City Council

Regular Meeting, Worksession,
&
Closed Meeting
Agenda

Monday, October 21, 2024
6:00 PM or immediately following
the EDA meeting
(whichever is later)
Elk River City Hall

- Regular meeting in Council Chambers
- Work Session and Closed meeting in Upper Town Conference Room immediately following regular meeting

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1. CALL MEETING TO ORDER

2. PLEDGE OF ALLEGIANCE

3. CONSIDER AGENDA

4. CONSENT AGENDA
Considered to be routine and noncontroversial and will be approved by one motion. There will be no separate discussion of these items unless there is a request to remove the item from the consent agenda to the regular agenda.

   4.1 October 7, 2024, Minutes

   4.2 Check Register

   4.3 Pay Estimates

   4.4 Hire Paid On-Call Firefighters

   4.5 Hire Police Chief: David Kuhnly

   4.6 Hire Street Maintenance Operator: Jerrod Lobdell

   4.7 Update Job Descriptions

   4.8 Update Finance Policy

   4.9 FT Center MOU with ISD 728

   4.10 Resolution 24-61 Acknowledging Contributions and Utilizing Items for Liquor Marketing Promotions

   4.11 Severance Agreement and Waiver of Claims: Sevcik

   4.12 Severance Agreement and Waiver of Claims: Fischer

   4.13 Resolution 24-62: Platted Exemption Meadowsweet Hills

   4.14 Resolution 24-63: Final Plat Bradford Park Second Addition

5. OPEN FORUM
An opportunity to provide comments and feedback regarding items not on the agenda. Information provided in Open Forum

will not be discussed at this meeting; rather, the information will be referred to staff and/or scheduled for discussion at a future meeting.

6. PRESENTATIONS, AWARDS, AND RECOGNITION

6.1 City of Elk River Volunteer of the Month

7. PUBLIC HEARINGS

An opportunity for the public to express their opinions and raise questions pertaining to the agenda item. All comments become part of the official public record. For this reason, all comments must be made at the podium so they can be heard and recorded. Comments may also be provided in writing. There will not be deliberations, discussions, or answers to questions until the hearing is closed. It is important to be courteous and allow each presenter to comment before adding additional testimony.

8. GENERAL BUSINESS

Items in which the information is presented by city staff or consultants, then deliberation and action occur. General Business items are not opportunities to receive or provide public input. However, the presiding officer may, at its sole discretion, solicit public feedback.

9. MOTION TO ADJOURN REGULAR MEETING

10. WORK SESSION – UPPER TOWN CONFERENCE ROOM

Work Sessions are less formal meetings to encourage dialog. Official action or votes are not typically taken. At the conclusion of a discussion, a simple consensus provides staff direction for execution of the item. This portion of the agenda is audio recorded but not video recorded or broadcast. Work Sessions are open to the public; however, visitors who wish to provide input must be invited by the presiding officer, assume a seat at the discussion table and provide their full name and address for the official record.

10.1 MNDOT Highway 10 Access Discussion

10.2 Northbound Liquor Store Clerk Position

10.3 Council Chambers Security Measures

11. CLOSED MEETING - LELS 271

11.1 Statement to be read by the Mayor:

"The City Council will be closing the meeting pursuant to MN Statute Section 13D.03, Subdivision 1(b). The Council will discuss the city's labor negotiation strategy related to the city's negotiations with the Police Sergeants Union, LELS 271."

11.2 Motion Calling Closed Meeting

11.3 Hold Closed Meeting

12. MOTION TO ADJOURN

13. INFORMATION

13.1 September Financial Report

Meeting of the City Council
Held at the Elk River City Hall
Monday, October 7, 2024

Members Present:	Mayor John Dietz, Councilmember Jennifer Wagner, Councilmember Mike Beyer, Councilmember Matt Westgaard, Councilmember Cory Grupa
Members Absent:	None
Staff Present:	City Administrator Cal Portner, Fire Chief Mark Dickinson, Public Works Director Justin Femrite, Community Development Director Zack Carlton, City Clerk Tina Allard

1. CALL MEETING TO ORDER
Pursuant to due call and notice thereof, the meeting was called to order at 6:30 p.m.

2. PLEDGE OF ALLEGIANCE
The Pledge of Allegiance was recited.

3. CONSIDER AGENDA
The Council removed Item 4.4 from the Consent Agenda.

Moved by Councilmember Wagner and seconded by Councilmember Beyer to approve the agenda as amended. Motion Carried 5-0.

4. CONSENT AGENDA
Moved by Councilmember Grupa and seconded by Councilmember Westgaard to approve the following consent items as outlined in their respective staff reports. Motion Carried 5-0.

4.1 September 16, 2024, Regular Meeting Minutes

4.2 September 30, 2024, Special Meeting Minutes

4.3 Check Register

4.5 Temporary Liquor License: Aegir Brewing Company

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4.6 Resolution 24-58 Authorizing Execution of a Grant Agreement for the Toward Zero Death Program

4.7 2025 Flexible Benefits Plan

4.8 Hire Street Maintenance Operator

4.9 Hire Community Service Officer 2/Evidence Technician

4.10 Resolution 24-59: Convey City Property to Elk River Municipal Utilities for an Electrical Substation

4.11 Accept Bids for Property Clean-up and Demolition at 19176 Kent Street

4.12 Resolution 24-60 Authorizing OLID Assessment

4.4 Agreement 24-26: CNH Architects for Professional Design Services and Construction Support for Fire Station 1 Replacement Project

Mayor Dietz questioned if a bidding process was completed. He also questioned funding. Chief Dickinson stated CNH Architect was not the lowest bidder. He discussed the committee members and how they selected four final firms from all the bidders who then came in to interview. He noted the contract would be valid for 36 months. Mr. Portner stated past practice has been to use the Building Reserve Fund.

Moved by Councilmember Beyer and seconded by Councilmember Grupa to approve Agreement 24-26 with CNH Architect group to move forward with Professional Architectural Design services and Construction Support for Fire Station No. 1 Replacement Project. Motion Carried 5-0.

5. OPEN FORUM

No one appeared for Open Forum.

6. PRESENTATIONS, AWARDS, AND RECOGNITION

6.1 Introduce Community Event Center Manager - Katie Harstad

Mr. Stremcha introduced Ms. Harstad. Ms. Harstad discussed her background. The Council noted they were happy to have her on board.

6.2 Safe Streets for All Presentation

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Chief Dickinson introduced Molly Stewart of SRF Consulting Group. Ms. Steward discussed the following items of the Safety Action Plan.

- What a Safety Action Plan is and its eight core elements
- The timeline for adoption of the plan is scheduled for January 2025 with a grant application in the spring of 2025.
- Public engagement
- Safety analysis and the current issues with speeding, sight lines, queuing, lack of lighting, and no sidewalks/crosswalks/small shoulders for biking

Ms. Steward noted the goal is to have zero traffic fatalities and serious injuries by 2035 for the City of Elk River.

7. PUBLIC HEARINGS

8. GENERAL BUSINESS

8.1 Call Special Meeting of the Canvassing Board

Moved by Councilmember Wagner and seconded by Councilmember Grupa to set a special meeting for Tuesday, November 12, at 8:00 a.m. of the Canvassing Board. Motion Carried 5-0.

8.2 Discuss Work Session Items

There were no changes.

9. COUNCIL LIAISON UPDATES

9.1 Council Liaison Updates

The Councilmembers provided updates as outlined in the respective advisory board's minutes. Mayor Dietz noted Steve Hickman was okay with having a smaller plan for the youth athletic complex plaza. It was noted that commercial electric/water user fees for home occupations should be evaluated.

10. MOTION TO ADJOURN REGULAR MEETING

Moved by Councilmember Westgaard and seconded by Councilmember Beyer to adjourn the regular meeting of City Council. Motion Carried 5-0.

The meeting adjourned at 8:32 p.m.

11. WORK SESSION – UPPER TOWN CONFERENCE ROOM

Mayor Dietz called the work session to order at 7:07 p.m.

11.1 Discuss TH10 Access Options

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The staff report was presented. Mr. Femrite noted MnDOT staff was unable to attend the meeting. He discussed the future permanent interchange and the interim access for Capstone's development. For the permanent interchange, he noted there are many options for the style of interchange that could be installed. He stated we need to be cognizant of saving pieces of land for a future interchange and how much land would be needed is unknown, but Capstone needs direction to move forward with development design.

Steve Bono, Capstone Homes, handed out a sample interchange design with a smaller footprint that would work for this location. They haven't received a clear direction from MnDOT that would either support or deny any specific intersection, which makes it difficult for them to move forward with spending money to engineer the project. He stated MnDOT told him they don't have any approval rights and can't reserve any future property, but the city could work with the developer on their project.

Mr. Femrite stated he is comfortable with the interchange concepts proposed by Capstone.

Councilmember Westgaard stated he would like to be cognizant of mixed-use traffic and make sure the turns are large enough for some of the wide and long trucking loads. Matt Barker, Capstone Homes, stated their concepts are based on MnDOT's measurements and standards used on other interchanges on MnDOT's system.

Councilmember Westgaard noted we are proposing to straighten the highway in this area in the future and if the main highway moves east it would create more space for the interchange. He stated he is comfortable with their proposal and we would not need more land.

Mr. Femrite asked for feedback about the interim highway access intersection styles.

Councilmember Wagner said she does not understand how the J-Turn intersection is safer. She stated it would be difficult to cross two lanes of high-speed traffic to get into a turn lane. She cited an example of a semi-truck with slow acceleration, then having to make a hairpin turn back onto the high-speed highway. She stated stop lights seem safer, noting taking out lights creates a higher speed highway. She stated a signalized intersection may help with the queue of traffic spacing from Highway 10 to Highway 101. She stated she wants to support this development project.

Councilmember Westgaard concurred. He further stated a J-Turn will not improve the access points, especially now with all the traffic from Anoka County that no longer has signalized intersections.

Matt Barker stated there are three-quarter access options that sometimes have signals.

Councilmember Wagner noted MnDOT's goal is to move traffic, which can kill cities. She is more concerned with moving local traffic across the community. She doesn't think there is a good solution here yet.

Mr. Femrite stated there is more work needed to convince this community the J-Turns are the right fit. He suggested re-engaging the community. He noted Capstone Homes will need an access permit from MnDOT with municipal consent from the city.

Mr. Bono stated the sooner, the better for their project. He stated knowing the interchange options are acceptable is helpful, but the interim access needs to be determined. He noted MnDOT did say they

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would come to a meeting.

11.2 Temporary Donation Bins

The staff report was presented.

The Council concurred an ordinance amendment is needed, noting they can become dump sites and there are other resources available in the community.

11.3 Energy City Commission

The staff report was presented.

The Council noted a lot of the work by the commission is already being done by Elk River Municipal Utilities and suggested making it a subcommittee of the municipal utilities.

Commission Chair Vern Iverson agreed with the city's assessment, noting the Commission has served a good purpose. He stated he would prefer not to abandon the Commission but to change its objectives. He further noted he wants to serve the community and suggested advocating having one or two people serve in a subcommittee function.

11.4 Environmental Services

The staff report was presented.

The Council consensus was to change the job description.

12. MOTION TO ADJOURN

Moved by Councilmember Wagner and seconded by Councilmember Grupa to adjourn the meeting of City Council. Motion Carried 5-0.

The meeting adjourned at 08:32 p.m.

Minutes prepared by Tina Allard.

_____ _____

John J. Dietz, Mayor Tina Allard, City Clerk

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Request for Action

To
City Council

Item Number
4.2

Meeting Date
October 21, 2024

Prepared By
Amy Stangler, Accounting Clerk

Item Description
Check Register

Reviewed by
Lori Stich
Joe Stremcha
Cal Portner
Tina Allard

Action Requested
Approve, by motion, the check register for the period ending October 21, 2024.

Background/Discussion
The details for the period ending October 21, 2024, are attached to this request for action.

Total for All Funds	$1,154,489.43

Financial Impact
N/A

Mission/Policy/Goal
N/A

Attachments
1. 4.2 at1 Check Register

Report Criteria:
Detail report.
Invoices with totals above $0.00 included.
Paid and unpaid invoices included.

Description	FUND	DEPARTMENT	Net Invoice Amount
AIRGAS USA LLC			
OXYGEN	GEN	PATROL	54.88
Total AIRGAS USA LLC:			54.88
ALLTREES, LLC			
COMPOST SITE CAMERAS, 5YR	CAPI	RECYCLING	9,689.20
SERVICE CALL	GEN	INFORMATIO	165.00
Total ALLTREES, LLC:			9,854.20
ARTISAN BEER COMPANY			
BEER	LIQU	NORTHBOUN	210.70
BEER	LIQU	WESTBOUND	147.70
BEER	LIQU	NORTHBOUN	115.40
BEER	LIQU	WESTBOUND	243.10
BEER CREDIT	LIQU	NORTHBOUN	33.85-
Total ARTISAN BEER COMPANY:			683.05
ARVIG			
PHONE SVCS-WW	WAS	WASTEWATE	101.26
Total ARVIG:			101.26
ASPEN MILLS			
UNIFORMS-SANDHOEFNER	GEN	POLICE SUPP	31.83
SUPPLIES - PATCHES	GEN	POLICE ADMI	636.00
UNIFORMS-HENNES	GEN	FIRE ADMINIS	213.30
UNIFORMS-ASWEGAN	GEN	PATROL	144.24
Total ASPEN MILLS:			1,025.37
BARBARA KENNEY			
FARMERS MARKET SEP/OCT	GEN	FARMERS MA	160.00
Total BARBARA KENNEY:			160.00
BRUCE WRY			
FARMERS MARKET SEP/OCT	GEN	FARMERS MA	1,229.00
Total BRUCE WRY:			1,229.00
CENTERPOINT ENERGY			
NATURAL GAS	WAS	LIFT STATION	31.84
NATURAL GAS	GEN	FIRE ADMINIS	260.04
NATURAL GAS	GEN	BUILDING MAI	1,378.79
NATURAL GAS	GEN	PUBLIC SAFE	310.77
NATURAL GAS	LIQU	WESTBOUND	49.24
NATURAL GAS	GEN	FIRE ADMINIS	164.21
NATURAL GAS	WAS	WASTEWATE	133.01
NATURAL GAS	MULT	MULTIPURPO	5,433.68

Description	FUND	DEPARTMENT	Net Invoice Amount
NATURAL GAS	LIQU	NORTHBOUN	133.87
NATURAL GAS	LIBR	LIBRARY	49.24
NATURAL GAS	WAS	LIFT STATION	45.64
NATURAL GAS	WAS	LIFT STATION	61.99
NATURAL GAS	GEN	STREET MAIN	215.31
Total CENTERPOINT ENERGY:			8,267.63
CIERRA MOORE			
FARMERS MARKET SEP/OCT	GEN	FARMERS MA	105.00
Total CIERRA MOORE:			105.00
COBORN'S INC			
PARADE CANDY-HOMECOMING	GEN	CITY COUNCI	150.00
Total COBORN'S INC:			150.00
COMLINK SOLUTIONS LLC			
EMERGENCY BUTTON-ORONO	GEN	PARKS DEPA	1,480.00
Total COMLINK SOLUTIONS LLC:			1,480.00
CUB FOODS			
SUPPLIES	GEN	CULTURE & R	21.45
Total CUB FOODS:			21.45
CULLIGAN			
DEIONIZATION RENTAL SVC-LA	WAS	WASTEWATE	40.15
DEIONIZATION RENTAL SVC-W	WAS	WASTEWATE	20.50
Total CULLIGAN:			60.65
DAKOTA SCHAFER			
REIMB GAS PURCHASES-FTO T	GEN	PATROL	115.15
Total DAKOTA SCHAFER:			115.15
DARAMOON OR MARY SENG			
FARMERS MARKET SEP/OCT	GEN	FARMERS MA	256.00
Total DARAMOON OR MARY SENG:			256.00
DAVID W BERGER			
FARMERS MARKET SEP/OCT	GEN	FARMERS MA	71.00
Total DAVID W BERGER:			71.00
DAVID WISNIESKI OFFICIALS			
SOFTBALL UMPIRES	GEN	RECREATION	2,322.00
SOFTBALL UMPIRES-PLAYOFF	GEN	RECREATION	516.00
Total DAVID WISNIESKI OFFICIALS:			2,838.00
FLEETPRIDE			
PARTS	GEN	STREET MAIN	2,129.05

Description	FUND	DEPARTMENT	Net Invoice Amount
PARTS	GEN	STREET MAIN	77.41
SUPPLIES	GEN	EQUIPMENT S	33.84
PARTS	GEN	EQUIPMENT S	103.66
Total FLEETPRIDE:			2,343.96
FLEXIBLE PIPE TOOL CO			
SUPPLIES	WAS	WASTEWATE	445.20
Total FLEXIBLE PIPE TOOL CO:			445.20
GARVIN BROTHERS LLC			
FARMERS MARKET SEP/OCT	GEN	FARMERS MA	686.00
Total GARVIN BROTHERS LLC:			686.00
GLOBAL RESERVE LLC			
THC PRODUCTS	LIQU	NORTHBOUN	285.00
Total GLOBAL RESERVE LLC:			285.00
HAYDEN HAE			
FARMERS MARKET SEP/OCT	GEN	FARMERS MA	85.00
Total HAYDEN HAE:			85.00
HEARTLAND TIRE, INC.			
TIRE REPAIRS	GEN	BUILDING MAI	346.00
Total HEARTLAND TIRE, INC.:			346.00
HOME DEPOT CREDIT SERVICE			
SUPPLIES	GEN	PARKS DEPA	7.94
Total HOME DEPOT CREDIT SERVICE:			7.94
HUBBARD ELECTRIC			
ELECTRICAL SVCS-PT COMPLE	GEN	PARKS DEPA	1,883.33
Total HUBBARD ELECTRIC:			1,883.33
I A F C MEMBERSHIP			
VOLUNTEER & COMBINATION	GEN	FIRE ADMINIS	30.00
Total I A F C MEMBERSHIP:			30.00
JACQUELINE DIEN KEVITT			
FARMERS MARKET SEP/OCT	GEN	FARMERS MA	166.00
Total JACQUELINE DIEN KEVITT:			166.00
JAMES OELKE			
PETTING ZOO 10/25/24 OELKE	GEN	RECREATION	600.00
Total JAMES OELKE:			600.00

Description	FUND	DEPARTMENT	Net Invoice Amount
JEREMY ROSS			
PAINT PARTY-FALL IS HERE	GEN	CULTURE & R	315.00
Total JEREMY ROSS:			315.00
JOLENE SINGH			
FARMERS MARKET SEP/OCT	GEN	FARMERS MA	93.00
Total JOLENE SINGH:			93.00
JONATHAN HOPKINS			
FARMERS MARKET SEP/OCT	GEN	FARMERS MA	344.00
Total JONATHAN HOPKINS:			344.00
JORDAN DEMARS			
FARMERS MARKET SEP/OCT	GEN	FARMERS MA	1,167.00
Total JORDAN DEMARS:			1,167.00
JOSIAH CHRISTENSEN			
FARMERS MARKET SEP/OCT	GEN	FARMERS MA	236.00
Total JOSIAH CHRISTENSEN:			236.00
KENNEDY & GRAVEN CHARTERE			
LEGAL SVCS-HERITAGE LAND/	DEVE	ECONOMIC D	8,621.44
Total KENNEDY & GRAVEN CHARTERE:			8,621.44
LACEY HARMS			
FARMERS MARKET SEP/OCT	GEN	FARMERS MA	30.00
Total LACEY HARMS:			30.00
LANGUAGE LINE SERVICES			
INTERPRETATION SVCS	GEN	POLICE ADMI	67.40
Total LANGUAGE LINE SERVICES:			67.40
LANO EQUIPMENT INC			
SUPPLIES	GEN	STREET MAIN	367.64
Total LANO EQUIPMENT INC:			367.64
LEAGUE OF MN CITIES INS T			
W/C INS OCT/DEC 2024	GEN	CITY COUNCI	15.00
W/C INS OCT/DEC 2024	GEN	COMMUNICAT	272.00
W/C INS OCT/DEC 2024	GEN	ADMINISTRAT	555.00
W/C INS OCT/DEC 2024	GEN	HUMAN RESO	254.00
W/C INS OCT/DEC 2024	GEN	FINANCE	536.00
W/C INS OCT/DEC 2024	GEN	INFORMATIO	339.00
W/C INS OCT/DEC 2024	GEN	PLANNING	373.00
W/C INS OCT/DEC 2024	GEN	BUILDING MAI	7,037.00
W/C INS OCT/DEC 2024	GEN	POLICE ADMI	53,874.00
W/C INS OCT/DEC 2024	GEN	FIRE ADMINIS	6,867.00
W/C INS OCT/DEC 2024	GEN	FIRE OPERATI	8,815.00

Description	FUND	DEPARTMENT	Net Invoice Amount
W/C INS OCT/DEC 2024	GEN	BUILDING SA	569.00
W/C INS OCT/DEC 2024	GEN	CODE ENFOR	121.00
W/C INS OCT/DEC 2024	GEN	PUBLIC SAFE	182.00
W/C INS OCT/DEC 2024	GEN	STREET MAIN	8,104.00
W/C INS OCT/DEC 2024	GEN	SNOW REMO	2,103.00
W/C INS OCT/DEC 2024	GEN	EQUIPMENT S	1,646.00
W/C INS OCT/DEC 2024	GEN	PUBLIC WOR	328.00
W/C INS OCT/DEC 2024	GEN	PARKS DEPA	8,870.00
W/C INS OCT/DEC 2024	GEN	PARKS & REC	816.00
W/C INS OCT/DEC 2024	GEN	CULTURE & R	130.00
W/C INS OCT/DEC 2024	MULT	MULTIPURPO	2,582.00
W/C INS OCT/DEC 2024	WAS	WASTEWATE	4,395.00
W/C INS OCT/DEC 2024	LIQU	NORTHBOUN	2,789.00
W/C INS OCT/DEC 2024	LIQU	WESTBOUND	2,162.00
W/C INS OCT/DEC 2024 - HRA	GEN	ECONOMIC D	87.00
W/C INS OCT/DEC 2024 - EDA	GEN	ECONOMIC D	133.00
Total LEAGUE OF MN CITIES INS T:			113,954.00
M M B A			
SERVER TRAINING	LIQU	NORTHBOUN	200.00
SERVER TRAINING	LIQU	WESTBOUND	200.00
Total M M B A:			400.00
MARINE DOCK & LIFT			
DOCK FALL REMOVAL-RIVERS	GEN	PARKS DEPA	2,400.00
Total MARINE DOCK & LIFT:			2,400.00
MARTIN MARIETTA MATERIALS			
SUPPLIES	GEN	STREET MAIN	150.00
Total MARTIN MARIETTA MATERIALS:			150.00
MARTIN-MCALLISTER CONSULT			
PUBLIC SAFETY ASSESSMENT	GEN	FIRE ADMINIS	5,000.00
Total MARTIN-MCALLISTER CONSULT:			5,000.00
MATTHEW J OXFORD			
FARMERS MARKET SEP/OCT	GEN	FARMERS MA	180.00
Total MATTHEW J OXFORD:			180.00
MINNESOTA FIRE SERVICE CE			
FAO-PUMPER CERT EXAM	GEN	FIRE OPERATI	659.00
Total MINNESOTA FIRE SERVICE CE:			659.00
MN BCA			
TRAINING - A. ZABEE	GEN	PATROL	450.00
Total MN BCA:			450.00
MN DRIVER & VEHICLE SERVI			
TAB RENEWAL #F6438281	GEN	POLICE ADMI	15.25

Description	FUND	DEPARTMENT	Net Invoice Amount
Total MN DRIVER & VEHICLE SERVI:			15.25
MOLLY DROSSEL			
FARMERS MARKET SEP/OCT	GEN	FARMERS MA	70.00
Total MOLLY DROSSEL:			70.00
MOOSE LAKE BREWING CO LLC			
BEER	LIQU	WESTBOUND	150.00
BEER	LIQU	WESTBOUND	113.00
Total MOOSE LAKE BREWING CO LLC:			263.00
N C S I			
BACKGROUND CHECKS-AREN	MULT	MULTIPURPO	111.00
Total N C S I:			111.00
NCL OF WISCONSIN INC			
SUPPLIES	WAS	WASTEWATE	396.10
Total NCL OF WISCONSIN INC:			396.10
NOKOMIS SHOE SHOP			
SAFETY BOOTS-BEADLES	WAS	WASTEWATE	129.95
Total NOKOMIS SHOE SHOP:			129.95
NORTE CAFE ROASTERS			
FARMERS MARKET SEP/OCT	GEN	FARMERS MA	297.00
Total NORTE CAFE ROASTERS:			297.00
OMANN BROS INC			
AC FINES MIX	GEN	STREET MAIN	270.90
AC FINES MIX	GEN	STREET MAIN	180.00
AC FINES MIX	GEN	STREET MAIN	181.80
Total OMANN BROS INC:			632.70
O'REILLY AUTOMOTIVE, INC			
PARTS/SUPPLIES	GEN	BUILDING MAI	224.01
PARTS/SUPPLIES	GEN	PATROL	798.61
PARTS/SUPPLIES	GEN	FIRE ADMINIS	18.90
PARTS/SUPPLIES	GEN	FIRE OPERATI	42.51
PARTS/SUPPLIES	GEN	BUILDING SA	43.89
PARTS/SUPPLIES	GEN	STREET MAIN	76.98
PARTS/SUPPLIES	GEN	EQUIPMENT S	26.97
PARTS/SUPPLIES	GEN	EQUIPMENT S	95.01
TRAINING	GEN	EQUIPMENT S	285.00
PARTS/SUPPLIES	GEN	PARKS DEPA	83.15
PARTS/SUPPLIES	WAS	WASTEWATE	8.82
Total O'REILLY AUTOMOTIVE, INC:			1,703.85

Description	FUND	DEPARTMENT	Net Invoice Amount
PHILLIPS WINE & SPIRITS C			
LIQUOR	LIQU	NORTHBOUN	3,028.54
FREIGHT	LIQU	NORTHBOUN	43.00
WINE	LIQU	NORTHBOUN	581.65
FREIGHT	LIQU	NORTHBOUN	18.92
POP/MISC	LIQU	NORTHBOUN	277.30
FREIGHT	LIQU	NORTHBOUN	6.88
WINE	LIQU	WESTBOUND	180.00
FREIGHT	LIQU	WESTBOUND	1.72
LIQUOR	LIQU	WESTBOUND	1,242.10
FREIGHT	LIQU	WESTBOUND	20.64
POP/MISC	LIQU	WESTBOUND	76.50
FREIGHT	LIQU	WESTBOUND	1.00
LIQUOR	LIQU	WESTBOUND	180.00
FREIGHT	LIQU	WESTBOUND	1.86
WINE	LIQU	WESTBOUND	116.00
FREIGHT	LIQU	WESTBOUND	3.44
POP/MISC	LIQU	WESTBOUND	67.20
FREIGHT	LIQU	WESTBOUND	1.72
LIQUOR	LIQU	NORTHBOUN	1,560.58
FREIGHT	LIQU	NORTHBOUN	25.94
WINE	LIQU	NORTHBOUN	482.90
FREIGHT	LIQU	NORTHBOUN	18.92
POP/MISC	LIQU	NORTHBOUN	166.00
FREIGHT	LIQU	NORTHBOUN	2.00
Total PHILLIPS WINE & SPIRITS C:			8,104.81
PRINCETON RENTAL INC			
SUPPLIES	GEN	PARKS DEPA	494.97
Total PRINCETON RENTAL INC:			494.97
REPUBLIC SERVICES #899			
GARBAGE SVC-ELK RIVERFES	GEN	CITY COUNCI	1,768.62
GARBAGE SVC - THUMBS UP 2	GEN	PARKS DEPA	668.36
SEP COMM GARBAGE SVC	GEN	BUILDING MAI	137.55
SEP COMM GARBAGE SVC	GEN	PUBLIC SAFE	172.65
SEP COMM GARBAGE SVC	GEN	STREET MAIN	1,229.27
SEP COMM GARBAGE SVC	LIQU	NORTHBOUN	89.06
SEP COMM GARBAGE SVC	LIQU	WESTBOUND	89.06
SEP COMM GARBAGE SVC	WAS	WASTEWATE	148.66
SEP COMM GARBAGE SVC	WAS	WASTEWATE	155.62
SEP COMM GARBAGE SVC	GEN	FIRE ADMINIS	98.72
SEP COMM GARBAGE SVC	GEN	FIRE ADMINIS	98.72
SEP COMM GARBAGE SVC	MULT	MULTIPURPO	812.80
SEP COMM GARBAGE SVC	LAND	LANDFILL	288.25
SEP COMM GARBAGE SVC	GEN	PARKS DEPA	693.06
SEP COMM GARBAGE SVC	LIBR	LIBRARY	64.46
SEP COMM GARBAGE SVC	GAR	ORGANICS	691.00
SEP COMM GARBAGE SVC-FM	GEN	FARMERS MA	43.75
GARBAGE SVC - RIVERS EDGE	GEN	PARKS DEPA	395.61
RESIDENTIAL GARBAGE SVC	GAR	GARBAGE	96,913.02
Total REPUBLIC SERVICES #899:			104,558.24

Description	FUND	DEPARTMENT	Net Invoice Amount
SALEH HAMSHARI			
FARMERS MARKET SEP/OCT	GEN	FARMERS MA	89.00
Total SALEH HAMSHARI:			89.00
SAMANTHA HEDIN			
FARMERS MARKET SEP/OCT	GEN	FARMERS MA	100.00
Total SAMANTHA HEDIN:			100.00
SARA RUTTEN			
FARMERS MARKET SEP/AUG	GEN	FARMERS MA	151.00
Total SARA RUTTEN:			151.00
SCHWAB\VOLLHABER\LUBRATT			
MICROTECH 3 REPAIRS	GEN	PUBLIC SAFE	1,628.00
Total SCHWAB\VOLLHABER\LUBRATT:			1,628.00
SPIKE'S			
MUMS, CORN STALKS-PARK &	GEN	RECREATION	1,084.03
CORN STALKS CREDIT-PARK &	GEN	RECREATION	351.68-
CORN STALKS-PARK & REC 524	GEN	RECREATION	461.58
MUMS & GRASS FTN CREDIT-P	GEN	RECREATION	732.35-
Total SPIKE'S:			461.58
STEP SAVER INC			
BULK SALT	GEN	BUILDING MAI	30.00
BULK SALT	GEN	PUBLIC SAFE	118.50
Total STEP SAVER INC:			148.50
STORM TRAINING GROUP			
TRAINING-GUS KOPPI	GEN	PATROL	1,099.00
Total STORM TRAINING GROUP:			1,099.00
STREICHER'S			
UNIFORMS-BIRDSALL	GEN	INVESTIGATI	119.99
UNIFORMS-C ORGON	GEN	POLICE SUPP	2,868.61
UNIFORMS-VEST-NORBERG	GEN	PATROL	1,578.90
Total STREICHER'S:			4,567.50
SYSCO MINNESOTA INC			
POP/MISC	MULT	CONCESSION	1,885.54
SUPPLIES-TRAYS, PLATES, FO	MULT	CONCESSION	399.32
POP/MISC	MULT	CONCESSION	802.77
SUPPLIES-CONTAINERS & NAP	MULT	CONCESSION	93.82
Total SYSCO MINNESOTA INC:			3,181.45
THE AMERICAN BOTTLING CO			
POP/MISC	LIQU	NORTHBOUN	224.06
POP/MISC	LIQU	WESTBOUND	269.98

Description	FUND	DEPARTMENT	Net Invoice Amount
POP/MISC CREDIT	LIQU	WESTBOUND	9.88-
Total THE AMERICAN BOTTLING CO:			484.16
THYSSENKRUPP ELEVATOR COR			
ELEVATOR MAINT CONTRACT-F	MULT	MULTIPURPO	1,824.00
Total THYSSENKRUPP ELEVATOR COR:			1,824.00
T-MOBILE USA, INC			
GPS LOCATE & TIMING ADV 240	GEN	INVESTIGATI	165.00
Total T-MOBILE USA, INC:			165.00
TOWN & COUNTRY FENCE			
INSTALL GATE-FINAL	WAS	LIFT STATION	4,420.00
Total TOWN & COUNTRY FENCE:			4,420.00
TRANSUNION RISK & ALTERNA			
ONLINE INVESTIGATIVE SVCS	GEN	INVESTIGATI	110.00
Total TRANSUNION RISK & ALTERNA:			110.00
TWENTY4SEVEN FIRE & SEC C			
ANNUAL FIRE MONITORING-LIB	LIBR	LIBRARY	505.00
ANNUAL FIRE MONITORING-PW	GEN	STREET MAIN	505.00
ANNUAL FIRE MONITORING-PB	GEN	PUBLIC SAFE	505.00
ANNUAL FIRE MONITORING-CIT	GEN	BUILDING MAI	505.00
ANNUAL FIRE MONITORING-NB	LIQU	NORTHBOUN	544.77
ANNUAL FIRE MONITORING-WB	LIQU	WESTBOUND	544.77
Total TWENTY4SEVEN FIRE & SEC C:			3,109.54
WAL-MART COMMUNITY CARD			
SUPPLIES	GEN	CULTURE & R	185.82
SUPPLIES	GEN	CULTURE & R	118.44
Total WAL-MART COMMUNITY CARD:			304.26
WARREN ELLINGWORTH			
REIMB MILEAGE 9/24-27 WARR	GEN	PARKS & REC	135.34
Total WARREN ELLINGWORTH:			135.34
WINDSTREAM			
PHONE LINE CHGS-FIRE	GEN	FIRE ADMINIS	130.80
PHONE LINE CHGS-FIRE INSP	GEN	FIRE OPERATI	51.70
Total WINDSTREAM:			182.50
WINE MERCHANTS			
WINE	LIQU	NORTHBOUN	680.70
FREIGHT	LIQU	NORTHBOUN	12.04
Total WINE MERCHANTS:			692.74

Description	FUND	DEPARTMENT	Net Invoice Amount
ADVANCE AUTO PARTS			
PARTS	GEN	PARKS DEPA	149.99
PARTS	GEN	PATROL	139.99
Total ADVANCE AUTO PARTS:			289.98
AID ELECTRIC CORPORATION			
AIR COMPRESSOR REPAIRS	GEN	STREET MAIN	331.94
Total AID ELECTRIC CORPORATION:			331.94
ALICOLE LLP			
PUMPKIN WORKSHOP	GEN	CULTURE & R	300.00
Total ALICOLE LLP:			300.00
ALLISON BAILEY			
DAMAGE DEPOSIT REFUND	GEN		100.00
Total ALLISON BAILEY:			100.00
ALRICK RACE			
FARMERS MARKET SEP/OCT	GEN	FARMERS MA	150.00
Total ALRICK RACE:			150.00
AMAZON CAPITAL SERVICES			
SUPPLIES	GEN	RECREATION	38.15
SUPPLIES	GEN	FIRE OPERATI	391.99
SUPPLIES	MULT	CONCESSION	24.18
BUSINESS PRIME MEMBERSHI	GEN	FINANCE	499.00
SUPPLIES	MULT	MULTIPURPO	66.72
SUPPLIES	MULT	CONCESSION	155.15
SUPPLIES	CAPI	FIRE ACADEM	229.00
SUPPLIES	GEN	FIRE ADMINIS	26.60
SUPPLIES	GEN	POLICE ADMI	29.90
SUPPLIES	MULT	MULTIPURPO	249.99
SUPPLIES	MULT	MULTIPURPO	131.78
SUPPLIES	GEN	STREET MAIN	24.58
SUPPLIES	MULT	CONCESSION	79.12
SUPPLIES	MULT	CONCESSION	43.26
SUPPLIES	MULT	MULTIPURPO	45.97
SUPPLIES	GEN	BUILDING MAI	68.97
PARTS	GEN	PATROL	599.92
SUPPLIES	MULT	MULTIPURPO	347.91
SUPPLIES	GEN	PATROL	347.91
SUPPLIES	GEN	STREET MAIN	379.99
SUPPLIES	GEN	ADMINISTRAT	22.32
SUPPLIES	LIQU	NORTHBOUN	75.39
Total AMAZON CAPITAL SERVICES:			3,877.80
ATT LLC			
UNIFORMS-D. NELSON	LIQU	WESTBOUND	239.85
UNIFORMS-A. SANDERS	LIQU	WESTBOUND	83.45
UNIFORMS-K. ZIEBELL	LIQU	WESTBOUND	41.95

Description	FUND	DEPARTMENT	Net Invoice Amount
Total ATT LLC:			365.25
BARRY L. BROOKS			
FARMERS MARKET SEP/OCT	GEN	FARMERS MA	839.00
Total BARRY L. BROOKS:			839.00
BAYCOM INC			
SUPPLIES - SQUAD #623	EQUI	POLICE ADMI	3,822.00
Total BAYCOM INC:			3,822.00
BEAUDRY OIL CO			
DIESEL FUEL	GEN	STREET MAIN	18,128.69
Total BEAUDRY OIL CO:			18,128.69
BECKER ARENA PRODUCTS INC			
SUPPLIES	MULT	MULTIPURPO	842.59
Total BECKER ARENA PRODUCTS INC:			842.59
BEE SWEET HONEY			
FARMERS MARKET SEP/OCT	GEN	FARMERS MA	1,778.00
Total BEE SWEET HONEY:			1,778.00
BELLBOY CORP BAR SUPPLY			
POP/MISC	LIQU	WESTBOUND	29.70
FREIGHT	LIQU	WESTBOUND	2.69
Total BELLBOY CORP BAR SUPPLY:			32.39
BELLBOY CORPORATION			
LIQUOR	LIQU	NORTHBOUN	538.04
FREIGHT	LIQU	NORTHBOUN	13.50
LIQUOR	LIQU	NORTHBOUN	404.00
FREIGHT	LIQU	NORTHBOUN	13.50
LIQUOR	LIQU	WESTBOUND	267.50
THC PRODUCTS	LIQU	WESTBOUND	120.00
FREIGHT	LIQU	WESTBOUND	13.50
Total BELLBOY CORPORATION:			1,370.04
BERNICK'S			
POP/MISC	LIQU	NORTHBOUN	90.00
BEER	LIQU	NORTHBOUN	2,066.85
POP/MISC	LIQU	WESTBOUND	73.20
BEER	LIQU	WESTBOUND	2,120.95
THC PRODUCTS CREDIT	LIQU	WESTBOUND	156.00-
BEER CREDIT	LIQU	WESTBOUND	77.45-
POP/MISC	MULT	CONCESSION	838.48
POP/MISC	LIQU	NORTHBOUN	68.68
BEER	LIQU	NORTHBOUN	2,604.90
BEER CREDIT	LIQU	NORTHBOUN	8.00-
POP/MISC	LIQU	WESTBOUND	33.60

Description	FUND	DEPARTMENT	Net Invoice Amount
THC PRODUCTS	LIQU	WESTBOUND	81.00
BEER	LIQU	WESTBOUND	1,407.50
Total BERNICK'S:			9,143.71
BLAINE LOCK & SAFE, INC			
LOCK REPAIRS/REKEY	GEN	FIRE ADMINIS	361.25
LOCK REPAIRS/REKEY	GEN	FIRE ADMINIS	353.50
Total BLAINE LOCK & SAFE, INC:			714.75
BOLTON & MENK, INC			
MEGA LOOP TRAIL IMPROVEM	PARK		32,500.17
ROLLING HILLS SEWER EXT	TRUN	ROLLING HILL	3,270.00
YALE STREET EXTENSION	STRE		6,744.00
Total BOLTON & MENK, INC:			42,514.17
BOURGET IMPORTS LLC			
LIQUOR	LIQU	NORTHBOUN	304.00
WINE	LIQU	NORTHBOUN	144.00
FREIGHT	LIQU	NORTHBOUN	10.50
Total BOURGET IMPORTS LLC:			458.50
BREAKTHRU BEVERAGE MINNESOTA			
LIQUOR	LIQU	WESTBOUND	1,200.41
POP/MISC	LIQU	WESTBOUND	39.96
WINE	LIQU	WESTBOUND	72.00
LIQUOR	LIQU	WESTBOUND	531.68
LIQUOR	LIQU	NORTHBOUN	812.53
WINE	LIQU	NORTHBOUN	360.00
LIQUOR	LIQU	NORTHBOUN	444.00
LIQUOR	LIQU	WESTBOUND	618.00
WINE	LIQU	WESTBOUND	360.00
LIQUOR	LIQU	NORTHBOUN	2,187.03
POP/MISC	LIQU	NORTHBOUN	124.20
WINE	LIQU	NORTHBOUN	1,000.00
LIQUOR CREDIT	LIQU	NORTHBOUN	5.33-
LIQUOR CREDIT	LIQU	WESTBOUND	96.00-
Total BREAKTHRU BEVERAGE MINNESOTA:			7,648.48
C & L DISTRIBUTING CO			
BEER CREDIT	LIQU	WESTBOUND	52.34-
BEER CREDIT	LIQU	NORTHBOUN	175.20-
THC PROCUCTS	LIQU	WESTBOUND	986.00
BEER CREDIT	LIQU	NORTHBOUN	19.60-
THC PRODUCTS CREDIT	LIQU	NORTHBOUN	17.67-
BEER CREDIT	LIQU	NORTHBOUN	39.17-
BEER	LIQU	NORTHBOUN	3,380.40
WINE	LIQU	WESTBOUND	67.20
BEER	LIQU	WESTBOUND	5,536.85
POP/MISC	LIQU	WESTBOUND	35.00
THC PROCUCTS CREDIT	LIQU	WESTBOUND	60.00-
LIQUOR	LIQU	NORTHBOUN	90.00
BEER	LIQU	NORTHBOUN	5,925.70

