83	107	184	3	73	71
95th Queue (ft)	114	162	167	290	378	26	123	125
Link Distance (ft)	79	79		797	797	797	24	24
Upstream Blk Time (%)	6	26		0			17	16
Queuing Penalty (veh)	9	40		0			96	91
Storage Bay Dist (ft)			500					
Storage Blk Time (%)				0				
Queuing Penalty (veh)				0				

Intersection: 32: Viking EBR & Viking Blvd

Movement	EB	EB	WB
Directions Served	R	R	T
Maximum Queue (ft)	9	111	49
Average Queue (ft)	0	17	10
95th Queue (ft)	5	69	36
Link Distance (ft)	273	273	46
Upstream Blk Time (%)			0
Queuing Penalty (veh)			0
Storage Bay Dist (ft)			
Storage Blk Time (%)			
Queuing Penalty (veh)			

Intersection: 33: Viking WBR & Viking Blvd

Movement	WB	WB	B1	NB
Directions Served	T	T	T	R
Maximum Queue (ft)	376	366	176	50
Average Queue (ft)	235	245	31	7
95th Queue (ft)	386	372	167	28
Link Distance (ft)	322	322	404	58
Upstream Blk Time (%)	6	6	0	0
Queuing Penalty (veh)	19	17	1	0
Storage Bay Dist (ft)				
Storage Blk Time (%)				
Queuing Penalty (veh)				

Queuing and Blocking Report

SimTraffic Simulation Static Graphics visualization was used for 95th % Queue Lengths. See last page for snapshots 01/08/2024

Item 7.0.A.1, Attachment 3

Intersection: 35: TH 65 & Viking Blvd

Movement	WB	WB	NB	NB	SB	SB	SB	SB
Directions Served	R	R	T	T	L	T	T	R
Maximum Queue (ft)	164	150	140	141	136	69	75	21
Average Queue (ft)	133	131	82	112	56	8	8	1
95th Queue (ft)	153	143	169	160	114	38	39	10
Link Distance (ft)	72	72	24	24		785	785	
Upstream Blk Time (%)	68	74	18	22				
Queuing Penalty (veh)	206	225	149	184				
Storage Bay Dist (ft)					500			500
Storage Blk Time (%)								
Queuing Penalty (veh)								

Intersection: 40: TH 65 & North U-Turn

Movement	NB	NB	NB	NB	SB	SB
Directions Served	U	U	T	T	T	T
Maximum Queue (ft)	251	299	341	328	165	167
Average Queue (ft)	104	128	55	31	29	30
95th Queue (ft)	203	239	215	178	107	112
Link Distance (ft)	785	785	785	785		
Upstream Blk Time (%)						
Queuing Penalty (veh)						
Storage Bay Dist (ft)						
Storage Blk Time (%)						
Queuing Penalty (veh)						

Intersection: 45: Sandhill Parkway & Viking Blvd

Movement	EB	WB	WB	NB	NB
Directions Served	T	L	T	L	R
Maximum Queue (ft)	4	33	7	230	124
Average Queue (ft)	0	4	0	98	22
95th Queue (ft)	3	21	7	176	70
Link Distance (ft)	404		1475	601	
Upstream Blk Time (%)					
Queuing Penalty (veh)					
Storage Bay Dist (ft)		300		200	
Storage Blk Time (%)				1	
Queuing Penalty (veh)				1	

Queuing and Blocking Report

01/08/2024

Intersection: 50: Golf Club Access & Viking Blvd

Movement	EB	NB	SB
Directions Served	LTR	LTR	LTR
Maximum Queue (ft)	14	31	31
Average Queue (ft)	0	8	4
95th Queue (ft)	7	30	21
Link Distance (ft)	1475	2670	943
Upstream Blk Time (%)			
Queuing Penalty (veh)			
Storage Bay Dist (ft)			
Storage Blk Time (%)			
Queuing Penalty (veh)			

Intersection: 55: Greenbrook Dr & Viking Blvd

Movement	WB	NB
Directions Served	L	LR
Maximum Queue (ft)	28	73
Average Queue (ft)	5	30
95th Queue (ft)	23	58
Link Distance (ft)		12849
Upstream Blk Time (%)		
Queuing Penalty (veh)		
Storage Bay Dist (ft)	50	
Storage Blk Time (%)	0	
Queuing Penalty (veh)	0	

Intersection: 60: Xylite St NE/Greenbrook Dr & Crosstown Blvd

Movement	EB	EB	WB	WB	WB	NB	SB	SB
Directions Served	L	T	L	T	R	LTR	LT	R
Maximum Queue (ft)	93	1	29	8	27	140	94	65
Average Queue (ft)	34	0	6	0	2	54	32	25
95th Queue (ft)	71	1	24	4	14	108	69	52
Link Distance (ft)		6721		1972		1916	12849	
Upstream Blk Time (%)								
Queuing Penalty (veh)								
Storage Bay Dist (ft)	300		300		300			300
Storage Blk Time (%)								
Queuing Penalty (veh)								

Queuing and Blocking Report

01/08/2024

Intersection: 65: Sandhill Parkway & 187th Ln NE

Movement	EB	NB	SB
Directions Served	LR	LT	TR
Maximum Queue (ft)	111	42	23
Average Queue (ft)	35	8	1
95th Queue (ft)	88	33	11
Link Distance (ft)	407	991	153
Upstream Blk Time (%)			
Queuing Penalty (veh)			
Storage Bay Dist (ft)			
Storage Blk Time (%)			
Queuing Penalty (veh)			

Intersection: 70: Sandhill Parkway & Access

Movement	WB	NB	SB
Directions Served	LR	TR	LT
Maximum Queue (ft)	65	2	38
Average Queue (ft)	29	0	12
95th Queue (ft)	51	2	37
Link Distance (ft)	602	2891	601
Upstream Blk Time (%)			
Queuing Penalty (veh)			
Storage Bay Dist (ft)			
Storage Blk Time (%)			
Queuing Penalty (veh)			

Intersection: 200: TH 65 & Constance Blvd

Movement
Directions Served
Maximum Queue (ft)
Average Queue (ft)
95th Queue (ft)
Link Distance (ft)
Upstream Blk Time (%)
Queuing Penalty (veh)
Storage Bay Dist (ft)
Storage Blk Time (%)
Queuing Penalty (veh)

Queuing and Blocking Report

01/08/2024

Intersection: 300: TH 65 & 213th Ave (CSAH 86)/Sims Rd

Movement

Directions Served

Maximum Queue (ft)

Average Queue (ft)

95th Queue (ft)

Link Distance (ft)

Upstream Blk Time (%)

Queuing Penalty (veh)

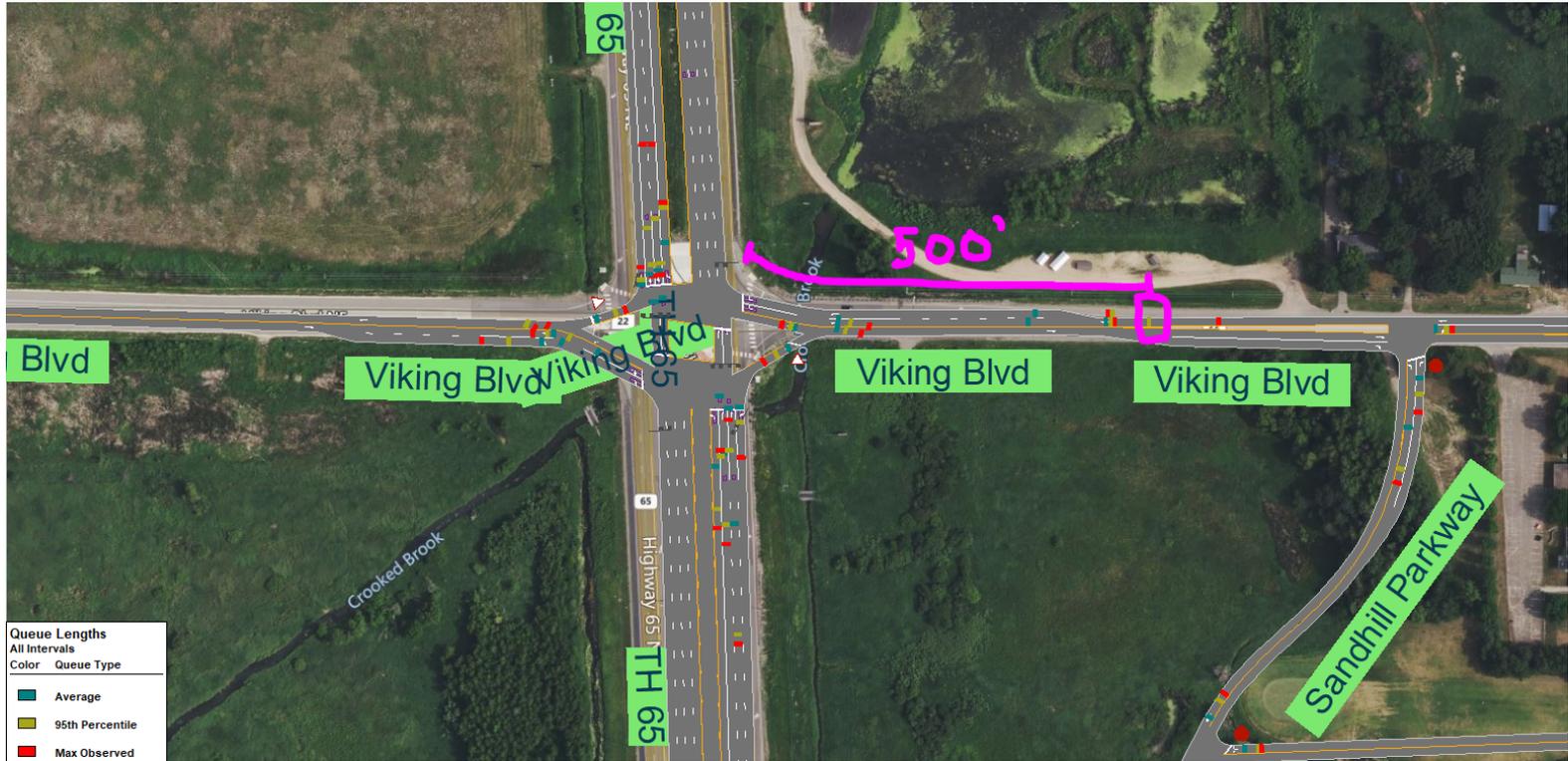
Storage Bay Dist (ft)