Description	FUND	DEPARTMENT	Net Invoice Amount
BEER CREDIT	LIQU	NORTHBOUN	38.58-
BEER	LIQU	NORTHBOUN	5,566.55
THC PRODUCTS	LIQU	NORTHBOUN	1,339.68
LIQUOR	LIQU	WESTBOUND	46.40
WINE CREDIT	LIQU	WESTBOUND	10.80-
BEER	LIQU	WESTBOUND	6,185.25
THC PROCUCTS CREDIT	LIQU	WESTBOUND	66.67-
BEER	LIQU	NORTHBOUN	1,384.10
BEER	LIQU	NORTHBOUN	3,133.70
LIQUOR	LIQU	NORTHBOUN	450.00
WINE	LIQU	NORTHBOUN	936.00
THC PRODUCTS	LIQU	NORTHBOUN	345.00
BEER	LIQU	NORTHBOUN	2,989.55
BEER CREDIT	LIQU	NORTHBOUN	5.68-
Total C & L DISTRIBUTING CO:			37,911.67
CAL PORTNER			
REIMB PHONE JUL/SEP 24 POR	GEN	ADMINISTRAT	90.00
Total CAL PORTNER:			90.00
CHARTER COMMUNICATIONS			
PHONE LINE ELEVATOR-CH	GEN	BUILDING MAI	29.99
PHONE LINE ELEVATOR-PBL S	GEN	PUBLIC SAFE	59.98
EMERGENCY BUTTON-ORONO	GEN	PARKS DEPA	29.99
EMERGENCY BUTTON-RIVERS	GEN	PARKS DEPA	29.99
PHONE LINES-FIRE ALARM-PW	GEN	STREET MAIN	79.98
TV SERVICE - PW	GEN	STREET MAIN	15.80
VIDEO SERVICES-FS #1	GEN	FIRE ADMINIS	36.18
VIDEO SERVICES-CH	GEN	BUILDING MAI	44.23
VIDEO SERVICES-EMERGENCY	GEN	EMERGENCY	42.07
VIDEO SERVICES-POLICE	GEN	POLICE ADMI	58.86
INTERNET, PHONE, VIDEO-FT C	MULT	MULTIPURPO	326.64
ERMU INTERNET	GEN	INFORMATIO	189.99
INTERNET-POLICE	GEN	POLICE ADMI	39.99
PHONE LINE ELEVATOR-PBL S	GEN	PUBLIC SAFE	39.99
PHONE LINE ELEVATOR-CH	GEN	BUILDING MAI	39.99
INTERNET, PHONE, VIDEO-FS #	GEN	FIRE ADMINIS	338.52
PHONE LINE CHGS-NORTHBOU	LIQU	NORTHBOUN	29.99
Total CHARTER COMMUNICATIONS:			1,432.18
CHERNOU LEE			
FARMERS MARKET SEP/OCT	GEN	FARMERS MA	424.00
Total CHERNOU LEE:			424.00
CINTAS CORPORATION LOC 470			
MATS, TOWELS, SCRAPERS, M	LIQU	NORTHBOUN	51.50
MATS, TOWELS, SCRAPERS, M	LIQU	WESTBOUND	54.97
UNIFORMS RENTAL/CLEANING	WAS	WASTEWATE	156.37
MATS, TOWELS, SCRAPERS, M	LIQU	NORTHBOUN	51.50
MATS, TOWELS, SCRAPERS, M	LIQU	WESTBOUND	46.18
UNIFORM RENTAL/CLEANING	WAS	WASTEWATE	145.34
MATS, TOWELS, SCRAPERS, M	LIQU	NORTHBOUN	51.50
MATS, TOWELS, SCRAPERS, M	LIQU	WESTBOUND	46.18

Description	FUND	DEPARTMENT	Net Invoice Amount
Total CINTAS CORPORATION LOC 470:			603.54
CIVICPLUS, LLC			
MUNICODE PAGES	GEN	CITY COUNCI	2,665.04
Total CIVICPLUS, LLC:			2,665.04
CROW RIVER FARM EQUIPMENT			
SUPPLIES	WAS	WASTEWATE	139.72
Total CROW RIVER FARM EQUIPMENT:			139.72
CYBER ADVISORS, INC.			
3CX SUPPORT	GEN	INFORMATIO	1,912.50
Total CYBER ADVISORS, INC.:			1,912.50
DACOTAH PAPER CO			
SUPPLIES	GEN	FIRE ADMINIS	127.84
SUPPLIES	GEN	PARKS DEPA	745.36
SUPPLIES	GEN	PUBLIC SAFE	76.86
SUPPLIES	LIQU	WESTBOUND	134.67
Total DACOTAH PAPER CO:			1,084.73
DAHLHEIMER BEVERAGE, LLC			
BEER	LIQU	NORTHBOUN	4,337.97
BEER	LIQU	NORTHBOUN	87.00
BEER	LIQU	WESTBOUND	2,221.20
BEER	LIQU	WESTBOUND	32.00
BEER	LIQU	WESTBOUND	2,779.00
BEER CREDIT	LIQU	WESTBOUND	26.75-
THC PRODUCTS	LIQU	NORTHBOUN	234.00
BEER	LIQU	NORTHBOUN	5,137.15
BEER	LIQU	NORTHBOUN	6,792.50
POP/MISC	LIQU	WESTBOUND	26.50
BEER	LIQU	WESTBOUND	3,689.55
BEER CREDIT	LIQU	WESTBOUND	23.40-
BEER	LIQU	NORTHBOUN	8,700.85
BEER	LIQU	WESTBOUND	24.70
BEER	LIQU	WESTBOUND	4,464.55
BEER CREDIT	LIQU	WESTBOUND	12.00-
BEER CREDIT	LIQU	WESTBOUND	133.10-
THC PRODUCTS	LIQU	WESTBOUND	201.00
BEER	LIQU	WESTBOUND	1,562.90
THC PRODUCTS	LIQU	NORTHBOUN	225.00
BEER	LIQU	NORTHBOUN	3,567.47
BEER CREDIT	LIQU	WESTBOUND	30.00-
BEER CREDIT	LIQU	WESTBOUND	60.00-
Total DAHLHEIMER BEVERAGE, LLC:			43,798.09
DANIELLE FAULHABER			
TRANSCRIPTION SVCS	GEN	POLICE SUPP	1,096.50

Description	FUND	DEPARTMENT	Net Invoice Amount
Total DANIELLE FAULHABER:			1,096.50
D'ARCY HOLM			
FARMERS MARKET SEP/OCT	GEN	FARMERS MA	61.00
Total D'ARCY HOLM:			61.00
E C M PUBLISHERS INC			
BUSINESS CARDS-R COWLEY	GEN	POLICE ADMI	37.00
BUSINESS CARDS-E NORBERG	GEN	POLICE ADMI	37.00
NOTICE OF PUBLIC ACCURACY	GEN	ELECTIONS	63.00
EMPLOYMENT ADV-SENIOR AC	GEN	CULTURE & R	58.40
BUSINESS CARDS-M DICKINSO	GEN	FIRE ADMINIS	37.00
Total E C M PUBLISHERS INC:			232.40
ELK RIVER GREENHOUSE LLC			
FARMERS MARKET SEP/OCT	GEN	FARMERS MA	626.00
Total ELK RIVER GREENHOUSE LLC:			626.00
ELK RIVER MUNICIPAL UTILI			
BILLING SVCS - SEP	GAR	GARBAGE	2,108.03
BILLING SVCS - SEP	WAS	WASTEWATE	587.10
BILLING SVCS - SEP	STOR	STORM WATE	861.42
Total ELK RIVER MUNICIPAL UTILI:			3,556.55
ELK RIVER MUNICIPAL UTILITIES			
WATER/ELECTRIC	GEN	PARKS DEPA	4,511.56
ELECTRIC	WAS	LIFT STATION	1,502.55
ELECTRIC	GEN	EMERGENCY	138.03
ELECTRIC	GEN	PUBLIC SAFE	64.56
ELECTRIC	GEN	PARKS DEPA	32.56
WATER/ELECTRIC/SWR/STM W	LIQU	WESTBOUND	2,738.08
ELECTRIC	GEN	STREET MAIN	57.00
ELECTRIC	GEN	STREET MAIN	32.57
WATER/ELECTRIC	WAS	WASTEWATE	21,288.16
WATER/ELECTRIC	GEN	PARKS DEPA	4,525.91
ELECTRIC	WAS	LIFT STATION	3,131.67
ELECTRIC	GEN	EMERGENCY	77.96
ELECTRIC	GEN	PARKS DEPA	661.95
WATER/SEWER	GEN	PARKS DEPA	1,075.16
WATER/ELECTRIC/SEWER	GEN	PUBLIC SAFE	7,406.11
WATER/ELECTRIC/SEWER	GEN	FIRE ADMINIS	1,183.65
WATER/ELECTRIC/SWR/STM W	GEN	BUILDING MAI	5,649.78
WATER/ELECTRIC/SEWER	LIBR	LIBRARY	2,057.00
ELECTRIC	GEN	PUBLIC SAFE	64.56
Total ELK RIVER MUNICIPAL UTILITIES:			56,198.82
EVAN PATULLO			
REIMB MEALS 9/9-13 E PATULL	GEN	INVESTIGATI	64.57
Total EVAN PATULLO:			64.57

Description	FUND	DEPARTMENT	Net Invoice Amount
FAHRNER ASPHALT SEALERS L			
TRAIL MICROSURFACING-WOO	PAVE	GENERAL IMP	58,134.40
Total FAHRNER ASPHALT SEALERS L:			58,134.40
FASTENAL COMPANY			
SUPPLIES	GEN	PARKS DEPA	303.71
SUPPLIES	GEN	STREET MAIN	197.99
SUPPLIES	GEN	PATROL	32.00
Total FASTENAL COMPANY:			533.70
FERRIS FAMILY FARM LLC			
FARMERS MARKET SEP/OCT	GEN	FARMERS MA	646.00
Total FERRIS FAMILY FARM LLC:			646.00
FLUID INTERIORS, LLC			
OFFICE CHAIR-KAREN HR	GEN	HUMAN RESO	783.61
Total FLUID INTERIORS, LLC:			783.61
GATR TRUCK CENTER			
PARTS	GEN	EQUIPMENT S	45.54
PARTS	GEN	EQUIPMENT S	15.18
Total GATR TRUCK CENTER:			60.72
GESTALT ENGINEERING LLC			
LANDFILL ASSIST - SEP	LAND	LANDFILL	1,015.00
Total GESTALT ENGINEERING LLC:			1,015.00
GOODIN COMPANY			
WATER HEATER REPAIRS	GEN	STREET MAIN	2,165.08
Total GOODIN COMPANY:			2,165.08
GOPHER STATE ONE-CALL INC			
LOCATION CALLS	WAS	WASTEWATE	589.95
Total GOPHER STATE ONE-CALL INC:			589.95
GRAINGER			
SUPPLIES	GEN	FIRE ADMINIS	276.30
SUPPLIES	GEN	PARKS DEPA	44.64
SUPPLIES	WAS	WASTEWATE	1,213.42
SUPPLIES	GEN	EQUIPMENT S	88.00
SUPPLIES	WAS	WASTEWATE	114.90
Total GRAINGER:			1,737.26
GRANITE CITY JOBBING CO			
POP/MISC	LIQU	NORTHBOUN	959.29
THC PRODUCTS	LIQU	NORTHBOUN	36.00
SUPPLIES	LIQU	NORTHBOUN	184.56
FREIGHT	LIQU	NORTHBOUN	5.00

Description	FUND	DEPARTMENT	Net Invoice Amount
POP/MISC	LIQU	NORTHBOUN	598.81
THC PRODUCTS	LIQU	NORTHBOUN	132.00
SUPPLIES	LIQU	NORTHBOUN	126.03
FREIGHT	LIQU	NORTHBOUN	5.00
POP/MISC	LIQU	WESTBOUND	456.94
THC PRODUCTS	LIQU	WESTBOUND	36.00
FREIGHT	LIQU	WESTBOUND	5.00
SUPPLIES	LIQU	WESTBOUND	17.25
THC PRODUCTS CREDIT	LIQU	WESTBOUND	48.00-
POP/MISC	LIQU	NORTHBOUN	924.13
THC PRODUCTS	LIQU	NORTHBOUN	36.00
FREIGHT	LIQU	NORTHBOUN	5.00
SUPPLIES	LIQU	NORTHBOUN	134.26
POP/MISC	LIQU	WESTBOUND	653.87
FREIGHT	LIQU	WESTBOUND	5.00
SUPPLIES	LIQU	WESTBOUND	65.14
POP/MISC	LIQU	NORTHBOUN	687.03
THC PRODUCTS	LIQU	NORTHBOUN	96.00
FREIGHT	LIQU	NORTHBOUN	5.00
SUPPLIES	LIQU	NORTHBOUN	49.82
POP/MISC	LIQU	WESTBOUND	771.78
THC PRODUCTS	LIQU	WESTBOUND	65.00
FREIGHT	LIQU	WESTBOUND	5.00
Total GRANITE CITY JOBBING CO:			6,016.91
GRIMCO, INC			
SUPPLIES	GEN	COMMUNICAT	112.00
SIGN SUPPLIES	GEN	COMMUNICAT	71.27
SUPPLIES	GEN	CITY COUNCI	177.15
Total GRIMCO, INC:			360.42
HANNAH JOY, LLC			
FARMERS MARKET SEP/OCT	GEN	FARMERS MA	15.00
Total HANNAH JOY, LLC:			15.00
HAWKINS & BAUMGARTNER, P.			
SEP PROSECUTION SVCS	GEN	LEGAL	16,653.87
Total HAWKINS & BAUMGARTNER, P.:			16,653.87
HOISINGTON KOEGLER GROUP			
PROF SVCS-ER PARK MASTER	PARK	PARKS DEPA	1,846.25
PROF SVCS-COM PARK PLAZA	PARK	PARKS	407.50
PROF SVCS-COM PARK PLAZA	PARK	PARKS	3,418.75
PROF SVCS-COM PARK PLAZA	PARK	PARKS	1,205.00
PROF SVCS-COM PARK PLAZA	PARK	PARKS	9,967.87
PROF SVCS-COM PARK PLAZA	PARK	PARKS	6,671.25
PROF SVCS-COM PARK PLAZA	PARK	PARKS	846.25
PROF SVCS-RIVERS EDGE RE	GRE	DEBT SERVIC	3,853.75
PROF SVCS-RIVERS EDGE RE	GRE	DEBT SERVIC	9,323.75
PROF SVCS-RIVERS EDGE RE	GRE	DEBT SERVIC	6,415.00
PROF SVCS-RIVERS EDGE RE	GRE	DEBT SERVIC	950.00

Description	FUND	DEPARTMENT	Net Invoice Amount
Total HOISINGTON KOEGLER GROUP:			44,905.37
INSIGHT PUBLIC SECTOR			
MICROSOFT SURFACE PRO/CA	LIQU	NORTHBOUN	1,125.87
MICROSOFT COMPLETE-3 YRS	LIQU	NORTHBOUN	306.90
ADOBE ACROBAT PRO	MULT	MULTIPURPO	8.02
Total INSIGHT PUBLIC SECTOR:			1,440.79
ISD 728-COMMUNITY EDUCATION			
GYM RENTAL & BLDG SUPERVI	GEN	RECREATION	240.00
Total ISD 728-COMMUNITY EDUCATION:			240.00
J & A GLASS, INC			
REPLACE GARAGE DOOR GLA	GEN	FIRE ADMINIS	480.00
Total J & A GLASS, INC:			480.00
J P COOKE CO			
STAMPER-K PORATH	GEN	ADMINISTRAT	52.95
Total J P COOKE CO:			52.95
JENNIFER KATKE			
REIMBURSE ICE-SQUATCH GA	MULT	MULTIPURPO	25.16
Total JENNIFER KATKE:			25.16
JILL KNUTSON			
REIMB MILEAGE - MN GFOA CO	GEN	FINANCE	148.74
Total JILL KNUTSON:			148.74
JOHNSON BROS LIQUOR			
LIQUOR CREDIT	LIQU	WESTBOUND	11.30-
LIQUOR CREDIT	LIQU	NORTHBOUN	26.25-
LIQUOR CREDIT	LIQU	WESTBOUND	21.15-
LIQUOR CREDIT	LIQU	WESTBOUND	502.00-
WINE	LIQU	NORTHBOUN	339.84
FREIGHT	LIQU	NORTHBOUN	3.44
LIQUOR	LIQU	NORTHBOUN	108.48
FREIGHT	LIQU	NORTHBOUN	1.72
WINE	LIQU	WESTBOUND	520.00
FREIGHT	LIQU	WESTBOUND	10.32
FREIGHT	LIQU	WESTBOUND	.29
FREIGHT	LIQU	WESTBOUND	2.58
LIQUOR	LIQU	NORTHBOUN	2,512.44
FREIGHT	LIQU	NORTHBOUN	37.55
WINE	LIQU	NORTHBOUN	2,288.05
FREIGHT	LIQU	NORTHBOUN	53.46
POP/MISC	LIQU	NORTHBOUN	214.95
FREIGHT	LIQU	NORTHBOUN	5.16
LIQUOR	LIQU	NORTHBOUN	1,164.70
FREIGHT	LIQU	NORTHBOUN	10.32
LIQUOR	LIQU	WESTBOUND	1,446.75

Description	FUND	DEPARTMENT	Net Invoice Amount
FREIGHT	LIQU	WESTBOUND	20.93
WINE	LIQU	WESTBOUND	668.75
FREIGHT	LIQU	WESTBOUND	12.04
LIQUOR	LIQU	WESTBOUND	2,160.00
FREIGHT	LIQU	WESTBOUND	14.01
LIQUOR	LIQU	NORTHBOUN	18,990.20
FREIGHT	LIQU	NORTHBOUN	239.36
LIQUOR	LIQU	NORTHBOUN	4,811.27
FREIGHT	LIQU	NORTHBOUN	87.72
WINE	LIQU	NORTHBOUN	1,515.26
FREIGHT	LIQU	NORTHBOUN	43.87
POP/MISC	LIQU	NORTHBOUN	48.00
FREIGHT	LIQU	NORTHBOUN	1.72
LIQUOR	LIQU	WESTBOUND	614.24
FREIGHT	LIQU	WESTBOUND	15.48
WINE	LIQU	WESTBOUND	872.00
FREIGHT	LIQU	WESTBOUND	5.16
LIQUOR	LIQU	WESTBOUND	7,749.70
FREIGHT	LIQU	WESTBOUND	99.77
LIQUOR	LIQU	WESTBOUND	157.50
FREIGHT	LIQU	WESTBOUND	1.72
WINE	LIQU	WESTBOUND	1,263.12
FREIGHT	LIQU	WESTBOUND	29.84
Total JOHNSON BROS LIQUOR:			47,581.01
JOHNSON CONTROLS, INC.			
REFRIGERANT	GEN	BUILDING MAI	419.84
CHILLER MAINT	GEN	BUILDING MAI	2,297.44
Total JOHNSON CONTROLS, INC.:			2,717.28
JUSTIN STRAYER			
BEER	LIQU	WESTBOUND	141.08
Total JUSTIN STRAYER:			141.08
KENT ROESSLER			
REFUND ESCROW P 18-02 MIS			1,254.00
REFUND ESCROW P 18-04 MIS			5,000.00
REFUND ESCROW P 18-02			729.00
REFUND ESCROW P 18-04			608.00
Total KENT ROESSLER:			7,591.00
KRISS PREMIUM PRODUCTS, I			
WATER TREATMENT CHEMICAL	MULT	MULTIPURPO	268.00
Total KRISS PREMIUM PRODUCTS, I:			268.00
LAKE STATE RECYCLING INC			
CARDBOARD RECYCLING-WB	LIQU	WESTBOUND	150.00
CARDBOARD RECYCLING-NB	LIQU	NORTHBOUN	150.00
Total LAKE STATE RECYCLING INC:			300.00

Description	FUND	DEPARTMENT	Net Invoice Amount
LEWIS CUSTOM HOMES			
REFUND ESCROW 10063 177T			1,000.00
REFUND ESCROW 10034 177T			1,000.00
REFUND ESCROW 10083 177T			1,000.00
Total LEWIS CUSTOM HOMES:			3,000.00
LY LEE VUE			
FARMERS MARKET SEP/OCT	GEN	FARMERS MA	1,418.00
Total LY LEE VUE:			1,418.00
MACQUEEN EQUIPMENT, LLC			
PARTS	GEN	FIRE OPERATI	268.00
Total MACQUEEN EQUIPMENT, LLC:			268.00
MARCO HOLDINGS LLC			
ROOM FINDER REPAIRS	GEN	INFORMATIO	310.50
CONNECT PS TO THE EXCHAN	GEN	INFORMATIO	115.00
REPAIR CAMERA AT FTCENTER	GEN	INFORMATIO	640.00
MICROSOFT SUBSCRIPTION	GEN	INFORMATIO	4,585.50
DUO - SQUAD CARS	GEN	INFORMATIO	78.00
BACKUP SOFTWARE	GEN	INFORMATIO	9,234.00
CISCO DUO ADV SUBSCRIPTIO	GEN	INFORMATIO	1,968.00
INK/TONER FOR PLOTTER-ADM	GEN	ADMINISTRAT	161.15
INK/TONER FOR PLOTTER-BLD	GEN	BUILDING SA	161.16
INK/TONER FOR PLOTTER-PLA	GEN	PLANNING	161.16
INK/TONER FOR PLOTTER-ENG	GEN	PUBLIC WOR	161.15
Total MARCO HOLDINGS LLC:			17,575.62
MARK RIVARD			
DO RAD THINGS SKATEBOARD	LIBR	LIBRARY	1,190.00
Total MARK RIVARD:			1,190.00
MENARDS - ELK RIVER			
PART/SUPPLIES	GEN	BUILDING MAI	132.60
PARTS/SUPPLIES	GEN	PATROL	3.99
PARTS/SUPPLIES	GEN	PUBLIC SAFE	31.96
PARTS/SUPPLIES	GEN	FIRE OPERATI	308.58
PARTS/SUPPLIES	GEN	STREET MAIN	166.32
PARTS/SUPPLIES	GEN	EQUIPMENT S	16.79
PARTS/SUPPLIES	GEN	PARKS DEPA	898.02
PARTS/SUPPLIES - 524	GEN	RECREATION	24.94
PARTS/SUPPLIES	MULT	MULTIPURPO	60.50
PARTS	MULT	CONCESSION	21.94
PARTS/SUPPLIES	WAS	WASTEWATE	254.57
PARTS/SUPPLIES	LIQU	NORTHBOUN	61.09
PARTS/SUPPLIES	LIQU	NORTHBOUN	193.61
PARTS/SUPPLIES	LIQU	WESTBOUND	29.47
Total MENARDS - ELK RIVER:			2,204.38
MICHAEL B STARR			
FARMERS MARKET SEP/OCT	GEN	FARMERS MA	160.00

Description	FUND	DEPARTMENT	Net Invoice Amount
Total MICHAEL B STARR:			160.00
MICHELLE HIGGINS			
FARMERS MARKET SEP/OCT	GEN	FARMERS MA	190.00
Total MICHELLE HIGGINS:			190.00
MINNESOTA TRUCK & TRAILER SCHOOL			
CLASS A TRAINING-JACOB DIE	WAS	WASTEWATE	3,480.00
Total MINNESOTA TRUCK & TRAILER SCHOOL:			3,480.00
MN POLLUTION CONTROL AGENCY			
CERTIFICATION RENEWAL-BEA	WAS	WASTEWATE	23.00
Total MN POLLUTION CONTROL AGENCY:			23.00
MN SHERIFF'S ASSOCIATION			
TRAINING-R NIERENHAUSEN	GEN	POLICE ADMI	90.00
Total MN SHERIFF'S ASSOCIATION:			90.00
MR CUTTING EDGE			
ICE SCRAPER BLADES SHARP	MULT	MULTIPURPO	108.00
Total MR CUTTING EDGE:			108.00
MUNICIPAL EMERGENCY SERVICES			
SUPPLIES	GEN	FIRE OPERATI	2,839.21
SUPPLIES	GEN	FIRE OPERATI	4,241.14
SUPPLIES	GEN	FIRE OPERATI	857.53
SUPPLIES	GEN	FIRE OPERATI	572.53
Total MUNICIPAL EMERGENCY SERVICES:			8,510.41
NORTHLAND MECHANICAL CONTRACTORS, INC			
ANNUAL BOILER INSP & MAINT	GEN	STREET MAIN	2,372.00
Total NORTHLAND MECHANICAL CONTRACTORS, INC:			2,372.00
NOTHING BUT HEMP			
THC PRODUCTS	LIQU	NORTHBOUN	270.00
Total NOTHING BUT HEMP:			270.00
NUSS TRUCK & EQUIPMENT			
PARTS	GEN	STREET MAIN	690.04
Total NUSS TRUCK & EQUIPMENT:			690.04
OCCUPATIONAL HEALTH CENTER			
EMPLOYMENT PHYSICAL	GEN	POLICE ADMI	622.00
EMPL PHYSICAL/AUDIOGRAM	GEN	FIRE OPERATI	1,747.00
EMPL PHYSICAL/AUDIOGRAM	GEN	FIRE OPERATI	997.00

Description	FUND	DEPARTMENT	Net Invoice Amount
Total OCCUPATIONAL HEALTH CENTER:			3,366.00
OXYGEN SERVICE CO, INC			
CYLINDER RENTAL	GEN	EQUIPMENT S	169.64
Total OXYGEN SERVICE CO, INC:			169.64
PAUSTIS WINE COMPANY			
WINE	LIQU	WESTBOUND	928.00
FREIGHT	LIQU	WESTBOUND	15.00
WINE	LIQU	NORTHBOUN	441.67
FREIGHT	LIQU	NORTHBOUN	10.00
WINE	LIQU	WESTBOUND	658.34
FREIGHT	LIQU	WESTBOUND	12.50
Total PAUSTIS WINE COMPANY:			2,065.51
PERFECTION PLUS, INC.			
CLEANING SVCS-TROTT BARN	GEN	PARKS & REC	60.00
CLEANING SVCS - OCT	LIBR	LIBRARY	2,490.00
Total PERFECTION PLUS, INC.:			2,550.00
PLUNKETT'S PEST CONTROL			
PEST CONTROL	LIQU	NORTHBOUN	108.04
Total PLUNKETT'S PEST CONTROL:			108.04
PRECISE MRM LLC			
5MB FLAT DATA PLAN	GEN	SNOW REMO	456.00
Total PRECISE MRM LLC:			456.00
QUALITY FLOW SYSTEMS INC			
INSTALL VFD-HWY 10 LS	WAS	LIFT STATION	3,775.00
Total QUALITY FLOW SYSTEMS INC:			3,775.00
SALK MIDDLE SCHOOL			
SPECIAL EVENT DAMAGE DEP	GEN		250.00
Total SALK MIDDLE SCHOOL:			250.00
SHAMROCK GROUP INC			
ICE	LIQU	NORTHBOUN	227.84
FREIGHT	LIQU	NORTHBOUN	4.00
ICE	LIQU	WESTBOUND	221.24
FREIGHT	LIQU	WESTBOUND	4.00
ICE	LIQU	WESTBOUND	107.37
FREIGHT	LIQU	WESTBOUND	4.00
Total SHAMROCK GROUP INC:			568.45
SOUTHERN GLAZER'S WINE & SPIRITS OF MN			
LIQUOR CREDIT	LIQU	WESTBOUND	24.00-
LIQUOR CREDIT	LIQU	WESTBOUND	20.66-

Description	FUND	DEPARTMENT	Net Invoice Amount
FREIGHT	LIQU	NORTHBOUN	2.50
FREIGHT	LIQU	NORTHBOUN	2.50
LIQUOR	LIQU	NORTHBOUN	5,205.99
FREIGHT	LIQU	NORTHBOUN	73.96
WINE	LIQU	NORTHBOUN	5,525.10
FREIGHT	LIQU	NORTHBOUN	95.00
FREIGHT	LIQU	NORTHBOUN	1.67
LIQUOR	LIQU	WESTBOUND	6,640.52
FREIGHT	LIQU	WESTBOUND	94.08
WINE	LIQU	WESTBOUND	64.00
FREIGHT	LIQU	WESTBOUND	1.28
WINE	LIQU	WESTBOUND	2,636.54
FREIGHT	LIQU	WESTBOUND	43.52
FREIGHT	LIQU	WESTBOUND	1.28
WINE	LIQU	NORTHBOUN	168.00
FREIGHT	LIQU	NORTHBOUN	1.35
LIQUOR	LIQU	NORTHBOUN	5,440.93
FREIGHT	LIQU	NORTHBOUN	45.91
LIQUOR	LIQU	NORTHBOUN	305.98
FREIGHT	LIQU	NORTHBOUN	.42
WINE	LIQU	NORTHBOUN	948.48
FREIGHT	LIQU	NORTHBOUN	20.84
LIQUOR	LIQU	WESTBOUND	3,728.57
FREIGHT	LIQU	WESTBOUND	48.00
WINE	LIQU	WESTBOUND	2,062.97
FREIGHT	LIQU	WESTBOUND	34.56
LIQUOR	LIQU	NORTHBOUN	57.81
FREIGHT	LIQU	NORTHBOUN	1.25
Total SOUTHERN GLAZER'S WINE & SPIRITS OF MN:			33,208.35
SRIJANA ADMIKARI			
FARMERS MARKET SEP/OCT	GEN	FARMERS MA	19.00
Total SRIJANA ADMIKARI:			19.00
STAPLES BUSINESS ADVANTAG			
SUPPLIES	GEN	COMMUNICAT	14.89
SUPPLIES	GEN	ADMINISTRAT	84.78
SUPPLIES	GEN	HUMAN RESO	29.78
SUPPLIES	GEN	FINANCE	29.78
SUPPLIES	GEN	COMMUNITY	8.93
SUPPLIES	GEN	PLANNING	44.66
SUPPLIES	GEN	BUILDING SA	44.66
SUPPLIES	GEN	PUBLIC SAFE	5.96
SUPPLIES	GEN	PUBLIC WOR	14.89
SUPPLIES	GEN	PARKS & REC	29.78
SUPPLIES-EDA	GEN	ECONOMIC D	14.87
SUPPLIES	GEN	COMMUNICAT	3.34
SUPPLIES	GEN	ADMINISTRAT	13.34
SUPPLIES	GEN	HUMAN RESO	6.67
SUPPLIES	GEN	FINANCE	6.67
SUPPLIES	GEN	COMMUNITY	2.00
SUPPLIES	GEN	PLANNING	10.01
SUPPLIES	GEN	BUILDING SA	10.01
SUPPLIES	GEN	PUBLIC SAFE	1.33

Description	FUND	DEPARTMENT	Net Invoice Amount
SUPPLIES	GEN	PUBLIC WOR	3.34
SUPPLIES	GEN	PARKS & REC	6.66
SUPPLIES	GEN	ECONOMIC D	3.33
Total STAPLES BUSINESS ADVANTAG:			389.68
STEVE TRYGGESETH			
FARMERS MARKET SEP/OCT	GEN	FARMERS MA	160.00
Total STEVE TRYGGESETH:			160.00
SUMMIT COMPANIES			
FIRE EXTINGUISHERS MAINT/S	GEN	PUBLIC SAFE	633.00
Total SUMMIT COMPANIES:			633.00
SUZANNE OLSON			
FARMERS MARKET SEP/OCT	GEN	FARMERS MA	84.00
Total SUZANNE OLSON:			84.00
SVIHEL VEGETABLE FARM			
FARMERS MARKET SEP/OCT	GEN	FARMERS MA	2,265.00
Total SVIHEL VEGETABLE FARM:			2,265.00
THE WINE COMPANY			
LIQUOR	LIQU	NORTHBOUN	394.00
WINE	LIQU	NORTHBOUN	588.00
FREIGHT	LIQU	NORTHBOUN	25.05
LIQUOR	LIQU	WESTBOUND	172.00
WINE	LIQU	WESTBOUND	420.00
FREIGHT	LIQU	WESTBOUND	15.00
Total THE WINE COMPANY:			1,614.05
TRAFFIC & PARKING CONTROL			
SOLAR CONTROLLER-GREAT N	GEN	PARKS DEPA	201.00
Total TRAFFIC & PARKING CONTROL:			201.00
UNITED LABORATORIES			
SUPPLIES	GEN	STREET MAIN	690.99
SUPPLIES	WAS	WASTEWATE	188.01
Total UNITED LABORATORIES:			879.00
VEIT & COMPANY INC.			
MEGA LOOP TRAIL IMPROVEM	PARK		265,841.09
Total VEIT & COMPANY INC.:			265,841.09
VIKING COCA-COLA CO			
POP/MISC	LIQU	WESTBOUND	480.10
POP/MISC	LIQU	NORTHBOUN	382.60

Description	FUND	DEPARTMENT	Net Invoice Amount
Total VIKING COCA-COLA CO:			862.70
VINOCOPIA			
LIQUOR	LIQU	NORTHBOUN	360.75
FREIGHT	LIQU	NORTHBOUN	2.50
LIQUOR	LIQU	WESTBOUND	332.50
FREIGHT	LIQU	WESTBOUND	7.50
LIQUOR	LIQU	NORTHBOUN	559.75
FREIGHT	LIQU	NORTHBOUN	12.50
Total VINOCOPIA:			1,275.50
WASTE MANAGEMENT			
SEP GARBAGE TIP FEES 9/17-2	GAR	GARBAGE	19,710.51
BIO SOLIDS HAULING	WAS	WASTEWATE	18,797.30
Total WASTE MANAGEMENT:			38,507.81
WATER LABORATORIES			
WATER TESTING - SEP 24	STOR	STORM WATE	146.20
Total WATER LABORATORIES:			146.20
WHITE CAP, LP			
SUPPLIES	GEN	STREET MAIN	352.78
SUPPLIES	GEN	STREET MAIN	213.29
Total WHITE CAP, LP:			566.07
WINEBOW			
WINE	LIQU	WESTBOUND	453.00
FREIGHT	LIQU	WESTBOUND	6.00
Total WINEBOW:			459.00
WSB & ASSOCIATES INC			
2024 WCA SERVICES	GEN	PUBLIC SAFE	4,514.00
Total WSB & ASSOCIATES INC:			4,514.00
YALE MECHANICAL LLC			
RREPLACE BLOWER MOTOR	GEN	PUBLIC SAFE	1,382.00
Total YALE MECHANICAL LLC:			1,382.00
Grand Totals:			1,154,489.43

Description	FUND	DEPARTMENT	Net Invoice Amount

Report Criteria:
Detail report.
Invoices with totals above $0.00 included.
Paid and unpaid invoices included.

Request for Action

To
City Council

Item Number
4.3

Meeting Date
October 21, 2024

Prepared By
Ryan Sandhoefner, Engineering Project Manager

Item Description
Pay Estimates

Reviewed by
Justin Femrite
Lori Stich
Joe Stremcha
Cal Portner
Tina Allard

Action Requested
Approve, by motion, the pay estimate detailed below.

Background/Discussion
The following pay estimates have been reviewed and found to be accurate and in accordance with approved contracts.

Financial Impact

Project	Pay Estimate #	Contractor	Amount
Mega Loop Trail Improvements	1	Veit & Company, Inc.	$265,841.09

Mission/Policy/Goal
Responsible for every dollar - good stewards

Attachments
1. Pay App 1 - Veit & Company, Inc.

Contractor's Application for Payment

Owner:	City of Elk River	**Owner's Project No.:**	
Engineer:	Bolton & Menk, Inc.	**Engineer's Project No.:**	0R1.129679
Contractor:	Veit & Company, Inc.	**Agency's Project No.:**	SP 204-090-005
Project:	Mega Loop Trail Improvements		
Contract:			
Application No.:	1	**Application Date:**	9/27/2024
Application Period:	**From** 8/27/2024	**to**	9/27/2024

1. Original Contract Price		$ 779,719.90
2. Net change by Change Orders		$ -
3. Current Contract Price (Line 1 + Line 2)		$ 779,719.90
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)		$ 279,832.73
5. Retainage		
a. 5% X $ 279,832.73 Work Completed		$ 13,991.64
b. _____ X $ - Stored Materials		$ -
c. Total Retainage (Line 5.a + Line 5.b)		$ 13,991.64
6. Amount eligible to date (Line 4 - Line 5.c)		$ 265,841.09
7. Less previous payments		
8. Amount due this application		$ 265,841.09

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:
(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and
(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor: Veit & Company, Inc.

Signature: Brad Holtz — Digitally signed by Brad Holtz, DN: C=US, E=brad.holtz@veitusa.com, O="Veit & Company, Inc.", CN: Brad Holtz, Date: 2024.10.02 13:16:28-05'00' **Date:** 10/2/24

Name: Brad Holtz **Title:** Project Manager

Recommended by Engineer		**Approved by Owner**	
By:	Jason W. Cook	**By:**	
Name:	Jason Cook	**Name:**	Justin Femrite
Title:	Project Engineer	**Title:**	Chief
Date:	9/27/2024	**Date:**	10-15-24

Code: 225-4-8546-4530

EJCDC C-620 Contractor's Application for Payment
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Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner: City of Elk River
Engineer: Bolton & Menk, Inc.
Contractor: Veit & Company, Inc.
Project: Mega Loop Trail Improvements
Contract:

Owner's Project No.:
Engineer's Project No.: 0R1.129679
Contractor's Project No.:
Agency's Project No.: SP 204-090-005

Application No.: 1 **Application Period:** From 08/27/24 to 09/27/24 **Application Date:** 09/27/24

A	B	C	D	E	F	F1	F2	G	H	I	J
		Contract Information				Previous Estimate		Work Completed			
Bid Item No.	Description	Item Quantity	Units	Unit Price ($)	Value of Bid Item (C X E) ($)	Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) ($)	Materials Currently Stored (not in G) ($)	Work Completed and Materials Stored to Date (H + I) ($)
	Original Contract										
1	MOBILIZATION	1.00	L S	66,300.00	66,300.00			0.50	33,150.00		33,150.00
2	GRUBBING	15.00	E A	339.00	5,085.00			15.00	5,085.00		5,085.00
3	SALVAGE SIGN	19.00	E A	51.00	969.00			20.00	1,020.00		1,020.00
4	SALVAGE CONCRETE APRON	4.00	E A	281.00	1,124.00			2.00	562.00		562.00
5	REMOVE CURB & GUTTER	37.00	L F	30.25	1,119.25			21.00	635.25		635.25
6	REMOVE PIPE CULVERTS	227.00	L F	22.25	5,050.75			125.00	2,781.25		2,781.25
7	REMOVE CONCRETE PAVEMENT	46.00	S Y	27.75	1,276.50			44.00	1,221.00		1,221.00
8	REMOVE BITUMINOUS PAVEMENT	229.00	S Y	8.00	1,832.00			60.00	480.00		480.00
9	REMOVE CONCRETE PIPE	20.00	L F	63.50	1,270.00			-	-		-
10	COMMON EMBANKMENT (CV)	2,699.00	CY	24.00	64,776.00			2,453.00	58,872.00		58,872.00
11	EXCAVATION - COMMON (EV)	2,025.00	C Y	7.97	16,139.25			1,149.00	9,157.53		9,157.53
12	STABILIZING AGGREGATE (CV)	204.00	C Y	71.50	14,586.00			-	-		-
13	SUBGRADE EXCAVATION (EV)	204.00	C Y	2.30	469.20			-	-		-
14	EXCAVATION SPECIAL (6" TOPSOIL STRIP)(EV)	4,267.00	C Y	7.90	33,709.30			2,968.00	23,447.20		23,447.20
15	AGGREGATE SURFACING CLASS 2 (CV)	42.00	C Y	139.00	5,838.00			-	-		-
16	AGGREGATE SURFACING SPECIAL (CV)	206.00	TON	61.00	12,566.00			-	-		-
17	AGGREGATE BASE CLASS 5 (CV)	1,884.00	C Y	40.50	76,302.00			1,047.00	42,403.50		42,403.50
18	TYPE SP 9.5 WEARING COURSE MIX (2,B)	1,783.00	TON	97.50	173,842.50			-	-		-
19	MODULAR BLOCK RETAINING WALL	540.00	S F	55.50	29,970.00			-	-		-
20	INSTALL CONCRETE APRON	4.00	E A	202.00	808.00			2.00	404.00		404.00
21	12" RC PIPE APRON (WITH TRASH GUARD)	4.00	E A	2,450.00	9,800.00			-	-		-
22	15" RC PIPE APRON (WITH TRASH GUARD)	4.00	E A	2,660.00	10,640.00			4.00	10,640.00		10,640.00
23	12" RC PIPE SEWER DES 3006 CL V	132.00	L F	65.50	8,646.00			8.00	524.00		524.00
24	15" RC PIPE SEWER DES 3006 CL V	163.00	L F	78.50	12,795.50			112.00	8,792.00		8,792.00
25	18" RC PIPE SEWER DES 3006 CL V	10.00	L F	269.00	2,690.00			4.00	1,076.00		1,076.00
26	54" RC PIPE SEWER DES 3006 CL V	24.00	L F	548.00	13,152.00			-	-		-
27	CONNECT TO EXISTING STORM SEWER	4.00	E A	808.00	3,232.00			2.00	1,616.00		1,616.00
28	CONST DRAINAGE STRUCTURE DESIGN H	6.00	L F	942.00	5,652.00			-	-		-
29	ADJUST DRAINAGE STRUCTURE	3.00	E A	2,390.00	7,170.00			4.00	9,560.00		9,560.00

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Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner: City of Elk River
Engineer: Bolton & Menk, Inc.
Contractor: Veit & Company, Inc.
Project: Mega Loop Trail Improvements
Contract:

Owner's Project No.:
Engineer's Project No.: 0R1.129679
Contractor's Project No.:
Agency's Project No.: SP 204-090-005

Application No.: 1 **Application Period:** From 08/27/24 to 09/27/24 **Application Date:** 09/27/24

A	B	C	D	E	F	F1	F2	G	H	I	J
		Contract Information				Previous Estimate		Work Completed			
Bid Item No.	Description	Item Quantity	Units	Unit Price ($)	Value of Bid Item (C X E) ($)	Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) ($)	Materials Currently Stored (not in G) ($)	Work Completed and Materials Stored to Date (H + I) ($)
30	RANDOM RIPRAP CLASS III	516.00	C Y	104.00	53,664.00			327.00	34,008.00		34,008.00
31	6" CONCRETE WALK	835.00	S F	32.25	26,928.75			-	-		-
32	CONCRETE CURB & GUTTER DESIGN B618	181.00	L F	59.50	10,769.50			-	-		-
33	TRUNCATED DOMES	159.00	S F	88.50	14,071.50			-	-		-
34	RELOCATE MAIL BOX	2.00	E A	339.00	678.00			-	-		-
35	MAILBOX SUPPORT	2.00	E A	169.00	338.00			-	-		-
36	TRAFFIC CONTROL	1.00	L S	8,980.00	8,980.00			0.50	4,490.00		4,490.00
37	INSTALL SIGN	19.00	E A	254.00	4,826.00			-	-		-
38	PRUNE TREES	3.00	H R	452.00	1,356.00			15.50	7,006.00		7,006.00
39	STORM DRAIN INLET PROTECTION	5.00	E A	222.00	1,110.00			-	-		-
40	SILT FENCE, TYPE MS	10,428.00	L F	2.70	28,155.60			7,060.00	19,062.00		19,062.00
41	SEDIMENT CONTROL LOG TYPE WOOD FIBER	300.00	L F	3.00	900.00			1,280.00	3,840.00		3,840.00
42	SOIL BED PREPARATION	4.70	ACRE	576.00	2,707.20			-	-		-
43	FERTILIZER TYPE 3	1,645.00	L B	1.40	2,303.00			-	-		-
44	ROLLED EROSION PREVENTION, CAT 25	5,096.00	S Y	2.10	10,701.60			-	-		-
45	SEEDING	4.70	ACRE	350.00	1,645.00			-	-		-
46	HYDRAULIC BONDED FIBER MATRIX	10,518.00	L B	1.50	15,777.00			-	-		-
47	SEED MIXTURE 25-151	900.00	L B	4.60	4,140.00			-	-		-
48	SEED MIXTURE 32-242A	9.00	L B	56.50	508.50			-	-		-
49	24" SOLID LINE MULTI-COMPONENT	52.00	L F	12.50	650.00			-	-		-
50	CROSSWALK MULTI-COMPONENT	300.00	S F	9.00	2,700.00			-	-		-
		-	-	-	-				-		-
				Original Contract Totals	**$ 779,719.90**		**$ -**		**$ 279,832.73**	**$ -**	**$ 279,832.73**

EJCDC C-620 Contractor's Application for Payment
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Request for Action

To
City Council

Item Number
4.4

Meeting Date
October 21, 2024

Prepared By
Lauren Wipper, Human Resources Manager

Item Description
Hire Paid On-Call Firefighters

Reviewed by
Mark Dickinson
Joe Libor Jr.
Cal Portner
Tina Allard

Action Requested
Approve, by motion, hiring the following as paid on-call firefighters effective October 29, 2024.

Steven Brown
Nicholas Johannes
Chase Lusignan
Darryn McClurg
David Mohlis Jr.
Garrett Prehatney
Eric Rosa
Micaela Strand
Alex Ustimchuk
Ryan Wolcenski

Background/Discussion
We went to market in June to recruit firefighters for this year's academy. We received 25 applications and reviewed each for response time requirements. Each completed an interview, firefighter agility test, background, physical, and psychological assessment. We recommend the above ten candidates for the position of on-call firefighter.

This hiring brings our staffing level to 55. We have 60 authorized firefighter positions.

Financial Impact
These are budgeted positions.

Mission/Policy/Goal
The Elk River Mission

Attachments
None

Request for Action

To
City Council

Item Number
4.5

Meeting Date
October 21, 2024

Prepared By
Lauren Wipper, Human Resources Manager

Item Description
Hire Police Chief: David Kuhnly

Reviewed by
Cal Portner
Tina Allard

Action Requested
Approve, by motion, the hiring of David Kuhnly to the position of police chief effective November 12, 2024, conditioned upon the successful completion of required pre-employment screening.

Background/Discussion
Following a recruitment process conducted by MGT Consulting/GovHR, and interviews conducted by department and city staff and leadership from community partners, the City Council interviewed David Kuhnly on September 30, 2024. The City Council unanimously directed staff to move forward with Mr. Kuhnly's hiring.

David Kuhnly is currently the Deputy Director of Public Safety/Deputy Chief of Police for the City of Plymouth. Deputy Chief Kuhnly is in the process of finalizing the background check, psychological assessment, and medical exam phase of the hiring process. Anticipating no concerns and to facilitate an expedited start, we are asking the City Council to approve his hiring conditioned on the successful completion of this phase.

Deputy Chief Kuhnly will start on November 12, 2024, at pay step D of pay grade 1.5E. He will receive a bank of 40 hours of vacation time and 40 hours of sick time at hire. He will be placed into our vacation accrual plan at the rate of a nineteen (19) year employee. All other pay and benefits will be consistent with city policy.

Financial Impact
This is a budgeted position.

Mission/Policy/Goal
The Elk River Mission

Attachments
None

Request for Action

To
City Council

Item Number
4.6

Meeting Date
October 21, 2024

Prepared By
Lauren Wipper, Human Resources Manager

Item Description
Hire Street Maintenance Operator: Jerrod Lobdell

Reviewed by
Justin Femrite
Cal Portner
Tina Allard

Action Requested
Approve, by motion, the hiring of Jerrod Lobdell to the position of street maintenance operator effective October 28, 2024.

Background/Discussion
We recently went to market to fill two vacant street maintenance operator positions. One candidate has been hired and we are now recommending Jerrod Lobdell for the other position.

Mr. Lobdell has been working as a CDL operator since June 2022. Prior to that he worked in varying fields including heavy equipment operation, public works technician, machinist, maintenance, cabinet building, and retail management. He is a staff sergeant in the Army National Guard and a former firefighter for the Clarkfield Fire Department.

Mr. Lobdell will start at step A of the IUOE Local 49 pay range for this position. All pay and benefits will be consistent with union contract and city policy.

Financial Impact
This is a budgeted position.

Mission/Policy/Goal
The Elk River Mission

Attachments
None

Request for Action

To
City Council

Item Number
4.7

Meeting Date
October 21, 2024

Prepared By
Cal Portner, City Administrator

Item Description
Update Job Descriptions

Reviewed by
Lauren Wipper
Justin Femrite
Tina Allard

Action Requested
Approve, by motion, updated job descriptions for Public Works Foreman, Environmental Services and Projects Specialist, and Public Works Supervisor.

Background/Discussion
With the retirement of the Environmental Services and Special Projects Director and the resignation of the Parks and Streets Superintendent, staff evaluated existing staffing, workloads, service levels, and staffing needs. This process is followed with nearly every vacancy to ensure public service needs are met, to evaluate the growth and growth potential of existing staff, to seek efficiencies, and to lower operational costs.

Following this review, the Public Works Director presented a proposal for operational changes at the Council's Regular Work Session on October 7. The Council expressed a unanimous consensus for the organizational change.

The Foreman Job Description is updated to show the Public Works Director as the direct supervisor.

Upon approval of the positions, we will go to market to fill the positions, which will result in an annual budget savings in 2025 and meet or exceed service level expectations.

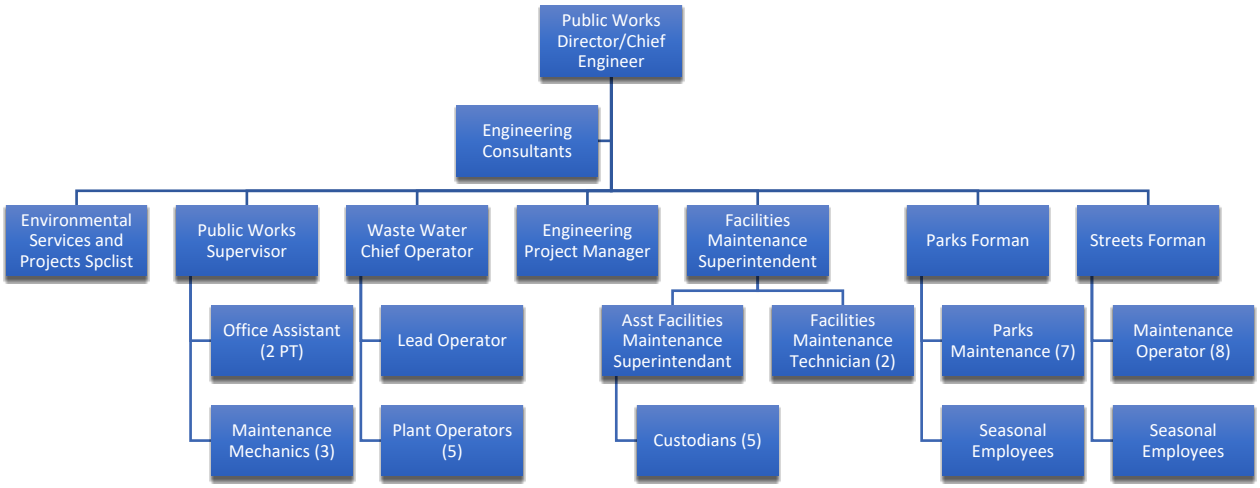
Financial Impact
The former positions are in the 2025 preliminary budget which will be updated with the new salary/benefit projections.

Mission/Policy/Goal
The Elk River Vision and Mission Statements

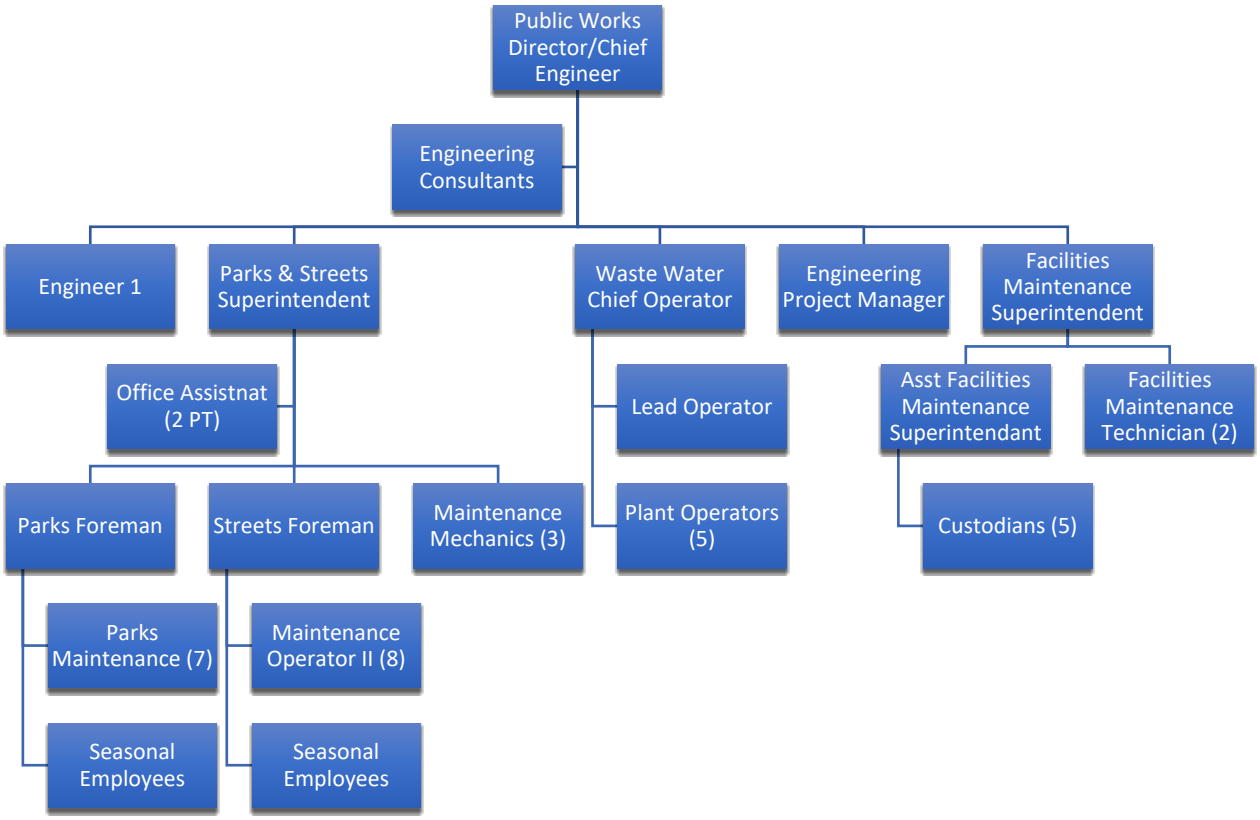
Attachments
1. 2024 Public Works Update
2. Foreman
3. Environmental Services and Projects Specalist

4. Public Works Supervisor

Public Works New



Public Works 2023



City of Elk River
Division Foreman
Position Description

Department/Division:		Immediate Supervisor:
Public Works/Street and Park Maintenance		Public Works Director
Pay Grade:	**FLSA Status:**	**Last Updated:** (date)
7E	Exempt	10/2024
Positions Supervised:		
Street Maintenance Operators, Park Maintenance Workers, part-time and seasonal employees within division.		

Position Summary

The Division Foreman manages, directs the work of, and supervises division employees in addition to handling a variety of associated administrative duties. May also participate in field work as required and operate light and heavy equipment.

Essential Functions

1. Performs division duties in addition to other assignments as directed by the Public Works Director.
   - A. Coordinates with Director to develop weekly job lists; delegates and oversees daily work order assignments and equipment needs.
   - B. Works closely with administration and staff on division activities and special events.
   - C. Notifies Director of employee performance or safety issues.
   - D. Performs timely annual performance reviews of all employees supervised.
   - E. Develops and maintains division annual budget.
   - F. Develops specifications and gathers quotes for small contracts.
   - G. Oversees work performed by contractors and informs Director of status/issues.
   - H. Assists with division materials and equipment purchasing decisions.
   - I. Participates in the selection, oversight and maintains relationships with vendors and contractors.
   - J. Provides technical advice for the preparation of bid specifications.
   - K. Maintains accurate records (timekeeping, project costs, equipment lists, supply inventory, etc.)
   - L. Participates in developing and implementing improved work processes or procedures.
   - M. Serves as division representative in absence of the Director.
   - N. Ensures division employees maintain a neat, clean, and safe work environment.

2. Supervises division maintenance activities.
   - A. Provides daily supervision of division maintenance personnel and project activity.
     - a. Parks: Installation, construction and maintenance of beaches, grounds, trails, recreational and athletic facilities; and other park facilities, lots, and equipment.
     - b. Streets: Pavement management, snow and ice removal; right of way maintenance, concrete surfaces, inspect/maintain storm drain systems, compost site, street signs, and traffic control signage.
   - B. Ensures crews have the appropriate manpower and resources to successfully perform their tasks.
   - C. Conducts site inspections to ensure compliance with approved plans, codes, and ordinances.
   - D. Assists crews in the field as needed to successfully complete work assignments.
   - E. Enforces safety policies and procedures; coordinates the cross-training program.
   - F. Evaluates employee performance on a formal and informal basis. Performs timely annual performance reviews.

3. Ensures the division maintains a positive image.
   - A. Works cooperatively with city departments and other governmental agencies (county, state, federal).

B. Receives, investigates, and responds to, or recommends corrective action to public complaints.
C. Supports the relationship between the City of Elk River and the public by demonstrating courteous and cooperative behavior when interacting with citizens, visitors, and city staff.
D. Promotes city goals and priorities and complies with all city policies and procedures.

4. Performs other essential job duties.
   A. Regular and timely work attendance.
   B. Follows all safety procedures and participates in safety training.

Required Knowledge, Skills, and Abilities

- Knowledge of principles, practices, and techniques in the construction, maintenance, and/or the repair of parks, playfields, trails, beaches, irrigation systems and grounds; and in the maintenance and repair of streets, retaining walls, concrete structures, and storm drains.
- Knowledge of mechanical systems or turf management, horticulture, and forestry.
- Remain knowledgeable in new developments and innovations specific to the division.
- Skill to communicate effectively, both orally and in writing.
- Ability to lift heavy objects (up to 50 pounds), walk and stand for long periods, and to perform strenuous physical labor under adverse environmental conditions.
- Ability to perform light mechanical repair.
- Ability to prioritize workload and manage multiple activities simultaneously.
- Ability to operate heavy and light motorized maintenance equipment.
- Ability to develop and maintain collaborative working relationships with a wide variety of park and transportation related groups.
- Ability to remain up to date on professional knowledge and skills.
- Ability to effectively supervise, direct, and motivate employees.
- Ability to effectively maintain data using UKG, GIS, Cartegraph and Precise.
- Ability to effectively utilize Code Red Notification System.
- Ability to manage inventory and order parts and supplies.
- Ability to effectively use computers, electronic aids, and radios in daily communications.

Minimum Qualifications

- High school diploma or equivalent.
- Three (3) years of work experience in street or park maintenance and two (2) years of related education or five (5) years of increasingly responsible experience in street or park maintenance.
- Two (2) years of lead or supervisory experience.
- MN Class A CDL driver's license or ability to obtain within 6 months and good driving record.
- Demonstrated ability to proficiently use computers (MS Office Suite), radios, etc.
- Demonstrated ability to proficiently operate light and heavy equipment.
- Ability to respond to after hour emergency calls.
- Tree Inspector Certification or the ability to obtain within 6 months.
- Park division only – Playground Safety Inspector or ability to obtain within 1 year.

Preferred Qualifications

- Public Works Certification, Herbicide Applicators License, Certified Pool Operator License, welding experience.
- Possess an AB Operators License for Fuel Island Systems (MPCA).

This Position Description is not intended to be all-inclusive. It is within the City of Elk River's discretion to assign additional duties and responsibilities or remove duties and responsibilities at any time.

This Position Description does not constitute a Contract of Employment.

City of Elk River
Environmental Services and Projects Specialist
Position Description

Department/Division:		Immediate Supervisor:
Public Works		Public Works Director
Pay Grade:	**FLSA Status:**	**Last Updated:** (date)
7E	Exempt	10/2024
Positions Supervised:		
N/A		

Position Summary

The Environmental Services and Projects Specialist assists and reports to the director on a wide variety of environmental, water and project-related issues. The primary responsibility is to maintain and improve the quality of the environment as it relates to the health, safety, and welfare of Elk River residents. This position performs work to ensure compliance with federal, state, and local regulations, oversight of code violations, and works to meet city sustainability goals.

Essential Functions

1. Performs construction inspection activities on improvement projects involving public infrastructure.
   - A. Ensures that construction is in accordance with plans and specifications.
   - B. Compiles and formulates necessary work progress reports.
   - C. Communicates effectively with affected residents.
   - D. Communicates city engineer's directions to contractors.
   - E. Keeps records for payment and records drawings.

2. Assists with Municipal Separate Storm Sewer (MS4) Permit.
   - A. Partners with Engineering Project Manager on all reporting and data collection.
   - B. Conducts field inspection to assure compliance of projects with MS4 requirements.

3. Coordinates recycling and solid waste programs.
   - A. Manages the city's recycling program and organizes solid waste collection including annual hauler licenses, refuse franchise negotiations, and disposal contracts.
   - B. Maintains timely and accurate records of all program activities.
   - C. Responds to general inquiries and complaints regarding recycling and solid waste.

4. Responsible to oversee activity associated with ordinances including Shoreland, Floodplain, Wild and Scenic River, Wetlands, Mineral Excavation, and others as directed.
   - A. Assists in the preparation of ordinances.
   - B. Provides technical assistance for city programs including drafting plans for tree and grass plantings, lakeshore buffers, nutrient management planning, and erosion control.
   - C. Works cooperatively with state, federal and local agencies, boards and organizations to promote environmental programs and accomplish division goals and objectives.
   - D. Assists with permits such as gravel mining licenses and Elk River Landfill.

5. Performs other general activities.
   A. Assists in the initial investigation and enforcement of environmental violations such as illegal dumping, spills, etc.
   B. Serves as liaison to regulatory bodies and citizens on environmental issues as directed.
   C. Coordinates water quality testing for Lake Orono.
   D. Coordinates and communicates city-related activities with Orono Lake Improvement District (OLID) Board of Directors.
   E. Prepares or assists with preparation of various reports and plans.

6. Performs other essential job duties.
   A. Regular and timely work attendance.
   B. Follows all safety procedures.
   C. Participates in technical and safety training as required.
   D. Grant and partnership applications.

Required Knowledge, Skills, and Abilities

- Knowledge of local, state, and national environmental laws.
- Ability to interpret plans and specifications.
- Demonstrated ability to effectively communicate city policies and procedures to other public agencies and the public both orally and in writing.
- Ability to establish and maintain effective working relationships with city staff and the public.
- Ability to prepare and manage multiple work programs in an efficient and productive manner.
- Ability to effectively review and analyze various applications and permits.
- Demonstrated ability to work independently and assume responsibilities with minimal direct supervision.
- Ability to effectively interpret zoning ordinance requirements.
- Ability to navigate project areas and natural terrain to complete essential duties.
- Ability to efficiently process proposals and to ensure the completeness and accuracy of recommendations made to the developers, the Planning Commission, and the City Council.

Minimum Qualifications

- Bachelor's degree in an environmental or planning discipline and two (2) years governmental or professional experience in an environmental or public works field; or
- Five (5) years governmental or professional experience in an environmental or public works field.
- Presentation and public speaking experience to varied audiences.
- Certified Wetland Delineator and Solid Waste Landfill Type II Certification, or the ability to obtain both within one (1) year of hire.
- Valid Minnesota driver's license and good driving record.

Preferred Qualifications

- Experience working with an MS4 permit, the Wetland Conservation Act and/or Floodplain Management.
- Additional experience and relevant certifications.

This Position Description is not intended to be all-inclusive. It is within the City of Elk River's discretion to assign additional duties and responsibilities or remove duties and responsibilities at any time.
This Position Description does not constitute a Contract of Employment.

City of Elk River
Public Works Supervisor
Position Description

Department: Public Works		**Immediate Supervisor:** Public Works Director
Pay Grade: 6E	**FLSA Status:** Exempt	**Last Updated:** (date) 10/2024
Positions Supervised: Maintenance Mechanic, Office Assistant		

Position Summary

The Public Works Supervisor performs supervisory functions related to the overall management of the city fleet, weather and emergency response, department administration, employee training, and volunteer oversight.

Essential Functions

1. Performs supervision and management activities.
   A. Plans, assigns, and exercises supervision over employees engaged in a wide variety of maintenance and operating tasks.
   B. Evaluates employee performance on a formal and informal basis. Performs timely annual performance reviews.
   C. Studies and directs the development of long-range plans and budgets to ensure projects are managed for the most efficient and economical utilization of resources.
   D. Plans and recommends goals, policies, programs, and procedures related equipment services requirements.
   E. Analyzes division budgets and adjusts as required to prepare final budget estimates; defines general rules, regulations, and policies regulating budget administration.
   F. Participates in the selection, placement, training and development, of department employees.
   G. Conducts and attends meetings and conferences to discuss current work challenges, policy changes, safety requirements, and other pertinent matters.
   H. Evaluates effectiveness and recommends improvements to department programs.
   I. Oversees activities undertaken by volunteers and ensures all safety requirements are followed.
   J. Seeks, develops, implements, and manages grants for the development of facilities.
   K. Completes various required reports and maintains records.
   L. Establishes standards for maintenance based on adopted budgets and utilizes the most current methods, including environmentally sensitive alternatives.
   M. Coordinates snowplow events and directs efforts by all public works divisions. Responds to large scale emergency events.

2. Supervises Equipment Services division.
   A. Supervises the maintenance and inventory of city vehicles and equipment.
   B. Monitors and controls expenditures for Equipment Services.
   C. Supervises miscellaneous equipment and small engine repair as needed.
   D. Serves on the Fleet Committee representing Parks, Streets, and Equipment Services.

3. Performs public relations and communications activities.
   A. Receives and responds to non-routine inquiries from the public.
   B. Gives presentations to City Council and volunteer commissions.

4. Performs other essential job duties.
   A. Regular and timely work attendance.
   B. Follows all safety procedures.
   C. Participates in safety training.

Required Knowledge, Skills, and Abilities

- Knowledge of principles, practices, and techniques in fleet management.
- Demonstrated conflict resolution skills and the ability to manage department issues and inter-jurisdictional matters.
- Ability to manage several projects at one time and to organize personnel for high levels of productivity.
- Ability to communicate effectively, both orally and in writing.
- Ability to operate light motorized maintenance equipment.
- Ability to develop and maintain collaborative working relationships with a wide variety of work units within the department and overall organization.
- Ability to remain up to date on professional knowledge and skills.
- Ability to effectively use Microsoft Office software.
- Ability to effectively supervise, direct, and motivate employees.

Minimum Qualifications

- High school diploma or the equivalent.
- Five years of work experience in public works or a similar discipline.
- Three years of supervisory experience.
- Demonstrated fleet management experience.
- Demonstrated employee management and development experience.
- Valid driver's license and good driving record.
- Valid Class B Commercial Driver's License or ability to obtain in six (6) months.

Preferred Qualifications

- Municipal work experience.
- Public Works Certification.
- Bachelor's Degree in a related field such as Environmental Science, Engineering, Biology, Management, etc.
- Technical training in Public Works Administration.
- Supervisory experience of a division or department with numerous employees and varied job tasks.
- Experience working with volunteers, youth associations, or citizen groups.

This Position Description is not intended to be all-inclusive. It is within the City of Elk River's discretion to assign additional duties and responsibilities or remove duties and responsibilities at any time.

This Position Description does not constitute a Contract of Employment.

Request for Action

To
City Council

Item Number
4.8

Meeting Date
October 21, 2024

Prepared By
Cal Portner, City Administrator

Item Description
Update Finance Policy

Reviewed by
Lori Stich
Joe Stremcha
Tina Allard

Action Requested
Approve, by motion, the City of Elk River Financial Policies.

Background/Discussion
The city maintains and follows financial policies reflecting the best practices and recommendations from the Government Finance Officers Association (GFOA), the Governmental Accounting and Standards Board (GASB), and the League of Minnesota Cities.

Last spring, the Minnesota Attorney General's Office issued a new opinion regarding public purpose expenditures. Following a review by the Elk River City Attorney, changes were made to the city's Public Purpose Expenditure Policy.

City finance policies are reviewed periodically to ensure accuracy and to clarify language.

Financial Impact
N/A

Mission/Policy/Goal
Elk River Mission Statement

Attachments
1. 2024 Update Financial Policies CLEAN
2. 2024 Update Financial Policies Redline

Financial Management Policies

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Financial Management Policies

Purpose

The City of Elk River is responsible to its citizens to manage its resources wisely and adopting financial policies is an important step to ensure that resources are managed responsibly. The policies provide the framework for the overall fiscal management of the city and guide the decision-making process.

Most of the policies represent long-standing principles, traditions and practices which have guided the city and have helped maintain financial stability. These financial policies will be reviewed periodically to determine if changes are necessary.

Throughout this policy, every reference to "city" explicitly defines the City of Elk River, Minnesota.

Objectives

- Providing sound principles to guide the decisions of the City Council and management.
- Providing short- and long-term financial stability by ensuring adequate funding to provide for and protect infrastructure needed by the community today and for the future.
- Protecting and enhancing the city's credit rating and prevent default on any municipal obligations.
- Protecting the City Council's policy-making ability by ensuring that important policy decisions are not constrained by financial problems or emergencies.

Revenue and Expenditure

The city will:

- Provide long-term financial stability through sound short- and long-term financial planning.
- Estimate annual revenues and expenditures in a conservative manner to reduce exposure to unforeseen circumstances.
- Project revenues and expenditures for the next five years and will update these projections for each budget process.
- Establish user charges and fees at a level related to the cost of providing the service (operating, direct, indirect, and capital) when determined to be appropriate and the direct benefits are identifiable. Fees will be reviewed annually.
- To the extent feasible, apply one-time revenues toward one-time expenditures or place them into reserves. One-time revenues will not be used to finance ongoing programs.

Utilities

- The City Council sets fees and user charges for municipal sanitary sewer utility and garbage collection. The Utilities Commission sets fees and charges for the water and electric utilities. The city will encourage the Utilities Commission to adopt financial management policies similar to the policies stated in this section.
- The city will strive to set municipal utility users fees at a financially sustainable level.
- The fee structure for municipal utilities should produce a net annual surplus of revenues over expenditures after accounting for all operating costs, depreciation of capital assets and payment of debt service.
- All municipal utility funds will maintain adequate cash reserves. The assessment of cash reserves should take into account future capital investments, diversity, and stability of revenues and potential for unanticipated changes in revenues and expenditures.
- All utility rates should be reviewed annally to minimize the impacts of rate changes and to insure

adequate long-term funding.

- Elk River Municipal Utilities will make an annual contribution to the city. The cash contribution will be based on 4% of gross electric sales within the corporate limits of the city. The City Council will determine the fund allocation for the proceeds.
- The City Council will determine the chargeback to the Sewer, Stormwater, and Garbage Funds for administration of the sanitary sewer system, storm water, and garbage collection.
- Any operating transfer not included in the budget must be approved by the City Council.

Cash Management

The city shall pool cash balances from all funds to maximize investment earnings. Exceptions include legal and specific practical requirements that demand segregation of funds.

- Funds received are to be deposited into an interest-bearing account with the city's currently designated official depository by the next business day.
- Cash on hand is to be kept to the minimum required to meet daily operational needs.

Investments

The city shall invest public funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the entity while conforming to all state and local statutes governing the investment of public funds.

The investment policy applies to all financial assets of the municipality. These funds are accounted for in the city's Annual Comprehensive Financial Report and include all city funds except for the water and electric funds which fall under the investment policy adopted by the Elk River Utilities Commission.

Investments shall be made with judgment and care under circumstances then prevailing which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

The standard of prudence to be used by investment officials shall be the "prudent person" standard, as defined by Minnesota Statute §356A.04, Subd. 2, and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

All investments shall be limited to those permitted by Minnesota Statute §118A. The primary objectives, in priority order, of the City of Elk River's investment activities shall be:

1. **Safety -** Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, diversification is required in order that losses on individual securities do not exceed the income generated from the remainder of the portfolio.
2. **Liquidity -** The investment portfolio will remain sufficiently liquid to enable the city to meet all operating requirements, which might be reasonably anticipated.

3. **Return on Investment -** The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles. The investment strategy will consider the constraints on risk and cash flow characteristics of the investment portfolio.
4. **Maintaining the Public's Trust** - All officials and employees who are part of the investment process shall act responsibly as custodians of the public trust. Investment officials shall avoid any transaction that might impair public confidence in the municipality's ability to govern effectively.

Authority to manage the investment program is derived from Minnesota Statutes §118A. Management responsibility for the investment program is hereby delegated to the Finance Manager. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Finance Manager. The Finance Manager shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials.

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the investment program, or which could reasonably cause others to question or doubt their ability to make impartial investment decisions. Employees and investment officials shall disclose to the Finance Manager any material financial interests in financial institutions that conduct business within this jurisdiction, and they shall further disclose any large personal financial/investment positions that could be related to the performance of the City of Elk River's portfolio.

The Finance Manager will maintain a list of financial institutions authorized to provide investment services and a list of approved security brokers/dealers selected by credit worthiness, who maintain an office in the State of Minnesota. These may include "primary dealers" or regional dealers that qualify under Securities & Exchange Commission Rule 15c3-1 (uniform net capital rule). All brokers doing business with the city shall have a Broker Certification Form on file with the Finance Division in accordance with Minnesota Statute §118A.04, Subd 9. All investments must be placed with brokers whose office is in the State of Minnesota. No investments may be made with out of state brokers.

Investment instruments authorized and permitted by this policy are as follows:

A. Repurchase Agreements

Repurchase agreements consisting of collateral allowable in Section 118A.04.

B. United States Securities

Governmental bonds, notes, bills, mortgages (excluding high-risk mortgage-backed securities), and other securities, which are direct obligations or are guaranteed or insured issues of the United States, its agencies, its instrumentalities, or organizations created by an act of Congress.

High risk mortgage-backed securities are as follows:

1. interest-only or principal-only mortgage-backed securities; or,
2. any mortgage derivative security that:
    a. has an expected average life greater than 10 years;
    b. has an expected average life that:
        i. will extend by more than four years as the result of an immediate and sustained parallel shift in the yield curve of plus 300 basis points; or
        ii. will shorten by more than six years as the result of an immediate and sustained parallel shift in the yield curve of minus 300 basis points; or
        iii. will have an estimated change in price of more than 17% as the result of an immediate and sustained parallel shift in the yield curve of plus or minus 300 basis points.

C. Minnesota Joint Powers Investment Trust

Agreements or contracts for shares of a Minnesota Joint Powers Investment Trust whose investments are restricted to securities authorized for investment by the government entity and shares of an investment company registered under the Federal Investment Company Act of 1940, whose shares are registered under the Federal Securities Act of 1933, as long as the investment company's fund receives the highest credit rating and is rated in one of the two highest risk rating categories by at least one nationally recognized statistical rating organization and is invested in financial instruments with a final maturity of no longer than 13 months.

D. State and Local Securities

State and local government obligations as follows:

1. any security which is a general obligation of any state or local government with taxing powers which is rated "A" or better by a national bond rating service; and
2. any security which is a revenue obligation of any state or local government with taxing powers which is rated "AA" or better by a national bond rating service; and,
3. a general obligation of the Minnesota Housing Finance Agency which is a moral obligation of the State of Minnesota and is rated "A" or better by a national bond rating service.

E. Commercial Paper

Commercial paper issued by United States corporations or their Canadian subsidiaries that is rated in the highest quality category (e.g., A-1, P-1, F-1, or D-1 or higher) by at least two nationally recognized rating agencies and matures in 270 days or less.

F. Time Deposits

Time deposits that are fully insured by the Federal Deposit Insurance Corporation. Bankers acceptances of United States banks.

G. Money Market Accounts

Money market funds may be held with next day withdrawal capacity to provide for daily liquidity requirements. The money market funds must be rated one of the two highest rating categories by at least one nationally recognized statistical rating organization.

The city shall not purchase investments that, at the time of purchase, cannot be held to maturity. All investments shall be purchased with the intent to hold until maturity. The maximum maturity will be 10 years with a total weighted average maturity of total investments not to exceed five years. This section shall not be construed to restrict the sale of investments prior to maturity which may be in the best interest of the city.

The city shall not invest in GICs or Reverse Repurchase Agreements.

The city will follow Minnesota statutes regarding the use of collateral requirements. To anticipate market changes and provide a level of security for all funds, the collateralization level will be at least 10 percent more than the amount on deposit plus accrued interest at the close of the business day. To the extent that funds deposited are more than available federal deposit insurance, the city shall require the financial institution to furnish collateral security.

All collateral shall be placed in safekeeping in a restricted account at a Federal Reserve Bank, or in an account at a trust department of a commercial bank or other financial institution that is not owned or controlled by the financial institution furnishing the collateral. The selection shall be approved by the City of Elk River.

Any collateral pledged shall be accompanied by a written assignment to the city from the financial institution. The written assignment shall recite that, upon default, the financial institution shall release to the city on

demand, free of exchange or any other charges, the collateral pledged. Interest earned on assigned collateral will be remitted to the financial institution so long as it is not in default. The city may sell the collateral to recover the amount due. Any surplus from the sale of collateral shall be payable to the financial institution, its assigns, or both. Investments may be held in safekeeping with:

1. Any Federal Reserve Bank;
2. Any bank authorized under the laws of the United States or any state to exercise corporate trust powers, including, but not limited to, the bank from which the investment is purchased;
3. A primary reporting dealer in United States government securities to the Federal Reserve Bank of New York; or
4. A securities broker/dealer having its principal executive office in Minnesota, licensed and registered pursuant to chapter 80A, or an affiliate of it, regulated by the Securities and Exchange Commission; provided that the government entity's ownership of all securities is evidenced by written acknowledgments identifying the securities by the names of the issuers, maturity dates, interest rates, CUSIP number, or other distinguishing marks.

The city will minimize investment custodial credit risk by permitting brokers that obtained investments for the city to hold them only to the extent there is SIPC and excess SIPC coverage available. Securities purchased that exceed available SIPC coverage shall be transferred to the city's custodian.

The city will diversify its investments by security type and institution. In establishing specific diversification strategies, the following general policies and constraints shall apply:

A. Portfolio maturities shall be staggered to avoid undue concentration of assets at a specific maturity sector, with one broker-dealer or financial institution, or any one type of instrument. The maturities selected shall provide for stability of income and reasonable liquidity.

B. The Finance Manager shall establish an annual process of independent review by an external auditor. This review will provide internal control by assuring compliance with policies and procedures.

C. The investment portfolio will be designed to obtain a market average rate of return during budgetary and economic cycles, taking into account the City of Elk River's investment risk constraints and cash flow needs.

D. The Finance Manager shall prepare an investment report directed to the City Council on a quarterly basis including:
    1. Listing of individual securities held at the end of the reporting period.
    2. Listing of investments by maturity date.
    3. Percentage of the total portfolio which each type of investment represents.
    4. Market to market analysis.
    5. Rate of return for the quarter.

Fund Balance

Fund balance reserves are an important component in ensuring the overall financial health of a community, by giving the city sufficient funds to meet contingency and cash-flow timing needs. In establishing an appropriate fund balance, the city needs to consider the demands of cash flow, need for emergency reserves, ability to manage fluctuations of major revenue sources, credit rating and long-term fiscal health.

A. Classification of Fund Balance/Procedures

1. **Nonspendable**

   Amounts that are not in a spendable form or are required to be maintained intact. Examples are inventory or prepaid items.

2. **Restricted**
   Amounts subject to externally enforceable legal restrictions. Examples include grants, tax increment and bond proceeds.
3. **Unrestricted**
   The total of committed fund balance, assigned fund balance, and unassigned fund balance:
   - **Committed fund balance** – amounts that can be used only for the specific purposes determined by a formal action of the government's highest level of decision-making authority. Commitments may be changed or lifted only by the government taking the same formal action that imposed the constraint originally.
   - **Assigned fund balance** – amounts a government intends to use for a specific purpose; intent can be expressed by the government body or by an official or body to which the governing body delegates the authority.
   - **Unassigned fund balance** – residual amounts that are available for any purpose in the general fund. The General Fund should be the only fund that reports a positive unassigned fund balance amount. This classification is also used to account for deficit fund balances in other governmental funds.

B. General Fund

- The city will maintain an unassigned General Fund balance of not less than 40-45% of budgeted operating expenditures; however, this need could fluctuate with each year's budget objectives.
- Annual proposed General Fund budgets shall include this benchmark policy. Council shall review the amounts in fund balance in conjunction with the annual budget approval and adjust as necessary to meet expected cash-flow needs.
- In the event the unassigned General Fund balance will be calculated to be less than the minimum requirement at the completion of any fiscal year, the city shall plan to adjust budget resources in the subsequent fiscal years to bring the fund balance into compliance with this policy.
- The City Council may consider appropriating (for authorized purposes) year-end fund balance more than the policy level or increasing the minimum fund balance. An example of preferred use of excess fund balance would be for one-time expenditures, such as:
  1. An expenditure of significant long-term benefit or legacy to the community.
  2. A one-time (non-recurring) expenditure or grant match opportunity.
  3. Catch-up funding or long-term obligations not previously recognized.
  4. A one-time unplanned revenue shortfall.
  5. An unplanned expenditure due to an emergency or disaster.
  6. Retirement of existing debt.
  7. To fund policy shifts by other governmental entities having a negative impact on the city.
  8. To moderate property taxes.
- Appropriation from the minimum fund balance shall require the approval of the City Council and shall be used only for non-recurring expenditures, unforeseen emergencies or immediate capital needs that cannot be accommodated through current year savings. Replenishment recommendations will accompany the decision to utilize fund balance.
- At the discretion of the City Council, fund balance may be committed for specific purposes by resolution designating the specific use of fund balance and the amount. The resolution would need to be approved no later than the close of the reporting period and will remain binding unless removed in the same manner.
- The City Council authorizes the finance manager or city administrator to assign fund balance that reflects the city's intended use of those funds.
- When both restricted and unrestricted resources are available for use, it is the city's policy to

first use restricted resources, and then use unrestricted resources as they are needed. When committed, assigned or unassigned resources are available for use, it is the city's policy to use resources in the following order: 1) committed 2) assigned and 3) unassigned.

C. Enterprise Funds

The city will maintain reserves in Enterprise Funds at levels sufficient to provide adequate working capital for current expenditure needs, for the replacement of capital assets within the fund over their estimated useful life and to pay for future capital projects. Future capital projects must be identified and quantified in a written plan for the fund which shall be included in the city's annual Capital Improvement Plan (CIP).

The city will maintain a reserve balance at a level which takes into consideration the following:

- Cash Flow
  - Six months of projected operation expenditures (Sewer, Storm Water and Garbage).
  - One year of projected operation expenditures (Liquor).
  - Debt service obligations – 100% of next year's principal and interest.
- Contingency
  - Potentially volatile revenue sources.
  - Unforeseen natural or man-made disasters and emergencies.
- Savings
  - Planned one-time expenditures and grant matching opportunities.
  - Impact of significant capital projects identified in a long-term plan.
- Other Factors
  - Impact on city's bond rating.
  - Requirements by external funding source.