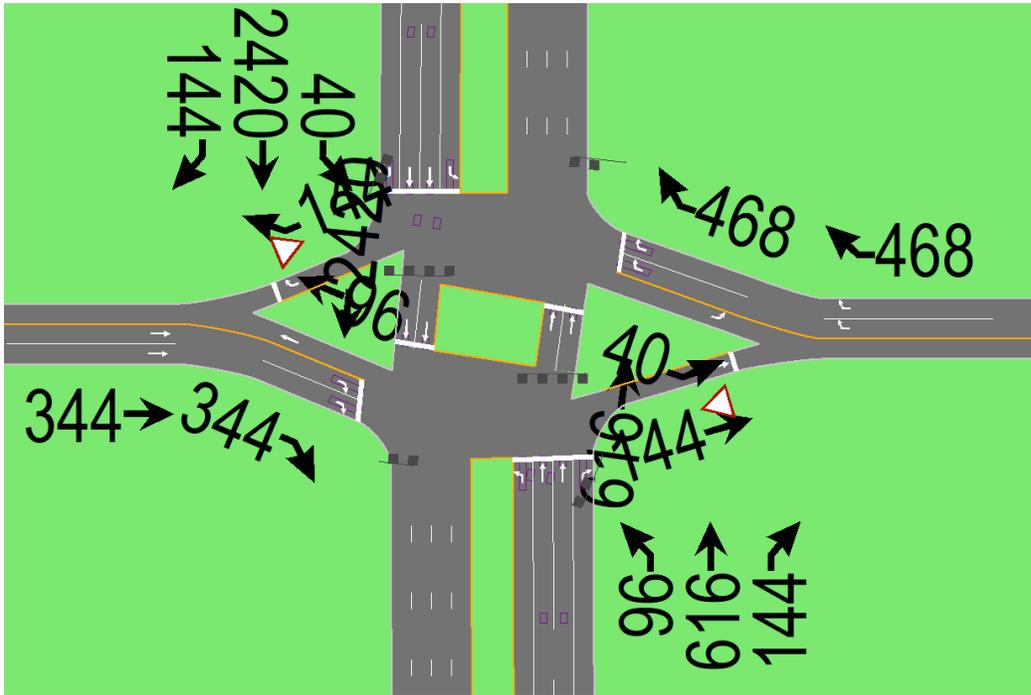
Storage Blk Time (%)

Queuing Penalty (veh)

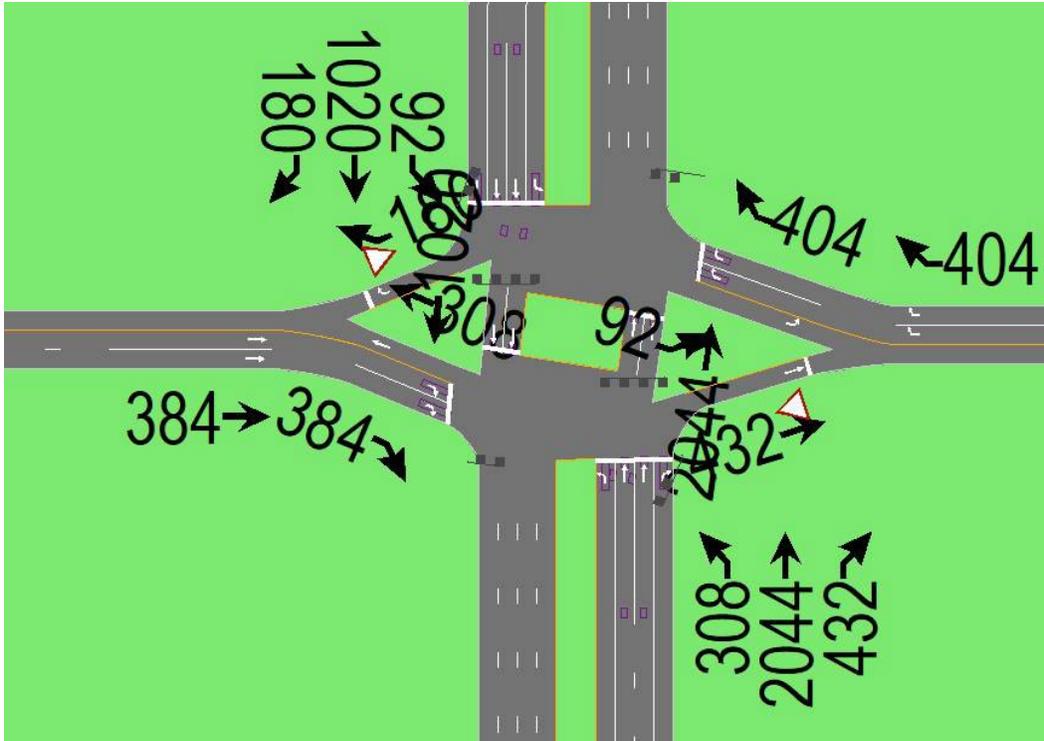
Network Summary

Network wide Queuing Penalty: 1661





Current PM Model



From: Aaron Berg <aaron.berg@ci.east-bethel.mn.us>
Sent: Thursday, January 18, 2024 10:14 AM
To: Hansen, Ashley (DOT) <Ashley.Hansen@state.mn.us>
Cc: Kronzer, Michael J (DOT) <michael.kronzer@state.mn.us>; Muhic, P Cameron (DOT) <cameron.muhic@state.mn.us>; Ryan, Aislyn (DOT) <aislyn.ryan@state.mn.us>
Subject: RE: Traffic Impact Study Addendum

Some people who received this message don't often get email from aaron.berg@ci.east-bethel.mn.us. [Learn why this is important](#)

Good Morning Ashley,

I have this Preliminary Plat approval on next Monday's City Council Agenda (1/22/24). I need to make a decision on either to pull it off or leave it on. Do you anticipate having a follow up review on the Addendum completed by Monday? I realize we are not your only project and you do have a 30 day review policy.

Thanks for any input.

Aaron M. Berg, MPA
Community Development Director
City of East Bethel
Phone: (763) 367-7864 | Fax: (763) 434-9578
aaron.berg@ci.east-bethel.mn.us

NOTICE: Unless restricted by law, email correspondence to and from the City of East Bethel offices may be public data subject to the Minnesota Data Practices Act and/or may be disclosed to third parties.

From: Hansen, Ashley (DOT) <Ashley.Hansen@state.mn.us>
Sent: Thursday, January 11, 2024 6:36 AM
To: Aaron Berg <aaron.berg@ci.east-bethel.mn.us>
Cc: Kronzer, Michael J (DOT) <michael.kronzer@state.mn.us>; Muhic, P Cameron (DOT) <cameron.muhic@state.mn.us>; Ryan, Aislyn (DOT) <aislyn.ryan@state.mn.us>
Subject: RE: Traffic Impact Study Addendum Contract

Caution: This email originated outside our organization; please use caution.

Hi Aaron,

Can you see if you can get the modeling that was done for this, so we can review? After reviewing the modeling then we will let you know if we think the ICE is still needed. I don't think it will, but would like to review the modeling first before making that determination.

Thanks,

Ashley Hansen, P.E.
Metro North Traffic Safety Area Manager
Minnesota Department of Transportation
1500 W. Co. Rd. B-2
Roseville, Mn. 55113
651-234-7815
Ashley.Hansen@state.mn.us



From: Aaron Berg <aaron.berg@ci.east-bethel.mn.us>
Sent: Monday, January 8, 2024 2:40 PM
To: Hansen, Ashley (DOT) <Ashley.Hansen@state.mn.us>
Cc: Kronzer, Michael J (DOT) <michael.kronzer@state.mn.us>
Subject: FW: Traffic Impact Study Addendum Contract

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Do not select links or open attachments unless verified. Report all suspicious emails to Minnesota IT Services Security Operations Center.

Ashley,

Last week we requested additional analysis as an addendum to the original. This addendum removes the assumption of the traffic light at Hwy 65 and 187th Ln NE and identifies the intersection of Sanhill Pkwy and County 22 as the main traffic artery for exiting the development and getting onto Hwy 65 at the already built RCI.

Would this addendum change the ICE report required?

I spoke to Cameron Muhic who advised I send my questions and the addendum information to you.

Thanks for any input.

Aaron M. Berg, MPA
Community Development Director
City of East Bethel
Phone: (763) 367-7864 | Fax: (763) 434-9578
aaron.berg@ci.east-bethel.mn.us

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From: Aaron Berg <aaron.berg@ci.east-bethel.mn.us>
Sent: Monday, January 8, 2024 2:04 PM
To: Aaron Berg <aaron.berg@ci.east-bethel.mn.us>
Cc: Matt Look <matt.look@ci.east-bethel.mn.us>
Subject: FW: Traffic Impact Study Addendum Contract

Mayor & Council,

I am forwarding you the results I just received from the Traffic Study Addendum that was requested on Thursday.

I will be forwarding, at a minimum, to ACHD as well as the Mn DOT for their additional review and comment.