D. Special Revenue Funds

The city will maintain reserves in the Special Revenue Funds at levels sufficient to provide working capital for current expenditure needs plus an amount that is estimated to be needed to meet legal restrictions, requirements by external funding sources and/or pay for future capital projects. Future capital projects must be identified and quantified in a written plan for the fund, which shall be included in the city's annual CIP.

E. Debt Service Funds

The city will maintain reserves in the Debt Service Funds at levels sufficient to provide working capital for current expenditure needs plus an amount that is estimated to be needed to meet legal restrictions and requirements by external funding sources.

F. Capital Project Funds

The city will maintain reserves in the Capital Project Funds at levels sufficient to provide working capital for current expenditure needs plus an amount that is estimated to be needed to meet legal restrictions, requirements by external funding sources and/or pay for future capital projects. Future capital projects must be identified and quantified in a written finance plan for the fund, which shall be included in the city's annual CIP.

G. Monitoring and Reporting

The Finance Manager shall annually review with the City Council the status of the fund balances with this policy and present it to the City Council in conjunction with the development of the annual budget and/or other long-term financial planning documents such as the CIP.

The city will annually review the adequacy of the reserve balances.

The city will periodically review updates to rating agency methodologies and medians to make sure that the reserve policy is consistent to ensure maintaining its existing rating or that it positions itself for an upgrade.

Debt

The city has chosen, by policy, to guide its issuance of debt by following the guidelines listed below. These practices were identified through examination of materials from state statutes, bond rating agencies, and the Government Finance Officers Association (GFOA). This policy can be amended in the future by the City Council but is consistent with general municipal practices at the time of its adoption.

In accordance with the authorities cited in the background section, the city will use the following policies in determining when and how to use debt for financing capital and equipment needs.

A. Debt Limits

1. Legal Limits
   a. Minnesota Statutes, Section 475 prescribes the statutory debt limit that outstanding principal of debt cannot exceed 3% of taxable market value. This limitation applies only to debt that is wholly tax-supported. The type of debt included is either general obligation debt of any size bond issue (G.O.) or Lease Revenue Bond Issues that were over $1,000,000 at the time of issuance. However, several debt types do not count against the limit. G.O. Tax Increment, G.O. Abatement G.O. Special Assessment, G.O. Utility Revenue, and most HRA or EDA-issued debt is considered to have a separate revenue source other than taxes and so are excluded from the legal debt limit calculation. HRA and EDA Public Project Revenue Bonds or Lease Revenue Bonds with Financing Lease Agreement with a city or county do count against the statutory debt limit.
   b. Local ordinances do not limit the city's ability to issue debt.
2. Policy Limits
   a. Debt will only be used for capital costs. The city will not utilize debt for cash flow borrowing, even though it is allowed by state statutes.
   b. CIP and Financial Planning: The city's Capital Improvement Plan shall contain debt assumptions which match this policy and requires a commitment to long-range financial planning which looks at multiple years of capital and debt needs.
   c. Tax Increment Bonds: The city shall use G.O. Tax Increment Bonds only when the development merits special consideration.
3. Financial Limits
   a. Bond issues may require a special debt levy. The city shall limit the amount of the city's property tax levy dedicated to debt service (principal and interest plus 5% for G.O. Bonds) to less than 20% of the total tax levy. Unlike rating agencies, the city's definition of tax levy does not include special assessments, tax abatements, or tax increments.
   b. Pure revenue bond debt for the city shall be used primarily as lease revenue bonds, supported by taxes. The city may use revenue bonds for enterprise, electric and water utility operations, but only if debt service coverage achieves investment grade rating from the city's rating agencies.

B. Use of Variable Rate Debt and Derivatives

1. Variable Rate Debt. The city shall use variable rate debt only if total principal and interest of the debt constitutes less than 20% of the city's total debt payments and only if circumstances dictate the need for a short call date and will only be used for debt repaid from non-property tax sources (specific revenues).

2. Derivatives. The city will not use derivative based debt.

C. Debt Structuring Practices
   1. Term: State law limits general obligation debt to 30 years in most circumstances and the city shall not exceed 25 years in term of debt.
   2. Term for Equipment: The city has a goal of paying for all capital equipment with a useful life of five years or less from cash reserves or annual operating budgets. State allows cities to issue debt (Equipment Certificates or Capital Notes) with a term of 10 years or the useful life of the equipment if it is at least 10 years. The city would prefer, within the bounds of levy limits, to fund capital equipment on a pay-as-you-go basis. Capital equipment with a useful life greater than five years may be financed with debt, but the bond term should not exceed 10 years.
   3. The city's collective debt goal shall be to amortize at least 50% of its principal within 10 years.
   4. The city shall usually issue debt with level principal and interest payments; or to align with a specific revenue stream.
   5. The city shall have a call date (pre-payment date) of no longer than 10 years on longer-term debt and 6 to 8 years on shorter-term debt.

D. Debt Issuance Practices
   1. Rating Agencies: The city utilizes a rating agency for all debt issuance of more than $1M or longer than three years in term.
   2. Method of Sale: The city shall use competitive bidding for all debt unless the debt is so specialized in its nature that it will not attract more than two bids.
   3. Refunding:
      a. Advance refunding bonds shall not be utilized unless present value savings of 4% to 5% of refunded principal is achieved and unless the call date is within four years. The state law minimum is 3% of refunded principal. Bonds shall not be advance refunded if there is a reasonable chance that revenues will be sufficient to pre-pay the debt at the call date.
      b. Current refunding bonds shall be utilized when present value savings of 3% of refunded principal is achieved or in concert with other bond issues to save costs of issuance.
      c. Special Assessment or Revenue debt will not be refunded unless the finance manager determines that special assessments or other sufficient revenues will not be collected soon enough to pay off the debt fully at that call date.
   4. Professional Services. The city shall use an outside bond attorney and an independent financial advisor to structure the sale.

E. Debt Management Practices
   1. Investment of bond proceeds. The city shall invest bond proceeds in a capital project fund.
   2. Disclosure: The city shall comply with SEC rule 15(c)2(12) on primary and continuing disclosure. Continuing disclosure reports shall be filed no later than 180 days after receipt of the city's annual financial report.
   3. Arbitrage Rebate: The city shall complete an arbitrage rebate report for each issue no less than every five years after its date of issuance.
   4. Communication: The city will maintain frequent and regular communications with bond rating agencies about its financial condition and will follow a policy of full disclosure in every financial report and bond prospectus. The city will comply with Securities Exchange Commission (SEC) reporting requirements.

F. Post issuance debt compliance policy

   The city shall ensure that all obligations are in compliance with all applicable state and federal regulations. This policy may be amended, as necessary, in the future.

Background

The Internal Revenue Service (IRS) is responsible for enforcing compliance with the Internal Revenue Code (the "Code") and related regulations governing certain obligations (for example: tax-exempt obligations, Build America Bonds, Recovery Zone Development Bonds and various "Tax Credit" Bonds). The IRS expects issuers and beneficiaries of these obligations to adopt and implement a post-issuance debt compliance policy and procedures to safeguard against post-issuance violations.

Post-Issuance Debt Compliance Policy Objective

The city desires to monitor these obligations to ensure compliance with the IRS Code and related regulations governing such obligations. To help ensure compliance, the city has developed a "Post-Issuance Debt Compliance Policy." This policy shall apply to the obligations mentioned above, including bonds, notes, loans, lease purchase contracts, lines of credit, commercial paper or any other form of debt that is subject to compliance.

The finance manager is designated as the city's agent responsible for post-issuance compliance of these obligations. However, to the extent obligations are issued for municipal utility purposes, the ERMU finance manager assumes the duties of post-issuance debt compliance as described in this policy.

The finance manager shall assemble all relevant documentation, records and activities required to ensure post-issuance debt compliance as further detailed in corresponding procedures. At a minimum, the Post-Issuance Debt Compliance Procedures for each qualifying obligation will address the following:

1. General post-issuance compliance;
2. Proper and timely use of bond proceeds and bond-financed property;
3. Arbitrage yield restriction and rebate;
4. Timely filings and other general requirements;
5. Additional undertakings or activities that support points 1 through 4 above;
6. Other requirements that become necessary in the future.

The finance manager shall apply the Post-Issuance Debt Compliance Procedures to each qualifying obligation and maintain a record of the results. Further, the finance manager will ensure that the Post-Issuance Debt Compliance Policy and Procedures are updated on a regular and as needed basis.

The finance manager or any other individuals responsible for assisting the finance manager in maintaining records needed to ensure post-issuance debt compliance, are authorized to expend funds as needed to attend training or secure use of other educational resources for ensuring compliance such as consulting, publications, and compliance assistance.

Most of the provisions of this policy are not applicable to governmental bonds, the interest on which is includable in gross income for federal income tax purposes. On the other hand, if an issue of taxable governmental bonds is later refunded with the proceeds of an issue of tax-exempt governmental refunding bonds, then the uses of the proceeds of the taxable governmental bonds and the uses of the facilities financed with the proceeds of the taxable governmental bonds will be relevant to the tax-exempt status of the governmental refunding bonds. Therefore, if there is any reasonable possibility that an issue of taxable governmental bonds may be refunded, in whole or in

part, with the proceeds of an issue of tax-exempt governmental bonds then, for purposes of this policy, the finance manager shall treat the issue of taxable governmental bonds as if such issue were an issue of tax-exempt governmental bonds and shall carry out and comply with the requirements of this policy with respect to such taxable governmental bonds. The finance manager shall seek the advice of bond counsel and its financial advisor as to whether there is any reasonable possibility of issuing tax-exempt governmental bonds to refund an issue of taxable governmental bonds.

If the city issues bonds to finance a facility to be owned by the city but which may be used, in whole or in substantial part, by a nongovernmental organization that is exempt from federal income taxation under Section 501(a) of the Code as a result of the application of Section 501(c)(3) of the Code (the "501(c)(3) Organization"), the city may elect to issue the bonds as "qualified 501(c)(3) bonds" the interest on which is exempt from federal income taxation under Sections 103 and 145 of the Code and applicable Treasury Regulations. Although such qualified 501(c)(3) bonds are not governmental bonds, at the election of the finance manager, for purposes of this policy, the finance manager shall treat such issue of qualified 501(c)(3) bonds as if such issue were an issue of tax-exempt governmental bonds and shall carry out and comply with the requirements of this policy with respect to such qualified 501(c)(3) bonds. Alternatively, in cases where compliance activities are reasonably within the control of the relevant 501(c)(3) Organization, the finance manager may determine that all or some portion of compliance responsibilities described in this policy shall be assigned to the relevant organization.

The city may also issue tax-exempt bonds, the proceeds of which are loaned to certain private entities, including qualified 501(c)(3) organizations (referred to as "Conduit Bonds"). The city will require, as part of approval of any conduit bonds, that the borrower assumes the duties of post-issuance debt compliance as described in this policy, including provisions for reporting to the city.

Capital Improvements

The city will maintain buildings, infrastructure, utilities, parks, facilities, and other assets in a manner that protects the investment and minimizes future maintenance and replacement costs.

The finance manager will annually prepare and submit to the City Council a Capital Improvements Plan (CIP) for the next five fiscal years. At a minimum, the CIP will include a description of the proposed improvement, the estimated cost, timing and potential sources of funding. If applicable, the CIP will identify implications for the operating budget created by the proposed improvement.

In most cases, private developers will be responsible for the construction of streets, sanitary sewer, watermain, and storm water collection systems needed to serve new development. The city may install infrastructure and assess property owners when this approach provides the best alternative. The city will finance street and utility oversizing and trunk utility systems.

The city will maintain a system of capital charges for sanitary sewer, storm water, and water services. The charges will be collected when undeveloped land is platted and when new users connect to the system. Revenues from the capital charges will be accumulated and used to pay for the capital investment related to the maintenance and expansion of the utility system.

The city will strive to maximize the revenues collected from capital charges in order to protect existing utility users from bearing the costs associated with growth. The City Council will work with the Utilities Commission to set capital charges for the water system at appropriate levels. In not less than three year

intervals, city staff shall evaluate the amount of all capital charges and recommend necessary changes to the City Council and the Utilities Commission.

The city will maintain an equipment acquisition and replacement program and will annually update the plan to provide funding for all equipment purchases over $25,000 to be made in the next five fiscal years. The city shall attempt to fund the program without the use of debt. It is recognized that state-imposed levy limits may create the need incur debt for equipment acquisition.

The city will establish and maintain a program for the construction and maintenance of the municipal storm water management system. Financial projections for the storm water management system shall be updated annually.

The city will establish and maintain a program for the maintenance of the municipal street system. The initial sealcoating in new subdivisions will be financed with monies collected for this purpose at the time of original development. Other sealcoating will be financed through the Pavement Management Fund and other maintenance activities will be financed through the General Fund.

The city will prepare an on-going plan for the reconstruction of all city streets and will provide a sustainable source of funding for the street reconstruction program. The city will annually prepare cash flow projections for street reconstruction projects to ensure adequate and ongoing funding.

Capital Assets and Capitalization Thresholds

A capital asset is a tangible asset that has a life expectancy of more than one year. For financial statement reporting purposes, the city reports capital assets in the following categories and has established a capitalization threshold for each category:

Category	Capitalization Threshold
Land	$10,000
Buildings	$25,000
Other Improvements	$25,000
Machinery and equipment	$10,000
Vehicles	$10,000
Infrastructure	$100,000
Construction in progress -	Accumulate costs and capitalize if over $100,000 when completed
Other assets	$10,000

Another criterion for recording capital assets is capital-related debt. Capital assets purchased with debt proceeds should be capitalized and depreciated over their estimated useful life.

The amount to record for a capital asset is any cost incurred to put the asset into its usable condition. Donated capital assets should be reported at fair value at the time of acquisition.

Risk Management

The city will maintain a Risk Management Program to minimize the impact of legal liabilities, natural disasters or other emergencies through the following activies:

- Loss Prevention. Prevent negative occurrences.
- Loss Control. Reduce or mitigate expenses of a negative occurrence.
- Loss Financing. Provide a means to finance losses.
- Loss Information Management. Collect and analyze relevant data to make prudent loss prevention,

loss control and loss financing decisions.

The city will maintain an active Safety Committee comprised of city employees. The committee will periodically conduct educational safety and risk avoidance programs for all employees.
The city will maintain the highest deductible amount, considering the relationship between cost and the city's ability to sustain the loss.

Accounting, Auditing, and Financial Reporting

The city will establish and maintain the highest standard of accounting practices, in conformity with Generally Accepted Accounting Principles (GAAP) including the following:

- Attempt to maintain the GFOA Certificate of Excelleance in Financial Reporting.
- Arrange for an annual audit of all funds and account groups by and independent certified public accountants or by the Office of the State Auditor.
- Provide monthly summary reports of financial activity by major type of funds as compared to budget.
- Department Directors shall review departmental budgets monthly to ensure budgetary compliance and report all deficiencies immediately to the city administrator.

Operating Budget

- The city administrator shall annually propose a balanced budget to the City Council in which appropriations do not exceed the total of the estimated General Fund revenue and the fund balance available after applying the General Fund Reserve Policy.
- In the event there is an unanticipated shortfall of revenues in a current year budget, the finance manager may recommend the use General Fund unreserved fund balance.
- The budget will provide for adequate maintenance of buildings and equipment, and for their orderly replacement.
- The finance manager will prepare monthly reports comparing actual revenues and expenditures to the budget. Significant variances will be summarized in writing to the city administrator and City Council.
- The operating budget will describe the major goals to be achieved and the services and programs to be delivered for the level of funding provided.
- Before adding a new program or service, the city will use a cost-benefit analysis of contractors versus in-house services.
- Assests will not be sold or one-time accounting principle changes used to balance the budget for any fund.
- Public input will be encouraged and public hearings held for budget setting deliberations each year.
- Department directors are responsible for administration of their departmental operating budget. Budget adjustments must be submitted and approved before cost overruns occur.
- Department directors may propose administrative budget amendments throughout the year to adjust line item budgets within their department as long as the total departmental budget does not change. Line item budget changes shall exclude personal service and capital outlay categories. Admendments must be requested in writing and approved by the city administrator and finance manger.

Purchasing

The goal of the Purchasing Policy is to ensure all purchases are consistent with Minnesota statutes, to establish internal controls, to ensure appropriate documentation, and the best value for the public money.

Purchasing Authority

Purchasing and budgetary control is the responsibility of each department/division manager. The department/division manager may designate the authority to make certain purchases to department staff in compliance with the annual budget. This designation must be communicated to the Finance Division. Final

approval of all purchases must be evidenced by the department/division manager's signature on the invoice and/or receipt.

Purchasing Thresholds

All expenditures up to $50,000 must be within the limits established by the department budget. The threshold of dollar amounts that have been established either by policy, city code, or statutory authority for the purpose of purchasing city goods are identified as follows:

Purchase Level	Process Required	Approving Authority	Notes
Less than $5,000	None	Department Director or Designee	• Purchase must be within annual budget.
$5,000 - $24,999	Open Market Purchase or Obtain two or more quotes if practicable	Department Director	• Purchase must be within annual budget or CIP. • Quotes should be kept on file for at least one year.
$25,000 - $49,999	Purchase Order and Obtain two or more quotes if practicable	City Administrator	• Purchase must be within annual budget or CIP. • Quotes should be kept on file for at least one year.
$50,000 - $175,000	Obtain two or more written quotes, bids, or proposals	City Council	• Purchase must be within annual budget or CIP. • Quotes, bids, or proposals must be kept on file for at least one year.
Above $175,000	Competitive Bids	City Council	• Purchase must be within annual budget or CIP.

Notes: If a cooperative purchasing agreement approved, quotations are not needed.
EDA/HRA staff will follow the purchasing policies but seek approval from their respective boards.

Exceptions to Competitive Bidding

The following are some of the more common exceptions to the competitive bidding requirements:

- Contracts less than $175,000
- Cooperative purchasing
- Intergovernmental contracts
- Real estate contracts
- Emergency Purchases
- Professional services including:
  - Architectural
  - Auditing
  - Engineering
  - Legal
  - Group Insurance
  - Banking Services
  - Investment Services
  - Financial Service Providers
  - Construction Management
  - Surveying

Contractor's Bond

The city is required to obtain a Payment and Performance Bond equal to the contract price for all public work contracts over $175,000. The bond protects the city, subcontractors, and those providing labor and materials. If the contract price increases due to change orders, unforeseen conditions, cost overruns or any other reason after the contract is signed, the city has the option of increasing the amount of the contractor's bond.

Consideration may be given for the percentage of the contract that is complete in relation to the contractor's bond and the increase in the contract price.

Professional Services

Contracts for professional services such as those provided by engineers, attorneys, architects, accountants, and other services requiring technical, scientific, or professional training are exempt from competitive bidding requirements. However, the goals to secure professional services remain the same: to ensure all purchases are consistent with Minnesota statutes, to establish internal controls, to maintain the appropriate documentation, and to ensure the best value for the public money.

The following chart identifies the required procedures for professional services contracts.

Purchase Level	Process Required	Approving Authority	Notes
$0 - $24,999	Quotes	Department Director	● At least two written quotes shall be obtained where there is more than one feasible source. ● In cases where the city has established a pool of qualified consultants, the consultant may be selected from the existing pool.
$25,000 and Above	Council Approval	City Council	● When there is more than one feasible source, the city shall request written price quotations in the form of a Request for Proposal from at least two sources. ● The quotes shall be submitted in written format. ● The standard contract shall be awarded to the service provider with the best qualifications and proposal for the specific project. Total cost shall not be the only consideration, but must be included in the analysis of the proposals.

Note: EDA/HRA staff will follow the purchasing policy but seek approval from their respective boards.

Emergency Purchases

Under Minnesota's Emergency Management Act, the city has the authority to enter into contracts during an emergency without following many normally required procedures. An emergency is defined as:
an unforeseen combination of circumstances that calls for immediate action to prevent a disaster from developing or occurring.
A disaster defined as: *a situation that creates an actual or imminent serious threat to the health and safety of persons, or a situation that has resulted or is likely to result in catastrophic loss to property or the environment, and for which traditional sources of relief and assistance within the affected area are unable to repair or prevent the injury or loss.*

During an emergency or disaster, the City Council may waive compliance with the time-consuming procedures or formalities concerning:

1. The performance of public work
2. Contracting
3. Incurring obligations
4. Renting equipment
5. Purchasing supplies and materials

Emergency purchases will only be allowed when the mayor issues a proclamation declaring an emergency, and the steps listed in Minn. Stat. § 12.29 are completed.

Credit Card Use

According to Minn. Stat. § 471.382, the City Council may authorize the use of a credit card by any city officer or employee otherwise authorized to make a purchase on behalf of the city. This policy establishes criteria for who may be issued a credit card and the specific use of the credit card.

Authority for Credit Card Holder

City staff having authority to make certain purchases will be eligible credit cardholders. A department director may request a credit card for city authorized purchasers when there is a demonstrated efficiency to be gained. The finance manager must review and approve each request before the card is issued. Such requests must include the following information:

1. The name of the specific user.
2. The general reason and types of purchases they will be making.
3. Any other information necessary to complete the credit card process.

The department director is responsible for notifying the finance manager when any changes occur to the cardholder's status.

Types of Purchases Allowed by Credit Card

A purchase by credit card must comply with all statutes, rules, and city policies applicable to city purchases. Specifically:

1. All purchases must be made by the authorized card holder.
2. Credit card purchases must comply with the city's Purchasing Policy guidelines for quotes and bids.
3. All expenditures must be within the limits established by the department budget.

Types of Purchases Prohibited

Use of a city credit card is prohibited for the following purchases:

1. Personal purchases of any kind.
2. Alcoholic beverages of any kind.
3. Employee meal purchases (i.e., while attending conferences/workshops)
4. Uniform purchases.

If a city employee makes a purchase by credit card that is inconsistent with this policy and/or is not approved by the Council, the employee is personally liable for the purchase.

Procedures and Documentation

Finance will receive the monthly bill and the cardholder will receive a copy of the monthly statement of their charges. The cardholder will code and attach invoices and receipts for all charges on the statement and submit all of the documentation to the department director or designee by the due date. Payment will be made if the billing matches all completed credit card statements and receipts.

Violations

Failure to comply with any portion of this policy may result in disciplinary action (up to and including termination), cancellation of the credit card, and legal and financial consequences.

Public Purchase Expenditures

Pursuant to the statutes and laws of the State of Minnesota which regulate the expenditure of public funds for public purposes, the Elk River City Council believes it is necessary and appropriate to provide assistance and guidance to the officials, employees, and representatives of Elk River to aid in the determination of when public funds may be spent for a public purpose.

To provide that assistance and guidance, the City Council adopted these public purpose guidelines for the establishment of operating policies and procedures and the appropriate expenditures of public funds. Based on these guidelines, the City Council authorizes the city administrator or designee to establish administrative

policies and procedures that are consistent with these guidelines and the adopted city policies which implement these guidelines.

Definition: A public purpose expenditure is one which relates to the purpose for which the City of Elk River exists and the duties and responsibilities of Elk River, its elected and appointed officials, employees, and other representatives.

Public Purpose Guidelines
The following are hereby approved and recognized to serve a public purpose:

1. Training and development programs for Elk River employees when said programs are directly related to the performance of the employees' job-related duties and are directly related to the programs/services for which the city is responsible.
2. Payment of employee work-related expenses, including travel, lodging and meal expenses, when those expenses are necessarily incurred by in connection with actual work assignments or official duties and those expenses are directly related to the performance of the governmental functions for which the city has responsibility.
3. Appropriate safety and health programs for employees because they result in healthier and more productive employees and reduce certain costs to the city and the taxpayers of Elk River, including various costs associated with workers compensation and disability benefit claims, insurance premiums, and lost time from employee absences.
4. Employee and volunteer recognition programs because formally recognizing those who make significant contributions and demonstrate their commitment during the performance of their duties results in higher morale and productivity among all city employees and volunteers, and therefore helps the city to fulfill its responsibilities efficiently and more cost effectively.
5. Food and refreshments associated with official city functions when the provision of such is an integral part of an official function, and is deemed necessary to ensure meaningful participation by the participants.
6. For appropriate community and customer outreach and similar activities when those expenditures are necessary to ensure the efficient operation of its programs/services, promote the availability and use of city resources, and promote coordinated, cooperative planning activities among and between the public and the private sectors.

Specific Programs and Expenditures

City expenditures shall be valid based upon the public purpose for which it is expended. These line-items are approved annually by the City Council as a part of the overall budget approval process which includes a public hearing on the proposed budget.

The following items are deemed to meet the Council definition of public purpose expenditures.

Meetings: Food/Meals/Refreshments
The City Council recognizes that situations in which city business needs to be discussed can and do occur during meal hours (i.e. luncheon meetings). In addition, there are public and employee meetings and events in which reasonable refreshments may add to the success of the meeting and/or event and create a more productive workforce. Meals are allowed at training or meetings only when they are part of a meeting or training involving official city business and when it is the only practical time to meet.

The following items are deemed to meet the Council's definition of public purpose expenditures in regard to food/meals/refreshments.

1. City meetings and events for the purpose of discussing city issues. These meetings would normally have a pre-planned agenda and would involve predominately non-city employees.
2. As part of the structured agenda for an offsite conference, workshop, seminar, training session, or meeting in which the city administrator or a department director has authorized the employee to attend for training and development purposes. This does not include routine staff meetings.
3. Allowed when they are part of a breakfast/lunch/dinner meeting for official city business when it is the only practical time to meet and when it involves non-city employee participants (i.e. business developers or business representatives). Payment for fees relating to a special event, such as a Chamber of Commerce event, may also be allowed when approved by the city administrator and when attendance is deemed to meet the public purpose guidelines for community or customer outreach and marketing of the city.
4. During non-routine, official meetings of the City Council, Council Committees, advisory boards/commissions, and taskforces.
5. Where employees or volunteers are participating in a City Council-sponsored or authorized special event or in an outside event as an official representative of the city.
6. At department-sponsored meetings, conferences, or workshops where the majority of invited participants are not city employees.
7. Cookies and coffee are allowed for city employees' monthly safety meetings sponsored by the Safety Committee.
8. Annual safety training lunch where lunch is provided at a minimal cost while safety training is being held.
9. Dinner meals for staff during performance of election related duties on Election Day.
10. Coffee is provided by the city for employees and guests at city buildings.
11. Light refreshments for employees who leave employment after 10 or more years of service.

Alcoholic Beverages
The city shall not purchase or reimburse any employee, councilmember, volunteer, or agent for the purchase of alcoholic beverages.

Preventative Health and Employee Recognition Program
The City Council recognizes the effort and service performed by employees through a formal Preventative Health and Employee Recognition Program. The Council believes the benefits of attracting, retaining and motivating employees through such program supports a healthy and productive work place. The goal is to provide excellent public service to better serve the interests of the community.

No provisions of this policy, or its administration, shall be subject to review under the grievance or arbitration provisions of any collective bargaining agreement.

The Program will include:

a. Annual Employee Recognition. Annually, the City Council will recognize employees for their service in accordance with the Employee Recognition Program Policy.
b. Recognition Plaques. The city supports recognition plaques in recognition of retirement. The employee shall receive a plaque thanking them for their dedicated years of service to the community.

Other Events
The city supports other events that are planned and paid for by employees. Examples of such events include holiday gatherings and birthday recognition.

Refreshments and Food for Emergency Response Staff
Because emergency personnel are often called to perform for extended periods of time where refreshments are important to duty performance, firefighters, police officers, and other emergency response personnel may be provided refreshments or food when it is deemed appropriate by the city administrator or department director to assure the delivery of quality emergency response service.

Employee Training
The City Council supports employee training and allows for reasonable reimbursement of registration, tuition and travel expense for conferences, seminars, workshops, and approved city employment-related course work in accordance with the City of Elk River Personnel Policy.

The Personnel Policy also contains guidelines for an education reimbursement program. Job related advanced education meets the public purpose guidelines of this policy.

Employee Wellness and Safety Programs
The City Council recognizes the importance of employee fitness and health as it relates to the overall work and life satisfaction of the employee and the impact on the city's health insurance program. As such, the City Council supports the Health Rewards Program, which has been designed to educate employees on fitness/health issues. Also, to promote wellness, the city maintains a fitness room equipped with exercise equipment that is available to all staff 24/7.

The city also supports programs that provide discounts to employees when participating in parks and recreation wellness related activities.

The Employee Safety Program and programs created by the Safety Committee to promote and retain a safe work environment are supported by the City of Elk River. *Refer to Meetings: Food/Meals/Refreshments.*

Membership, Dues and Donations
The Council has determined the city will fund memberships and dues for the city, councilmembers and its employees in organizations of a civic, educational, or governmental nature when the organization's primary purpose is for the betterment and improvement of municipal government operations. Memberships shall be approved by the department director and city administrator.

The Council has determined that it serves a public purpose for the city to donate to the Annual Memorial Day Parade and to purchase candy for distribution at the high school homecoming and county fair parades.

Clothing and Other Sundry Items
Employees may receive T-shirts, and other sundry items of nominal value ($5.00) when they are made available to the general public or if they are determined by the city administrator to be important to the successful involvement of employees in special city sponsored or supported events (i.e. Night to Unite, etc.).

For purposes of city identification to the public, city councilmembers may be provided with or reimbursed for city logo clothing up to $75 per year.

Trinkets or Marketing Items
The City Council has determined that it serves a public purpose for the City of Elk River to distribute items of a nominal nature for the purpose of educating or promoting city provided programs.

Gifts for Employees, Consultants and Others
The city shall not pay for gifts to employees, consultants, or similar persons working with or for the city.

Prohibited Expenditures
Unless otherwise contemplated in or by the city's Employee Recognition Program, the following are examples of some, but not all specifically prohibited expenditures.

Alcoholic Beverages
Decorations for office space
Donations/Contributions
Dues to Social Clubs
Employee Parties (incl. holiday parties)*
Entertainment
Flowers
Greeting/Sympathy Cards
Gifts of any kind
Holiday Decorations
Lobbying
Personal Purchases
Pictures, Artwork Décor
Prizes/giveaways for public contests
Refreshments for Routine Meetings**

* This item does not prohibit employee recognition and wells programming
**This item does not prohibit refreshments otherwise allowed under the "Meetings: Food/Meals/refreshments" Section of this policy.

Conclusion
The Council reserves the right to not fund any expenditure described in this policy. No provision of this policy, or its administration, shall be construed as being a benefit or condition of employment by or for any employee, nor is any provision of this policy to be considered a provision of the City's Personnel Policy.

Expense and Travel Reimbursement
This policy establishes guidelines and procedures for the payment and reimbursement of travel and other expenses incurred by employees and city officials in the conduct of approved official city business. This policy applies to all employees and city officials including temporary, regular full and part-time employees, the mayor, council members, and members of city commissions or committees.

Authorization
Unless otherwise required by law, the following conditions must be met to qualify for reimbursement:
- The expenditure must qualify as a public purpose expenditure as determined by state law and the Elk River City Council for which the city may use tax money.
- Employees must receive supervisor or city administrator approval for reimbursement of expenses.

Elected Official Out-of-State Travel
The city recognizes that its elected officials may at times receive value from traveling out of the state for workshops, conferences, events, and other assignments. This policy sets forth the conditions under which out-of-state travel will be reimbursed by the city:
1. The event, workshop, conference, or assignment must be approved in advance by the City Council at an open meeting and must include an estimate of the cost of the travel. In evaluating the out-of-state travel request, the Council will consider the following:
    - Whether the elected official will be receiving training on issues relevant to the city or to his or her role as the mayor or as a councilmember.
    - Whether the elected official will be meeting and networking with other elected officials from around the country to exchange ideas on topics of relevance to the city or on the official roles of local elected officials.

- Whether the elected official will be viewing a city facility or function that is similar in nature to one that is currently operating at, or under consideration by the city where the purpose for the trip is to study the facility or functions to bring back ideas for the consideration of the full Council.
- Whether the elected official has been specifically assigned by the Council to testify on behalf of the city at the United States Congress or to otherwise meet with federal officials on behalf of the city.
- Whether the city has sufficient funding available in the budget to pay the cost of the trip.

2. No reimbursements will be made for attendance at events sponsored by or affiliated with political parties.
3. Limitations may be imposed on paying for expenses for a Council Member who has announced his/her intention to resign, not to seek reelection, or who has been defeated in an election.
4. The Council may request an oral or written report from the elected official on the results of the trip.
5. The city will reimburse for travel, lodging, meals, and registration using the same procedures, limitations and guidelines outlined in this expense and travel reimbursement policy.
6. The City Council may make exceptions to the policy depending upon circumstances unique to the trip and/or elected official.

Expense Reimbursement Procedure

Reimbursement shall be made in accordance with the rules stated in this policy. No reimbursement shall be made unless the reimbursement request meets the following criteria, and the proper documentation is included with the reimbursement request.

1. All reimbursement requests shall be submitted to Finance within 60 days of the date incurred for processing.
2. The city administrator may, under unique circumstances, approve reimbursement for items submitted after the 60-day limit.
3. Expense reimbursements $25.00 or less may be submitted to petty cash for payment with a detailed vendor receipt.
4. Expense reimbursements in excess of $25.00 will be paid by vendor check.
5. Employees shall submit a completed expense reimbursement request form to their supervisor for written approval with detailed documentation (i.e. original itemized receipts, mileage form, etc.). Reimbursement shall not be made when receipts are not submitted as required.
6. Upon approval, supervisors shall submit the form to Finance for payment.

Travel

Supervisors shall only approve mileage reimbursement to conduct official city business when a city vehicle is not available, a staff vehicle does not meet the intended work objective, or when a specific employment agreement prevails. Carpooling should be used whenever feasible.

1. Reimbursement shall be at the standard IRS mileage rate.
2. When an employee travels directly to a conference or seminar site, mileage will be computed from the employee's home or normal place of work, whichever is less.
3. Travel to and from the worksite (commuting) is not eligible for reimbursement, including evening and weekends.
4. If out of state travel is required, costs shall generally be based on a comparison between the cost and convenience of the lowest available air fare and travel by personally owned vehicle or city vehicle with associated meals, lodging, and loss of work time costs.
    a. Employees should select the most economical airfare that fits the conference or meeting schedule.

b. An employee may elect to drive for personal reasons instead of utilizing air transportation with the following provisions:
    i. Prior written approval must be received from the department director and city administrator.
    ii. On the date permission is received to drive, the employee must get a written quote for airfare based on the lowest round-trip rate available that fits the conference or meeting schedule. The quote must include the departure and arrival times and be attached to the reimbursement request.
    iii. Reimbursement will be made based on a comparison between the cost and convenience of the lowest available airfare and travel by personal vehicle, with associated lodging and meals, whichever is less.
    iv. Travel time above that required for air travel, will be on the employee's personal time.

Lodging

1. The city will pay for reasonable hotel accommodations appropriate to the purpose of the trip.
2. Rates for accommodations shall be comparable to those of other facilities in the area. The hotel hosting a convention shall be deemed an appropriate accommodation.
3. The city will pay the single rate if the employee or official is accompanied by a guest or family member.

Meals

Meal expenses incurred must be paid directly by the employee. City credit cards cannot be used to purchase employee meals. Each employee must submit their own receipt for reimbursement.

1. No overnight stay required:
    a. Meal expenses shall be reimbursed for city-required attendance at day-long training/workshops with morning and afternoon sessions when no meal is provided between the two sessions. Meals before or after the event are not reimbursable.
    b. Expenses for meals, including maximum gratuity of 18%, will be reimbursed with an **original itemized** receipt (credit card receipts are not acceptable) up to the Minnesota Standard per diem rate in accordance with the U.S. General Services Administration (GSA) Standard per diem rates (www.gsa.gov).
    c. Reimbursement for alcoholic beverages is prohibited.
    d. Reimbursement shall not be made for meals included in the conference or meeting fee.

2. Overnight stay required:
    a. No meals are to be charged to the hotel/motel room.
    b. Expenses for meals, including gratuity, will be reimbursed in accordance with the U.S. General Services Administration (GSA) per diem rates which may be found at www.gsa.gov.
    c. Per Diem meal expenses at the applicable daily rate does not require receipts, but the employee must provide adequate substantiation verifying the date, time and location of the event or meeting and the business purpose of the trip.
    d. When a trip includes meals that are already paid for by the city (such as through a registration fee for a conference), those meals would be deducted from the per diem daily meal reimbursement amount.
    e. Reimbursement for alcoholic beverages is prohibited.

3. Meals for Others:
    Elected officials, the city administrator, department directors, or other designated city employees

serving as representatives of the city may occasionally provide a meal for other persons who have official business with the city. The cost of providing such meals, including tax and a reasonable gratuity, will be reimbursed provided the following conditions are met:

- The name and official capacity of each person attending must be listed.
- The public benefit of the meeting must be described.
- Reimbursement for alcoholic beverages is prohibited.
- Original itemized receipts must be provided.
- Must comply with the City's Public Purpose Expenditure Policy.
- The amount reimbursed per person will follow the amounts listed in accordance with U.S. General Services Administration (GSA) standard per diem rates (www.gsa.gov)

Advance Expense Check

If requested, an advance expense check may be issued for estimated travel expenses. The advance shall be issued pursuant to Minnesota Statute 471.97.

- A signed Reimbursement Request with receipts must be submitted within thirty (30) days of travel.
- The city shall determine the estimated travel expense amount to be advanced.
- Additional reimbursement due to the employee shall be paid based on the receipts submitted.
- Any refund due from the employee shall be paid to the city within ten (10) days of submission of the Reimbursement Request. The refund due from the employee shall be based on the actual receipts.
- All other provisions of this travel policy apply to determine the expenses eligible for reimbursement.

Other

- All reimbursements will be subject to tax as required by IRS regulations.
- Only actual expenses for the employee shall be submitted and reimbursed. Employees are responsible for all lodging, meal, travel, and other expenses of anyone accompanying the employee.
- By signing the Reimbursement Request, the employee acknowledges and agrees that all items included in the Reimbursement Request are legally eligible for reimbursement and meet all provisions of this policy and other applicable laws.

OMB Uniform Grant Guidance

Internal Controls

All grants must comply with the city's internal controls and policies, in addition to any state and federal guidelines. A copy of the grant agreement should be readily available for review and compliance. The City of Elk River Federal Grant Information Checklist should be filled out and filed with the finance department.

Travel

All travel costs charged against the grant must be on an actual cost basis or *per diem* for overnight travel and follow the city's Expense and Travel Reimbursement Policy.

Financial Management and Accounting Records

The city's general ledger will identify all federal awards by CFDA# and title, Federal Award ID and year, name of federal awarding agency, and pass-through entity's name. The general ledger will be supplemented by the City of Elk River Federal Grant Information Checklist.

All disbursements will follow the city's internal control policies and procedures. In addition, the city's purchasing policy will be followed to ensure competitively priced purchases are obtained when applicable.

Allowability of costs will be determined by grant agreements and the department director will be responsible to ensure costs are approved according to grant agreements.

The city upon any advance of payments will ensure disbursements or transfer of funds happens within a reasonable time upon proper disbursement approvals.

Personnel Compensation Documentation
Actual timesheets and payroll records will be maintained to support personnel compensation. These costs will reflect actual activities and costs related to the grant award/program. If multiple grants are awarded, the city will allocate time according to timesheets or activities related to the grant/program.

Procurement
The city Purchasing Policy will be used for all purchases unless additional requirements (State and Federal) are required with the grant agreement. A contractor must provide certification regarding debarment, suspension, ineligibility, and voluntary exclusion.

A contract will only be with responsible contractors that can perform successfully meeting the requirements and terms and conditions of the contract award based on:

- Contractor integrity
- Compliance with public policy
- Record of past performance
- Financial and technical resources

All contractors who are awarded projects must provide a list of all entities with which it has relationships that create, or appear to create, a conflict of interest with the work that is contemplated in the grant award. The list should indicate the name of the entity, the relationship, and a discussion of the conflict.

Report Certification
The city's authorizing official will sign a certification on the annual and final fiscal reports or vouchers requesting payments that states:

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-32730 and 3801-3812).

Policy History

Adopted	April 15, 2013 (many existing financial policies were combined into this newly created and updated policy)
Revised	April 7, 2014
Revised	April 6, 2015
Revised	April 18, 2016
Revised	June 17, 2019

Financial Management Policies

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Financial Management Policies

Purpose

The City of Elk River is responsible to its citizens to manage its resources wisely and adopting financial policies is an important step to ensure that resources are managed responsibly. ~~-~~The policies provide the framework for the overall fiscal management of the city and guide the decision-making process.

Most of the policies represent ~~long standing~~long-standing principles, traditions and practices which have guided the city ~~in the past~~ and have helped maintain financial stability ~~over the past years~~. ~~-~~These financial policies will be reviewed periodically to determine if changes are necessary.

Throughout this policy, every reference to "city" explicitly defines the City of Elk River, Minnesota.

Objectives

- Providing sound principles to guide the decisions of the City Council and management.
- P~~To p~~providing~~e both~~ short-~~term~~ and long-term financial stability ~~to city government~~ by ensuring adequate funding ~~for~~ to provide for~~ing~~ and protect~~ing~~ infrastructure needed by the community today and for ~~years to come~~the future.
- Protecting and enhancing the city's credit rating and prevent default on any municipal obligations.
- ~~To p~~Protecting the City Council's policy-making ability by ensuring that important policy decisions are not constrained by financial problems or emergencies.