Thanks,

Aaron M. Berg, MPA
Community Development Director
City of East Bethel
Phone: (763) 367-7864 | Fax: (763) 434-9578
aaron.berg@ci.east-bethel.mn.us

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From: Katie Schmidt <katie@s2traffic.com>
Sent: Monday, January 8, 2024 1:19 PM
To: Aaron Berg <aaron.berg@ci.east-bethel.mn.us>
Cc: Vernon Swing <vswingtraffic@gmail.com>
Subject: Re: Traffic Impact Study Addendum Contract

Caution: This email originated outside our organization; please use caution.

Hi Aaron - Please find the attached Traffic Study Update. In summary, we assumed no signal (existing conditions) at TH 65/187th with 90% of the background traffic going north on Sandhill to Viking to access TH 65. 2028 Build traffic operations are acceptable but westbound right turn queuing does increase at TH 65/Viking. Operations at the TH 65/187th Ln RCI are acceptable with the reduction of traffic. Please review and let us know if you have any questions. I have also included the SimTraffic outputs for the analysis.

Thanks,
Katie

Katie Schmidt, PE
CEO/Traffic Engineer
SSTS LLC
952-212-7625
www.s2traffic.com

CAPSTONE/VIKING MEADOWS FISCAL IMPACT STUDY

Assumptions:

Total Homes to be Built 2024-27 = water/sewer hookups to be made: 242
 Total Value of Homes to be Built (per Matt Look) = \$118,000,000 = \$487,600/home average.
 Homes built per annum: 2024-61; 2025-61; 2026-60; 2027-60.
 City Portion of Total Property Taxes = 0.314% of Appraised Market Value (per Matt Look.)

Demographics (Based on most recent Census date):

~ 3 persons per new household
 ~1 child under 18 (school age) per 3 new households
 ~East Bethel population as of 1/1/2024 = 12,200
 New residents will have an equal demand for City services as existing residents.
 Inflation rate of City service costs = rate for property taxes collected.
 Fiscal Year 2024 City Budget = \$6,426,800.

City Budget Only

<u>Cash Inflows</u>	<u>FY 2024</u>	<u>FY 2025</u>	<u>FY 2026</u>	<u>FY 2027</u>	<u>FY 2028</u>
Building/Utility Permit Fees @\$5475/home	\$ 333,975	\$ 333,975	\$ 328,500	\$ 328,500	\$ -
SAC/WAC Charges Collected by City @\$5600/home	\$ 341,600	\$ 341,600	\$ 336,000	\$ 336,000	\$ -
Water & Sewer Usage Charges @\$70/mo./household	\$ 25,620 [3]	\$ 102,480 [4]	\$ 127,680 [5]	\$ 178,080 [6]	\$ 203,280 [7]
Park Dedication Fees, Net [1]	\$ 45,750	\$ 45,750	\$ 45,000	\$ 45,000	
Property Taxes Collected [2]	\$ -	\$ 93,395	\$ 186,791	\$ 278,655	\$ 370,520
Total	<u>\$ 746,945</u>	<u>\$ 917,200</u>	<u>\$ 1,023,971</u>	<u>\$ 1,166,235</u>	<u>\$ 573,800</u>
<u>Cash Outflows</u>					
Increase in City expenses due to new Capstone residents	<u>\$ 96,402</u>	<u>\$ 192,804</u>	<u>\$ 287,626</u>	<u>\$ 382,447</u>	<u>\$ 382,447</u>
City Net Cash Flow	<u>\$ 650,543</u>	<u>\$ 724,396</u>	<u>\$ 736,345</u>	<u>\$ 783,788</u>	<u>\$ 191,352</u>

- [1] 50% of total Park Dedication Fees; available for use anywhere in City.
- [2] Property Taxes Collected are accounted in year following construction.
- [3] Based on 6 months Water Usage Charges collected.
- [4] Based on 91 ave. completed homes in this year.
- [5] Based on 152 ave. completed homes in this year.
- [6] Based on 212 ave. completed homes in this year.
- [7] Based on 242 ave. completed homes in this year.

FISCAL IMPACT ON RESIDENTS BEYOND JUST CITY BUDGET

School District Levy Increases (ISD815 & ISD831)	<u>\$ 244,000</u>	<u>\$ 488,000</u>	<u>\$ 728,000</u>	<u>\$ 968,000</u>
Based on .33 child/household x \$12,000/yr public school expense per student; households equal to number of homes built per year, with school epenses incurred in year after construction and thereafter.				
REVISED NET CASH FLOW	<u>\$ 650,543</u>	<u>\$ 480,396</u>	<u>\$ 248,345</u>	<u>\$ (776,648)</u>

**City of East Bethel
City Council Meeting
Agenda Item Information**



Date: January 22, 2024

Agenda Item Number: 7.0 A.2

Agenda Item: Final Plat – Strandlund Farm, Carrington Homes, LLC.

Background Information: On December 3, 2023, by Resolution 2023-72 a Preliminary Plat for the proposed Strandlund Farm Rural Residential Development was approved. On January 4, 2024, the Final Plat application and accompanying materials were received by city staff.

The proposed Final Plat is consistent with the approved Preliminary Plat and is in conformity with the comprehensive plan and zoning ordinance. It consists of twenty (20) buildable single family rural residential lots on 73.90 acres. Of the proposed lots, one lot is at the minimum of 2.00 acres with the average lot size of 3.27 acres, therefore all lots meet city code requirements.

Street Access

This subdivision will be accessed off of Luan Drive NE / Anoka County Highway 74 by the creation of a new section of 219th Ave NE. The new section of 219th Ave NE will be constructed to the city's minimum design standards.

Anoka County Transportation Division.

The Anoka County Transportation was sent the Final Plat for review. Their comments from the October 19, 2023 during the Preliminary Plat were resent as a response to the Final Plat indicating that those comments were reviewed and stand. Therefore any and all comments from the Anoka County Highway Department will need to be satisfactorily addressed prior to any site grading.

Public Works

The Public Works Department reviewed the Final Plat and stand by the comments sent on October 14th, 2023 in response to the Preliminary Plat.

City Engineer

The City Engineer was sent the Final Plat for review on January 5th, 2023. Although final review comments have not been received, the developer was required to satisfy any Preliminary Plat comments identified in a November 7, 2023 letter prior to filing the Final Plat. City Staff worked with the Developers Engineer up to the submission of the Final Plat application to ensure all the identified comments were addressed. The Final Plat will not be released for filing until any and all comments from the City Engineer are satisfactorily addressed.

Park Dedication

The Parks Commission reviewed the Preliminary Plat at their November 14th, 2023 meeting and made a recommendation of park fees in lieu of land with the possible exception of providing a trail easement from the cul-de-sac to 221st Ave NE. The park dedication fee is \$2,000.00 per single family lot. Park dedication fees will need to be paid prior to the release of the Final Plat for filing with Anoka County.

Attachments:

1. Resolution 2024-09, Approving the Final Plat for Strandlund Farm
2. Certificate of Survey and Final Plat for Strandlund Farm

- 3. Location Map
- 4. City Engineer Comment Letter
- 5. ACHD Engineer Comment Letter

Recommendation:

Staff recommends that City Council consider approval of Resolution 2024 – 09, Approval of the Final Plat for Strandlund Farm, with the conditions set forth in the resolution.

City Council Action:

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

**CITY OF EAST BETHEL
COUNTY OF ANOKA
STATE OF MINNESOTA**

RESOLUTION NO. 2024-09

**A RESOLUTION APPROVING THE FINAL PLAT OF “STRANDLUND FARM” FOR
PROPERTY LEGALLY DESCRIBED AS:**

THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 10,
TOWNSHIP 33 NORTH, RANGE 23 WEST, ANOKA COUNTY, MINNESOTA, EXCEPT
THE NORTH 518.60 FEET OF THE WEST 475.00 FEET THEREOF.

&

THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 10,
TOWNSHIP 33 NORTH, RANGE 23 WEST, ANOKA COUNTY, MINNESOTA

WHEREAS, Carrington Development, LLC. has requested approval of a Final Plat for
Strandlund Farm; and

WHEREAS, the East Bethel Review Committee has reviewed the Final Plat; and

WHEREAS, the Final Plat substantially conforms to the approved Preliminary Plat.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of East Bethel
hereby approves the Final Plat of Strandlund Farm, with the following conditions:

1. City Engineer comments shall be satisfactorily addressed prior to the release of the Final Plat. The City Engineer will determine when all items have been addressed.
2. Anoka County Highway Department comments must be satisfactorily addressed prior to any grading of the site.
3. The applicant shall be responsible for the cost of construction of all improvements proposed as a part of the proposed Final Plat.
4. Prior to Final Plat recording at Anoka County, a Development Agreement acceptable to the City Attorney must be executed and filed with Anoka County.
5. Prior to Final Plat recording at Anoka County, Vehicle Maintenance Access Easements must be executed.
6. Park dedication fees in the amount of \$40,000.00 must be paid prior to the release of the Final Plat.
7. Letter of Credit or escrow in the amount determined by the City Engineer must be established prior to the release of the Final Plat.

Adopted by the City Council of the City of East Bethel this 22nd day of January, 2024.

CITY OF EAST BETHEL

ATTEST

Kevin Lewis, Mayor

Matt Look, City Administrator

**PRELIMINARY COPY
AS OF 01-09-2024**

STRANGLUND FARM

**City of East Bethel
County of Anoka
Sec. 10, T33, R23**

KNOW ALL PERSONS BY THESE PRESENTS: That Steven J. Strandlund, as Trustee of the Vernon D. Strandlund Revocable Trust Agreement dated October 7, 2011, owner of the following described property situated in the City of East Bethel, County of Anoka, State of Minnesota:

The Northeast Quarter of the Northwest Quarter of Section 10, Township 33 North, Range 23 West, Anoka County, Minnesota, except the North 518.60 feet of the West 475.00 feet thereof.

AND

The Southeast Quarter of the Northwest Quarter of Section 10, Township 33 North, Range 23 West, Anoka County, Minnesota.

Has caused the same to be surveyed and platted as STRANGLUND FARM and does hereby dedicate to the public for public use the public ways and the drainage and utility easements as shown on this plat. Also dedicating to the County of Anoka the right of access onto County Road No. 74 as shown on this plat.