Revenue and Expenditure

The city will:

- ~~The city will p~~Provide long-term financial stability through sound ~~short and long term~~short- and long-term financial planning.
- ~~The city will e~~Estimate ~~its~~ annual revenues and expenditures in a conservative manner ~~so as to~~to reduce exposure to unforeseen circumstances.
- ~~The city will p~~Project revenues and expenditures for the next five years and will update these ~~projections~~projections for each budget process.
- Establish user charges and fees at a level related to the cost of providing the service (operating, direct, indirect, and capital) ~~W~~whenever~~ user charges and fees are~~ determined to be appropriate and the direct benefits are identifiable~~;~~. ~~the city will establish user charges and fees at a level related to the cost of providing the service (operating, direct, indirect, and capital).~~ Fees will be reviewed annually.
- To the extent feasible, ~~one-time revenues will be~~ apply~~ied~~ one-time revenues toward one-time expenditures or place them~~d~~ into reserves. ~~-~~One-time revenues will not be used to finance ongoing programs.

Utilities

- The City Council sets fees and user charges for municipal sanitary sewer utility and garbage collection. The Utilities Commission sets fees and charges for the water and electric utilities.~~-~~ The city will encourage the Utilities Commission to adopt financial management policies similar to the policies stated in this section.
- The city will strive to set municipal utility users fees ~~for municipal utilities~~ at a financially sustainable level~~ that creates financially sustaining enterprises~~.

- The fee structure for municipal utilities should produce a net annual surplus of revenues over expenditures after accounting for all operating costs, depreciation of capital assets and payment of debt service.
- All municipal utility funds will maintain adequate cash reserves. ~~The reserve needs vary for each municipal utility.~~ The assessment of cash reserves should take into account future capital investments, diversity, and stability of revenues and potential for unanticipated changes in revenues and expenditures.
- All utility rates should be reviewed ~~every year~~annually to minimize the impacts of rate changes and to insure adequate long-term funding.
- Elk River Municipal Utilities will make an annual contribution to the city. The cash contribution will be based on 4% of gross electric sales within the corporate limits of the city. The City Council will determine the fund allocation for the proceeds~~portion of this contribution to be allocated to the General fund, Library and the Equipment Replacement fund~~.
- The City Council will determine the chargeback to the Sewer, Storm-water, and Garbage F~~f~~unds for administration of the sanitary sewer system, storm water, and garbage collection.
- Any operating transfer not included in the budget must be approved by the City Council.

Cash Management

T
~~It is the policy of t~~he city ~~to~~ shall pool cash balances from all funds to maximize investment earnings. Exceptions include legal and specific practical requirements that demand segregation of funds.

- Funds received are to be deposited into an ~~interest bearing~~interest-bearing account with the city's currently designated official depository by the next business day.
- Cash on hand is to be kept to the minimum required to meet daily operational needs.

Investments

~~It is the policy of t~~The ~~C~~city ~~of Elk River to~~ shall invest public funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the entity while conforming to all state and local statutes governing the investment of public funds.

The investment policy applies to all financial assets of the municipality. ~~-~~These funds are accounted for in the city's Annual Comprehensive Financial Report and include all city funds ~~with the exception of~~except for the w~~W~~ater and ~~E~~electric ~~f~~funds which fall under the investment policy adopted by the Elk River Utilities Commission.

Investments shall be made with judgment and care under circumstances then prevailing which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

The standard of prudence to be used by investment officials shall be the "prudent person" standard, as defined by Minnesota Statute §356A.04, Subd. 2, and shall be applied in the context of managing an overall portfolio. ~~-~~Investment officers acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

All investments shall be limited to those permitted by Minnesota Statute §118A. ~~-~~The primary objectives, in priority order, of the City of Elk River's investment activities shall be:

~~1.~~ **Safety ~~-~~**

~~2.~~1. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio.~~-~~ To attain this objective, diversification is required in order that losses on individual securities do not exceed the income generated from the remainder of the portfolio.

~~3.~~ **Liquidity ~~-~~**

~~4.~~2. The investment portfolio will remain sufficiently liquid to enable the city to meet all operating ~~requirements~~requirements, which might be reasonably anticipated.

~~5.~~ **Return on Investment ~~-~~**

~~6.~~3. The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles. ~~-~~The investment strategy will ~~take into account~~consider the constraints on risk and cash flow characteristics of the investment portfolio.

~~7.~~ **Maintaining the Public's Trust**

~~8.~~4. ~~-~~ All officials and employees who are part of the investment process shall ~~seek to~~ act responsibly as custodians of the public trust. ~~-~~Investment officials shall avoid any transaction that might impair public confidence in the municipality's ability to govern effectively.

Authority to manage the ~~City of Elk River's~~ investment program is derived from Minnesota Statutes §118A. Management responsibility for the investment program is hereby delegated to the Finance ~~Director~~Manager. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Finance ~~Director~~Manager. ~~-~~The Finance ~~Director~~ Manager shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials.

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the investment program, or which could reasonably cause others to question or doubt their ability to make impartial investment decisions.~~-~~ Employees and investment officials shall disclose to the Finance ~~Director~~ Manager any material financial interests in financial institutions that conduct business within this jurisdiction, and they shall further disclose any large personal financial/investment positions that could be related to the performance of the City of Elk River's portfolio.

The Finance ~~Director~~ Manager will maintain a list of financial institutions authorized to provide investment services~~. In addition,~~ and a list ~~will be maintained~~ of approved security ~~broker~~brokers/dealers selected by credit worthiness, who maintain an office in the State of Minnesota. ~~-~~These may include "primary dealers" or regional dealers that qualify under Securities & Exchange Commission Rule 15c3-1 (uniform net capital rule). All brokers doing business with the city shall have a Broker Certification ~~f~~Form on file with the Finance ~~Director~~ Division in accordance with Minnesota Statute~~s~~ §118A.04, Subd 9. ~~-~~All investments must be placed with brokers whose office is in the State of Minnesota. ~~-~~No investments may be made with out of state brokers.

Investment instruments authorized and permitted by this policy are as follows:

A. Repurchase Agreements

Repurchase agreements consisting of collateral allowable in Section 118A.04.

B. United States Securities

Governmental bonds, notes, bills, mortgages (excluding high-risk mortgage-backed securities), ~~-~~and other securities, which are direct obligations or are guaranteed or insured issues of the United States, its agencies, its instrumentalities, or organizations created by an act of Congress.

High risk mortgage-backed securities are as follows:

1. interest-only or principal-only mortgage-backed securities; or,
2. any mortgage derivative security that:
   a. has an expected average life greater than ~~ten~~ 10 years;
   b. has an expected average life that:
      i. will extend by more than four years as the result of an immediate and sustained parallel shift in the yield curve of plus 300 basis points; ~~-~~or
      ii. will shorten by more than six years as the result of an immediate and sustained parallel shift in the yield curve of minus 300 basis points;~~-~~ or
      iii. will have an estimated change in price of more than 17~~ percent~~% as the result of

an immediate and sustained parallel shift in the yield curve of plus or minus 300 basis points.

C. Minnesota Joint Powers Investment Trust

Agreements or contracts for shares of a Minnesota Jjoint pPowers iInvestment tTrust whose investments are restricted to securities authorized for investment by the government entity and shares of an investment company registered under the Federal Investment Company Act of 1940, whose shares are registered under the Federal Securities Act of 1933, as long as the investment company's fund receives the highest credit rating and is rated in one of the two highest risk rating categories by at least one nationally recognized statistical rating organization and is invested in financial instruments with a final maturity of no longer than 13 months.

D. State and Local Securities

State and local government obligations as follows:

1. any security which is a general obligation of any state or local government with taxing powers which is rated "A" or better by a national bond rating service; and
2. any security which is a revenue obligation of any state or local government with taxing powers which is rated "AA" or better by a national bond rating service; and,
3. a general obligation of the Minnesota Housing Finance Agency which is a moral obligation of the State of Minnesota and is rated "A" or better by a national bond rating service.

E. Commercial Paper

Commercial paper issued by United States corporations or their Canadian subsidiaries that is rated in the highest quality category (e.g., A-1, P-1, F-1, or D-1 or higher) by at least two nationally recognized rating agencies and matures in 270 days or less.

F. Time Deposits

Time deposits that are fully insured by the Federal Deposit Insurance Corporation.
Bankers acceptances of United States banks.

G. Money Market Accounts

Money market funds may be held with next day withdrawal capacity to provide for daily liquidity requirements. -These money market funds must be rated one of the two highest rating categories by at least one nationally recognized statistical rating organization.

The city shall not purchase investments that, at the time of purchase, cannot be held to maturity. -All investments shall be purchased with the intent to hold until maturity. -The maximum maturity will be 10 years with a total weighted average maturity of total investments not to exceed 5five years. -This section shall not be construed to restrict the sale of investments prior to maturity which may be in the best interest of the city.

The city shall not invest in GICs or Reverse Repurchase Agreements.

The Ccity of Elk River will follow Minnesota statutes regarding the use of collateral requirements. In order toTo anticipate market changes and provide a level of security for all funds, the collateralization level will be at least ten 10 percent more than the amount on deposit plus accrued interest at the close of the business day. To the extent that funds deposited are in excess ofmore than available federal deposit insurance, the government entity city shall require the financial institution to furnish collateral security.

All collateral shall be placed in safekeeping in a restricted account at a Federal Reserve Bank, or in an account at a trust department of a commercial bank or other financial institution that is not owned or controlled by the financial institution furnishing the collateral. The selection shall be approved by the City of Elk River.

Any collateral pledged shall be accompanied by a written assignment to the ~~government entity~~city from the financial institution. The written assignment shall recite that, upon default, the financial institution shall release to the ~~government entity~~ city on demand, free of exchange or any other charges, the collateral pledged. Interest earned on assigned collateral will be remitted to the financial institution so long as it is not in default. The ~~government entity~~ city may sell the collateral to recover the amount due. ~~-~~Any surplus from the sale of collateral shall be payable to the financial institution, its assigns, or both.

Investments may be held in safekeeping with:

1. Any Federal Reserve Bank;
2. Any bank authorized under the laws of the United States or any state to exercise corporate trust powers, including, but not limited to, the bank from which the investment is purchased;
3. A primary reporting dealer in United States government securities to the Federal Reserve Bank of New York; or
4. A securities broker/dealer having its principal executive office in Minnesota, licensed and registered pursuant to chapter 80A, or an affiliate of it, regulated by the Securities and Exchange Commission; provided that the government entity's ownership of all securities is evidenced by written acknowledgments identifying the securities by the names of the issuers, maturity dates, interest rates, CUSIP number, or other distinguishing marks.

The city will minimize investment custodial credit risk by permitting brokers that obtained investments for the city to hold them only to the extent there is SIPC and excess SIPC coverage available. ~~-~~Securities purchased that exceed available SIPC coverage shall be transferred to the city's custodian.

The ~~C~~city ~~of Elk River~~ will diversify its investments by security type and institution. ~~-~~In establishing specific diversification strategies, the following general policies and constraints shall apply:

A. Portfolio maturities shall be staggered to avoid undue concentration of assets at a specific maturity sector, with one broker-dealer or financial institution, or any one type of instrument. ~~-~~The maturities selected shall provide for stability of income and reasonable liquidity.

B. The Finance ~~Director~~ Manager shall establish an annual process of independent review by an external auditor. This review will provide internal control by assuring compliance with policies and procedures.

C. The investment portfolio will be designed to obtain a market average rate of return during budgetary and economic cycles, taking into account the City of Elk River's investment risk constraints and cash flow needs.

D. The Finance ~~Director~~ Manager shall prepare an investment report directed to the City Council on a quarterly basis including:
   1. Listing of individual securities held at the end of the reporting period.

2. Listing of investments by maturity date.
3. Percentage of the total portfolio which each type of investment represents.
4. Market to market analysis.
5. Rate of return for the quarter.

Fund Balance

Fund balance reserves are an important component in ensuring the overall financial health of a community, by giving the city sufficient funds to meet contingency and cash-flow timing needs. In establishing an appropriate fund balance, the city needs to consider the demands of cash flow, need for emergency reserves, ability to manage fluctuations of major revenue sources, credit rating and long-term fiscal health.

A. Classification of Fund Balance/Procedures

1. **Nonspendable**
   Amounts that are not in a spendable form or are required to be maintained intact. Examples are inventory or prepaid items.
2. **Restricted**
   Amounts subject to externally enforceable legal restrictions. Examples include grants, tax increment and bond proceeds.
3. **Unrestricted**
   The total of committed fund balance, assigned fund balance, and unassigned fund balance:
   - **Committed fund balance** – amounts that can be used only for the specific purposes determined by a formal action of the government's highest level of decision-making authority. Commitments may be changed or lifted only by the government taking the same formal action that imposed the constraint originally.
   - **Assigned fund balance** – amounts a government intends to use for a specific purpose; intent can be expressed by the government body or by an official or body to which the governing body delegates the authority.
   - **Unassigned fund balance** – residual amounts that are available for any purpose in the general fund. The General Ff~~f~~und should be the only fund that reports a positive unassigned fund balance amount. ~~-~~This classification is also used to account for deficit fund balances in other governmental funds.

B. General Fund

- The city will maintain an unassigned General Ff~~f~~und balance of not less than 40-45% of budgeted operating expenditures; however, this need could fluctuate with each year's budget objectives.
- Annual proposed General Ff~~f~~und budgets shall include this benchmark policy. ~~-~~Council shall review the amounts in fund balance in conjunction with the annual budget ~~approval,~~ ~~and~~approval and ~~make adjustments~~adjust as necessary to meet expected cash-flow needs.
- In the event the unassigned General Ff~~f~~und balance will be calculated to be less than the minimum requirement at the completion of any fiscal year, the city shall plan to adjust budget resources in the subsequent fiscal years to bring the fund balance into compliance with this policy.
- The City Council may consider appropriating (for authorized purposes) year-end fund balance ~~in excess of~~more than the policy level or increasing the minimum fund balance. An example of preferred use of excess fund balance would be for one-time expenditures, such as:

1. ~~to fund a~~An expenditure of significant long-term benefit or legacy to the community.
2. ~~to fund a~~A one-time (non-recurring) expenditure or grant match opportunity.
3. ~~to provide c~~Catch-up funding or long-term obligations not previously recognized.
4. ~~to fund a~~A one-time unplanned revenue shortfall.
5. ~~to fund a~~An unplanned expenditure due to an emergency or disaster.
6. ~~to r~~Retirement of existing debt.
7. ~~t~~To fund policy shifts by other governmental entities having a negative impact on the city.
8. ~~t~~To moderate property taxes.

- Appropriation from the minimum fund balance shall require the approval of the City Council and shall be used only for non-recurring expenditures, unforeseen emergencies or immediate capital needs that cannot be accommodated through current year savings. ~~-~~Replenishment recommendations will accompany the decision to utilize fund balance.
- At the discretion of the City Council, fund balance may be committed for specific purposes by resolution designating the specific use of fund balance and the amount. ~~-~~The resolution would need to be approved no later than the close of the reporting period and will remain binding unless removed in the same manner.
- The City Council authorizes the finance manager or ~~Finance Director and/or C~~city ~~A~~administrator to assign fund balance that reflects the city's intended use of those funds.
- When both restricted and unrestricted resources are available for use, it is the city's policy to first use restricted resources, and then use unrestricted resources as they are needed. ~~-~~When committed, assigned or unassigned resources are available for use, it is the city's policy to use resources in the following ~~order;~~order: 1) committed 2) assigned and 3) unassigned.

C. Enterprise Funds

The city will maintain reserves in Enterprise ~~f~~Funds at levels sufficient to provide adequate working capital for current expenditure needs, for the replacement of capital assets within the fund over their estimated useful life and to pay for future capital projects.~~-~~ Future capital projects must be identified and quantified in a written plan for the fund which shall be included in the city's annual Capital Improvement Plan (CIP).

The city will maintain a reserve balance at a level which takes into consideration the following:

- Cash Flow
  - Six months of projected operation expenditures (Sewer, Storm Water and Garbage).
  - One year of projected operation expenditures (Liquor).
  - Debt service obligations – 100% of next year's principal and interest.
- Contingency
  - Potentially volatile revenue sources.
  - Unforeseen natural or man-made disasters and emergencies.
- Savings
  - Planned one-time expenditures and grant matching ~~opportunities~~opportunities.
  - Impact of significant capital projects identified in a long-term ~~plan~~plan.
- Other Factors
  - Impact on city's bond rating.
  - Requirements by external funding source.

D. Special Revenue Funds

The city will maintain reserves in the Special Revenue Ffunds at levels sufficient to provide working capital for current expenditure needs plus an amount that is estimated to be needed to meet legal restrictions, requirements by external funding sources and/or pay for future capital projects. Future capital projects must be identified and quantified in a written plan for the fund, which shall be included in the city's annual CIP.

E. Debt Service Funds

The city will maintain reserves in the Debt Service fFunds at levels sufficient to provide working capital for current expenditure needs plus an amount that is estimated to be needed to meet legal restrictions and requirements by external funding sources.

F. Capital Project Funds

The city will maintain reserves in the Capital Project fFunds at levels sufficient to provide working capital for current expenditure needs plus an amount that is estimated to be needed to meet legal restrictions, requirements by external funding sources and/or pay for future capital projects. Future capital projects must be identified and quantified in a written finance plan for the fund, which shall be included in the city's annual CIP.

G. Monitoring and Reporting

The Finance ~~Director~~ Manager shall annually review with the City Council the status of the fund balances with this policy and present it to the City Council in conjunction with the development of the annual budget and/or other long-term financial planning documents such as the CIP.

The city will annually review the adequacy of the reserve balances.

The city will periodically review updates to rating agency methodologies and medians to make sure that the reserve policy is consistent to ensure maintaining its existing rating or that it positions itself for an upgrade.

Debt

The ~~C~~city ~~of Elk River~~ has chosen, by policy, to guide its issuance of debt by following the guidelines listed below. These practices were identified through examination of materials from state statutes, bond rating agencies, and the Government Finance Officers Association (GFOA). This policy can be amended in the future by the City ~~Council, but~~Council but is consistent with general municipal practices at the time of its adoption.

In accordance with the authorities cited in the background section, the ~~C~~city ~~of Elk River~~ will use the following policies in determining when and how to use debt for financing capital and equipment needs.

A. Debt Limits

1. Legal Limits~~:~~
   a. Minnesota Statutes, Section 475 prescribes the statutory debt limit that outstanding principal of debt cannot exceed 3% of taxable market value. This limitation applies only to debt that is wholly tax-supported. The type of debt included is either general obligation debt of any size bond issue (G.O.) or ~~l~~Lease ~~r~~Revenue ~~b~~Bond ~~i~~Issues that were over $1,000,000 at the time of issuance. However, ~~there are also~~ several ~~other~~ debt types ~~of debt that~~ do not count

against the limit.- G.O. ŧTax Iincrement, G.O. aAbatement G.O. sSpecial aAssessment, G.O. uUtility rRevenue, and most HRA or EDA-issued debt is considered to have a separate revenue source other than just taxes and so are excluded from the legal debt limit calculation. -HRA and EDA pPublic pProject rRevenue bBonds or lLease rRevenue bBonds with fFinancing lLease aAgreement with a city or county do count against the statutory debt limit.

b. Local ordinances do not limit the city's ability to issue debt.

2. Policy Limits:
   a. Uses of Debt: Debt will only be used only for capital costs. -The city will not utilize debt for cash flow borrowing, even though this it is allowed by state statutes.
   b. CIP and Financial Planning:- The city's cCapital iImprovement pPlan shall contain debt assumptions which match this policy and requires a commitment to long-- range financial planning which looks at multiple years of capital and debt needs.
   c. Tax Increment Bonds: -The city shall use G.O. ŧTax iIncrement bBonds only when the development merits special consideration.

3. Financial Limits:
   a. Bond issues may require a special debt levy.- The city hereby adopts a policy to shall limit the amount of the city's property tax levy dedicated to debt service (principal and interest plus 5% for G.O. bBonds-) to less than 20% of the total tax levy.- Unlike rating agencies, the city's definition of tax levy does not include special assessments, tax abatements, or tax increments.
   b. Pure revenue bond debt for the city shall be used primarily as lease revenue bonds, supported by taxes. -The city may use revenue bonds for enterprise, electric and water utility operations, but only if debt service coverage achieves investment grade rating from the city's rating agencies.

B. Use of Variable Rate Debt and Derivatives
1. Variable Rate Debt. -The city shall use variable rate debt only if total principal and interest of the debt constitutes less than 20% of the city's total debt payments and only if circumstances dictate the need for a short call date and will only be used for debt repaid from non-property tax sources (specific revenues).
2. Derivatives. -The city will not use derivative based debt.

C. Debt Structuring Practices
1. Term:- State law limits general obligation debt to 30 years in most circumstances and . -Tthe city shall not exceed 25 years in term of debt.
2. Term for Equipment: The city has a goal of paying for all capital equipment with a useful life of five years or less from cash reserves or annual operating budgets.- State law does allows cities to issue debt (known as eEquipment cCertificates or cCapital nNotes) with a term of ten 10 years or the useful life of the equipment if it is at least 10 years. -The city would prefer, within the bounds of levy limits, to fund capital equipment on a pay-as-you-go basis. Capital equipment with a useful life greater than five years may be financed with debt, but the bond term should not exceed ten 10 years.
3. The city's collective debt goal shall be to amortize at least 50% of its principal within 10 years.

4. The city shall usually issue debt with level principal and interest payments; or to align ~~–~~with a specific revenue stream.
5. The city shall have a call date (pre-payment date) of no longer than 10 years on longer~~-~~-term debt and 6 to 8 years on shorter-term debt.

D. Debt Issuance Practices
1. Rating Agencies:~~-~~ The city utilizes a rating agency for all ~~of its~~ debt issuance of more than $1M or longer than three~~3~~ years in term.
2. Method of Sale: The city shall use competitive bidding for all ~~of its~~ debt unless the debt is so specialized in its nature that it will not attract more than ~~2~~two bids.
3. Refunding:
   a. Advance refunding bonds shall not be utilized unless present value savings of 4% to 5% of refunded principal is achieved and unless the call date is within four~~4~~ years. ~~The s~~The state law minimum is 3% of refunded principal. ~~-~~Bonds shall not be advance refunded if there is a reasonable chance that revenues will be sufficient to pre-pay the debt at the call date.
   b. Current refunding bonds shall be utilized when present value savings of 3% of refunded principal is achieved or in concert with other bond issues to save costs of issuance.
   c. Special A~~a~~ssessment or ~~r~~Revenue debt will not be refunded unless the ~~F~~finance ~~Director~~ manager determines that special assessments or other sufficient revenues will not be collected soon enough to pay off the debt fully at that call date.
4. Professional Services. ~~-~~The city shall use an outside bond attorney and an independent financial advisor to structure the sale.

E. Debt Management Practices
1. Investment of bond proceeds. ~~-~~The city shall invest bond proceeds in a capital project fund.
2. Disclosure: The city shall comply with SEC rule 15(c)2(12) on primary and continuing disclosure. ~~-~~Continuing disclosure reports shall be filed no later than 180 days after receipt of the city's annual financial report.
3. Arbitrage Rebate: ~~-~~The city shall complete an arbitrage rebate report for each issue no less than every five years after its date of issuance.
4. Communication: The city will maintain frequent and regular communications with bond rating agencies about its financial condition and will follow a policy of full disclosure in every financial report and bond prospectus. ~~-~~The city will comply with Securities Exchange Commission (SEC) reporting requirements.

F. Post issuance debt compliance policy

The ~~City Council (the "Council") of the City of Elk River, Minnesota (the "City") has chosen, by policy, to take steps to help~~ city shall ensure that all obligations ~~will be~~ are in compliance with all applicable state and federal regulations. This policy may be amended, as necessary, in the future.

Background

The Internal Revenue Service (IRS) is responsible for enforcing compliance with the Internal Revenue Code (the "Code") and related regulations governing certain obligations (for example: tax-exempt obligations, Build America Bonds, Recovery Zone Development Bonds and various "Tax Credit" Bonds). ~~-~~The IRS expects issuers and beneficiaries of these obligations to adopt and implement a post-issuance debt compliance policy and procedures to safeguard against post-issuance violations.

Post-Issuance Debt Compliance Policy Objective

The ~~C~~city desires to monitor these obligations to ensure compliance with the IRS Code and related regulations governing such obligations. ~~-~~To help ensure compliance, the ~~C~~city has developed ~~the~~ a ~~following policy (the~~ "Post-Issuance Debt Compliance Policy.~~")~~. Thise ~~Post-Issuance Debt Compliance~~ poPolicy shall apply to the obligations mentioned above, including bonds, notes, loans, lease purchase contracts, lines of credit, commercial paper or any other form of debt that is subject to compliance.

The ~~F~~finance ~~D~~mirector anager ~~of the City~~ is designated as the ~~C~~city's agent ~~who is~~ responsible for post-issuance compliance of these obligations. ~~-~~However, to the extent obligations are issued for municipal utility purposes, the ~~Finance Director/~~ERMU ~~O~~finance ~~ffice M~~manager ~~of Elk River Municipal Utilities~~ assumes the duties of post-issuance debt compliance as described in this ~~Post-Issuance Debt Compliance P~~policy ~~instead of the Finance Director~~.

The f~~F~~inance ~~Director~~ manager shall assemble all relevant documentation, records and activities required to ensure post-issuance debt compliance as further detailed in corresponding procedures ~~(the "Post-Issuance Debt Compliance Procedures")~~. At a minimum, the Post-Issuance Debt Compliance Procedures for each qualifying obligation will address the following:

1. General post-issuance compliance;
2. Proper and timely use of bond proceeds and bond-financed property;
3. Arbitrage yield restriction and rebate;
4. Timely filings and other general requirements;
5. Additional undertakings or activities that support points 1 through 4 above;
6. Other requirements that become necessary in the future.

The ~~F~~finance ~~Director~~ manager shall apply the Post-Issuance Debt Compliance Procedures to each qualifying obligation and maintain a record of the results. F~~-F~~urther, the ~~F~~finance ~~Director~~ manager will ensure that the Post-Issuance Debt Compliance Policy and Procedures are updated on a regular and as needed basis.

The f~~F~~inance ~~D~~manager~~irector~~ or any other individuals responsible for assisting the ~~F~~finance ~~Director~~ manager in maintaining records needed to ensure post-issuance debt compliance, are authorized to expend funds as needed to attend training or secure use of other educational resources for ensuring compliance such as consulting, publications, and compliance assistance.

Most of the provisions of this ~~Post-Issuance Debt Compliance P~~policy are not applicable to governmental bonds, the interest on which is includable in gross income for federal income tax purposes. ~~-~~On the other hand, if an issue of taxable governmental bonds is later refunded with the proceeds of an issue of tax-exempt governmental refunding bonds, then the uses of the proceeds of the taxable governmental bonds and the uses of the facilities financed with the proceeds of the taxable governmental bonds will be relevant to the tax-exempt status of the governmental refunding bonds. ~~-~~Therefore, if there is any reasonable possibility that an issue of taxable governmental bonds may be refunded, in whole or in part, with the proceeds of an issue of tax-exempt governmental bonds then, for purposes of this ~~Post-Issuance Debt Compliance P~~policy, the ~~F~~finance ~~Director~~ manager shall treat the issue of taxable governmental bonds as if such issue were an issue of tax-exempt governmental bonds and shall carry out and comply with the requirements of this ~~Post-Issuance Debt Compliance P~~policy with respect to such taxable governmental bonds. ~~-~~The ~~F~~finance

~~Director~~manager shall seek the advice of bond counsel and its financial advisor as to whether there is any reasonable possibility of issuing tax-exempt governmental bonds to refund an issue of taxable governmental bonds.

If the c~~C~~ity issues bonds to finance a facility to be owned by the ~~C~~city but which may be used, in whole or in substantial part, by a nongovernmental organization that is exempt from federal income taxation under Section 501(a) of the Code as a result of the application of Section 501(c)(3) of the Code (the "501(c)(3) Organization"), the ~~C~~city may elect to issue the bonds as "qualified 501(c)(3) bonds" the interest on which is exempt from federal income taxation under Sections 103 and 145 of the Code and applicable Treasury Regulations. ~~-~~Although such qualified 501(c)(3) bonds are not governmental bonds, at the election of the ~~F~~finance ~~Director~~manager, for purposes of this ~~Post-Issuance Debt Compliance P~~policy, the ~~F~~finance ~~Director~~ manager shall treat such issue of qualified 501(c)(3) bonds as if such issue were an issue of tax-exempt governmental bonds and shall carry out and comply with the requirements of this ~~Post-Issuance Debt Compliance P~~policy with respect to such qualified 501(c)(3) bonds. ~~-~~Alternatively, in cases where compliance activities are reasonably within the control of the relevant 501(c)(3) Organization, the ~~F~~finance ~~Director~~manager may determine that all or some portion of compliance responsibilities described in this ~~Post-Issuance Debt Compliance P~~policy shall be assigned to the relevant organization.

The ~~C~~city may also issue tax-exempt bonds, the proceeds of which are loaned to certain private entities, including qualified 501(c)(3) organizations (referred to as "~~c~~Conduit ~~b~~Bonds"). ~~-~~The ~~C~~city will require, as part of approval of any conduit bonds, that the borrower assumes the duties of post-issuance debt compliance as described in this ~~Post-Issuance Debt Compliance P~~policy, including provisions for reporting to the ~~C~~city.

Capital Improvements

The city will maintain buildings, infrastructure, utilities, parks, facilities, and other assets in a manner that protects the investment and minimizes future maintenance and replacement costs.

The ~~F~~finance ~~Director~~ manager will annually prepare and submit to the City Council a Capital Improvements Plan (CIP) for the next five fiscal years.

At a minimum, the CIP will include a description of the proposed improvement, the estimated cost, timing and potential sources of funding.~~-~~ If applicable, the CIP will identify implications for the operating budget created by the proposed improvement.

In most cases, private developers will be responsible for the construction of streets, sanitary sewer, watermain, and storm water collection systems needed to serve new development.~~-~~ The city may install infrastructure and assess property owners when this approach provides the best alternative. ~~-~~The city will finance street and utility oversizing and trunk utility systems.

The city will maintain a system of capital charges for sanitary sewer, storm water, and water services. ~~-~~The charges will be collected when undeveloped land is platted and when new users connect to the system. Revenues from the capital charges will be accumulated and used to pay for the capital investment related to the maintenance and expansion of the utility system.

The city will strive to maximize the revenues collected from capital charges in order to protect existing utility users from bearing the costs associated with growth. ~~-~~The City Council will work with the Utilities Commission to set capital charges for the water system at appropriate levels. ~~-~~In not less than three year

intervals, ~~the~~ city staff shall evaluate the amount of all capital charges and recommend necessary changes to the City Council and the Utilities Commission.

The city will maintain an equipment acquisition and replacement program~~. The city~~ and will annually update the plan to provide funding for all equipment purchases over $25,000 to be made in the next five fiscal years. The city shall attempt to fund the program without the use of debt. It is recognized that ~~S~~state ~~-~~imposed levy limits may create the need incur debt for equipment acquisition.

The city will establish and maintain a program for the construction and maintenance of the municipal storm water management system. Financial projections for the storm water management system shall be updated annually.

The city will establish and maintain a program for the maintenance of the municipal street system. The initial sealcoating in new subdivisions will be financed with monies collected for this purpose at the time of original development. Other sealcoating will be financed through the ~~p~~Pavement ~~m~~Management ~~f~~Fund and other maintenance activities will be financed through the General ~~f~~Fund.

The city will prepare an on-going plan for the reconstruction of all city streets and ~~. The city~~ will provide a sustainable source of funding for the street reconstruction program. The city will annually prepare cash flow projections for street reconstruction projects to ensure adequate and ongoing funding.

Capital Assets and Capitalization Thresholds

A capital asset is a tangible asset that has a life expectancy of more than one year. For financial statement reporting purposes, the city reports capital assets in the following categories and has established a capitalization threshold for each category:

Category	Capitalization Threshold
Land	$10,000
Buildings	$25,000
Other Improvements	$25,000
Machinery and equipment	$10,000
Vehicles	$10,000
Infrastructure	$100,000
Construction in progress	Accumulate ~~all~~ costs and capitalize if over $100,000 when completed
Other assets	$10,000

Another criterion for recording capital assets is capital-related debt. Capital assets purchased with debt proceeds should be capitalized and depreciated over their estimated useful life.

The amount to record for a capital asset is any cost incurred to put the asset into its usable condition. Donated capital assets should be reported at fair value at the time of acquisition.

Risk Management

The city will maintain a Risk Management Program ~~that will~~ to minimize the impact of legal liabilities, natural disasters or other emergencies through the following ac~~i~~tivities:

- Loss Prevention. Prevent negative occurrences.

- Loss Control. -Reduce or mitigate expenses of a negative occurrence.
- Loss Financing. -Provide a means to finance losses.
- Loss Information Management. -Collect and analyze relevant data to make prudent loss prevention, loss control and loss financing decisions.

The city will maintain an active Safety Committee comprised of city employees.
The ~~city~~ committee will periodically conduct educational safety and risk avoidance programs~~, through its Safety Committee and with the participation of its insurers, within its various departments~~ for all employees.
The city will maintain the highest deductible amount, considering the relationship between cost and the city's ability to sustain the loss.

Accounting, Auditing, and Financial Reporting

The city will establish and maintain the highest standard of accounting practices, in conformity with Generally Accepted Accounting Principles (GAAP) including the following:~~.~~

- ~~The city will~~ Aattempt to maintain the GFOA Certificate of Excelleance in Financial Reporting.
- ~~The city will~~ Aarrange for an annual audit of all funds and account groups by and independent certified public accountants or by the Office of the -State Auditor~~'s Office~~.
- Provide ~~Regular~~ monthly summary reports ~~present a summary~~ of financial activity by major type of funds as compared to budget.
- ~~–~~Department ~~d~~Directors ~~will~~ shall review departmental budgets monthly ~~reports comparing actual revenues and expenditures to the budgeted amounts. Any negative variance in any revenue or spending category (Personal Services, Supplies, Other Charges and Services, Capital Outlay) for their department as a whole projected to exceed $5,000 by year-end will be reported in writing to the Finance Director and the~~ to ensure budgetary compliance and report all deficiencies immediately to the ~~C~~city ~~A~~administrator.

Operating Budget

- The c~~C~~ity ~~A~~administrator shall annually propose a balanced ~~, when submitting the proposed~~ budget to the City Council~~, will submit a balanced budget~~ in which appropriations ~~will~~ do not exceed the total of the estimated General F~~f~~und revenue and the fund balance available after applying the General Fund Reserve Policy.
- ~~The city will annually appropriate a contingency appropriation in the General fund budget, not to exceed .5% of the total budget, to provide for unanticipated expenditures of a non-recurring nature.~~
- In the event there is an unanticipated shortfall of revenues in a current year budget, the f~~F~~inance ~~Director~~ manager may recommend the use ~~of a portion of the~~ General ~~f~~Fund unreserved fund balance~~, not to exceed the amount of available cash or reserved for working capital or already appropriated to the General fund current budget.~~.
- The budget will provide for adequate maintenance of buildings and equipment, and for their orderly replacement.
- The ~~F~~finance ~~Director~~ manager will prepare ~~regular~~ monthly reports comparing actual revenues and expenditures to the budget~~ed amount~~. ~~All s~~Significant variances will be summarized in ~~a~~ writ~~ten reporting~~ to the ~~C~~city ~~A~~administrator and City Council.
- The operating budget will describe the major goals to be achieved and the services and programs to be delivered for the level of funding provided.
- Before adding a new program or service, the city will ~~consider the~~ use a cost-benefit analysis of ~~using outside~~ contractors versus in-house ~~provided~~ services.
- ~~The city will attempt to maintain the GFOA Distinquished Budget Presentation Award.~~
- ~~The city~~ Assests will not ~~sell~~ be sold ~~assets~~ or ~~use~~ one-time accounting principle changes used to balance the budget for any fund.

- ~~The city~~ Public input will be encouraged and public hearings ~~will provide ample time and opportunity for public input~~ held ~~into its~~ for budget setting deliberations each year~~, including any required public hearings~~.
- Department ~~heads~~ directors are ~~will be~~ responsible for administration of their departmental operating budget. ~~Requests for b~~Budget adjustments must be submitted and approved before ~~any program incurs~~ cost overruns occur~~for the annual budget period~~.
- ~~Department directors may propose The budget shall be adjusted as needed to recognize significant deviations from original budget expectations. The council shall consider budget amendments each December. Budget amendments are intended to recognize changes made by the council during the year, to reflect major revenue and expenditure deviations from budgeted amounts, and to consider year-end budget requests. Budget amendments are not intended to create a budget that matches budgeted revenues and expenditures to actual revenue and expenditures.~~
- ~~A~~administrative budget amendments ~~may be made~~ throughout the year ~~by department directors~~ to adjust line item budgets within their department as long as the total departmental budget does not change. ~~These l~~Line item budget changes shall exclude personal service and capital outlay categories. A~~dministrative budget a~~dmendments must be requested in writing and approved by the ~~C~~city ~~A~~administrator and ~~f~~Finance ~~D~~manger~~irector~~.

Purchasing

The goal of the Purchasing Policy is to ensure all purchases are consistent with Minnesota statutes, to establish internal controls, to ensure appropriate documentation, and ~~to ensure~~ the best value for the public money.

Purchasing Authority

Purchasing and budgetary control is the responsibility of each ~~The~~ department/division ~~director~~ manager. ~~for which the service, equipment, or supplies are ordered must recommend the order be placed.~~ The department/division ~~director~~ manager may designate the authority to make certain purchases to department staff in compliance with the annual budget. ~~-~~This designation must be communicated to the Finance ~~Department~~Division. ~~-~~Final approval of all purchases must be evidenced by the department/division ~~director's~~ manager's signature on the ~~purchase order,~~ invoice and/or receipt. ~~Purchase orders must be completed prior to acquisition to insure accountability, provide amount verification, and avoid a misunderstanding with respect to cost between the vendor and the city.~~

Purchasing Thresholds

All expenditures up to $50,000 must be within the limits established by the department budget.
The threshold~~s~~ of dollar amounts that have been established either by policy, c~~C~~ity ~~C~~code, or statutory authority for the purpose of purchasing city goods are identified as follows:

Purchase Level	Process Required	Approving Authority	Notes
Less than $5,000	None	Department Director or Designee	• Purchase must be within annual budget.
$5,000 - $24,999	Open Market Purchase or Obtain two or more quotes if practicable	Department Director	• Purchase must be within annual budget or CIP. • Quotes should be kept on file for at least one year.
$25,000 - $49,999	Purchase Order and Obtain two or more quotes if practicable	City Administrator	• Purchase must be within annual budget or CIP. • Quotes should be kept on file for at least one year.
$50,000 - $175,000	Obtain two or more written quotes, bids, or proposals	City Council	• Purchase must be within annual budget or CIP. • Quotes, bids, or proposals must be kept on file for at least one year.
Above $175,000	Competitive Bids	City Council	• Purchase must be within annual budget or CIP.

Purchase Level	Process Required	Approving Authority	Notes
Less than $5,000		Department Director or Designee	• Written quotes are not required, but verbal quotes are recommended. • At the point of sale, the receipt must be signed by the individual purchasing the item. • The receipt/invoice must also be signed and coded by the department director
$5,000 - $24,999	Purchase Order/ Quotes	Department Director	• When there is more than one feasible source of supply for an item, the city shall request written price quotations from at least two sources and shall place the order at the lowest price quoted, provided the items are of comparable quality. • Quote information should be attached to the purchase order.
$25,000 - $49,999	P.O./Quotes	City Administrator	• When there is more than one feasible source of supply for an item, the city shall request written price quotations from at least two sources and shall place the order at the lowest price quoted, provided the items are of comparable quality. • Quote information should be attached to the purchase order.
$50,000 - $100,000	Council Approval	City Council	• Check the availability of an item through a cooperative purchasing program before obtaining quotes. • When there is more than one feasible source of supply for an item, the city shall request written price quotations from at least two sources and shall place the order at the lowest price quoted, provided the items are of comparable quality.
Above $100,000	Bids/Cooperative Agreements	City Council	• There are three processes available that would satisfy statutory requirements for purchases above $100,000. (See "Purchases Exceeding $100,000" section below for more details.)

Notes:- If a cooperative purchasing agreement approved, quotations are not needed.

EDA/HRA staff will follow the purchasing policies but seek approval from their respective boards.

~~Purchases Exceeding $100,000~~

~~There are three processes available that would satisfy statutory requirements for purchases that are above $100,000:~~

1. ~~**Purchases through Cooperative Purchasing Organizations**:~~

~~The city is a member of various cooperative purchasing organizations~~

2. ~~**Purchases Made Outside of the Cooperative Bidding Process:**~~
   ~~If the amount of the contract is estimated to exceed $100,000, and funds are appropriated within the current operating budget or capital improvement program, sealed bids shall be solicited by public notice at least 10 calendar days before scheduled bid opening following preparation of bid specifications as authorized by the City Council. The successful bid is to be awarded by the City Council to the lowest responsible bidder.(Minnesota Statutes 471.345)~~
3. ~~**Non-Competitive Supplies or Equipment:**~~
   ~~If the city is purchasing a product or service which is available from only one source, the acquisition will be made in the same fashion as a purchase between $50,000 and $100,000 except that no other quotes are required.~~

Exceptions to Competitive Bidding

The following are some of the more common exceptions to the competitive bidding requirements:

- Contracts less than $175~~00~~,000
- Cooperative purchasing ~~organizations~~
- Intergovernmental contracts
- ~~Noncompetitive supplies and equipment~~
- Real estate ~~purchases~~contracts
- ~~Emergency Purchases~~
-
- Professional services including:
  - Architectural
  - Auditing
  - Engineering
  - Legal
  - Group Insurance
  - Banking Services
  - Investment Services
  - Financial Service Providers
  - Construction Management
  - Surveying

~~Emergency Purchases~~

Contractor's Bond

The city is required to obtain ~~both~~ a P~~p~~ayment and ~~p~~Performance ~~b~~Bond equal to the contract price for all public work contracts over $175~~00~~,000. The bond~~. Payment and performance bonds~~ protects the city~~, as well as~~ subcontractors, and ~~persons~~ those providing labor and materials. ~~When the public work contract is let, the amount of the bond needs to be equal to the contract price.~~ If the contract price increases due to change orders, unforeseen conditions, cost overruns or any other reason after the contract is signed, the city has the option of increasing the amount of the contractor's bond. ~~-~~Consideration may be given for the percentage of the contract that is complete in relation to the contractor's bond and the increase in the contract price.