In witness whereof said Steven J. Strandlund, as Trustee of the Vernon D. Strandlund Revocable Trust Agreement dated October 7, 2011, has hereunto set his hand this _____ day of _____, 20__.

Steven J. Strandlund, as Trustee of the Vernon D. Strandlund Revocable Trust Agreement dated October 7, 2011

STATE OF _____
COUNTY OF _____

This instrument was acknowledged before me this _____ day of _____, 20__ by Steven J. Strandlund, as Trustee of the Vernon D. Strandlund Revocable Trust Agreement dated October 7, 2011.

(Signature)

(Print Name)

Notary Public, _____ County, Minnesota
My Commission Expires _____

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

Dated this _____ day of _____, 20__.

Jason E. Rud, Licensed Land Surveyor
Minnesota License No. 41578

STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me this _____ day of _____, 20__ by Jason E. Rud.

(Signature)

(Print Name)

Notary Public, _____ County, Minnesota
My Commission Expires _____

CITY COUNCIL, CITY OF EAST BETHEL, MINNESOTA

This plat of STRANGLUND FARM was approved and accepted by the City Council of the City of East Bethel, Minnesota at a regular meeting thereof held this _____ day of _____, 20__, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

CITY COUNCIL, CITY OF EAST BETHEL, MINNESOTA

By _____ Mayor By _____ Clerk

COUNTY SURVEYOR

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

David M. Zieglmeier
Anoka County Surveyor

COUNTY AUDITOR/TREASURER

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

Property Tax Administrator

By _____, Deputy

COUNTY RECORDER/REGISTRAR OF TITLES
COUNTY OF ANOKA, STATE OF MINNESOTA

I hereby certify that this plat of STRANGLUND FARM was filed in the office of the County Recorder/Registrar of Titles for public record on this _____ day of _____, 20__, at o'clock ____M. and was duly recorded as Document Number _____.

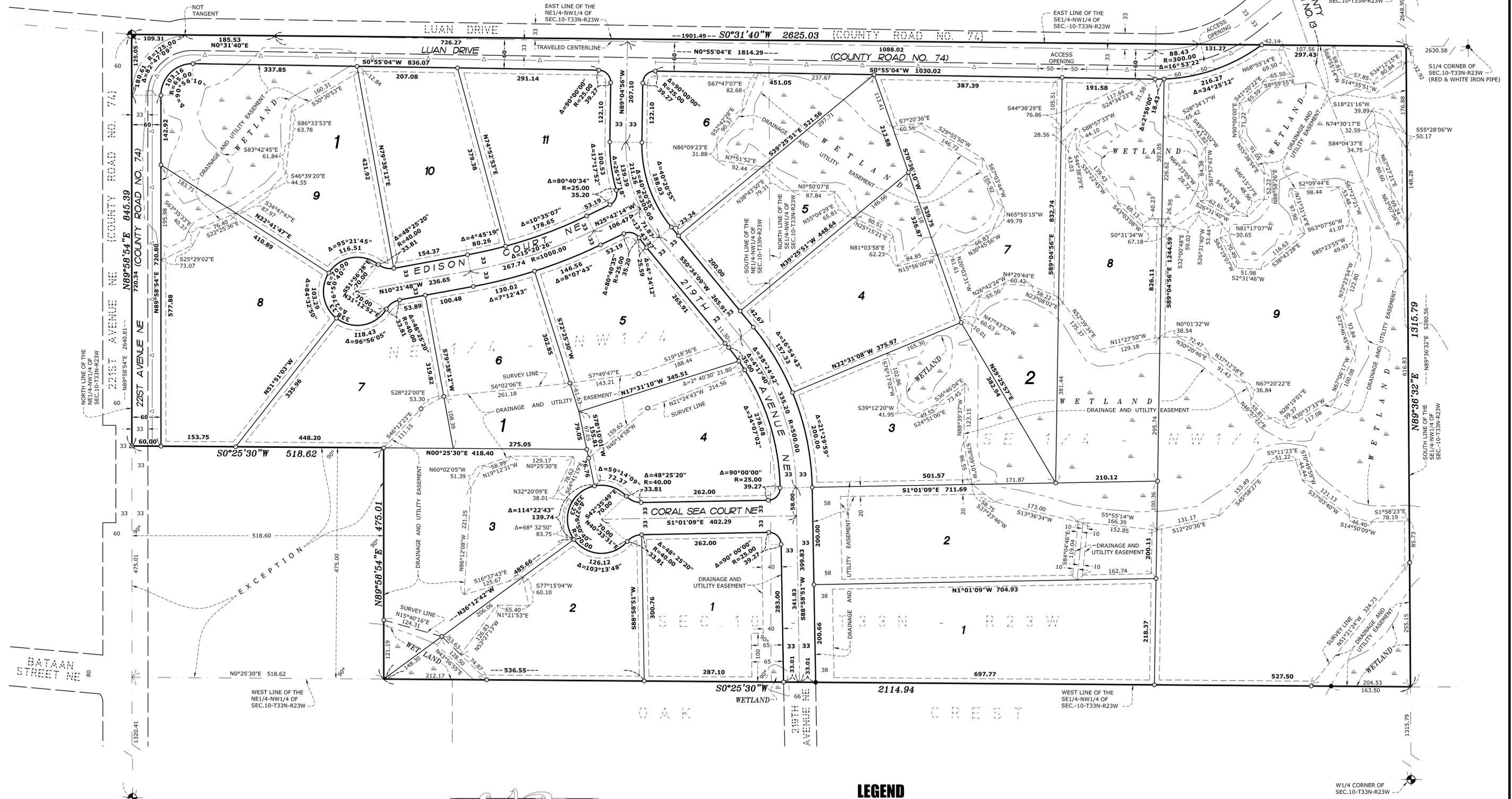
County Recorder/Registrar of Titles

By _____, Deputy



STRANDLUND FARM

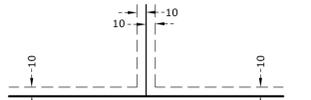
PRELIMINARY COPY
AS OF 01-09-2024



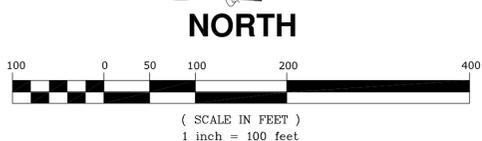
LEGEND

- DENOTES ANOKA COUNTY CAST IRON MONUMENT
- DENOTES 1/2 INCH OPEN IRON PIPE FOUND, UNLESS OTHERWISE NOTED
- DENOTES 1/2 INCH BY 14 INCH IRON PIPE SET, MARKED RLS NO. 41578
- ▲ DENOTES SET PKNAIL
- DENOTES RIGHT OF ACCESS DEDICATED TO THE COUNTY OF ANOKA.
- DENOTES WETLAND EDGE AS DELINEATED BY JACOBSON ENVIRONMENTAL, PLLC IN MAY 2023.

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:



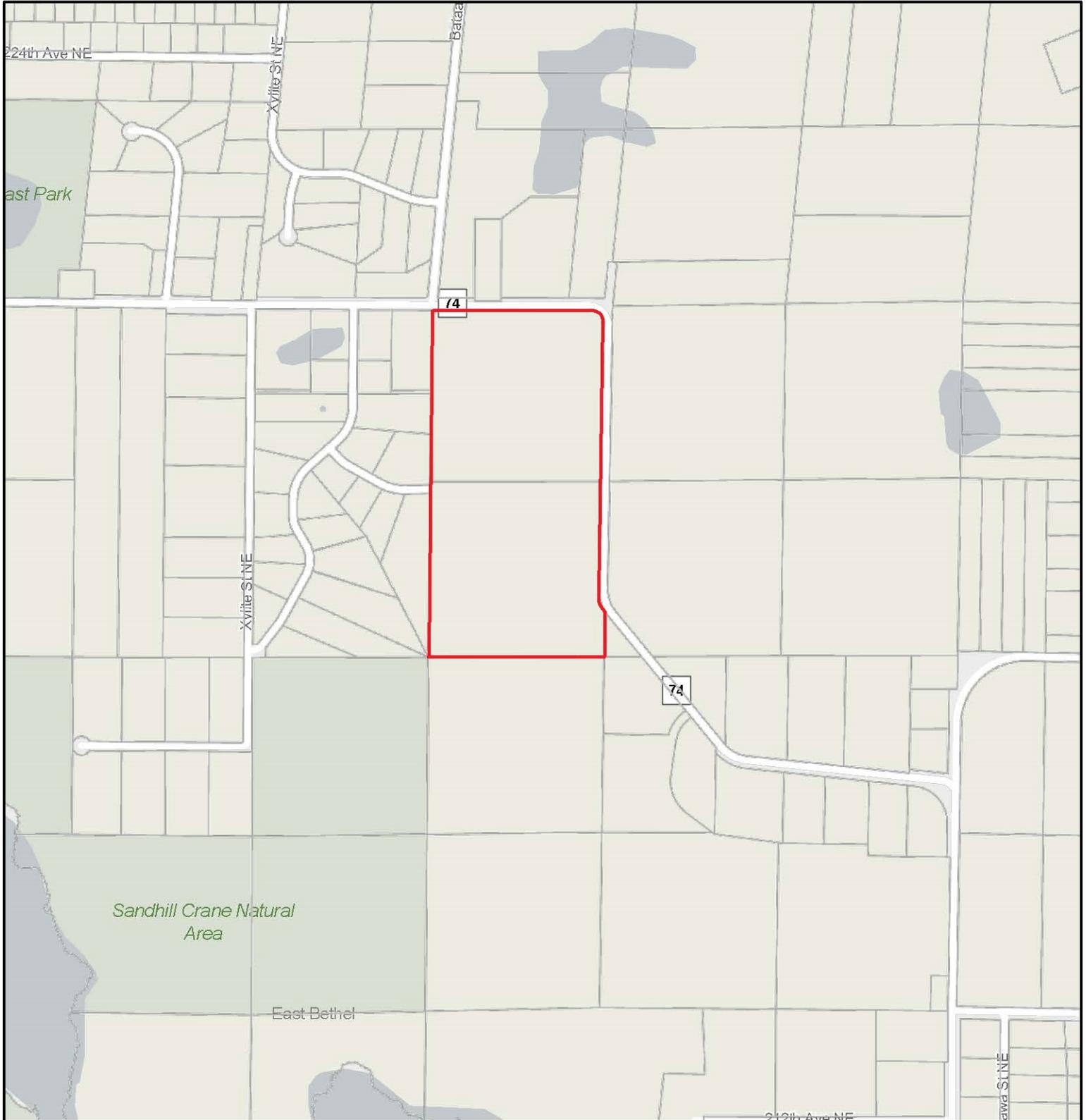
E. G. RUD & SONS, INC.
EST. 1977 Professional Land Surveyors



FOR THE PURPOSES OF THIS PLAT, THE NORTH LINE OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 10, TOWNSHIP 33, RANGE 23, ANOKA COUNTY, MINNESOTA IS ASSUMED TO HAVE A BEARING OF NORTH 89 DEGREES 58 MINUTES 54 SECONDS EAST.

Strandlund Farm - Location Map

Item 7.0 A.2, Attachment 3



-  Parcels
-  City Mask

1 inch equals 1,008 feet





Main Office:
 3601 Thurston Avenue, Anoka, MN 55303
 Phone: 763/427-5860 Fax: 763/427-0520
 www.haa-inc.com



November 7, 2023

Aaron M. Berg, MPA
 City Planner / Interim Community Development Director
 City of East Bethel
 2241 – 221st Avenue NE
 East Bethel, MN 55011

RE: Preliminary Plat Review – Strandlund Farm

Dear Aaron:

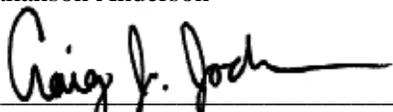
As requested, we have reviewed the Preliminary Plat information submitted for the proposed plat of Strandlund Farm. This information is preliminary. A final review will be completed once the following comments are address.

1. Chapter 66 of the City Code and the WMO requires a MNRAM for the onsite wetlands. The MNRAM is also used to determine the wetland buffer width per City Code 66-155-Table 1.
2. This site will require a NPDES construction permit. Acquire the permit before the start of construction.
3. Per City Standard Plate 103 the approach curve on the right-of-way to the cul-de sac's shall be a 60-foot radius.
4. Per Appendix C.4.a of the Engineering Manual, provide a soils investigation from a certified geotechnical engineer.
5. Stormwater calculations have been provided. They will be reviewed upon addressing these comments.
6. Vehicle Maintenance Access (VMA) roads shown on the plans are not adequate. Provide VMA around the perimeter of the basins. Provide a turnaround for equipment at the end of the VMA roads for pipe maintenance. The VMA shall be outside the lot line drainage swales. Clearly show all the VMA's on the plan. VMA need to be provided around the perimeter of the basins such that maintenance equipment can drive around the basin without driving on the slope. A minimum of 10 feet shall be provided from the top of the slope or from the HWL whichever is greater. They shall also be contained in an easement.
7. What is the HWL for Wetland 4.
8. The existing contours are difficult to see.
9. The legend indicates the buffer is "WB" but the plan shows "WSB".
10. There appears to be several structures on the proposed lots. Are these being removed?
11. The HWL on Wetland 5 is 916.5. The overflow appears to be set at 918.1? Provide the back-to-back 100-year calculation or start the 100-year storm at the overflow.

12. What is the overflow for Wetland 7? Is it land locked? What is the emergency overflow for Wetland 2?
13. Where does the stormwater drain in the northwest corner of 219th Avenue and Luan?
14. Is there an adequate ditch along County Road 74. The drainage from County Road 74 shall remain in the County right of way.
15. Is any wetland fill being proposed?
16. What is the outlet for Wetland 6 and 8? Are they land locked?
17. All existing culverts that affect multiply lots need to be upgraded or removed if the removal does not impact downstream properties.
18. Submit the plans and drainage calculations to Anoka County for review and approval.
19. Call out the class and quantity of the riprap on the plan.
20. Provide the emergency overflow elevation for each lot on the Low Floor table. For example, Pond 1 drains to Wetland 3. Does Wetland 3 have an overflow or is it land locked? Also add the HWL for Wetland 3.
21. The soil borings used to establish the low floors have not been submitted. Add which boring was used for each lot on the table on Sheet G1.
22. The HWL text is difficult to read on some of the ponds (to light).
23. On Lot 9 of Block 1 the required low floor does not match the table. Check all the lots.
24. Standard Plate No. 100 is outdated. The minimum required Class 5 is 6 inches.
25. Add the horizontal street radiuses to the street plans.
26. City staff will need to verify street names.
27. The outlet structures shall have an integral base. Riser sections shall conform to MnDOT 4020.
28. Provide cross sections that have adequate width to show the proposed ground meeting the existing ground.

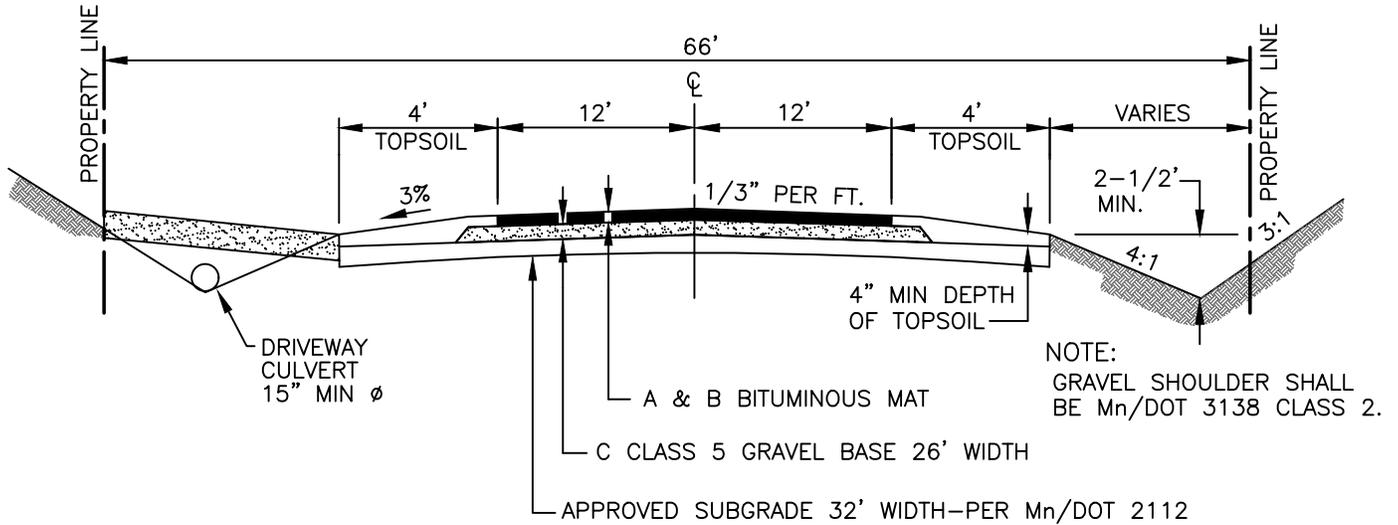
If you have any questions, please call me at 763-852-0485.

Sincerely,
Hakanson Anderson



Craig J. Jochum, City Engineer





LEGEND				
R VALUE	ESALS	BITUMINOUS SURFACE		AGGREGATE BASE
		WEAR SPWEA240B A*	BASE/BINDER SPNWB230B B*	CLASS 5 3138 C*
R-70 to R-35	\leq 200,000	** 1 1/2"	** 2"	** 6"
R-30	\leq 175,000	1 1/2"	2"	6"
R-20	\leq 40,000	2"	2"	6"
R-15	\leq 20,000	2"	2"	6"
R-10	\leq 20,000	2"	2"	8"
R-5	\leq 10,000	2"	2"	10"

* SUBJECT TO REVIEW BY QUALIFIED SOILS ENGINEER

** MINIMUM ALLOWABLE DESIGN THICKNESS

- NOTES:**
- ① R VALUE IS A MEASURE OF EMBANKMENT SOIL RESISTANCE STRENGTH AS DETERMINED BY THE HVEEM STABILOMETER METHOD
 - ② CUMULATIVE DESIGN LANE 18 KIP ESAL'S IS THE CUMULATIVE DAMAGE EFFECT OF VEHICLES DURING THE DESIGN LIFE OF A FLEXIBLE PAVEMENT.
 - ③ SEE STANDARD PLATE 106 FOR TRAIL LOCATION REQUIREMENTS.

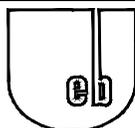
LOCAL RESIDENTIAL RURAL STREET SECTION—10 TON

NO SCALE

Sep 11, 2023 1:50pm K:\cod_eng\Details\Eastbeth\AUTOCAD\100.dwg

APPROVED
3-02-05

REVISED
3-11-22



**CITY OF
EAST BETHEL**
City Council Packet, page 79

STANDARD PLATE No.
100



Anoka County
TRANSPORTATION DIVISION
Highway

Aaron Berg
City of East Bethel
2241 221st Avenue NE
East Bethel, MN 55011

October 19, 2023

RE: Preliminary Plat – Strandlund Farm

Dear Aaron,

We have reviewed the Preliminary Plat for Strandlund Farm to be located west of CR 74 (Luan Drive NE) and south of CR 74 (221st Avenue NE) within the City of East Bethel, and I offer the following comments:

- The proposed right of way along CR 74 is 60 feet south and west of centerline which should be sufficient for future reconstruction purposes.
- As proposed, the plat will introduce four new access points onto CR 74, which would be allowed since access to a city street does not seem feasible. Since sight distance is not met at the proposed shared access location, we request that the ROW be cleared to ensure the most sight distance possible in conjunction with approval of the access permits. The right of access is dedicated to Anoka County along CR 74 with exception for the proposed access points.
- Internal site grading shall not commence until the requested ACHD Engineering plan approvals are received and the applicable permits can be issued. If there will be any utility relocation on CR 74, it will be required to be completed by the City/developer as a part of the ACHD Engineering Plan Review process.
- Please note that no plantings or private signs will be permitted within the county right of way and care must be exercised when locating private signs, building, structures, plantings, berms, etc. outside of the county right of way, so as not to create any new sight obstructions for this section of CR 74.