Professional Services

Contracts for professional services such as those provided by engineers, attorneys, architects, accountants, and other services requiring technical, scientific, or professional training are exempt from competitive bidding requirements. However, the goals to secure professional services remain the same: to ensure all purchases are consistent with Minnesota statutes, to establish internal controls, to maintain the appropriate documentation, and to ensure the best value for the public money.

The following chart identifies the required procedures for professional services contracts.

Purchase Level	Process Required	Approving Authority	Notes
$0 - $24,999	Quotes	Department Director	● At least two written quotes shall be obtained where there is more than one feasible source. ● In cases where the city has established a pool of qualified consultants, the consultant may be selected from the existing pool.
$25,000 and Above	Council Approval	City Council	● When there is more than one feasible source, the city shall request written price quotations in the form of a Request for Proposal from at least two sources. ● The quotes shall be submitted in written format. ● The standard contract shall be awarded to the service provider with the best qualifications and proposal for the specific project. Total cost shall not be the only consideration, but must be included in the analysis of the proposals.

Note: EDA/HRA staff will follow the purchasing policy but seek approval from their respective boards.

Emergency Purchases

Under Minnesota's Emergency Management Act, the city has the authority to enter into contracts during an emergency without following many normally required procedures. -An emergency is defined as: –"*an unforeseen combination of circumstances that calls for immediate action to prevent a disaster from developing or occurring*". –A disaster defined as: ~~*is*~~ "*a situation that creates an actual or imminent serious threat to the health and safety of persons, or a situation that has resulted or is likely to result in catastrophic loss to property or the environment, and for which traditional sources of relief and assistance within the affected area are unable to repair or prevent the injury or loss*".

During an emergency or disaster, the City Council may waive compliance with the time-consuming procedures or formalities concerning:

1. The performance of public work
2. Contracting
3. Incurring obligations
4. Renting equipment
5. Purchasing supplies and materials

Emergency purchases will only be allowed when the mayor issues a proclamation declaring an emergency, and the steps listed in Minn. Stat. § 12.29 are completed.

Credit Card Use

According to Minn. Stat. § 471.382, the City Council may authorize the use of a credit card by any city officer or employee otherwise authorized to make a purchase on behalf of the city. ~~A purpose of t~~This policy ~~is to~~ establishes criteria for who may be issued a credit card and the specific use of the credit card.

Authority for Credit Card Holder

City staff having authority to make certain purchases will be eligible credit cardholders. -A department director may request a credit card for city authorized purchasers when there is a demonstrated efficiency to be gained. The ~~F~~finance ~~Director~~ manager must review and approve each request before the card is issued. Such requests must include the following information:

1. The name of the specific user.
2. The general reason and types of purchases they will be making.
3. Any other information necessary to complete the credit card process.

The department director is responsible for notifying the ~~f~~Finance ~~Director~~ manager when any changes occur to the cardholder's status.

Types of Purchases Allowed by Credit Card

A purchase by credit card must comply with all statutes, rules, and city policies applicable to city purchases. Specifically:

1. All purchases must be made by the authorized card holder.
2. ~~All c~~Credit card purchases must comply with the city's Purchasing Policy guidelines for quotes and bids.
3. All expenditures must be within the limits established by the department budget.

Types of Purchases Prohibited

Use of a city credit card is prohibited for the following purchases:

1. Personal purchases of any kind.
2. Alcoholic beverages of any kind.
3. Employee meal purchases (i.e., while attending conferences/workshops)
4. Uniform purchases.

If a city employee makes a purchase by credit card that is inconsistent with this policy and/or is not approved by the Council, the employee is personally liable ~~for the amount of~~for the purchase.

Procedures and Documentation

Finance will receive the monthly bill and the cardholder will receive a copy of the monthly statement of their charges. The cardholder will code and attach invoices and receipts for all charges on the statement and submit all of the documentation to the department director or designee by the due date. Payment will be made if the billing matches all completed credit card statements and receipts.

Violations

Failure to comply with any portion of this policy may result in disciplinary action (up to and including termination), cancellation of the credit card, and legal and financial consequences.

Public Purchase Expenditures

Pursuant to the statutes and laws of the State of Minnesota which regulate the expenditure of public funds for public purposes, the Elk River City Council believes it is necessary and appropriate to provide assistance and guidance to the officials, employees, and representatives of Elk River to aid in the determination of when public funds may be spent for a public purpose.

To provide that assistance and guidance, the ~~Elk River~~ City Council adopted these public purpose guidelines for the establishment of operating policies and procedures and the appropriate expenditures of public funds. Based on these guidelines, the City Council authorizes the ~~C~~city ~~A~~administrator or designee~~, elected officials and appointed department heads~~ to establish administrative policies and procedures that are consistent with these guidelines and the adopted ~~C~~city policies which implement these guidelines.

Definition: A public purpose expenditure is one which relates to the purpose for which the City of Elk River exists and the duties and responsibilities of Elk River, its elected and appointed officials, employees, and other representatives.

Public Purpose Guidelines

The following are hereby approved and recognized to serve a public purpose:

1. Training and development programs for Elk River employees ~~serve a public purpose~~ when ~~those training and development~~ said programs are directly related to the performance of the employees' job-related duties and are directly related to the programs/services for which the city is responsible.

2. Payment of employee work-related expenses, including travel, lodging and meal expenses, ~~serves a public purpose~~ when those expenses are necessarily incurred by ~~Elk River employees~~ in connection with ~~their~~ actual work assignments or official duties and those expenses are directly related to the performance of the governmental functions for which ~~Elk River~~ the city has responsibility.

3. Appropriate safety and health programs for ~~Elk River~~ employees ~~serve a public purpose~~ because they result in healthier and more productive employees and reduce certain costs to the city and the taxpayers of Elk River, including various costs associated with workers compensation and disability benefit claims, insurance premiums, and lost time from employee absences.

4. ~~Public expenditures for appropriate Elk River e~~Employee and volunteer recognition programs ~~serve a public purpose~~ because formally recognizing ~~employees and volunteers~~ those who make significant contributions and demonstrate their commitment during the performance of their duties results in higher morale and productivity among all ~~Elk River~~ city employees and volunteers, and therefore helps the city to fulfill its responsibilities efficiently and more cost effectively.

5. ~~Public expenditures for f~~Food and refreshments associated with official ~~Elk River~~ city functions ~~serve a public purpose~~ when the provision of ~~food or refreshments~~ such is an integral part of an official ~~Elk River function~~function, and ~~the provision of food or refreshment~~ is deemed necessary to ensure meaningful participation by the participants.

6. ~~Public expenditures f~~For appropriate community and customer outreach and similar activities ~~serve a public purpose~~ when those expenditures are necessary ~~for Elk River~~ to ensure the efficient operation of its programs/services, promote the availability and use of city resources, and promote coordinated, cooperative planning activities among and between the public and the private sectors.

Specific Programs and Expenditures

~~Every~~ City ~~of Elk River~~ expenditures ~~must~~ shall be valid based upon the public purpose for which it is expended. ~~-~~These line-items are approved annually by the City Council as a part of the overall budget approval process which includes a public hearing on the proposed budget.

The following items are deemed to meet the Council definition of public purpose expenditures.

Meetings: Food/Meals/Refreshments

The City Council recognizes that situations in which city business needs to be discussed can and do occur during meal hours (i.e. luncheon meetings). In addition, there are public and employee meetings and events in which reasonable refreshments may add to the success of the meeting and/or event and create a more

productive workforce. Meals are allowed at training or meetings only when they are part of a meeting or training involving official city business and when it is the only practical time to meet.

The following items are deemed to meet the Council's definition of public purpose expenditures in regards to food/meals/refreshments.

1. CAllowed at city meetings and events that have for the purpose of discussing city issues. These meetings would normally have a pre-planned agenda and would involve predominately non-city employees.
2. Allowed when they ares part of the structured agenda for an offsite conference, workshop, seminar, training session, or meeting in which the cCity Aadministrator or a department director has authorized the employee to attend for training and development purposes. -This does not include routine staff meetings.
3. Allowed when they are part of a breakfast/lunch/dinner meeting for official city business when it is the only practical time to meet and when it involves non-city employee participants (i.e. business developers or business representatives). Payment for fees relating to a special event, such as a Chamber of Commerce event, may also be allowed when approved by the Ccity Aadministrator and when attendance is deemed to meet the public purpose guidelines for community or customer outreach and marketing of the city.
4. Allowed dDuring non-routine, official meetings of the City Council, eCouncil eCommittees, advisory boards/commissions, and taskforces.
5. Allowed wWhere employees or volunteers are participating in a City Council--sponsored or authorized special event or in an outside event as an official representative of the city.
6. Allowed for At department--sponsored meetings, conferences, or workshops where the majority of invited participants are not city employees.
7. Cookies and coffee are allowed for city employees' monthly safety meetings sponsored by the Safety Committee.
8. Annual safety training lunch where lunch is provided at a minimal cost while safety training is being held.
9. A dDinner meals to be allowed for staff during performance of election related duties on Election Day.
10. Coffee is provided by the city for employees and guests at city buildings.
11. Light refreshments may be provided for employees that who separate leave employment after 10 or more years of service.

Alcoholic Beverages

The Ccity of Elk River will shall not purchase or reimburse any employee, councilmember, volunteer, or agent for the purchase of alcoholic beverages.

Preventative Health and Employee Recognition Program

The City of Elk River City Council recognizes the hard work effort and service performed by the employees of the City of Elk River through a formal Preventative Health and Employee Recognition Program. The City Council believes the benefits of attracting, retaining and motivating employees through an Preventative Health and Employee Recognition Psuch program supports a healthy and

productive work place.employee job satisfaction, which in turn impacts cooperation and productivity. The result goal is to provide excellent public and customer service to better serve the interests of the citizens of the community.

No provisions of this policy, or its administration, shall be subject to review under the grievance or arbitration provisions of any collective bargaining agreement.

The Program will include:

a. Annual Employee Recognition Celebration. Annually, the eCity Council will sponsor an Employee Recognition Celebration for recognize City employees according for their service in accordance with to the Employee Recognition Program Policy.

b. Recognition Plaques. The city supports recognition plaques in recognition of retirement. The employee shall receive a plaque thanking them for their dedicated years of service to the community.

Volunteer Recognition Program/Events

The City of Elk River City Council recognizes the hard work and service performed by the vvolunteers of the City of Elk River through a formal Volunteer Recognition Program. This Pprogram promotes teamwork and coordination amongst the City Council, staff, board/commission members, Ppolice Rreserves, and parks and recreation volunteers.

The Program will include:

a. Volunteer Recognition Program for Board/Commission Members. Annually, the city will sponsor a dinner (which may also include minimal entertainment) for invited participants and their guests. This dinner and a token gift for the volunteers will serve as *de minimus* compensation for the service provided by the volunteers and employees serving in a volunteer capacity or purpose. Employees working directly or indirectly with the volunteer groups being recognized shall be invited along with their guest to the event and have the cost of their meals paid for by the city.

b. Police Reserves/Parks and Recreation Volunteers. Annually, the city will sponsor an event or picnic for invited participants and their guests.

Other Events

The city supports other events that are planned and paid for by employees. Examples of such events include holiday gatherings and monthly birthday recognition.

Refreshments and Food for Emergency Response Staff

Because emergency personnel are often called to perform for extended periods of time where refreshments are important to duty performance, firefighters, police officers, and other emergency response personnel may be provided refreshments or food when it is deemed appropriate by the Ccity Aadministrator or department director to assure the delivery of quality emergency response service.

Employee Training

The City Council supports employee training and allows for reasonable reimbursement of registration, tuition and travel expense for conferences, seminars, workshops, and approved city employment-related course work in accordance with the City of Elk River Personnel Policy.

The Personnel Policy also contains guidelines for an education reimbursement program. Job related advanced education meets the public purpose guidelines of this policy.

Employee Wellness and Safety Programs
The City Council recognizes the importance of employee fitness and health as it relates to the overall work and life satisfaction of the employee and the impact on the city's health insurance program. As such, the City Council supports the Health Rewards Program, which has been designed to educate employees on fitness/health issues. Also, ~~in an effort to~~to promote wellness, the city maintains a fitness room equipped with exercise equipment that is available to all staff 24/7.

The city also supports programs that provide discounts to employees when participating in parks and recreation wellness related activities.

The Employee Safety Program and programs created by the Safety Committee to promote and retain a safe work environment are supported by the City of Elk River. -*Refer to Meetings: Food/Meals/Refreshments.*

Membership~~p,p and~~ Dues and Donations
The ~~City~~ Council has determined ~~that~~ the city will fund memberships and dues for the city, c~~C~~ouncilmembers and its employees in ~~professional~~ organizations of a civic, educational, or governmental nature ~~and city social and community organizations~~ when the organization's primary purpose is ~~to promote, advertise, improve or develop the city's resources and advantages and not personal interest or gain~~for the betterment and improvement of municipal government operations. ~~Said m~~Memberships shall be approved by the department director and ~~C~~city ~~A~~administrator.

~~**Membership in the Local Chamber of Commerce**~~
~~The City Council has determined that it serves a public purpose for the Economic Development Authority (EDA) to maintain membership in the Elk River Chamber of Commerce as a means of promoting, advertising, improving, and developing the economic resources and advantages of the city.~~

~~**Donations to Organizations**~~
The ~~City~~ Council has determined that it serves a public purpose for the ci~~C~~ity ~~of Elk River~~ to donate to the Annual ~~Independence Day Celebration wherein the event promotes the resources and advantages of the City~~~~city~~Memorial Day Parade and ~~.~~

~~The City Council has determined that it serves a public purpose for the City of Elk River~~ to purchase candy for distribution ~~during~~ at the ~~local~~ high school homecoming and county fair parades.

Clothing and Other Sundry Items
Employees may receive T-shirts, and other sundry items of nominal value ($5.00) when the~~yse items~~ are made available to the general public or if the~~yse items~~ are determined by the c~~C~~ity ~~A~~administrator to be important to the successful involvement of employees in special city sponsored or supported events (i.e. Night~~te~~ t~~T~~o Unite, etc.).

For purposes of city identification to the public, city councilmembers may be provided with or reimbursed for city logo clothing up to $75 per year.

Trinkets or Marketing Items
The City Council has determined that it serves a public purpose for the City of Elk River to distribute items of a nominal nature for the purpose of educating or promoting city provided programs.

~~**Sympathy Gifts**~~
~~The cost of flowers or other similar items as a sign of sympathy shall not be paid for by public funds; except sympathy cards for regular full-time and regular part-time employees upon the death of the~~

~~following: Husband, wife, mother, father, son, daughter, brother, sister, stepmother, stepfather, stepson, stepdaughter, stepbrother, and stepsister.~~

Gifts for Employees, Consultants and Others
The city shall not pay for gifts to employees, consultants, or similar persons working with or for the city.

Prohibited Expenditures
Unless otherwise contemplated in or by the city's Employee Recognition Program, the following are examples of some, but not all specifically prohibited expenditures.

Alcoholic Beverages
Decorations for office space
Donations/Contributions
Dues to Social Clubs
Employee Parties (incl. holiday parties)*
Entertainment
Flowers
Greeting/Sympathy Cards
Gifts of any kind
Holiday Decorations
Lobbying
Personal Purchases
Pictures, Artwork Décor
Prizes/giveaways for public contests
Refreshments for Routine Meetings**

* This item does not prohibit employee recognition and wells programming
**This item does not prohibit refreshments otherwise allowed under the "Meetings: Food/Meals/refreshments" Section of this policy.

Conclusion
The ~~City~~ Council reserves the right to not fund any ~~item of~~ expenditure described in this policy. ~~-~~No provision of this policy, or its administration, shall be construed as being a benefit or condition of employment by or for any employee ~~of the city~~, nor is any provision of this policy to be considered a provision of the City's Personnel Policy.

~~The Elk River City Council has determined that the above expenditures are valid expenditures and serve a public purpose.~~

Expense and Travel Reimbursement
This policy establishes guidelines and procedures for the payment and reimbursement of travel and other expenses incurred by employees and city officials in the conduct of approved official city business. This policy applies to all employees and city officials including temporary, regular full and part-time employees, the mayor, council members, and members of city commissions or committees.

Authorization
Unless otherwise required by law, the following conditions must be met ~~in order to~~to qualify for reimbursement:

- The expenditure must qualify as a public purpose expenditure as determined by state law and the Elk River City Council for which the city may use tax money.
- Employees must receive supervisor or ~~C~~city ~~A~~administrator approval for reimbursement of expenses.

Elected Official Out-of-State Travel

The cCity ~~of Elk River~~ recognizes that its cElected ~~O~~official may at times receive value from traveling out of the state for workshops, conferences, ~~events~~events, and other assignments. This policy sets forth the conditions under which out-of-state travel will be reimbursed by the city:

1. The event, workshop, ~~conference~~conference, or assignment must be approved in advance by the City Council at an open meeting and must include an estimate of the cost of the travel. ~~-~~In evaluating the out-of-state travel request, the Council will consider the following:
   - Whether the cElected ~~O~~official will be receiving training on issues relevant to the city or to his or her role as the ~~Mayor~~mayor or as a cCouncil ~~M~~member.
   - Whether the ~~E~~elected ~~O~~official will be meeting and networking with other elected officials from around the country to exchange ideas on topics of relevance to the city or on the official roles of local elected officials.
   - Whether the ~~E~~elected ~~O~~official will be viewing a city facility or function that is similar in nature to one that is currently operating at, or under consideration by the city where the purpose for the trip is to study the facility or functions to bring back ideas for the consideration of the full Council.
   - Whether the cElected ~~O~~official has been specifically assigned by the Council to testify on behalf of the city at the United States Congress or to otherwise meet with federal officials on behalf of the city.
   - Whether the city has sufficient funding available in the budget to pay the cost of the trip.
2. No reimbursements will be made for attendance at events sponsored by or affiliated with political parties.
3. Limitations may be imposed on paying for expenses for a Council Member who has announced his/her intention to resign, not to seek reelection, or who has been defeated in an election.
4. The Council may request an oral or written report from the ~~E~~elected ~~O~~official on the results of the trip.
5. The city will reimburse for travel, lodging, meals, and registration using the same procedures, limitations and guidelines outlined in this expense and travel reimbursement policy.
6. The City Council may make exceptions to the policy depending upon circumstances unique to the trip and/or cElected ~~O~~official.

Expense Reimbursement Procedure

Reimbursement shall be made in accordance with the rules stated in this policy. No reimbursement shall be made unless the reimbursement request meets the following ~~criteria~~criteria, and the proper documentation is included with the reimbursement request.

1. All reimbursement requests shall be submitted to Finance within 60 days of the date incurred for processing.
2. The cCity ~~A~~aadministrator may, under unique circumstances, approve reimbursement for items submitted after the ~~60-day~~60-day limit.
3. Expense reimbursements $25.00 or less may be submitted to petty cash for payment with a detailed vendor receipt.
4. Expense reimbursements in excess of $25.00 will be paid by vendor check.
5. Employees shall submit a completed expense reimbursement request form to their supervisor for written approval with detailed documentation (i.e. original itemized receipts, mileage form, etc.). Reimbursement shall not be made when receipts are not submitted as required.
6. Upon approval, supervisors shall submit the form to Finance for payment.

Travel

~~1.~~ Supervisors shall only approve mileage reimbursement to conduct official city business when a city vehicle is not available, a staff vehicle does not meet the intended work objective, or when a specific

employment agreement prevails. -Carpooling should be used whenever feasible.

1. ~~2.~~ Reimbursement shall be at the standard IRS mileage rate.
2. ~~3.~~ When an employee travels directly to a conference or seminar site, mileage will be computed from the employee's home or normal place of work, whichever is less.
3. ~~4.~~ Travel to and from the worksite (commuting) is not eligible for reimbursement, including evening and weekends.
4. ~~5.~~ If out of state travel is required, costs shall generally be based on a comparison between the cost and convenience of the lowest available air fare and travel by personally owned vehicle or city vehicle with associated meals, lodging, and loss of work time costs.
    a. Employees should select the most economical airfare that fits the conference or meeting schedule.
    b. An employee may elect to drive for personal reasons instead of utilizing air transportation with the following provisions:
        i. Prior written approval must be received from the department director and city administrator.
        ii. On the date permission is received to drive, the employee must get a written quote for airfare based on the lowest ~~round trip~~round-trip rate available that fits the conference or meeting schedule. –The quote must include the departure and arrival times and be attached to the reimbursement request.
        iii. Reimbursement will be made based on a comparison between the cost and convenience of the lowest available airfare and travel by personal vehicle, with associated lodging and meals, whichever is less.
        iv. Travel time above that required for air travel, will be on the employee's personal time.

Lodging

1. The c~~C~~ity will pay for reasonable hotel accommodations appropriate to the purpose of the trip.
2. Rates for accommodations shall be comparable to those of other facilities in the area. -The hotel hosting a convention shall be deemed an appropriate accommodation.
3. The city will pay the single rate if the employee or official is accompanied by a guest or family member.

Meals

Meal expenses incurred must be paid directly by the employee. City credit cards cannot be used to purchase employee meals. Each employee must submit their own receipt for reimbursement.

1. No overnight stay required:
    a. Meal expenses shall be reimbursed for city-required attendance at day-long training/workshops with morning and afternoon sessions when no meal is provided between the two sessions. -Meals before or after the event are not reimbursable.
    b. Expenses for meals, including maximum gratuity of 18%, will be reimbursed with an **original itemized** receipt (credit card receipts are not acceptable) up to the Minnesota Standard per diem rate in accordance with the U.S. General Services Administration (GSA) Standard per diem rates (www.gsa.gov).
    c. Reimbursement for alcoholic beverages is prohibited.
    d. Reimbursement shall not be made for meals included in the conference or meeting fee.

2. Overnight stay required:
    a. No meals are to be charged to the hotel/motel room.

b. Expenses for meals, including gratuity, will be reimbursed in accordance with the U.S. General Services Administration (GSA) per diem rates which may be found at www.gsa.gov.
c. Per Diem meal expenses at the applicable daily rate does not require receipts, but the employee must provide adequate substantiation verifying the date, time and location of the event or meeting and the business purpose of the trip.
d. When a trip includes meals that are already paid for by the city (such as through a registration fee for a conference), those meals would be deducted from the per diem daily meal reimbursement amount.
e. Reimbursement for alcoholic beverages is prohibited.

3. Meals for Others:

Elected officials, the city administrator, department directors, or other designated city employees serving as representatives of the city may occasionally provide a meal for other persons who have official business with the city. -The cost of providing such meals, including tax and a reasonable gratuity, will be reimbursed provided the following conditions are met:

- The name and official capacity of each person attending must be listed.
- The public benefit of the meeting must be described.
- Reimbursement for alcoholic beverages is prohibited.
- Original itemized receipts must be provided.
- Must comply with the City's Public Purpose Expenditure Policy.
- The amount reimbursed per person will follow the amounts listed in accordance with U.S. General Services Administration (GSA) standard per diem rates (www.gsa.gov)

Advance Expense Check

If requested, an advance expense check may be issued for estimated travel expenses. -The advance shall be issued pursuant to Minnesota Statute 471.97.

- A signed Reimbursement Request with receipts must be submitted within thirty (30) days of travel.
- The city shall determine the estimated travel expense amount to be advanced.
- A~~ny a~~dditional reimbursement due to the employee shall be paid ~~by the city~~ based on the receipts submitted.
- Any refund due from the employee shall be paid to the city within ten (10) days of submission of the Reimbursement Request. –The refund due from the employee shall be based on the actual receipts ~~submitted~~.
- All other provisions of this travel policy apply to determine the expenses eligible for reimbursement.

Other

- All reimbursements will be subject to tax as required by IRS regulations.
- Only actual expenses for the employee shall be submitted and reimbursed. ~~The e~~Employees ~~is~~are responsible for all lodging, meal, travel, and other expenses of anyone accompanying the employee.
- By signing the Reimbursement Request, the employee acknowledges and agrees that all items included in the Reimbursement Request are legally eligible for reimbursement and meet all ~~of the~~ provisions of this ~~travel~~ policy and other applicable laws.

OMB Uniform Grant Guidance

Internal Controls

All grants must comply with the cCity's internal controls and policies, in addition to any state and federal guidelines. -A copy of the grant agreement should be readily available for review and compliance. -The City of Elk River Federal Grant Information Checklist should be filled out and filed with the finance department.

Travel

All travel costs ~~to be~~ charged against the grant must be on an actual cost basis or *per diem* for overnight travel ~~must~~ and follow the cCity's eExpense and ~~t~~Travel ~~r~~Reimbursement Ppolicy ~~and must be on an actual cost basis or *per diem* for overnight travel in accordance with the travel reimbursement policy.~~.

Financial Management and Accounting Records

The ~~C~~city's general ledger will identify all federal awards by CFDA# and title, Federal Award ID and year, name of federal awarding agency, and pass-through entity's name. -The general ledger will be supplemented by the City of Elk River Federal Grant Information Checklist.

All disbursements will follow the city's internal control policies and procedures. -In addition, the city's purchasing policy will be followed to ensure competitively priced purchases are obtained when applicable.

Allowability of costs will be determined by grant agreements and the department director will be responsible to ensure costs are approved according to grant agreements.

The ~~C~~city upon any advance of payments will ensure disbursements or transfer of funds happens within a reasonable time upon proper disbursement approvals.

Personnel Compensation Documentation

Actual timesheets and payroll records will be maintained to support personnel compensation.- These costs will reflect actual activities and costs related to the grant award/program. -If multiple grants are awarded, the city will allocate time according to timesheets or activities related to the grant/program.

Procurement

The city Ppurchasing ~~p~~Policy will be used for all purchases unless additional requirements (State and Federal) are required with the grant agreement. A contractor must provide certification regarding debarment, suspension, ineligibility, and voluntary exclusion.

A contract will only be with responsible contractors that can perform successfully meeting the requirements and terms and conditions of the contract award based on:

- Contractor integrity
- Compliance with public policy
- Record of past performance
- Financial and technical resources

All contractors who are awarded projects must provide a list of all entities with which it has relationships that create, or appear to create, a conflict of interest with the work that is contemplated in the grant award. The list should indicate the name of the entity, the relationship, and a discussion of the conflict.

Report Certification

The cCity's authorizing official will sign a certification on the annual and final fiscal reports or vouchers requesting payments that states:

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-32730 and 3801-3812).

Policy History

Adopted	April 15, 2013 (many existing financial policies were combined into this newly created and updated policy)
Revised	April 7, 2014
Revised	April 6, 2015
Revised	April 18, 2016
Revised	June 17, 2019

Request for Action

To
Multipurpose Facility Advisory Commission

Item Number
4.9

Meeting Date
October 21, 2024

Prepared By
Katie Harstad, Multipurpose Facility Manager

Item Description
FT Center MOU with ISD 728

Reviewed by
Joe Stremcha
Cal Portner
Tina Allard

Action Requested
Approve, by motion, the MOU with ISD #728 as presented.

Background/Discussion
ISD #728 approached the FT Center to use the facility as an evacuation site in an emergency as detailed in the attached MOU.

The MFAC reviewed the MOU during their regular meeting on October 14 and recommended council approval as presented.

Financial Impact
None

Mission/Policy/Goal
Ethical, efficient, and responsible

Attachments
1. FT Center MOU with ISD 728

Independent School District #728
Memorandum of Understanding (MOU)
Off-Campus Evacuation Site/Rally Point

This agreement is made and entered into between ISD #728 and Furniture and Things Community Event Center to establish terms of use in an evacuation event of students and staff at Elk River High School (ERHS) and VandenBerge Middle School (VMS).

ISD #728 will make every effort to notify Furniture and Things Community Event Center of the evacuation event with as much notice as possible. Contact information between the two parties shall be maintained in a separate Appendix and is considered confidential information and is not subject to public disclosure.

Furniture and Things Community Event Center agrees to open their building located at Furniture and Things Community Event Center to provide shelter and assistance to students and staff from Elk River High School (ERHS) and VandenBerge Middle School (VMS) during an evacuation event when the students and staff have a need to be relocated and sheltered.

Furniture and Things Community Event Center has a capacity to accommodate approximately _____<Number> people.

Furniture and Things Community Event Center understands that their organization will be responsible for opening the building and developing procedures for making the building accessible, including restrooms and an area with phone and internet connection (if available) for ISD #728 administrative personnel. Furthermore, ISD #728 will provide supervision for all students and staff during the time that the facility is used as an evacuation site.

ISD #728 will be responsible for replacing, restoring or repairing damage associated with staff and students sheltering at Furniture and Things Community Event Center.

ISD #728 will reimburse Furniture and Things Community Event Center for any bona fide expenditure of personnel required to maintain the facility, including overtime costs, upon production of receipts or time sheets.

Requests for interviews, media releases, or other communication regarding the evacuation that is submitted to Furniture and Things Community Event Center shall be redirected to the Communication Director at ISD #728.

Nothing in this MOU is intended to conflict with current laws or regulations of the United States of America, State of Minnesota, or local rules. If a term of this agreement is inconsistent with such authority, then that term shall be invalid, but the remaining terms and conditions of this MOU shall remain in full force and effect.

This agreement shall become effective on 9/5/2024 and may be modified upon the mutual written consent of the parties.

The terms of this agreement, as modified with the consent of both parties, shall be self renewable for a period of three (3) years from the end date of the agreement unless written termination is given by either party. Either party, upon sixty (60) days written notice to the other party, may terminate this agreement.

The terms of this agreement, as modified with the consent of both parties, AND NOW, this 5th day of September 2024 the parties hereby acknowledge the foregoing as the terms and conditions of their understanding.

_____	_____
Andy Almos	Authorized Signature,
Exec. Dir. of Business Services, ISD #728	Furniture and Things Community Event Center
09 / 20 / 2024	
_____	_____
Date	Date

Doc ID: 431d0bfe184038319ef1d6c9a436af47ac0190f5

Independent School District #728
Memorandum of Understanding (MOU)
Off-Campus Evacuation Site/Rally Point

Evacuation site: Furniture and Things Community Event Center
Address: 1000 School St NW, Elk River, MN 55330
Contact:
Phone:

ERHS Principal: Mike Zeman	**Email:** Michael.Zeman@isd728.org	**Phone:** 763-241-3425	**Cell:** 763-234-2942
ERHS alternate: Julie Odegard	**Email:** julie.odegard@isd728.org	**Phone:** 763-241-3426	**Cell:**
VandenBerge Principal: Amanda Ohlgren	**Email:** Amanda.Ohlgren@isd728.org	**Phone:** 763.241.3443	**Cell:** 612.803.2195
VMS alternate: Kelly Fossum	**Email:** Kelly.Fossum@isd728.org	**Phone:** 763.241.3444	**Cell:** 763.807.6335

Approximate Number of Students:
- **ERHS**: 1650
- **VMS**: 560

Approximate Number of Staff:
- **ERHS:** 200
- **VMS**: Max if all traveling staff and support staff including FOCUS - 91

Routes from School to Site: Students from Elk River High School will access the Event Center through the east doors and students from VandenBerge will access the Event Center through the south (main) doors. Students will assemble in the Field House.

Doc ID: 431d0bfe184038319ef1d6c9a436af47ac0190f5

Title	Furniture & Things MOU
File name	Furniture_and_Thi...-_Google_Docs.pdf
Document ID	431d0bfe184038319ef1d6c9a436af47ac0190f5
Audit trail date format	MM / DD / YYYY
Status	Signed

Document History

SENT	**09 / 20 / 2024** 16:05:17 UTC-5	Sent for signature to Andy Almos (andrew.almos@isd728.org) from jody.marie.martin@isd728.org IP: 68.46.77.42
VIEWED	**09 / 20 / 2024** 16:18:52 UTC-5	Viewed by Andy Almos (andrew.almos@isd728.org) IP: 174.199.102.128
SIGNED	**09 / 20 / 2024** 16:36:36 UTC-5	Signed by Andy Almos (andrew.almos@isd728.org) IP: 24.220.83.212
COMPLETED	**09 / 20 / 2024** 16:36:36 UTC-5	The document has been completed.

Request for Action

To
City Council

Item Number
4.10

Meeting Date
October 21, 2024

Prepared By
Joe Audette, Liquor Operations Manager

Item Description
Resolution 24-61 Acknowledging Contributions and Utilizing Items for Liquor Marketing Promotions

Reviewed by
Joe Stremcha
Cal Portner
Tina Allard

Action Requested
Adopt, by motion, Resolution 24-61 acknowledging contributions to the liquor operations and utilizing the items for liquor marketing promotions.

Background/Discussion
The liquor stores obtain promotional products through routine purchases from vendors.

In the past, the liquor stores partnered with the Elk River Fire Department to conduct a fundraiser to liquidate these items to assist with capital purchases. Due to new interpretations of state statute, we are no longer holding the fundraiser.

The city attorney also recommends the Council accept the promotional items as donations, which will be utilized as marketing promotions for liquor operations.

Financial Impact
None

Mission/Policy/Goal
Responsible for every dollar - good stewards

Attachments
1. 2025 Liquor Stores Giveaway Promotion Resolution
2. Liquor Store Giveaway Inventory
3. Liquor Store Giveaway Plan

City of Elk River
City Council

Resolution 24-____

A Resolution of the City Council of the City of Elk River Acknowledging Contributions

WHEREAS, the City of Elk River was given the items listed in Exhibit A from a variety of vendors, and

WHEREAS, these items were historically used as silent auction items to benefit the fire department, and

WHEREAS, the items are unable to be returned to the appropriate vendors based on the manner they were anonymously delivered over multiple years, and

WHEREAS, using give-a-way promotions helps increase traffic and increase sales at the municipal liquor store, which serves a public purpose in promoting a municipal enterprise, and

NOW, THEREFORE, BE IT RESOLVED the council authorizes staff to use these items as promotional give-a-ways to increase sales at the municipal liquor stores.

The motion for adoption of the foregoing resolution was introduced by Councilmember _____ and duly seconded by Councilmember _____, and upon vote being taken thereon, the following voted in favor thereof: _____ _____and the following against: _____ _____, whereupon said resolution was declared duly passed and adopted.

The following members were present: _____
_____
and the following absent: _____

Passed and adopted this 21st day of October 2024.

_____
John J. Dietz, Mayor

ATTEST:

_____
Tina Allard, City Clerk

POWERED BY NATURE

Item	Quantity	Branded	Notes
"Flying High" Wooden Framed Fish Photograph	3	Windsor Collection	1 is signed
22 in. Griddle with Hood and Flex Fold Legs	1	Blackstone	
40 oz. Black and Gray Stanley Cups	2	Stanley Cups	
Backpack Folding Chair	2	Coors Light	
Backpack Folding Chair	1	Vizzy	
Backpack Folding Chair (wider)	2	Tito's	
Bait Cooler (19 qt)	1	Frabill	
Barrel Cooler with Spicket	1	Angry Orchard	
Beach Towel	1	Smirnoff	
Black Hooded Sweatshirt	1	Windsor Whiskey	XL
Black Logoed T-Shirt	1	Surly Brewing	XXL
Blackstone Cooking Station (assembled) one in box 36"	2	Blackstone	
Blackstone Cooking Station with Hood 36"	1	Blackstone	
Blow Up Display Can (5 ft)	1	Smirnoff	
Blue Blow Up Cooler	1	Deshutes Brewery	
Blue Large T-Shirts "keep it twisted"	6	Twisted Tea	1 M, 3 L, 2 XL

Bobber Coolers	2	Premium Grain Belt	
Bonfire Grill Accessory Bundle	2	Solo Stove	Goes with Solo Stove Bonfires
Boogie Board/Lake Board	1	Michelob Golden Light	
BumFloat Life Jacket - Bobbing	2	Twisted Tea	
Camo Hooded Sweatshirt	1	3rd Street Beer Camp	Women's Large
Camping Stove	2	Coleman	
Can Koozie Packs in Various Colors	96	Dogfish Head Cocktails	8 twelve packs
Canvas Material Work Shirt	1	Jamison	XL
Captain Morgan Statue	1	Captain Morgan	
Charcoal Bags 4 pounds Kingsford Brand	7	Miller Lite	
Classic Amber Rectangular Sign	1	Leinenkugel's	
Collapsable Tent	1	Shiner Beer	
Cooler (20) - Rectangular	1	Keystone	
Cooler (45) - Rectangular	2	Truly	
Dark Blue Logoed Crewneck	1	Truly	1 L
Deer Silhouette Wooden Sign	1	Schell's Beer	
Deer Wooden Framed	2	Windsor Collection	

Fanny Packs	200	Twisted Tea	From Elk RiverFest
Fashion Mullet Tin Sign	1	Lupulin Brewery	
Fishing Orange/Brown Vest	1	Tito's	2XL
Golf Bag Full Size	2	Tito's	
Gray T-shirt Logoed	1	Jamison	M
Hammerschlangen (2 nails no hammer)	1	Surly Brewing	
Heavyweight Camo Balaclava Hood	1	Sitka Gear	
Hunting/Winter Jacket	1	Keystone	
Insulated Carrying Cooler Bag	1	14 Hands Winery	
Insulated Cooler Bag	1	Founders All Day IPA	
Insulated Small Duffel Bag	1	Dogfish Head Cocktails	
Kettleman Charcoal Grill	1	Charbroil	
Large Bucket	1	Shock Top Brewing Co.	
Leather 24 in. Duffel Bag	1		
LED Light Up Sign	1	Blake's Hard Cider	
Logoed Beer Glass Green T-Shirts	4	Guinness	4 L
Logoed Dark Green T-Shirts	4	Dogfish Head Cocktails	1 L, 3 XL

1

Logoed Mirror Sign	1	Killian's Irish Red	
Long Sleeve Blue Flannel	1	Keystone	2XL
Massage Gun	1	Renpho	
Mirror Sign (large rectangular)	1	Samuel Adams	
Mirror Sign (large)	1	Samuel Adams	
Moosehead #67 Jersey	1	Moosehead Canadian Lager	XL
Mosaic Art Framed	1	Miller Lite	
Nespresso Vertuo Next Machine	1		
Oval Mirror Sign	1	Sierra Nevada	
Pizza Oven	1	Tuscany - Fireball themed	
Pole Topper Sign	1	Knob Creek	
Pressure Washer on Wheels	1	BLT Hard	
Razor Slim Electronic Muffs Camo	1	Walkers	
Realtree Hunting/Fishing Shirt with Sweatwick Material	1	Keystone	Hunting - Size 2XL
Rectangular Mirror Sign	1	Newcastle Brown Ale	
Rectangular Tin Sign	1	Guiness	
Red Igloo 28 Quart Cooler	1		

Replica Cooler Shaped like Golf Bag	1	Tito's	
Roadtrip Rocker (foldable rocking chair)	2		
Rolling Cooler with Bottle Opener	1	Twisted Tea	
Round Tin Sign	1	Boom Island Brewing Co.	
Sling Chair (fabric, vertical hammock)	1		
Small Cooler with Built-In Speakers	1	UV Vodka	
Small Oval Mirror Sign	1	Samuel Adams	
Small Rectangular Mirror Sign	1	Pilsner Urquell	
Small Vikings Cooler	1	Grizzly - Miller Lite	
Smokeless Fire Pit	1	Biolite	
Solo Stove Bonfire	3	Solo Stove	Has 2 cooking stove attachments
Stainless Steel Fire Pit 15"	1		
Stone Drink Coasters (two-pack)	1	Tanqueray Sevilla Orange	
Target Field 2010 Inaugural Home Opener	1	Budweiser	
Twins Jersey - #23 Lewis	1	Twins	XXL
UBL Bluetooth Speakers	4	UBL	
Ugly Christmas Sweater	1	Leinenkugel's	L

Vikings Logoed Folding Chair	1	Miller Lite	
White Logoed T-Shirts	4	Hofbrauhaus Munchen	4 XL
Wild Tin MN Shaped Sign	1	Captain Morgan	
Wireless Earbuds	1	UBL Endurance Peak 3	
Work/Rain Boots	1	Coors Light	
Yes Way Rose' Canvas Bag	1		

Week	Dates	Special?	Giveaway Item
1	Jan. 6-12	New Year	Blackstone Cooking Station with Hood 36"
2	Jan. 13-20	New Year	Solo Stove Bonfire and Bonfire Grill Accessory Bundle
3	Jan. 20-26	Beer Can Appreciation (Jan. 24)	Insulated Cooler Bag (Founders Day IPA), Hofbrauhaus Munchen T-Shirts, and one pack of Can Koozies
4	Jan. 27-Feb.2	Winter Season	Classic Amber Rectangular Sign (Leinenkugel's)
5	Feb. 3-9	Super Bowl (Feb. 9)	Vikings Cooler, Vikings/Miller Lite Folding Chair, Miller Lite Mosaic Art, and one pack of Can Koozies
6	Feb. 10-16	Valentine's (Feb. 14)	Leather Duffel Bag, Bluetooth Speaker, Truly Crewneck, and two pack of stone drink coasters
7	Feb. 17-23	Drink Wine Day (Feb. 18)	
8	Feb. 24-Mar. 2	Spring Break Season	Captain Morgan Statue and Wild Tin Sign
9	Mar. 3-9	Mardi Gras (Mar. 4)	
10	Mar. 10-16	Warm Drinks	Knob Creek Pole Topper Sign
11	Mar. 17-23	St. Patrick's Day (Mar. 17)	Irish Red Sign, 2 Guiness T-Shirts, and Guiness Sign
12	Mar. 24-30	Spring Wine Sale?	Twins Jersey and Target Field Home Field Mirror/Art
13	Mar. 31 - Apr. 6	Spring Wine Sale?	
14	Apr. 7-13	Spring Wine Sale?	Signed Windsor Framed Fish Artwork
15	Apr. 14-20	Easter (Apr. 20)	Pressure Washer

16	Apr. 21-27	Entering Spring Season	Camping Stove, Bobber Cooler, Work Boots, Camo Sweatshirt, Windsor Sweatshirt, Camo Hood, and one pack of Can Koozies
17	Apr. 28 - May 4	Spring Season	Tito's Golf Bag and Tito's Golf Bag Cooler
18	May 5-11	Mother's Day (May 11)	Nespresso, Stanley Cups, Rose Bag, and Massage Gun
19	May 12-18	Mimosa Day (May 16)	Bobber Cooler, Bait Box, Fishing Vest, Jamison Workshirt, and Windsor Framed Fish Artwork
20	May 19-25	Wine Day (May 25)	Shock Top Bucket, two packs of Can Koozies, and Dogfish T-Shirts
21	May 25 - June 1	End of Spring Season	
22	June 2-8	Summer Season	Vizzy Backpack Folding Chair, Dogfish Duffel Bag, Truly Cooler, Bluetooth Speaker, and one pack of Can Koozies
23	June 9-15	Bourbon Day (June 14) Father's Day (June 15)	Blackstone Cooking Station, Blue Flannel Shirt, and Camo Muffs
24	June 16-22	Martini Day (June 19)	Twisted Tea Bobbing Jackets, Twisted Tea Rolling Cooler, Sling Chair, and one pack of Can Koozies
25	June 23-29	Summer Season	Keystone Cooler, Smirnoff Beach Towel, Coors Light Folding Chairs, Bluetooth Speaker, and one pack of Can Koozies
26	June 30 - July 6	Fourth of July (July 4)	Roadtrip Rockers, Stainless Steel Fire Pit (off brand)
27	July 7-13	Cabin Season	Kettlman Grill and Charcoal
28	July 14-20	Cabin Season	Boogie Board, Truly Cooler, Bluetooth Speaker, and Boom Island Tin Sign
29	July 21-27	Tequila Day (July 24)	
30	July 28 - Aug. 3	Cabin Season	Smirnoff Blowup Can and Twisted Tea T-Shirts
31	Aug. 4-10	Dog Days of Summer	Solo Stove

32	Aug. 11-17	Rum Day (Aug. 16)	Samual Adams Small Mirror Sign
33	Aug. 18-24	Dog Days of Summer	22 Inch Blackstone Griddle with Hood
34	Aug. 25-31	Red Wine Day (Aug. 28)	
35	Sept. 1-7	Labor Day (Sept. 1)	Hammerschlangen, Large Rectangular Samuel Adams Mirror Sign, and Surly T-Shirt
36	Sept. 8-14	Fall Season	Windsor Framed Deer Artwork
37	Sept. 15-21	Fall Season	LED Blake's Hard Cider Sign
38	Sept. 22-28	Drink Beer Day (Sept. 28)	Pillsner Mirror Sign and 2 Guiness T-Shirts
39	Sept. 29 - Oct. 5	Vodka Day (Oct. 4)	Tito's Folding Chairs, Tito's Golf Bag, and UV Vodka Cooler
40	Oct. 6-12	Halloween Season	
41	Oct. 13-19	Fall Wine Sale?	Angry Orchard Barrel Keg/Cooler
42	Oct. 20-26	Fall Wine Sale?	Moosehead Lager Jersey and Jamison T-Shirt
43	Oct. 27-Nov. 2	Halloween (Oct. 31)	Sweatwick Keystone Shirt, Windsor Deer Sign, and Windsor Framed Fish Artwork
44	Nov. 3-9	Thanksgiving Season	Collapsable Tent, Keystone Hunting Jacket, Camping Stove, Schells Beer Sign
45	Nov. 10-16	Happy Hour Day (Nov. 12)	Pizza Oven and Insulated Wine Bag
46	Nov. 17-23	Thanksgiving Season	Large Samuel Adams Mirror Sign
47	Nov. 24-30	Thanksgiving (Nov. 27)	

48	Dec. 1-7	Christmas Season	Wireless Earbuds
49	Dec. 8-14	Christmas Season	Smokeless Fire Pit
50	Dec. 15-21	Christmas Season	Ugly Sweater, Solo Stove with Bonfire Cooking Buddle
51	Dec. 22-31	Christmas/New Years (Dec. 25)	Blackstone Cooking Station 36"

Request for Action

To
City Council

Item Number
4.11

Meeting Date
October 21, 2024

Prepared By
Lauren Wipper, Human Resources Manager

Item Description
Severance Agreement and Waiver of Claims: Sevcik

Reviewed by
Cal Portner
Tina Allard

Action Requested
Approve, by motion, the Separation Agreement and Release with Street and Parks Superintendent Tim Sevcik.