ACHD would like to work with local governments in promoting compatibility between land use and the county highway system. It should be recognized that residential land uses located adjacent to County highways often results in complaints about traffic noise. Existing and/or future traffic noise from CR 74 could exceed noise standards established by the Minnesota Pollution Control Agency (MPCA), the U.S. Department of Housing and Urban Development, and the U.S. Department of Transportation. Minnesota Rule 7030.0030 states that municipalities are responsible for taking all reasonable measures to prevent land use activities listed in the MPCA’s Noise Area Classification (NAC) where establishment of the land use would result in violations of established noise standards. It is advised that the City and the Developer assess the noise situation for this development as it is proposed to be located directly adjacent to CR 74 and take the level of action deemed necessary to minimize the impact of any highway noise by incorporating the appropriate noise mitigation elements into the design and phasing of this plat as applicable.

Our Passion Is Your Safe Way Home

The ACHD Engineering Plan Review process will apply to this site. The following items should be submitted to Brandon Ulvenes, Engineer II, Brandon.Ulvenes@co.anoka.mn.us (checklist and payment information are available on our website: <https://www.anokacountymn.gov/4072/Development-Review>):

- Utility relocation plans
- Traffic Control plans
- Grading and erosion control plans
- Drainage calculations – Note that the post-developed rate/volume of runoff must not exceed the pre-developed rate/volume of runoff for the 10-year critical design storm
- ACHD Design Requirements Checklist
- Engineering plan review fee (estimated at \$150.00)

Following completion of the ACHD Engineering Plan Review process, the contractor(s) who will be completing any work within the county right of way must begin the ACHD Permit process. One permit for Work within the County Right of Way (\$150.00), one street access permit (\$250), and three Access Permits (\$175.00 each) must be obtained prior to the commencement of any construction. License permit bonding, methods of construction, design details, work zone traffic control, restoration requirements and follow-up inspections are typical elements of the permitting process. Contact Sue Burgmeier via phone at 763.324.3176 or via email at HighwayPermits@co.anoka.mn.us for further information and to coordinate the ACHD Permit process.

Thank you for the opportunity to comment. Feel free to contact me if you have any questions regarding this review.

Sincerely,



Logan Keehr
Traffic Engineering Technician

xc: CR 74/Plats+Developments/2023
Jerry Auge, Assistant County Engineer
David Zieglmeier, County Surveyor
Sean Thiel, Traffic Engineering Manager
Sue Burgmeier, Traffic Engineering Technician
Brandon Ulvenes, Engineer II

**City of East Bethel
City Council Regular Meeting
Agenda Item Information**



Date: January 22, 2024

Agenda Item Number: Item 8.0 E.1

Agenda Item: 2024 Joint Powers Agreement (JPA) Street Maintenance Projects

Requested Action: Consider approving the listed projects to be bid as part of the 2024 North Metro Street Maintenance Program JPA Street Maintenance Projects

Background Information:

The Cities of Coon Rapids, Andover, Anoka, Brooklyn Center, Columbia Heights, Ham Lake, Mahtomedi, and Fridley entered into a Joint Powers Agreement (JPA) on February 1, 2005 for the purpose of collectively bidding certain street maintenance services. The North Metro Street Maintenance Program JPA allows smaller cities to achieve more economies of scale in the bidding process and potentially achieve lower bids from contractors for crack sealing, seal coating, striping and other street maintenance services. The City East Bethel joined the group in February 2008.

The City of Coon Rapids is the lead agency for this group. As the lead agency, they draft the specifications, solicit bids and provide the necessary documents for member cities to sign to participate in the program. The agreement is structured such that it permits each member city to accept or reject the bids for their portion of the proposed contract. Each city will pay the contractor directly for their share of the work and contracts will be awarded separately for the various items.

The process is as follows:

- 1.) The City of East Bethel submits the quantities for crack sealing, seal coating and striping to the City of Coon Rapids for inclusion in the collective bid.
- 2.) The City of Coon Rapids develops all bid specifications and solicits bids for all quantities submitted by member cities. Bid specifications follow MnDOT guideline requirements.
- 3.) Each City may modify the quantities they have submitted to maintain budgets for these projects after the low bid has been identified.
- 4.) Bids for these projects will be opened on March 15, 2024. The City of East Bethel is required to submit a letter of concurrence to the City of Coon Rapids by April 15, 2024 authorizing the City's level of participation in the program for 2024. The bid award date will be May 7, 2024.

The City of East Bethel has realized savings of up to 20% over previous costs for these services through participation in the JPA Street Maintenance Program.

The following projects are recommended to be bid as part of the 2024 JPA Street Maintenance program. These projects have been identified in the 2024-2028 Street Capital Improvement Plan (CIP).

1. 150,000 LF of pavement markings
2. 100,000 LF of crack sealing

The estimated cost for crack sealing and striping the above listed quantities is \$65,000 - \$90,000. \$100,000 has been budgeted in the 2024 Roads Capital Improvement Fund to cover these projects with the remaining funds to be used towards 2024 asphalt overlay projects.

Attachment(s):

Attachment 1 - Location map for crack sealing and striping
Attachment 2 – 2024-2028 Street Capital Improvement Plan

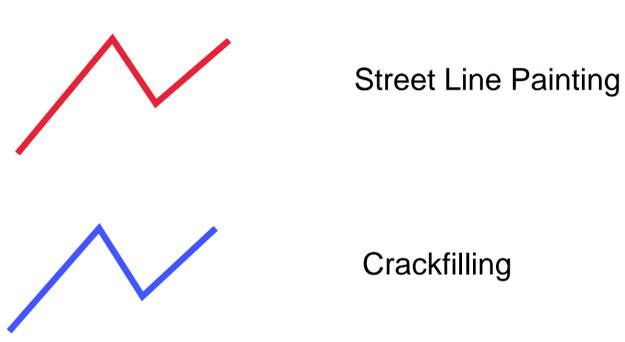
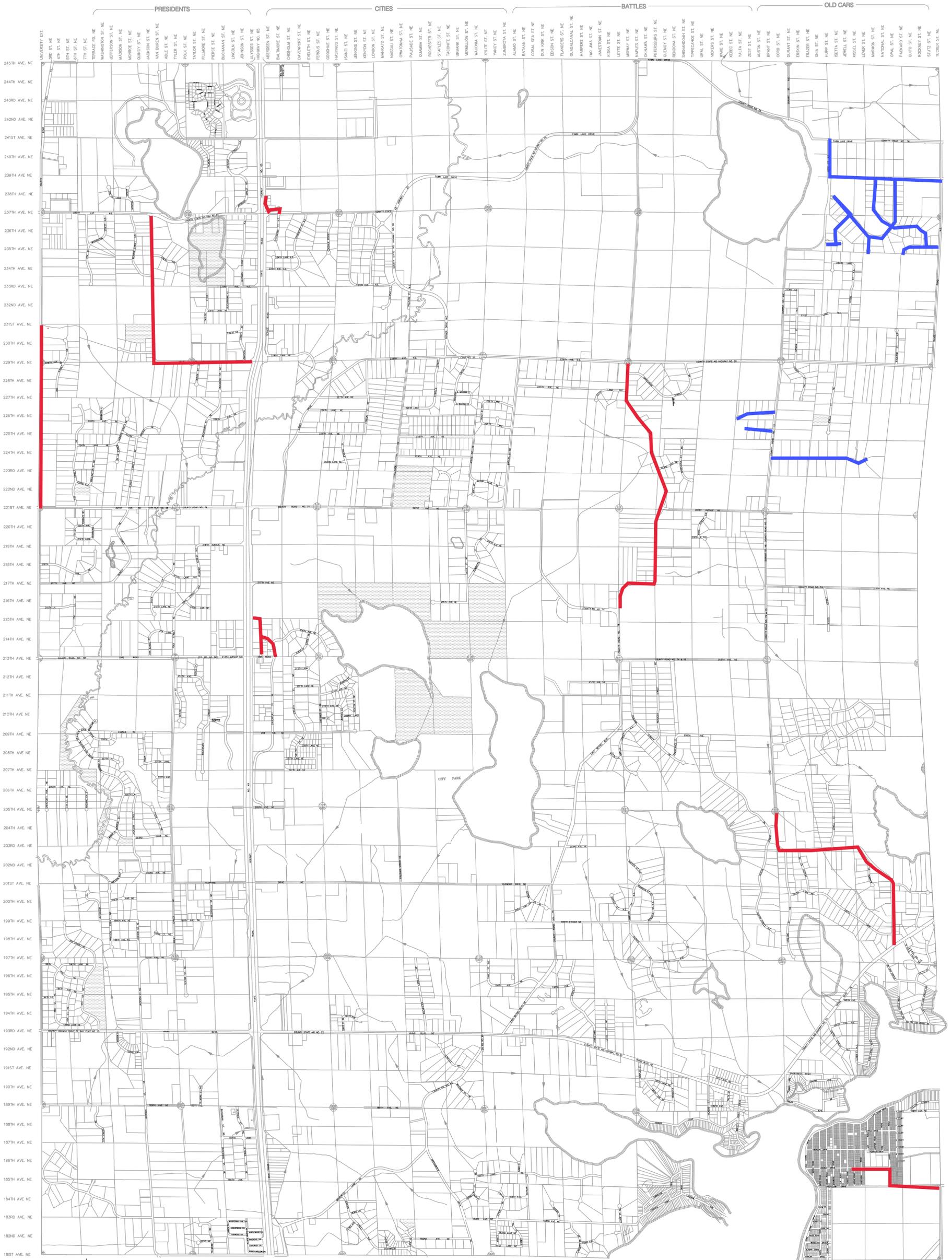
Fiscal Impact:

Bids for the work will be received in early March and presented to City Council for final consideration at the March 25, 2024 meeting.

Recommendation(s):

City staff recommend City Council approve the proposed City projects for bidding as part of 2024 North Metro Street Maintenance Program JPA.

2024 North Metro JPA Street Project Locations



**Street Capital Projects
2024-2028
Funding Analysis**

STREET CAPITAL FUND - FUND 406	Beginning Balance	Sources (Revenues)	Uses (Project Costs)	Ending Balance
2024 Beginning Balance	\$367,550			
Transfer from General Fund		\$550,000		\$917,550
Central Avenue Assessments		\$28,976		\$946,526
189th Avenue Assessments		\$34,345		\$980,871
Fillmore Street Assessments		\$3,050		\$983,921
North Metro JPA Maintenance Projects			\$100,000	\$883,921
Edmar, Vickers, Breezy Point, Yalta, 189th- Overlay			\$325,000	\$558,921
2024 Ending Balance				\$558,921
2025 Beginning Balance	\$558,921			
Transfer from General Fund		\$550,000		\$1,108,921
Central Avenue Assessments		\$28,976		\$1,137,897
189th Avenue Assessments		\$34,345		\$1,172,242
Fillmore Street Assessments		\$3,050		\$1,175,292
North Metro JPA Maintenance Projects			\$105,000	\$1,070,292
Hidden Haven East - Overlay			\$210,000	\$860,292
Hidden Haven West - Overlay/Reconstruct			\$515,000	\$345,292
Cedarbrook - Overlay/Reconstruct			\$250,000	\$95,292
2025 Ending Balance				\$95,292
2026 Beginning Balance	\$95,292			
Transfer from General Fund		\$600,000		\$695,292
Central Avenue Assessments		\$28,976		\$724,268
189th Avenue Assessments		\$34,345		\$758,613
Fillmore Street Assessments		\$3,050		\$761,663
North Metro JPA Maintenance Projects			\$110,000	\$651,663
London, 225th, 226th - Overlay			\$200,000	\$451,663
Pine Crest Estates - Overlay			\$90,000	\$361,663
Sunset Drive- Reclaim and Pave (Linwood)			\$300,000	\$61,663
2026 Ending Balance				\$61,663
2027 Beginning Balance	\$61,663			
Transfer from General Fund		\$600,000		\$661,663
Central Avenue Assessments		\$28,976		\$690,639
189th Avenue Assessments		\$34,345		\$724,984
Fillmore Street Assessments		\$3,050		\$728,034
North Metro JPA Maintenance Projects			\$115,000	\$613,034
Quincy St - Overlay			\$50,000	\$563,034
Raintree - Overlay			\$135,000	\$428,034
224th Ave, 225th Ave -Overlay			\$140,000	\$288,034
2027 Ending Balance				\$288,034
2028 Beginning Balance	\$288,034			
Transfer from General Fund		\$600,000		\$888,034
Central Avenue Assessments		\$28,976		\$917,010
189th Avenue Assessments		\$34,345		\$951,355
Fillmore Street Assessments		\$3,050		\$954,405
North Metro JPA Maintenance Projects			\$120,000	\$834,405
Norseland Manor - Overlay			\$300,000	\$534,405
Naples St, Rendova St, 197th Ave- Overlay			\$10,000	\$524,405
2028 Ending Balance				\$524,405
Total Street Capital Fund Sources and Uses		\$3,231,855	\$3,075,000	

**City of East Bethel
City Council Meeting
Agenda Item Information**



Date: January 22, 2024

Agenda Item Number: 8.0 E.2

Agenda Item: 2024 Class 5 Gravel Road Resurfacing Projects

Background Information:

In 2006 the City began a six-year cycle of gravel road resurfacing for the 14.5 miles of unpaved roads within our system. This cycle allows up to 5 of our 30 gravel roads to be overlaid with new material each year of the rotation sequence.

\$40,000 was budgeted for gravel road resurfacing for 2023. The costs for these projects are for material and delivery. The Public Works Department conducts the grading, compaction, and finishing of this material. Prior to the placement of any new Class 5 material, public works staff will reclaim the shoulders and reshape the existing road surface.

In 2022 the City of East Bethel resurfaced the following gravel roads with Class 5:

- 1. 241st Ave & London St 4,950'
- 2. Durant St 2,000'
- 3. Palisade St 1,400'

The recommended roads for 2023 Class 5 resurfacing include:

- 4. Xylite St & 216th Ave 4,500'
- 5. Zumbrota St & 219th Ave 3,750'
- 6. Kissel St 1,250'

Staff is also recommending an application of chloride to Klondike Dr. Based on previous years bid pricing, the estimated project costs of the chloride and Class 5 will be covered in the \$40,000 budget.

Attachment(s):

Attachment 1 – Location of gravel roads recommended for resurfacing in 2024

Fiscal Impact: As noted above.

Recommendation(s):

City staff recommend City Council approve the proposed gravel roads for Class 5 resurfacing in 2024.

City Council Action:

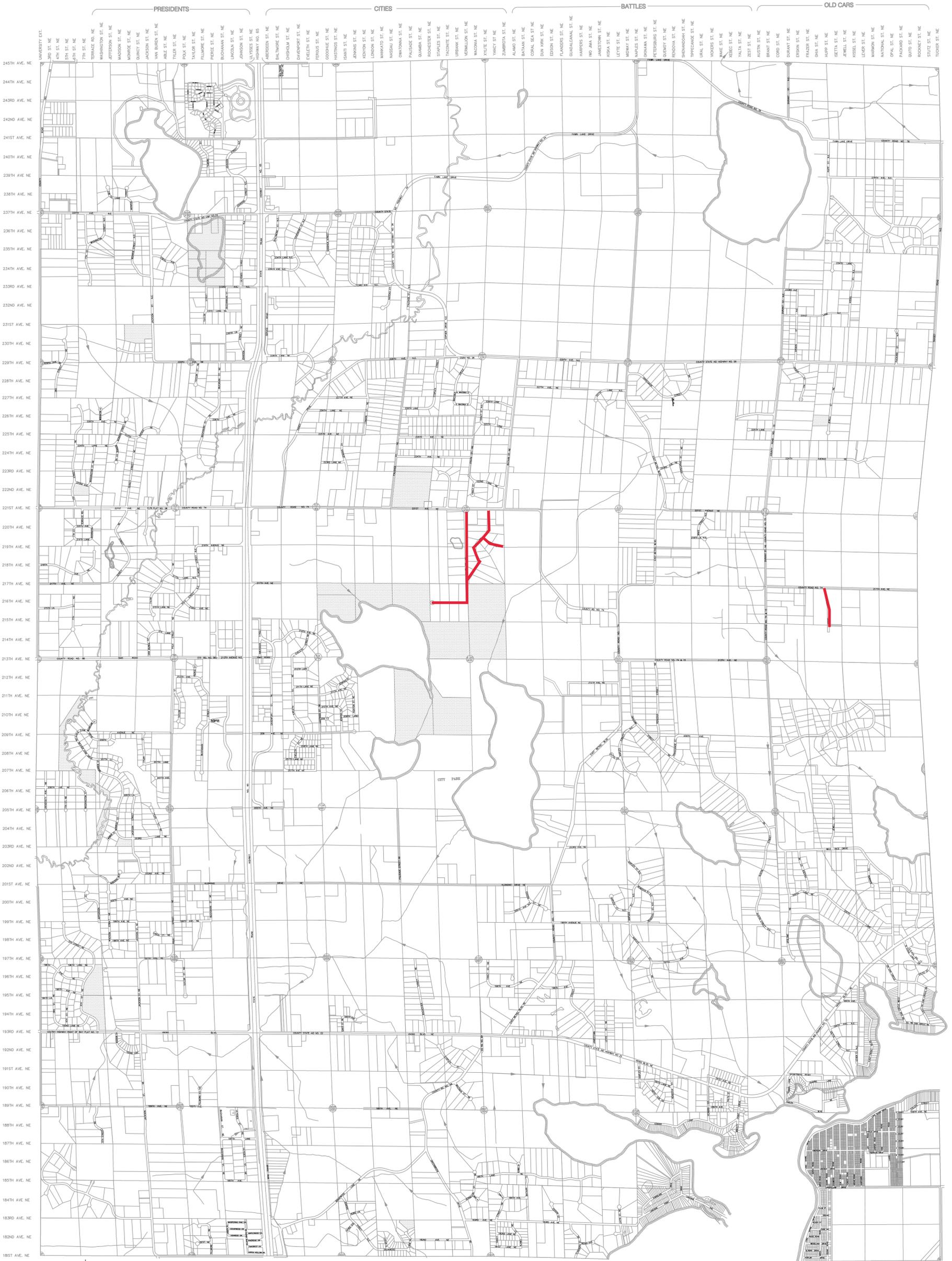
Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

2024 Class 5 Gravel Road Resurfacing Locations



**City of East Bethel
City Council Meeting
Agenda Item Information**



Date: January 22, 2024

Agenda Item Number: 8.0 G.1

Agenda Item: Sunrise River Watershed Management Organization (SRWMO) proposed 2025 Budget

Background Information:

The Sunrise River WMO is a joint powers organization consisting of Columbus, East Bethel, Ham Lake, and Linwood. The SRWMO Joint Powers Agreement provides rules and procedures for operation of the SRWMO. Membership in Watershed Management Organizations and Watershed Management Districts is mandated by the Minnesota Bureau of Soil and Water Resources (BSWR) for all municipalities in the seven county Metro area.