Background/Discussion
Tim Sevcik's last day was October 4, 2024. As part of the Severance Pay requirements, a release of claims must be executed. Mr. Sevcik returned his signed Agreement on October 15, 2024.

Financial Impact
As per the Severence Pay policy.

Mission/Policy/Goal
Elk River Mission Statement

Attachments
1. TSevcik Agreement

OCT 15 2024

SEPARATION AGREEMENT AND RELEASE

1. Separation From Employment and Severance Payment.

I, Timothy A. Sevcik, (referred to throughout this Separation and Release Agreement in the first person) understand that my last day of employment with the City of Elk River (the "City") is October 4, 2024 (the "Separation Date"). I understand that City policy ("Severance Pay") provides that I may be eligible to receive a portion of my unused sick leave if I meet the following conditions: 1) I must resign in good standing; 2) I must provide proper written notice of my resignation in accordance with City policy; and 3) I must execute a release of claims. The amount I may be eligible for is determined in accordance with the Severance Pay policy. For purposes of this Agreement, the third condition described above is the "Release Condition"; the first and second conditions are the "Other Conditions."

I understand that in order to be eligible for a portion of my unused sick leave in connection with my separation from employment, I must satisfy the Other Conditions according to their terms and I must satisfy the Release Condition by signing and not rescinding this Separation Agreement and Release ("Agreement"). As of September 21, 2024, the amount of my unused sick and ESST ("sick") leave is 698.6368 hours and my regular rate of pay at the time I gave notice to resign was $63.3942 per hour. If I satisfy the Release Condition and the Other Conditions, pursuant to the Severance Policy, the portion of my unused sick leave that I will receive is 50% adjusted by the ESST accrual, up to 480 hours. Accordingly, the sum total of the cash payment that I will receive for my unused sick leave if I satisfy the Release Condition and the Other Conditions will be twenty-one thousand seven hundred thirty-five dollars and sixteen cents ($21,735.16) plus the product of my regular rate of pay and 50% of the number of any sick leave/ESST hours that I accrue and minus the product of my regular rate of pay and 50% of the number of any sick leave/ESST hours that I use between September 22, 2024, and the Separation Date (the "Severance"). The Severance will be paid on the first pay day following 18 days after I sign and return this Agreement, provided I sign and do not rescind the Agreement.

I understand that the Severance payment will be subject to normal deductions that the City is obligated by law to make, or believes in good faith it is obligated by law to make. No representations as to taxability or tax treatment of the Severance have been made to me by the City. I understand that I will receive the Severance only if I satisfy the Other Conditions and sign this Agreement and do not rescind it within the fifteen (15) calendar days described below under Opportunity to Rescind.

2. No Other Benefits.

I understand that except for the Severance payment described in this Agreement, following the Separation Date I shall receive no other benefits. All my rights under the City's benefit plans shall be governed in accordance with the terms of such plans. I acknowledge receipt of applicable summary plan descriptions relating to such plans. I understand that I will no longer be an employee of the City after the Separation Date, and I hereby relinquish any rights I may have had under the City's employee policies and any contractual rights I may have had under any agreements with the City.

3. **Return of Property.**

As of the date of my signing of this Agreement, I warrant that I have returned the originals and all copies of all the City files, documents, software, hardware, keys, office equipment, all records and documents related to the City, and all other City property in my possession or under my control. If I find any City property after I sign this Agreement, I will promptly return it.

4. **No Further Claim to Compensation.**

This Agreement fully and completely satisfies any and all obligations between the City and me that arise out of or relate to my employment, except for my final paycheck to be paid on October 11, 2024, and all payments required under this Agreement to be paid on the first pay day following 18 days after I sign and return this Agreement. I have no claim to any compensation from the City, in any form, beyond the compensation that is specifically described in Paragraph 1 through 4 of this Agreement.

5. **Complete Release.**

In return for the Severance payment and other benefits provided herein, which I acknowledge are good and sufficient consideration for all aspects of this Agreement, I, on behalf of myself and all of my past, present and future heirs, executors, administrators, agents, attorneys, insurers, subrogees, lienors, trustees, indemnitors, principals, servants, representatives, employees, partners, predecessors, successors and assigns, hereby release the City, and any of its subsidiaries and affiliated entities, and all of their respective current and former officers, agents, directors, employees, independent contractors, shareholders, attorneys, accountants, insurers, representatives, predecessors, successors and assigns, both individually and in any representative capacity (collectively, the "Released Parties"), from each and every legal claim, demand or grievance of any kind ("Claim"), whether known or unknown, existing at any time up to and including the date I sign this Agreement, including without limitation any claim, demand or grievance in any way arising out of or related to my employment with the City, or my separation of employment with the City.

I understand and agree that this Agreement is a full, final and complete settlement and release of the Released Parties of any and all Claims, whether known or unknown, including but not limited to any Claim I may have under: the federal or any state constitution; Employment Retirement Income Security Act; Title VII of the Civil Rights Act of 1964; the Americans with Disabilities Act; the Fair Labor Standards Act; the Equal Pay Act; the Family and Medical Leave Act; the Age Discrimination in Employment Act; the Minnesota Public Employment Labor Relations Act; the Minnesota Veterans Preference Act; the Minnesota Government Data Practices Act; the Minnesota Employment, Wages, Conditions, Hours, and Restrictions Laws (Minn. Stat. Chapter 181); the Minnesota Whistleblower Act; section 176.82 of the Minnesota Worker's Compensation Act; the Minnesota Human Rights Act; the Minnesota Public Employment Labor Relations Act; and any other federal, state, or local government laws, regulations or executive orders governing employment. I further understand and agree that I am releasing any Claim I may have, whether known or unknown, for: payment of compensation or

benefits of any kind; fraud or misrepresentation; promissory estoppel; wrongful or constructive discharge; defamation; invasion of privacy; breach of covenant of good faith and fair dealing; reprisal or retaliation; breach of contract; breach of a collective bargaining agreement; unjust enrichment; negligence; negligent hiring; supervision and retention; intentional or negligent infliction of emotional distress; and any other Claim arising under any law.

I further agree that if any Claim I release in this Agreement is prosecuted in my name before any court or administrative agency, I will waive any benefits I obtain through such prosecution and will not take any award of money or other damages from such Claim.

Notwithstanding the foregoing, this Agreement does not release any rights or claims I may have under the Minnesota Human Rights Act or the Age Discrimination in Employment Act that arise after I sign this Agreement or that arise from acts occurring after I sign this Agreement. Furthermore, this Agreement does not release any post-separation rights I may have under an ERISA welfare benefit or pension plan that are specifically provided for in the applicable plan document or required by law, any rights I may have under any plan subject to Section 409A of the Internal Revenue Code of the United States to the extent the release would cause a violation of Section 409A, or any rights to post-separation benefits continuation under state or federal law. This Agreement also does not prevent me from pursuing any claim to enforce this Agreement, or any right or claim that by law may not be waived.

6. Period for Review and Consideration.

I acknowledge, agree, represent, and warrant that I have been provided twenty-one (21) days in which to consider whether to sign this Agreement. I understand that I may use as much or as little of this twenty-one (21) day period as I wish prior to signing this Agreement. I also understand that upon the expiration of this twenty-one (21) day period, the offer to enter into this Agreement may be revoked if I have not by then accepted it. I also acknowledge that I have been advised by the City to seek advice of an attorney of my choosing and that I have had the opportunity to obtain such advice before I signed this Agreement. I acknowledge that if I sign this Agreement before the twenty-one (21) calendar days have elapsed, I am voluntarily waiving my right to the twenty-one (21) day review period.

7. Opportunity to Rescind Under the ADEA and MHRA.

I recognize that by signing this Agreement I am waiving and releasing any employment discrimination, retaliation, or other claims that he might have under the Age Discrimination in Employment Act ("ADEA"). After I sign this Agreement, I will have seven (7) calendar days to revoke my waiver and release of any claims arising under the ADEA. This right of revocation applies only to claims arising under the ADEA. For a revocation of claims under the ADEA to be effective, it must be personally delivered to Lauren Wipper, City of Elk River, 13065 Orono Parkway, Elk River, Minnesota 55330, or sent by United States certified mail, return receipt requested and postmarked within the 7 day period.

I recognize that by signing this Agreement I am waiving and releasing any employment discrimination and retaliation claims that I might have under the Minnesota Human Rights Act

("**MHRA**"). Under the MHRA (Minnesota Statutes § 363A.31), I have the right to rescind this release of claims in writing within fifteen (15) calendar days after signing it. This right of rescission applies only to any claims arising under the MHRA. For a rescission of claims arising under the MHRA to be effective, it must be delivered to Lauren Wipper, either personally or by United States mail within the fifteen (15) day period. If delivered by mail, the rescission must be postmarked within the fifteen (15) day period, properly addressed to Lauren Wipper, City of Elk River, 13065 Orono Parkway, Elk River, Minnesota 55330 and sent by certified mail, return receipt requested.

8. Effect of Rescission of Release of Claims.

If I revoke or rescind any part of the Release of All Claims in this Agreement, paragraph 1 of this Agreement will automatically be rescinded without further action by either party.

9. Non-Disparagement.

I agree not to make any disparaging or negative remarks, either verbally or in writing, regarding the City or any of the City's current or former employees, elected or appointed officials, representatives, or business partners, either individually or in any representative capacity, with regard to acts occurring before the signing of this Agreement.

10. No Admission of Wrongdoing.

Nothing in this Agreement may be construed to be an admission of liability or wrongdoing by, against, or on behalf of the City or me. Any form of wrongdoing or liability is expressly denied by the City and its representatives and by the undersigned and his representatives.

11. Complete Agreement.

I acknowledge and agree that there are no other agreements, covenants, promises, undertakings, or understandings between me and the City except as explicitly set forth in this Agreement and that I have not relied on any statement, representation, or promise of the City, or of any representative or attorney for the City, in executing this Agreement, except as may be set forth explicitly in this Agreement.

No modification of, or addition to, this Agreement shall be effective unless it is in writing and signed by all Parties to this Agreement.

12. Miscellaneous.

I understand that this Agreement is a contract, and that the contract has been agreed upon by the City in Minnesota, and that this Agreement will be construed and interpreted in accordance with the laws of the state of Minnesota. I also understand that if either the City or I believe that this Agreement has been violated or breached in some fashion, that any litigation brought to enforce this Agreement must be brought in the State of Minnesota. I also understand that nothing contained in this Agreement is to be construed by me or anyone else as an admission that the City has violated any local, state or federal law, rule, regulation or principle of common law. In

fact, I understand that the City expressly denies any wrongdoing whatsoever in connection with my employment and the termination of my employment.

13. Signature.

I have read this Agreement, know its contents and have signed it as a free and voluntary act having had adequate opportunity to consider its terms. Furthermore,

I HAVE SIGNED THIS AGREEMENT INTENDING TO BE LEGALLY BOUND TO ALL ITS TERMS.

Timothy A. Sevcik
EMPLOYEE NAME

Date: 09OCT2024

EMPLOYEE SIGNATURE

Date: _____

THE CITY OF ELK RIVER

_____
John J. Dietz, Mayor

ATTEST:

_____
Tina Allard, City Clerk

Request for Action

To
City Council

Item Number
4.12

Meeting Date
October 21, 2024

Prepared By
Lauren Wipper, Human Resources Manager

Item Description
Severance Agreement and Waiver of Claims: Fischer

Reviewed by
Cal Portner
Tina Allard

Action Requested
Approve, by motion, the Separation Agreement and Release with Environmental and Special Projects Director Suzanne Fischer.

Background/Discussion
Suzanne Fischer retired effective October 1, 2024. As part of the Severance Pay requirements, a release of claims must be executed.

Financial Impact
As per the Severance Pay policy.

Mission/Policy/Goal
The Elk River Mission Statement

Attachments
1. SFischer Agreement

SEPARATION AGREEMENT AND RELEASE

1. Separation From Employment and Severance Payment.

I, Suzanne M. Fischer, (referred to throughout this Separation and Release Agreement in the first person) understand that my last day of employment with the City of Elk River (the "City") will be October 1, 2024 (the "Separation Date"). I understand that City policy ("Severance Pay") provides that I may be eligible to receive a portion of my unused sick leave if I meet the following conditions: 1) I must resign in good standing; 2) I must provide proper written notice of my resignation in accordance with City policy; and 3) I must execute a release of claims. The amount I may be eligible for is determined in accordance with the Severance Pay policy. For purposes of this Agreement, the third condition described above is the "Release Condition"; the first and second conditions are the "Other Conditions."

I understand that in order to be eligible for a portion of my unused sick leave in connection with my separation from employment, I must satisfy the Other Conditions according to their terms and I must satisfy the Release Condition by signing and not rescinding this Separation Agreement and Release ("Agreement"). As of September 7, 2024, the amount of my unused sick and ESST ("sick") leave is 97.6144 hours and my regular rate of pay at the time I gave notice to resign was $72.3909 per hour. If I satisfy the Release Condition and the Other Conditions, pursuant to the Severance Policy, the portion of my unused sick leave that I will receive is 50% adjusted by the ESST accrual, up to 480 hours. Accordingly, the sum total of the cash payment that I will receive for my unused sick leave if I satisfy the Release Condition and the Other Conditions will be two thousand five hundred ninety-seven dollars and seventy cents ($2,597.70) plus the product of my regular rate of pay and 50% of the number of any sick leave/ESST hours that I accrue and minus the product of my regular rate of pay and 50% of the number of any sick leave/ESST hours that I use between September 8, 2024, and the Separation Date (the "Severance"). The Severance will be paid into my Post Employment Health Care Saving Plan on the first pay day following 18 days after I sign this Agreement, provided I sign and do not rescind the Agreement.

I understand that the Severance payment will be subject to normal deductions that the City is obligated by law to make, or believes in good faith it is obligated by law to make. No representations as to taxability or tax treatment of the Severance have been made to me by the City. I understand that I will receive the Severance only if I satisfy the Other Conditions and sign this Agreement and do not rescind it within the fifteen (15) calendar days described below under Opportunity to Rescind.

2. No Other Benefits.

I understand that except for the Severance payment described in this Agreement, following the Separation Date I shall receive no other benefits. All my rights under the City's benefit plans shall be governed in accordance with the terms of such plans. I acknowledge receipt of applicable summary plan descriptions relating to such plans. I understand that I will no longer be

an employee of the City after the Separation Date, and I hereby relinquish any rights I may have had under the City's employee policies and any contractual rights I may have had under any agreements with the City.

3. Return of Property.

As of the date of my signing of this Agreement, I warrant that I have returned the originals and all copies of all the City files, documents, software, hardware, keys, office equipment, all records and documents related to the City, and all other City property in my possession or under my control. If I find any City property after I sign this Agreement, I will promptly return it.

4. No Further Claim to Compensation.

This Agreement fully and completely satisfies any and all obligations between the City and me that arise out of or relate to my employment, except for my final paycheck to be paid on October 11, 2024, and all payments required under this Agreement to be paid in accordance with Paragraph 1. I have no claim to any compensation from the City, in any form, beyond the compensation that is specifically described in Paragraph 1 through 4 of this Agreement.

5. Complete Release.

In return for the Severance payment and other benefits provided herein, which I acknowledge are good and sufficient consideration for all aspects of this Agreement, I, on behalf of myself and all of my past, present and future heirs, executors, administrators, agents, attorneys, insurers, subrogees, lienors, trustees, indemnitors, principals, servants, representatives, employees, partners, predecessors, successors and assigns, hereby release the City, and any of its subsidiaries and affiliated entities, and all of their respective current and former officers, agents, directors, employees, independent contractors, shareholders, attorneys, accountants, insurers, representatives, predecessors, successors and assigns, both individually and in any representative capacity (collectively, the "Released Parties"), from each and every legal claim, demand or grievance of any kind ("Claim"), whether known or unknown, existing at any time up to and including the date I sign this Agreement, including without limitation any claim, demand or grievance in any way arising out of or related to my employment with the City, or my separation of employment with the City.

I understand and agree that this Agreement is a full, final and complete settlement and release of the Released Parties of any and all Claims, whether known or unknown, including but not limited to any Claim I may have under: the federal or any state constitution; Employment Retirement Income Security Act; Title VII of the Civil Rights Act of 1964; the Americans with Disabilities Act; the Fair Labor Standards Act; the Equal Pay Act; the Family and Medical Leave Act; the Age Discrimination in Employment Act; the Minnesota Public Employment Labor Relations Act; the Minnesota Veterans Preference Act; the Minnesota Government Data Practices Act; the Minnesota Employment, Wages, Conditions, Hours, and Restrictions Laws (Minn. Stat. Chapter 181); the Minnesota Whistleblower Act; section 176.82 of the Minnesota Worker's Compensation Act; the Minnesota Human Rights Act; the Minnesota Public Employment Labor Relations Act; and any other federal, state, or local government laws,

regulations or executive orders governing employment. I further understand and agree that I am releasing any Claim I may have, whether known or unknown, for: payment of compensation or benefits of any kind; fraud or misrepresentation; promissory estoppel; wrongful or constructive discharge; defamation; invasion of privacy; breach of covenant of good faith and fair dealing; reprisal or retaliation; breach of contract; breach of a collective bargaining agreement; unjust enrichment; negligence; negligent hiring; supervision and retention; intentional or negligent infliction of emotional distress; and any other Claim arising under any law.

I further agree that if any Claim I release in this Agreement is prosecuted in my name before any court or administrative agency, I will waive any benefits I obtain through such prosecution and will not take any award of money or other damages from such Claim.

Notwithstanding the foregoing, this Agreement does not release any rights or claims I may have under the Minnesota Human Rights Act or the Age Discrimination in Employment Act that arise after I sign this Agreement or that arise from acts occurring after I sign this Agreement. Furthermore, this Agreement does not release any post-separation rights I may have under an ERISA welfare benefit or pension plan that are specifically provided for in the applicable plan document or required by law, any rights I may have under any plan subject to Section 409A of the Internal Revenue Code of the United States to the extent the release would cause a violation of Section 409A, or any rights to post-separation benefits continuation under state or federal law. This Agreement also does not prevent me from pursuing any claim to enforce this Agreement, or any right or claim that by law may not be waived.

6. Period for Review and Consideration.

I acknowledge, agree, represent, and warrant that I have been provided twenty-one (21) days in which to consider whether to sign this Agreement. I understand that I may use as much or as little of this twenty-one (21) day period as I wish prior to signing this Agreement. I also understand that upon the expiration of this twenty-one (21) day period, the offer to enter into this Agreement may be revoked if I have not by then accepted it. I also acknowledge that I have been advised by the City to seek advice of an attorney of my choosing and that I have had the opportunity to obtain such advice before I signed this Agreement. I acknowledge that if I sign this Agreement before the twenty-one (21) calendar days have elapsed, I am voluntarily waiving my right to the twenty-one (21) day review period.

7. Opportunity to Rescind Under the ADEA and MHRA.

I recognize that by signing this Agreement I am waiving and releasing any employment discrimination, retaliation, or other claims that he might have under the Age Discrimination in Employment Act ("ADEA"). After I sign this Agreement, I will have seven (7) calendar days to revoke my waiver and release of any claims arising under the ADEA. This right of revocation applies only to claims arising under the ADEA. For a revocation of claims under the ADEA to be effective, it must be personally delivered to Lauren Wipper, City of Elk River, 13065 Orono Parkway, Elk River, Minnesota 55330, or sent by United States certified mail, return receipt requested and postmarked within the 7 day period.

I recognize that by signing this Agreement I am waiving and releasing any employment discrimination and retaliation claims that I might have under the Minnesota Human Rights Act **("MHRA")**. Under the MHRA (Minnesota Statutes § 363A.31), I have the right to rescind this release of claims in writing within fifteen (15) calendar days after signing it. This right of rescission applies only to any claims arising under the MHRA. For a rescission of claims arising under the MHRA to be effective, it must be delivered to Lauren Wipper, either personally or by United States mail within the fifteen (15) day period. If delivered by mail, the rescission must be postmarked within the fifteen (15) day period, properly addressed to Lauren Wipper, City of Elk River, 13065 Orono Parkway, Elk River, Minnesota 55330 and sent by certified mail, return receipt requested.

8. Effect of Rescission of Release of Claims.

If I revoke or rescind any part of the Release of All Claims in this Agreement, paragraph 1 of this Agreement will automatically be rescinded without further action by either party.

9. Non-Disparagement.

I agree not to make any disparaging or negative remarks, either verbally or in writing, regarding the City or any of the City's current or former employees, elected or appointed officials, representatives, or business partners, either individually or in any representative capacity, with regard to acts occurring before the signing of this Agreement.

10. No Admission of Wrongdoing.

Nothing in this Agreement may be construed to be an admission of liability or wrongdoing by, against, or on behalf of the City or me. Any form of wrongdoing or liability is expressly denied by the City and its representatives and by the undersigned and his representatives.

11. Complete Agreement.

I acknowledge and agree that there are no other agreements, covenants, promises, undertakings, or understandings between me and the City except as explicitly set forth in this Agreement and that I have not relied on any statement, representation, or promise of the City, or of any representative or attorney for the City, in executing this Agreement, except as may be set forth explicitly in this Agreement.

No modification of, or addition to, this Agreement shall be effective unless it is in writing and signed by all Parties to this Agreement.

12. Miscellaneous.

I understand that this Agreement is a contract, and that the contract has been agreed upon by the City in Minnesota, and that this Agreement will be construed and interpreted in accordance with the laws of the state of Minnesota. I also understand that if either the City or I believe that this Agreement has been violated or breached in some fashion, that any litigation brought to enforce this Agreement must be brought in the State of Minnesota. I also understand that nothing

contained in this Agreement is to be construed by me or anyone else as an admission that the City has violated any local, state or federal law, rule, regulation or principle of common law. In fact, I understand that the City expressly denies any wrongdoing whatsoever in connection with my employment and the termination of my employment.

13. Signature.

I have read this Agreement, know its contents and have signed it as a free and voluntary act having had adequate opportunity to consider its terms. Furthermore,

I HAVE SIGNED THIS AGREEMENT INTENDING TO BE LEGALLY BOUND TO ALL ITS TERMS.

Suzanne M. Fischer
EMPLOYEE NAME

Date: 9.26.2024

Suzanne M Fischer
EMPLOYEE SIGNATURE

Date: _____

THE CITY OF ELK RIVER

_____
John J. Dietz, Mayor

ATTEST:

_____
Tina Allard, City Clerk

Request for Action

To
City Council

Item Number
4.13

Meeting Date
October 21, 2024

Prepared By
Zack Carlton, Community Development Director

Item Description
Resolution 24-62: Platted Exemption Meadowsweet Hills

Reviewed by
Zack Carlton
Cal Portner
Tina Allard

Action Requested
Adopt, by motion, Resolution 24-62 granting plat approval of Meadowsweet Hills.

Background/Discussion
The applicant, Twin Cities Land Development, is seeking approval of a platted boundary line adjustment that does not create additional parcels. Boundary line adjustments are exempt from our subdivision ordinance and are typically addressed administratively. However, in certain situations, a plat is required to complete this action due to the existing legal descriptions. In this case, one lot is platted, and one lot is metes and bounds and to adjust these lot lines, both parcels must be platted.

The proposed plat leaves one buildable lot for the existing homestead and creates an outlot for future development as part of the Meadowsweet Bend subdivision.

Financial Impact
None

Mission/Policy/Goal
Responsibly grow

Attachments
1. Meadowsweet Hills Final Plat
2. Platted Exemption Resolution

MEADOWSWEET HILLS

CITY OF ELK RIVER
SHERBURNE COUNTY, MN

KNOW ALL PERSONS BY THESE PRESENTS: That William A. Zacharda, Jr. and Wendy S. Zacharda, as Trustees of The Trust Agreement of William and Wendy Zacharda, fee owners of the following described property situated in the County of Sherburne, State of Minnesota, to wit:

Lot 1, Block 1, ZACHARDAS ACRES, Sherburne County, Minnesota.

AND

The Southeast Quarter of the Northwest Quarter of Section 8, Township 33, Range 26, Sherburne County, Minnesota.

Have caused the same to be surveyed and platted as MEADOWSWEET HILLS and do hereby dedicate to the public for public use forever the easements as shown on this plat for drainage and utility purposes only.

In witness whereof said William A. Zacharda, Jr. and Wendy S. Zacharda, Trustees of The Trust Agreement of William and Wendy Zacharda, have hereunto set their hands this _____ day of _____, 20_____.

_____
William A. Zacharda, Jr., as Trustee of
The Trust Agreement of William and Wendy Zacharda

_____
Wendy S. Zacharda, as Trustee of
The Trust Agreement of William and Wendy Zacharda

STATE OF MINNESOTA COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 20_____, by William A. Zacharda, Jr. and Wendy S. Zahcarda, Trustees of The Trust Agreement of William and Wendy Zacharda.

_____
(Signature)

Notary Public, _____ County, Minnesota

_____
(Printed Name)

My Commission Expires _____

I hereby certify that this plat was prepared by me or under my direct supervision; that I am 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 the plat; that monuments depicted on the plat have been correctly set; that all water boundaries and wet lands, as defined in Minnesota Statutes 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.

_____
Craig Wensmann, Land Surveyor
Minnesota License No. 47466

STATE OF MINNESOTA COUNTY OF _____

The foregoing surveyor's certificate was acknowledged before me this _____ day of _____, 20_____, by Craig Wensmann, Land Surveyor, Minnesota License Number 47466.

Notary Public, _____ County, Minnesota

_____
(Signature)

_____
(Printed Name)

My Commission Expires _____

Approved and accepted by the City Council of the City of Elk River, Sherburne County, Minnesota at a meeting held this day of_____, 20_____.

_____ Attest:_____
Mayor City Clerk

Pursuant to Sherburne County Ordinance Number 006, I hereby certify that this plat has been checked and approved as to compliance with Chapter 505, Minnesota Statutes
this _____ day of _____, 20_____.

_____
Sherburne County Surveyor

I hereby certify taxes payable in the year _____ on lands herein described are paid in full, and there are no delinquent taxes, and that transfer was entered this _____ day of _____, 20_____.

_____
Sherburne County Auditor/Treasurer

I hereby certify that this instrument was filed in the Office of the County Recorder for record on this _____ day of _____, 20_____ at _____ o'clock __.M.
and was duly recorded as Document No. _____.

_____
Sherburne County Recorder

BOGART, PEDERSON & ASSOCIATES, INC.

MEADOWSWEET HILLS

CITY OF ELK RIVER
SHERBURNE COUNTY, MN

NOT PLATTED | SEC. 7 | NOT PLATTED

N 89°12'21" E 1968.65

656.22 | 326.10 | 986.33

North line of Lot 1, Block 1 (ZACHARDAS ACRES)

North line of the SE ¼ of the NW ¼

5/8

North Quarter Corner of Sec. 8 ,Twp. 33, Rng. 26 Sherburne County, MN Cast Iron Monument

1320.22 N 0°17'59" E

IP ½ INCH OPEN

ZACHARDAS ACRES

East line of Lot 1, Block 1 (ZACHARDAS ACRES)

Drainage & Utility Easement

Drainage & Utility Easement (Per ZACHARDAS ACRES)

384.98 | 848.65 | 303.48 N 64°17'54" E | 115.00 N 0°00'00" E | 200.00 N 10°00'00" E | 930.84 | 433.94 | 626.99

684.89 | 1311.88 N 0°48'57" E

West line of Lot 1, Block 1 (ZACHARDAS ACRES)

RBR ½ INCH 54850

S 77°43'02" E 82.99 | S 46°23'41" E 105.40 | S 80°42'32" E 199.19 | S 63°22'22" E 101.47 | S 46°29'26" E 109.25 | S 89°55'54" E 80.67

N 0°38'35" E 1314.65 — West line of the SE ¼ of the NW ¼

N 30°17'50" E 102.83 | N 27°00'00" E 63.52 | 32.06

Block 1

Lot 1

Outlot A

NOT PLATTED | TWP. 33 | NOT PLATTED

East line of the SE ¼ of the NW ¼

S 0°17'59" W 1320.22

N 0°09'26" W 1315.82

S 0°15'10" W 1183.32

N 0°15'10" E 1172.13

East line of Lot 1, Block 1 (ZACHARDAS ACRES)

IP ½ INCH 15233 | IP ½ INCH 16095 | IP ½ INCH CAP REMNANT | IP ½ INCH 15233 | 60 | 15 | 10

S 89°27'17" W 330.03

Drainage & Utility Easement (Per ZACHARDAS ACRES)

MATCH LINE

ZACHARDAS ACRES

WINDSOR PARK OUTLOT G THIRD ADDITION

OUTLOT G

WINDSOR PARK THIRD ADDITION

NOT PLATTED

60 foot Access, Drainage and Utility Easement (Per Doc. No. 485964)

NSP Easement (Per Doc. No. 154099)

NSP Easement (Per Doc. No. 124048 & 377883)

South line of Lot 1, Block 1 (ZACHARDAS ACRES)

IP ½ INCH 16095 | IP ½ INCH 15233 | IP ½ INCH 16095

L=62.16
R=960.00
Δ=3°42'37"
CHD=62.16
CHB=N 74°37'54" W

90 | 75 | 60 | 33

County Road No. 33 (T.H. 24 Ranch Road)

West Quarter Corner of Sec. 8 ,Twp. 33, Rng. 26 Sherburne County, MN Cast Iron Monument

IP ½ INCH 16095 | RBR ½ INCH 54850 | IP ½ INCH 15233

S 89°27'17" W 660.11 | S 89°27'17" W 319.85 | 340.26 N 89°27'17" E | 344.45 | S 89°27'17" W 975.77 | IP ½ INCH 15233 | N 89°27'17" E 2675.26

South line of the SE ¼ of the NW ¼

7 | 8

8 | 9

East Quarter Corner of Sec. 8 ,Twp. 33, Rng. 26 Sherburne County, MN Cast Iron Monument

Drainage & Utility Easement (Per ZACHARDAS ACRES)

60 foot Access, Drainage and Utility Easement (Per Doc. No. 485964)

N 0°49'20" E 299.41 | 60 | 15 | 10

IP ½ INCH CAP REMNANT | IP ½ INCH 15233 | IP ½ INCH 16095

S 89°27'17" W 330.03

S 0°15'16" W 300.41 (S 0°15'10" W Plat)

2652.87 N 0°15'16" E

MATCH LINE

RING 26

2636.11 N 0°17'59" E

South Quarter Corner of Sec. 8, Twp. 33, Rng. 26 Sherburne County, MN Cast Iron Monument

7 | 8 | 18 | 17

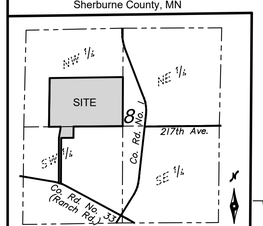
Southwest Corner of Sec. 8 ,Twp. 33, Rng. 26 Sherburne County, MN Cast Iron Monument

N 88°43'31" E 1318.49

8 | 17

N 88°43'31" E 1318.49

VICINITY MAP
Sec. 8, Twp. 33, Rng. 26
Sherburne County, MN



NO SCALE

N.T.S.

5 | 5 | 10 | 10

Being 10 feet in width and adjoining right-of-way lines and plat boundary lines, also being 5 feet in width and adjoining lot lines, unless otherwise indicated, as shown on plat.

LEGEND:

- ● Denotes found iron monument
- ⊗ Denotes ½ inch by 14 inch iron monument with a plastic plug stamped R.L.S. 47466 to be set within one year of platting date
- ◆ Denotes found rebar
- ◉ Denotes found cast iron monument
- LS 15233 Denotes Dennis Taylor, LS
- LS 16095 Denotes Dennis Pederson, LS
- LS 54850 Denotes Steven Hough, LS
- Denotes existing adjoiners
- Denotes existing easements per ZACHARDAS ACRES
- WL Denotes wetland edge
- Denotes wetland interior

0 | 100

(SCALE IN FEET)

SCALE: 1 INCH = 100 FEET

Bearings are based on the Sherburne County coordinate system (NAD83 86adj.). For the purpose of this plat, the east line of the Southeast Quarter of the Northwest Quarter is assumed to bear South 0 degrees 17 minutes 59 seconds West.

BOGART, PEDERSON & ASSOCIATES, INC.

SHEET 2 OF 2

City of Elk River
City Council

Resolution 24-____

A Resolution of the City Council of the City of Elk River Granting Plat Approval for Meadowsweet Hills

WHEREAS, application has been made for plat approval, pursuant to Section 30-352 (c) of the Elk River City Code of Ordinances, of the property legally described on attached Exhibit A and hereinafter referred to as "the Property"; and

WHEREAS, the proposed final plat complies with each of the conditions set forth by the City Council in its approval of the plat of the Property;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Elk River, Minnesota, as follows**:**

1. It is hereby determined by the City Council for the City of Elk River as follows:
   A. The proposed subdivision is consistent with the Chapter of 30 of the City Code of Ordinances and conforms with all of its requirements.
   B. The proposed subdivision is consistent with all applicable general and specialized city, county, and regional plans including, but not limited to, the City's Comprehensive Plan.
   C. The physical characteristics of the site, including, but not limited to, topography, soils, vegetation, susceptibility to erosion and siltation, susceptibility to flooding, and drainage are suitable for the type and density of development and uses contemplated.
   D. The proposed subdivision makes adequate provision for water supply, storm drainage, sewage transportation, erosion control and all other services, facilities and improvements otherwise required herein.
   E. The proposed subdivision will not cause substantial environmental damage.
   F. The proposed subdivision will not conflict with easements of record or with easements established by judgment of a court.
   G. The proposed subdivision will not have an undue or adverse impact on the reasonable development of neighboring land.
2. The officers of the City are hereby authorized to sign the final plat for the Property and to issue a certified copy of this Resolution giving final approval of the plat.
3. The owner of the Property is authorized to record the final plat as required by law and shall file proof of said recording with the City. No building permits will be issued for the Property until the final plat is recorded.

4. This final plat approval shall expire two years from the date of this resolution if the final plat is not recorded within that time.

Passed and adopted this 21st day of October 2024.

_____
John J. Dietz, Mayor

ATTEST:

_____
Tina Allard, City Clerk

Exhibit A

Lot 1, Block 1, Zachardas Acres, Sherburne County, Minnesota.

AND

The Southeast Quarter (SE1/4) of the Northwest Quarter (NW 1/4) of Section Eight (8), Township Thirty-three (33), Range Twenty-six (26), Sherburne County, Minnesota.

Request for Action

To
City Council

Item Number
4.14

Meeting Date
October 21, 2024

Prepared By
Zack Carlton, Community Development Director

Item Description
Resolution 24-63: Final Plat Bradford Park Second Addition

Reviewed by
Zack Carlton
Cal Portner
Tina Allard

Action Requested
Adopt, by motion, Resolution 24-63 approving the final plat of Bradford Park Second Addition, subject to the following conditions:
1. Council approval of a Development Agreement outlining the responsibilities of the developer.
2. The applicant must receive final approval of all state and federal wetland permits and applications prior to recording.
3. The Water Availability Charge shall be paid in the amount required by the city when the final plat is released for recording (currently $390/plumbing unit).
4. A Letter of Credit shall be provided to the city in the amount of 100% of the costs of the public improvements.
5. Upon completion of all improvements and acceptance by the city, a security or warranty in a form acceptable to the Public Works Director must be secured.
6. The Development Plan shall be approved by the public works director prior to issuance of building permits.
7. Staff approval of all site, civil, and landscaping plans.
8. All mailboxes shall be clustered.
9. Address all comments in the comment letter dated October 8, 2024.
10. Park Dedication requirements will be consistent with the preliminary plat approval.
11. Any item or condition found that indicates the site is likely to yield information important to pre-history or history shall be reported to the city immediately. Further, the city reserves the right to stop work authorized in its approval until the site is appropriately investigated and work is authorized.