Through the SRWMO, the communities jointly address water resources issues in this watershed. The organization is operated by an appointed board which consists of two representatives and an alternate from each member locality. City Councilperson Brian Mundle (Councilperson Tim Miller as alternate) and Citizen Member Leon Mager are East Bethel’s representatives on the SRWMO. The SRWMO Board does not have employees. Instead, it works through cooperative efforts of the member cities and townships or contracts with the Anoka Conservation District or other consultants.

The SRWMO’s draft 2025 budget is submitted to each member City/Township annually for their comment and approval and is exhibited as Attachment 1. Any requests to modify this budget need to be submitted to the SRWMO prior to their April 4, 2024 meeting. After that date, and absent any comments or direction from East Bethel, our portion of the budget would be considered approved at the level indicated in the attached draft 2025 SRWMO Budget.

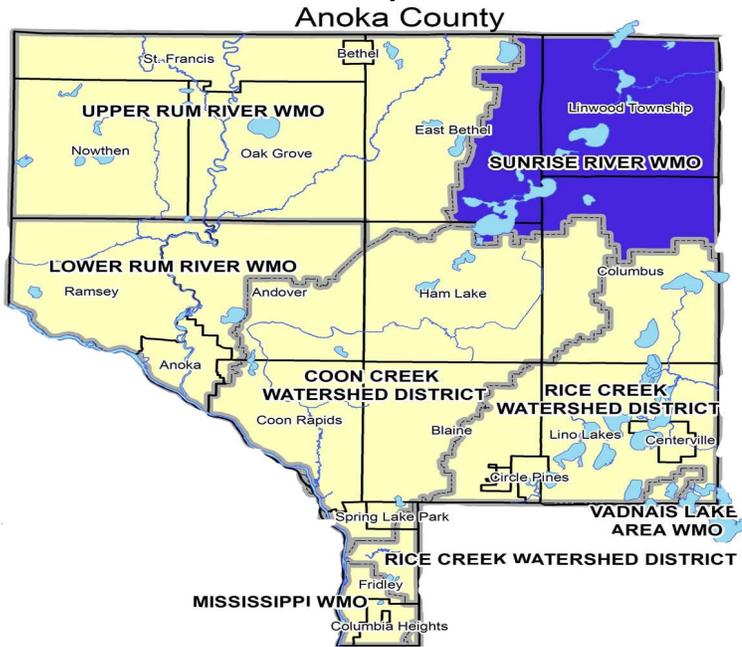
The draft budget submitted for consideration would be funded by proportional amounts from the member municipalities. The average budget from the preceding five years was \$44,648. For comparison, the SRWMO budgets for the previous ten years are as follows:

<u>YEAR</u>	<u>SRWMO BUDGET</u>	<u>EAST BETHEL PORTION</u>
2024	\$47,186	\$13,456
2023	\$44,500	\$12,647
2022	\$43,880	\$12,573
2021	\$40,486	\$11,576
2020	\$50,000	\$15,181
2019	\$50,815	\$16,023
2018	\$48,460	\$15,446
2017	\$32,705	\$10,272
2016	\$32,705	\$10,272
2015	\$47,010	\$15,004

The SRWMO understands that fluctuating budget proposals can be difficult for the members to accommodate and they recognize the difficulties this can pose. As opposed to levying excess dollars in years of lesser obligations and carrying those funds forward to years with projected increased costs, this is still a better budgeting option to deal with these changing requests for funds.

The proposed 2025 SRWMO Budget is \$47,189, which is only a \$3 increase over the 2024 budget of \$47,186. East Bethel's portion of the budget, as presented in Attachment 1, is proposed to be \$13,251 for 2025 (a decrease of \$205 from the 2024 City share).

SRWMO Watershed Boundary:



Attachments:

Attachment 1 – Proposed 2025 SRWMO Budget

Fiscal Impact:

As noted above.

Recommendation(s):

Staff requests the City Council consider approval of the SRWMO Draft 2025 Budget.



Sunrise River Watershed Management Organization

MEMO

To: SRWMO Communities
From: Jamie Schurbon, Watershed Projects Manager
Date: January 5, 2024
Re: 2025 Budget

2025 Budget to Ratify

The Sunrise River Watershed Management Organization (SRWMO) board has developed its recommended 2025 budget. It must be ratified by each member community before it becomes final. Please consider ratification before **March 26**. **Notifications can be sent to jamie.schurbon@anokaswcd.org.**

Please know that the SRWMO board underwent a thorough process to develop a budget that includes only priorities. The budget as presented is **6% lower** than the amount for 2025 in our 10-year Watershed Management Plan. It is a \$3 increase from the 2024 budget.

To reduce the funding requested of the member communities, this budget includes a \$3,500 spend-down of undesignated reserve funds. SRWMO policy caps the amount of the undesignated reserve. The spend down is needed to be below the cap. Funds accumulate to the reserve when the WMO board under-spends any budget.

For context, here are recent SRWMO budgets and the 2025 proposed:

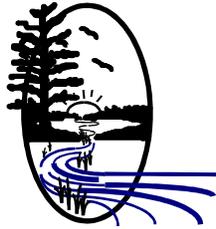
2022	\$39,835.00
2023	\$44,500.00
2024	\$47,186.00
2025 DRAFT	\$47,189.00



2025 DRAFT Budget Detail

Notes: Budget was developed 2020-2029 SRWMO Watershed Management Plan.

Row Labels	Sum of 2025 Budget
1 Non-operating	
2 Collaboration/Planning	
3 Participate in One Watershed, One Plan (1W1P)	\$0.00
4	
5 Education and Public Outreach	
6 Anoka Co Outreach Coordinator Position	\$4,934.00
7 Newsletters	\$1,000.00
8 Promote Well Water Wise	\$57.00
9 Website operations/maintenance	\$930.00
10 Project Tours for Elected Officials	\$0.00
11 Displays for Community Events	\$1,000.00
12	
13 Non-Operating General	
14 Grant Search and Applications	\$1,188.00
15	
16 Water Quality Improvement Projects	
17 Carp Management	\$8,000.00
18 Ditch 20 Wetland Restoration Outreach	\$0.00
19 Linwood Lake Subwatershed Retrofitting Study	\$0.00
20 SRWMO Cost Share Grant Fund	\$1,500.00
21 Demonstration Projects on Public Lands	\$1,500.00
22 Shoreline Stabilizations - Grant match	\$2,000.00
23	
24 Monitoring - Effectiveness	
25 Lake Water Quality Monitoring	\$5,200.00
26 Stream Water Quality Monitoring	\$0.00
27	
28 Monitoring - Surveillance	
29 Chloride sampling - streams	\$0.00
30 Lake Level Monitoring	\$1,800.00
31 Lake Water Quality Monitoring	\$0.00
32 Reference Wetland Hydrology Monitoring	\$2,250.00
33 Secchi Transparency Lake Monitoring - volunteer coord.	\$273.00
34	
35 Actions for Finances Mgmt	
36 Reserve Spend-Down	-\$2,555.00
37 Carryover Funds*	\$0.00
38	
39 Operating	
40 Operating Expenses	
41 Advertise Bids for Pro Services (req'd in odd yrs)	\$0.00
42 Annual Reports to BWSR, State Auditor	\$1,306.00
43 Annual Written Communication to Member Communities	\$713.00
44 Liability Insurance	\$2,075.00
45 On-call Administrative Assistance	\$10,000.00
46 Recording Secretary services	\$1,400.00
47 Financial Contributions Calculation Update	\$0.00
48 Financial Audit	\$3,563.00
49	
50 Actions for Finances Mgmt	
51 Reserve Spend-Down	-\$945.00
52	
53 Grand Total	\$47,189.00



Sunrise River Watershed Management Organization

2025 DRAFT Budget Summary

1/5/2024

Notes:

Budget was developed 2020-2029 SRWMO Watershed Management Plan.
Community contributions are based on the revised JPA October 2023.

% non-operating costs -->
% operating costs -->

Row Labels	Sum of 2025 Budget
Non-operating	\$29,077.00
Actions for Finances Mgmt	-\$2,555.00
Collaboration/Planning	\$0.00
Education and Public Outreach	\$7,921.00
Monitoring - Effectiveness	\$5,200.00
Monitoring - Surveillance	\$4,323.00
Non-Operating General	\$1,188.00
Water Quality Improvement Projects	\$13,000.00
Operating	\$18,112.00
Actions for Finances Mgmt	-\$945.00
Operating Expenses	\$19,057.00
Grand Total	\$47,189.00

Linwood	East Bethel	Columbus	Ham Lake	TOTAL
47.00%	30.00%	19.00%	4.00%	
25%	25%	25%	25%	
\$13,666.19	\$8,723.10	\$5,524.63	\$1,163.08	\$29,077.00
-\$1,200.85	-\$766.50	-\$485.45	-\$102.20	-\$2,555.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$3,722.87	\$2,376.30	\$1,504.99	\$316.84	\$7,921.00
\$2,444.00	\$1,560.00	\$988.00	\$208.00	\$5,200.00
\$2,031.81	\$1,296.90	\$821.37	\$172.92	\$4,323.00
\$558.36	\$356.40	\$225.72	\$47.52	\$1,188.00
\$6,110.00	\$3,900.00	\$2,470.00	\$520.00	\$13,000.00
\$4,528.00	\$4,528.00	\$4,528.00	\$4,528.00	\$18,112.00
-\$236.25	-\$236.25	-\$236.25	-\$236.25	-\$945.00
\$4,764.25	\$4,764.25	\$4,764.25	\$4,764.25	\$19,057.00
\$18,194.19	\$13,251.10	\$10,052.63	\$5,691.08	\$47,189.00