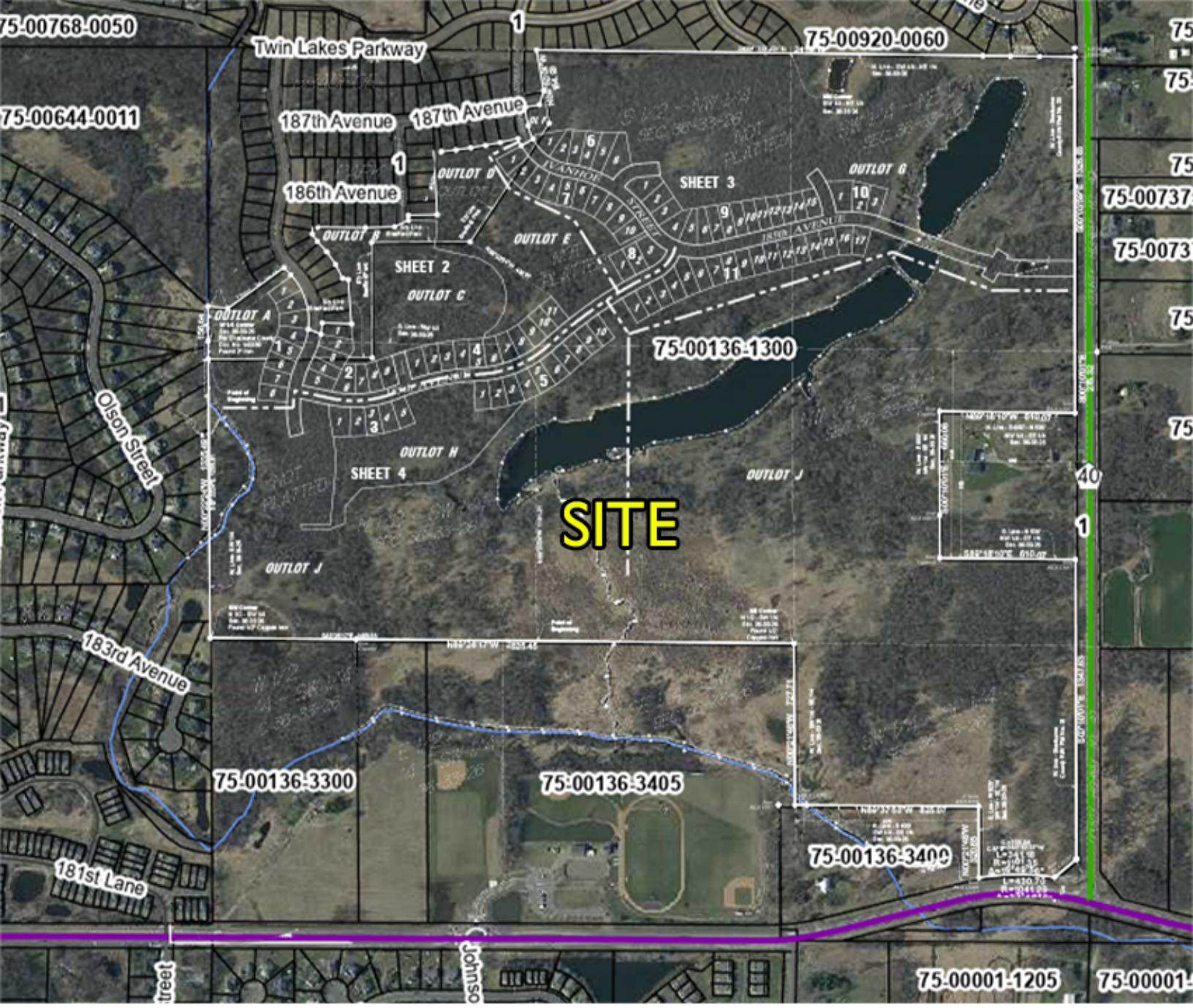
Background/Discussion
The applicant, Lennar, is seeking approval for the second phase of Bradford Park. This phase will plat 96 new single-family lots and establish the subdivisions' primary connection to County Road 40. The county road connection is a critical improvement for this project as it will minimize construction traffic through the existing neighborhoods of Miske Meadows and Twin Lakes Estates.

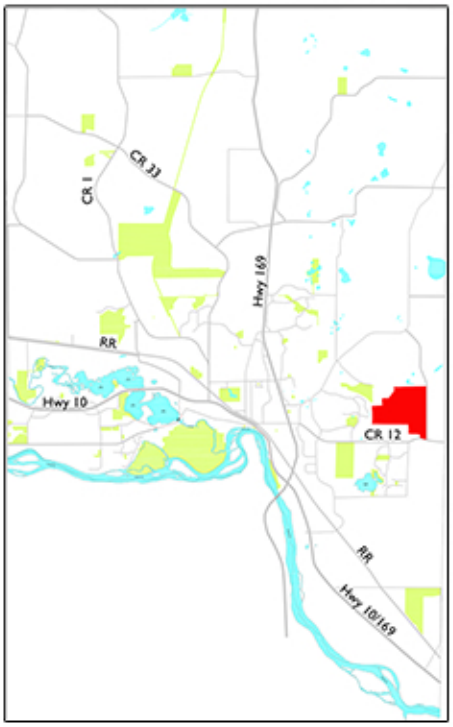
This phase will also begin to develop the park infrastructure approved as part of the project. The park approvals will require cost sharing from the city for the regional trail running through the center of the project. The responsibilities of the developer and the city will be outlined in the development agreement.

Financial Impact
The city will have some cost participation in the regional trail segment of this subdivision.

Mission/Policy/Goal
Opportunity to live, work, and play.
Support the growth and development of the community.

Attachments
1. Location Map
2. Final Plat of Bradford Park Second Addition
3. Bradford Park Development Plans
4. Final Plat Resolution
5. Park and Trail Exhibit





Project Location Map

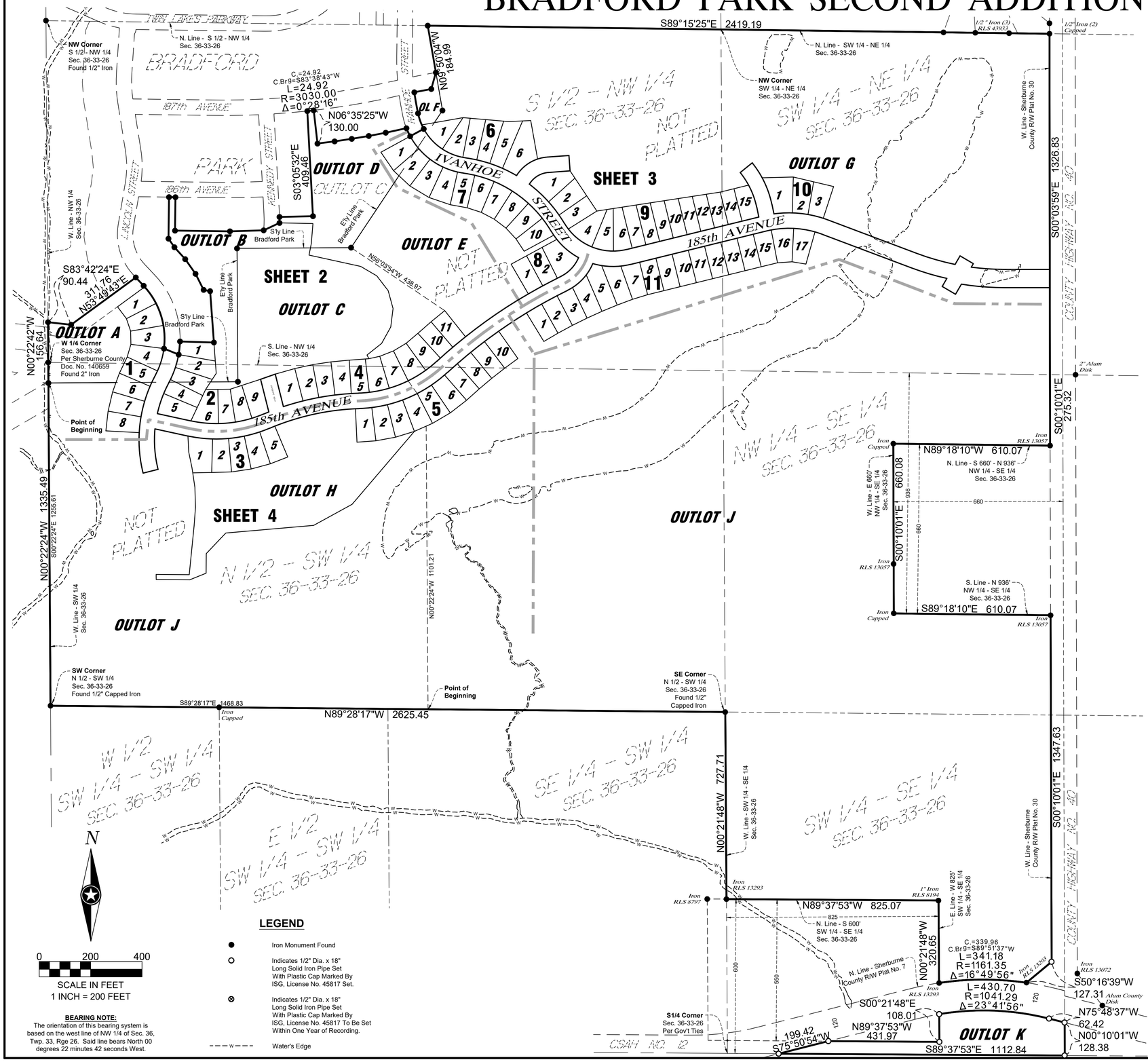
Bradford Park South

Final Plat

Case No: P 24-14

BRADFORD PARK SECOND ADDITION

CITY OF ELK RIVER
COUNTY OF SHERBURNE



LEGEND

- ● Iron Monument Found
- ○ Indicates 1/2" Dia. x 18" Long Solid Iron Pipe Set With Plastic Cap Marked By ISG, License No. 45817 Set.
- ⊗ Indicates 1/2" Dia. x 18" Long Solid Iron Pipe Set With Plastic Cap Marked By ISG, License No. 45817 To Be Set Within One Year of Recording.
- ---w--- Water's Edge

BEARING NOTE:
The orientation of this bearing system is based on the west line of NW 1/4 of Sec. 36, Twp. 33, Rge 26. Said line bears North 00 degrees 22 minutes 42 seconds West.

INSTRUMENT OF DEDICATION

KNOW ALL PERSONS BY THESE PRESENTS: That U.S. Home, LLC, a Delaware limited liability company, owner of the following described property:

Outlot C, Bradford Park, according to the recorded plat thereof, City of Elk River, Sherburne County, Minnesota.

AND

All that part of the South Half of the Northwest Quarter and that part of the North Half of the Southwest Quarter, all in Section 36, Township 33 North, Range 26 West, Sherburne County, Minnesota, described as follows:

Commencing at the West Quarter corner of said Section 36; thence South 00 degrees 22 minutes 24 seconds East (assumed bearing) on the west line of said Southwest Quarter, 79.88 feet to the point of beginning; thence South 00 degrees 22 minutes 24 seconds East on said west line, 1255.61 feet to the southwest corner of the North Half of the Southwest Quarter of said Section 36; thence South 89 degrees 28 minutes 17 seconds East on the south line of said North Half of the Southwest Quarter, 1468.83 feet; thence North 00 degrees 22 minutes 24 seconds West, 1101.21 feet; thence North 66 degrees 08 minutes 44 seconds East, 27.04 feet; thence North 27 degrees 12 minutes 25 seconds West, 130.00 feet; thence North 35 degrees 18 minutes 59 seconds West, 60.68 feet; thence North 26 degrees 09 minutes 48 seconds West, 130.00 feet; thence North 58 degrees 59 minutes 55 seconds East, 57.35 feet; thence North 49 degrees 43 minutes 44 seconds East, 60.05 feet; thence North 48 degrees 47 minutes 19 seconds East, 68.31 feet; thence North 50 degrees 36 minutes 03 seconds East, 68.31 feet; thence North 56 degrees 03 minutes 54 second West, 438.97 feet to a point on the southerly line of Bradford Park, according to the recorded plat thereof; thence South 89 degrees 37 minutes 36 seconds West on said southerly line, 443.76 feet; thence South 00 degrees 22 minutes 24 seconds East on the easterly line of said Bradford Park, 518.90 feet; thence South 89 degrees 37 minutes 36 seconds West on the southerly line of said Bradford Park, 737.27 feet to the point of beginning.

AND

All that part of the South Half of the Northwest Quarter; that part of the Southwest Quarter of the Northeast Quarter; that part of the North Half of the Southwest Quarter; that part of the Southwest Quarter of the Southeast Quarter; and that part of the Northwest Quarter of the Southeast Quarter, all in Section 36, Township 33 North, Range 26 West, Sherburne County, Minnesota, described as follows:

Commencing at the West Quarter corner of said Section 36; thence South 00 degrees 22 minutes 24 seconds East (assumed bearing) on the west line of said Southwest Quarter, 1335.49 feet to the southwest corner of the North Half of the Southwest Quarter of said Section 36; thence South 89 degrees 28 minutes 17 seconds East on the south line of said North Half of the Southwest Quarter, 1468.83 feet to the point of beginning; thence North 00 degrees 22 minutes 24 seconds West, 1101.21 feet; thence North 66 degrees 08 minutes 44 seconds East, 27.04 feet; thence North 27 degrees 12 minutes 25 seconds West, 130.00 feet; thence North 35 degrees 18 minutes 59 seconds West, 60.68 feet; thence North 26 degrees 09 minutes 48 seconds West, 130.00 feet; thence North 58 degrees 59 minutes 55 seconds East, 57.35 feet; thence North 49 degrees 43 minutes 44 seconds East, 60.05 feet; thence North 48 degrees 47 minutes 19 seconds East, 68.31 feet; thence North 50 degrees 36 minutes 03 seconds East, 68.31 feet; thence North 56 degrees 03 minutes 54 second West, 438.97 feet to a point on the easterly line of Bradford Park, according to the recorded plat thereof; thence North 33 degrees 40 minutes 54 seconds East on said easterly line, 641.03 feet; thence North 09 degrees 50 minutes 04 seconds West on said easterly line, 334.87 feet to a point on the north line of the South Half of the Northwest Quarter of said Section 36; thence South 89 degrees 15 minutes 25 seconds East on said north line and on the north line of the Southwest Quarter of the Northeast Quarter of said Section 36, a distance of 2419.19 feet to a point on the west line of Sherburne County Right of Way Plat No. 30, according to the recorded plat thereof; thence South 00 degrees 03 minutes 59 seconds East on said west line, 1326.83 feet; thence South 00 degrees 10 minutes 01 seconds East on said west line, 275.32 feet to a point on the north line of the South 660 feet of the North 936 feet of the Northwest Quarter of the Southeast Quarter of said Section 36; thence North 89 degrees 18 minutes 10 seconds West on said north line, 610.07 feet to a point on the west line of the East 660 feet of said Northwest Quarter of the Southeast Quarter; thence South 00 degrees 10 minutes 01 seconds East on said west line, 660.08 feet to a point on the south line of the North 936 feet of said Northwest Quarter of the Southeast Quarter; thence South 89 degrees 18 minutes 10 seconds East on said south line, 610.07 feet to a point on the west line of said Sherburne County Right of Way Plat No. 30; thence South 00 degrees 10 minutes 01 seconds East on said west line, 1347.63 feet; thence South 50 degrees 16 minutes 39 seconds West on said west line, 127.31 feet to a point on the north line of Sherburne County Right of Way Plat No. 7, according to the recorded plat thereof; thence westerly 341.18 feet on said north line and on a 1161.35 foot radius curve, concave to the south, having a central angle of 16 degrees 49 minutes 56 seconds and a 339.96 foot chord that bears South 89 degrees 51 minutes 37 seconds West to a point on the east line of the West 825 feet of said Southwest Quarter of the Southeast Quarter; thence North 00 degrees 21 minutes 48 seconds West on said east line, 320.65 feet to a point on the north line of the South 600 feet of said Southwest Quarter of the Southeast Quarter; thence North 89 degrees 37 minutes 53 seconds West on said north line, 825.07 feet to a point on the west line of said Southwest Quarter of the Southeast Quarter; thence North 00 degrees 21 minutes 48 seconds West on said west line, 727.71 feet to the southeast corner of the North Half of the Southwest Quarter of said Section 36; thence North 89 degrees 28 minutes 17 seconds West on the south line of said North Half of the Southwest Quarter, 1156.62 feet to the point of beginning.

Has caused the same to be surveyed and platted as **BRADFORD PARK SECOND ADDITION** and does hereby dedicate to the public, for public use forever, the public ways as shown on this plat. And also dedicating to the public, for public use forever, the drainage and utility easements shown on this plat for drainage and utility purposes only.

In witness whereof said U.S. Home, LLC, a Delaware limited liability company, has caused these presents to be signed by its proper officer this _____ day of _____, 20_____.

Signed: U.S. Home, LLC

_____ (sign)
_____ Chief Manager
(print)

State of _____
County of _____

This instrument was acknowledged before me on _____, 20_____ by _____, Chief Manager, of U.S. Home, LLC, a Delaware limited liability company.

_____(sign)
_____(print)
Notary Public _____
My Commission Expires _____

SURVEYOR'S CERTIFICATE

I Mark A. Schwanz 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_____.

_____
Mark A. Schwanz, Licensed Land Surveyor
Minnesota License No. 45817

State of Minnesota
County of _____

This instrument was acknowledged before me on _____, 20_____ by Mark A. Schwanz, Licensed Land Surveyor, Minnesota License No. 45817.

_____(sign)
_____(print)
Notary Public _____
My Commission Expires _____

CITY COUNCIL, CITY OF ELK RIVER, MINNESOTA

Approved and accepted by the City Council of the City of Elk River, Sherburne County, Minnesota at a meeting held the _____ day of _____, 20_____.

_____
Mayor

Attest:_____
Clerk

COUNTY SURVEYOR, SHERBURNE COUNTY, MINNESOTA

Pursuant to Sherburne County Ordinance Number 006, I hereby certify that this plat has been checked and approved as to compliance with Chapter 505, Minnesota Statutes this _____ day of _____, 20_____.

_____
Sherburne County Surveyor

COUNTY AUDITOR/TREASURER, SHERBURNE COUNTY, MINNESOTA

I hereby certify taxes payable for the year 20_____ on the land herein described have been paid in full, and there are no delinquent taxes and transfer was entered this _____ day of _____, 20_____.

_____
Sherburne County Auditor/Treasurer

COUNTY RECORDER, SHERBURNE COUNTY, MINNESOTA

I hereby certify that this instrument was filed in the office of the County Recorder for record on this _____ day of _____, 20_____, at _____ o'clock _____M. and was duly recorded as Document No. _____.

_____
Sherburne County Recorder

ISG

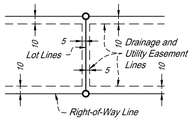
BRADFORD PARK SECOND ADDITION

CITY OF ELK RIVER
COUNTY OF SHERBURNE

N

0 60 120
SCALE IN FEET
1 INCH = 60 FEET

Drainage and Utility Easements are shown thus:



Being 5 feet in width and adjoining lot lines and being 10 feet in width and adjoining right - of - way lines and rear lot lines, unless otherwise indicated on the plat.

BEARING NOTE:
The orientation of this bearing system is based on the west line of NW 1/4 of Sec. 36, Twp. 33, Rge 26. Said line bears North 00 degrees 22 minutes 42 seconds West.

LEGEND

- ● Iron Monument Found
- ○ Indicates 1/2" Dia. x 18" Long Solid Iron Pipe Set With Plastic Cap Marked By ISG, License No. 45817 Set.
- ⊗ Indicates 1/2" Dia. x 18" Long Solid Iron Pipe Set With Plastic Cap Marked By ISG, License No. 45817 To Be Set Within One Year of Recording.
- — w — Water's Edge

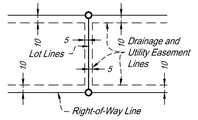
BRADFORD
BLOCK 1
BLOCK 7
BLOCK 4
BLOCK 3
BLOCK 2
PARK
LINCOLN STREET
KENNEDY STREET
186th AVENUE
185th AVENUE
OUTLOT A
OUTLOT B
OUTLOT C
OUTLOT D
OUTLOT E
OUTLOT J
S 1/2 - NW 1/4
SEC 36-33-26
W 1/4 Corner
Sec. 36-33-26
Per Sherburne County
Doc. No. 140659
Found 2" Iron
Point of Beginning
S. Line - NW 1/4
Sec. 36-33-26
N. Line - SW 1/4
Sec. 36-33-26
W. Line - NW 1/4
Sec. 36-33-26
S'ly Line
Bradford Park
E'ly Line
Bradford Park
D&U Easement
Per Doc. No. 618644
N89°14'43"W 25.00
N00°45'17"E 130.00
N89°14'43"W 213.81
S00°45'17"W 161.56
S88°16'01"W 131.26
S64°56'56"W 67.96
L=23.22
R=530.00'
S88°39'51"W 130.31
S88°49'32"E 130.00
S03°05'32"E 409.46
S04°31'37"W 77.20
N11°13'56"E 17.82
N89°37'36"E 285.68
N11°13'56"E 28.64
N89°37'36"E 158.08
N77°40'07"W 205.63
N59°42'15"W 72.71
N37°29'03"W 72.17
N15°09'24"W 72.18
N06°58'42"E 72.18
N29°12'42"E 72.81
N51°32'37"E 72.81
N27°17'26"W 16.37
N06°35'25"W 130.00
S82°48'01"W 67.23
S81°34'52"W 67.23
S80°21'43"W 67.23
S79°08'35"W 67.23
S77°47'18"W 82.36
L=34.60
Δ=7°04'48"
N61°27'33"E 130.00
N34°37'52"W 87.00
S46°48'41"E 87.00
28.94
30.06
N33°40'54"E 335.96
S00°45'17"W 40.58
S34°45'57"E 62.57
S42°01'30"E 69.87
S35°03'45"E 69.87
S26°59'08"E 25.60
S78°45'57"E
N00°22'24"W 518.90
200.29
S04°13'19"E 320.76
N88°15'59"W 131.80
S80°05'22"E 144.41
72.13
48.33
S71°54'46"E 150.36
S63°44'09"E 139.98
N89°37'36"E 106.25
N89°05'17"E 95.59
95.59
S72°00'37"W 124.64
S72°00'37"W 41.80
S70°35'05"W 60.26
S74°01'24"W 78.95
S77°45'01"W 71.93
S81°17'30"W 71.44
S84°49'15"W 71.44
S85°45'25"W 76.66
62.66
S77°10'21"W 43.41
13.99
S68°40'28"W 57.35
S58°59'55"W 57.35
S49°43'44"W 60.05
S48°47'19"W 68.31
S50°36'03"W 68.31
S38°29'40"E 130.00
N00°22'42"E 156.64
79.86
N89°37'36"E 262.90
N00°22'24"W 1335.49
S53°49'43"W 311.76
S83°42'20"E 90.44
N53°49'43"E 130.98
N62°45'32"E 130.00
N80°05'10"E 130.00
S82°35'11"E 130.00
S65°15'33"E 130.00
S68°47'31"E 130.00
S73°29'31"E 130.00
S80°12'10"E 130.00
N86°54'29"W 130.00
S77°44'02"E 133.17
N86°54'29"W 44.61
L=5.77
Δ=1°06'09"
N01°15'00"W 51.22
N16°04'39"E 51.22
N25°34'05"E 70.06
N13°09'00"E 77.20
N86°26'41"E 77.20
N13°09'00"E 77.20
N00°22'24"W 156.64
N00°54'43"W 133.38
N08°59'36"E 130.00
N17°04'28"W 134.14
N14°05'37"W 131.04
N06°03'54"W 438.97
N23°09'22"W 51.90
N67°51'26"E 61.69
R=300.00
Δ=20°56'47"
L=108.65
L=18.95
Δ=3°37'09"
L=147.66
Δ=28°09'02"
L=62.03
Δ=6°42'19"
L=233.73
R=530.00'
Δ=25°16'04"
C=231.84
L=370.03
R=800.00
Δ=26°30'33"
C=366.72
L=167.67
L=108.10
Δ=13°10'41"
L=66.29
Δ=8°04'52"
L=289.11
R=470.00
Δ=35°14'41"
L=307.57
R=500.00
Δ=35°14'41"
L=66.29
Δ=8°04'52"
L=48.43
Δ=5°54'45"
L=47.31
Δ=2°42'39"
L=369.84
R=1000.00
Δ=21°11'25"
L=322.53
Δ=18°28'46"
L=296.84
R=1030.00
Δ=16°31'24"
L=63.45
Δ=3°31'46"
L=63.33
Δ=3°31'22"
L=79.38
Δ=4°24'57"
L=29.23
Δ=1°37'34"
L=41.21
Δ=5°01'24"
L=79.37
Δ=9°40'33"
L=335.11
R=470.00
Δ=40°51'09"
L=356.50
R=500.00
Δ=40°51'09"
L=18.54
Δ=0°31'24"
L=55.79
Δ=5°48'05"
L=64.21
Δ=1°48'44"
L=586.25
R=2030.00
Δ=16°32'48"
L=577.59
R=2000.00
Δ=16°32'48"
L=296.25
Δ=8°21'42"
1
2
3
4
5
6
7
8
9
10
11
Drainage and Utility Easement Per Doc. No. 618644

ISG

BRADFORD PARK SECOND ADDITION

CITY OF ELK RIVER
COUNTY OF SHERBURNE

Drainage and Utility Easements are shown thus:



Being 5 feet in width and adjoining lot lines and being 10 feet in width and adjoining right - of - way lines and rear lot lines, unless otherwise indicated on the plat.

LEGEND

- ● Iron Monument Found
- ○ Indicates 1/2" Dia. x 18" Long Solid Iron Pipe Set With Plastic Cap Marked By ISG, License No. 45817 Set.
- ⊗ Indicates 1/2" Dia. x 18" Long Solid Iron Pipe Set With Plastic Cap Marked By ISG, License No. 45817 To Be Set Within One Year of Recording.
- ---w--- Water's Edge

OUTLOT F

OUTLOT D

OUTLOT E

PARADISE CIRCLE STREET

PARADISE PARK

S 1/2 - NW 1/4
SEC. 36-33-26

NOT PLATTED

NOT PLATTED

185TH AVENUE

IVANHOE STREET

186TH AVENUE

185th AVENUE

GRANT STREET

COUNTY HIGHWAY 40

N

0 60 120

SCALE IN FEET
1 INCH = 60 FEET

BEARING NOTE:
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ISG

BRADFORD PARK SECOND ADDITION

CITY OF ELK RIVER
COUNTY OF SHERBURNE

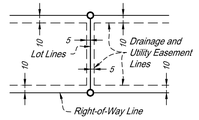
N

0 60 120

SCALE IN FEET
1 INCH = 60 FEET

BEARING NOTE:
The orientation of this bearing system is based on the west line of NW 1/4 of Sec. 36, Twp. 33, Rge 26. Said line bears North 00 degrees 22 minutes 42 seconds West.

Drainage and Utility Easements are shown thus:



Being 5 feet in width and adjoining lot lines and being 10 feet in width and adjoining right - of - way lines and rear lot lines, unless otherwise indicated on the plat.

LEGEND

- ● Iron Monument Found
- ○ Indicates 1/2" Dia. x 18" Long Solid Iron Pipe Set With Plastic Cap Marked By ISG, License No. 45817 Set.
- ⊗ Indicates 1/2" Dia. x 18" Long Solid Iron Pipe Set With Plastic Cap Marked By ISG, License No. 45817 To Be Set Within One Year of Recording.
- ---w--- Water's Edge

N 1/2 -- SW 1/4
SEC. 36--33--26

185th AVENUE

LINCOLN STREET

OUTLOT H

NOT PLATTED

ISG

LENNAR HOMES
BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER, MINNESOTA

CONSTRUCTION PLANS

ISG PROJECT # 22-26553

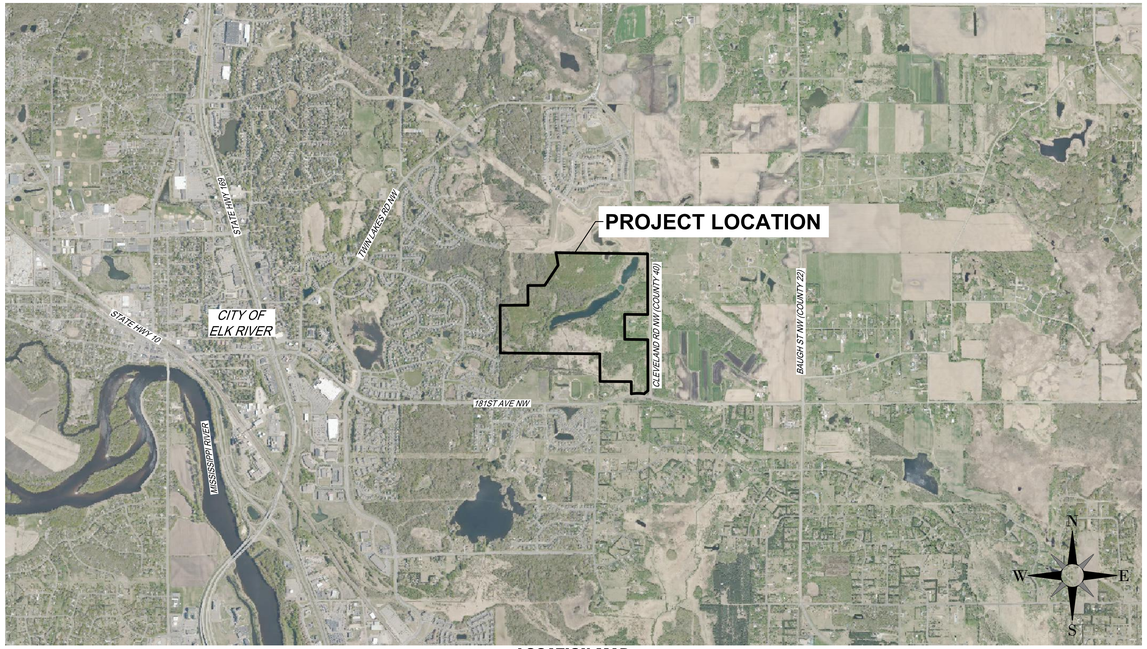
LEGEND

EXISTING

- CITY LIMITS
- SECTION LINE
- QUARTER SECTION LINE
- RIGHT OF WAY LINE
- PROPERTY / LOTLINE
- EASEMENT LINE
- ACCESS CONTROL
- WATER EDGE
- WETLAND BOUNDARY
- WETLAND / MARSH
- FENCE LINE
- CULVERT
- STORM SEWER
- SANITARY SEWER
- SANITARY SEWER FORCEMAIN
- WATER
- GAS
- OVERHEAD ELECTRIC
- UNDERGROUND ELECTRIC
- UNDERGROUND TELEPHONE
- UNDERGROUND TV
- OVERHEAD UTILITY
- UNDERGROUND UTILITY
- UNDERGROUND FIBER OPTIC
- CONTOUR (MAJOR)
- CONTOUR (MINOR)
- DECIDUOUS TREE
- CONIFEROUS TREE
- TREE LINE
- MANHOLE/STRUCTURE
- CATCH BASIN
- HYDRANT
- VALVE
- CURB STOP
- POWER POLE
- UTILITY PEDESTAL / CABINET

PROPOSED

- LOT LINE
- RIGHT OF WAY
- EASEMENT
- CULVERT
- STORM SEWER
- SUBDRAIN (PERFORATED)
- SUBDRAIN (NON-PERFORATED)
- SANITARY SEWER
- WATER
- GAS
- OVERHEAD ELECTRIC
- UNDERGROUND ELECTRIC
- UNDERGROUND TV
- CONTOUR
- MANHOLE (STORM, SANITARY)
- CATCH BASIN
- HYDRANT
- VALVE



LOCATION MAP

SCALE IN FEET

0 2000 4000

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ABBREVIATIONS:

AC	ACRE	CMP	CORRUGATED METAL PIPE	FDC	FIRE DEPARTMENT CONNECTION	HORIZ	HORIZONTAL	LSO	LOWEST STRUCTURAL OPENING	PL	PROPERTY LINE	STA	STATION
ADA	AMERICANS WITH DISABILITIES ACT	CO	CLEANOUT	FDN	FOUNDATION	HR	HOUR	MAX	MAXIMUM	PP	POLYPROPYLENE	SY	SQUARE YARD
ADD	ADDENDUM	CONC	CONCRETE	FFE	FINISHED FLOOR ELEVATION	HWL	HIGH WATER LEVEL	MB	MAIL BOX	PSI	POUNDS PER SQUARE INCH	T/C	TOP OF CURB
AFF	ABOVE FINISHED FLOOR	CONST	CONSTRUCTION	FPM	FEET PER MINUTE	HWY	HIGHWAY	MECH	MECHANICAL	PVC	POLYVINYL CHLORIDE	TEL	TELEPHONE
AGG	AGGREGATE	CONT	CONTINUOUS	FPS	FEET PER SECOND	HYD	HYDRANT	MH	MANHOLE	PVMT	PAVEMENT	TEMP	TEMPORARY
APPROX	APPROXIMATE	CY	CUBIC YARD	FT	FOOT, FEET	I	INVERT	MIN	MINIMUM	QTY	QUANTITY	THRU	THROUGH
ARCH	ARCHITECT, ARCHITECTURAL	C&G	CURB AND GUTTER	FTG	FOOTING	ID	INSIDE DIAMETER	MISC	MISCELLANEOUS	RAD	RADIUS	TNFH	TOP NUT OF FIRE HYDRANT
BFE	BASEMENT FLOOR ELEVATION	DEMO	DEMOLITION	GA	GAUGE	IN	INCH	NO	NUMBER	RCP	REINFORCED CONCRETE PIPE	TRANS	TRANSFORMER
BIT	BITUMINOUS	DIA	DIAMETER	GAL	GALLON	INV	INVERT	NTS	NOT TO SCALE	RD	ROOF DRAIN	TV	TELEVISION
CAD	COMPUTER-AIDED DESIGN	DIM	DIMENSION	GALV	GALVANIZED	IP	IRON PIPE	NWL	NORMAL WATER LEVEL	REBAR	REINFORCING BAR	T/W	TOP OF WALL
CB	CATCH BASIN	DS	DOWNSPOUT	GC	GENERAL CONTRACTOR	IPS	IRON PIPE SIZE	OC	ON CENTER	REM	REMOVE	TYP	TYPICAL
CFS	CUBIC FEET PER SECOND	EA	EACH	GFE	GARAGE FLOOR ELEVATION	J-BOX	JUNCTION BOX	OCEW	ON CENTER EACH WAY	ROW	RIGHT OF WAY	UT	UTILITY, UNDERGROUND TELEPHONE
CF	CUBIC FOOT	ELEC	ELECTRICAL	GL	GUTTER LINE	JT	JOINT	OH	OVERHEAD	R/W	RIGHT OF WAY		
CI	CAST IRON	ELEV	ELEVATION	GPM	GALLONS PER MINUTE	LF	LINEAR FEET	OHD	OVERHEAD DOOR	SAN	SANITARY	VCP	VITRIFIED CLAY PIPE
CIP	CAST IRON PIPE	EOF	EMERGENCY OVERFLOW	GV	GATE VALVE	LFE	LOWEST FLOOR ELEVATION	OZ	OUNCE	SCH	SCHEDULE	W/O	WITHOUT
CIPC	CAST IN PLACE CONCRETE	EQ	EQUAL	HDPE	HIGH DENSITY POLYETHYLENE	LIN	LINEAR	PED	PEDESTAL, PEDESTRIAN	SF	SQUARE FOOT	W/	WITH
CJ	CONTROL JOINT	EX	EXISTING	HD	HEAVY DUTY	LPS	LOW PRESSURE STEAM	PERF	PERFORATED	SPEC	SPECIFICATION	YD	YARD
CL	CENTERLINE	F/L	FLOW LINE	HH	HANDHOLE	LS	LUMP SUM			SQ	SQUARE	YR	YEAR

PROJECT GENERAL NOTES

1. ALL WORK SHALL CONFORM TO THE CONTRACT DOCUMENTS, WHICH INCLUDE, BUT ARE NOT LIMITED TO, THE OWNER - CONTRACTOR AGREEMENT, THE PROJECT MANUAL (WHICH INCLUDES GENERAL SUPPLEMENTARY CONDITIONS AND SPECIFICATIONS), DRAWINGS OF ALL DISCIPLINES AND ALL ADDENDA, MODIFICATIONS AND CLARIFICATIONS ISSUED BY THE ARCHITECT/ENGINEER.
2. CONTRACT DOCUMENTS SHALL BE ISSUED TO ALL SUBCONTRACTORS BY THE GENERAL CONTRACTOR IN COMPLETE SETS IN ORDER TO ACHIEVE THE FULL EXTENT AND COMPLETE COORDINATION OF ALL WORK.
3. WRITTEN DIMENSIONS TAKE PRECEDENCE OVER SCALED DIMENSIONS. NOTIFY ARCHITECT/ENGINEER OF ANY DISCREPANCIES OR CONDITIONS REQUIRING INFORMATION OR CLARIFICATION BEFORE PROCEEDING WITH THE WORK.
4. FIELD VERIFY ALL EXISTING CONDITIONS AND DIMENSIONS. NOTIFY ARCHITECT/ENGINEER OF ANY DISCREPANCIES OR CONDITIONS REQUIRING INFORMATION OR CLARIFICATION BEFORE PROCEEDING WITH THE WORK.
5. DETAILS SHOWN ARE INTENDED TO BE INDICATIVE OF THE PROFILES AND TYPE OF DETAILING REQUIRED THROUGHOUT THE WORK. DETAILS NOT SHOWN ARE SIMILAR IN CHARACTER TO DETAILS SHOWN. WHERE SPECIFIC DIMENSIONS, DETAILS OR DESIGN INTENT CANNOT BE DETERMINED, NOTIFY ARCHITECT/ENGINEER BEFORE PROCEEDING WITH THE WORK.
6. ALL MANUFACTURED ARTICLES, MATERIALS AND EQUIPMENT SHALL BE APPLIED, INSTALLED, CONNECTED, ERECTED, CLEANED AND CONDITIONED ACCORDING TO MANUFACTURERS' INSTRUCTIONS. IN CASE OF DISCREPANCIES BETWEEN MANUFACTURERS' INSTRUCTIONS AND THE CONTRACT DOCUMENTS, NOTIFY ARCHITECT/ENGINEER BEFORE PROCEEDING WITH THE WORK.
7. ALL DISSIMILAR METALS SHALL BE EFFECTIVELY ISOLATED FROM EACH OTHER TO AVOID GALVANIC CORROSION.
8. THE LOCATION AND TYPE OF ALL INPLACE UTILITIES SHOWN ON THE PLANS ARE FOR GENERAL INFORMATION ONLY AND ARE ACCURATE AND COMPLETE TO THE BEST OF THE KNOWLEDGE OF I & S GROUP, INC. (ISG). NO WARRANTY OR GUARANTEE IS IMPLIED. THE CONTRACTOR SHALL VERIFY THE SIZES, LOCATIONS AND ELEVATIONS OF ALL INPLACE UTILITIES PRIOR TO CONSTRUCTION. CONTRACTOR SHALL IMMEDIATELY NOTIFY ENGINEER OF ANY DISCREPANCIES OR VARIATIONS FROM PLAN.
9. THE CONTRACTOR IS TO CONTACT "GOPHER STATE ONE CALL" FOR UTILITY LOCATIONS, MINIMUM 2 BUSINESS DAYS PRIOR TO ANY EXCAVATION / CONSTRUCTION (1-800-252-1166).

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

JERREMY D. FOSS

DATE xxxx-xx-xx LIC. NO. 55871

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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
FILE NAME	26553 - 1 TITLE (P2)
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	JDF
ORIGINAL ISSUE DATE	2024-08-26
CLIENT PROJECT NO.	-

PROJECT INDEX:

OWNER:

LENNAR HOMES
16305 36TH AVENUE NORTH
PLYMOUTH, MN 554466

PROJECT ADDRESS / LOCATION:

S36 T33N R26W

SHERBURNE COUNTY
ELK RIVER, MINNESOTA

MANAGING OFFICE:

BLOOMINGTON OFFICE
7900 INTERNATIONAL DRIVE
SUITE 550
MINNEAPOLIS, MN 55425
PHONE: 952.426.0699

PROJECT MANAGER: JERREMY FOSS
EMAIL: JERREMY.FOSS@ISGINC.COM

SPECIFICATIONS REFERENCE

ALL CONSTRUCTION SHALL COMPLY WITH THE CITY OF ELK RIVER REQUIREMENTS AND MnDOT STANDARD SPECIFICATIONS FOR CONSTRUCTION, 2020 EDITION, AND THE STANDARD SPECIFICATIONS FOR SANITARY SEWER, STORM DRAIN AND WATERMAIN AS PROPOSED BY THE CITY ENGINEERS ASSOCIATION OF MINNESOTA 2018, UNLESS DIRECTED OTHERWISE.

PROJECT DATUM

HORIZONTAL COORDINATES HAVE BEEN REFERENCED TO THE NORTH AMERICAN DATUM OF 1983 (NAD83), 1996 ADJUSTMENT (NAD83(1996)) ON THE SHERBURNE COUNTY COORDINATE SYSTEM, IN U.S. SURVEY FEET.
ELEVATIONS HAVE BEEN REFERENCED TO THE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD 88).
RTK GPS METHODS WERE USED TO ESTABLISH HORIZONTAL AND VERTICAL COORDINATES FOR THIS PROJECT.

B.M. ELEVATION=950.10
TNFH SW QUADRANT AT THE INTERSECTION OF TWIN LAKES PKWY AND 188TH AVE NW

B.M. ELEVATION=938.58
TNFH WEST OF IVANHOE ST APPROX. 140' SOUTH OF THE INTERSECTION OF IVANHOE ST AND TWIN LAKES PKWY

TOPOGRAPHIC SURVEY

THIS PROJECT'S TOPOGRAPHIC SURVEY CONSISTS OF DATA COLLECTED IN MARCH 2022 BY ISG.

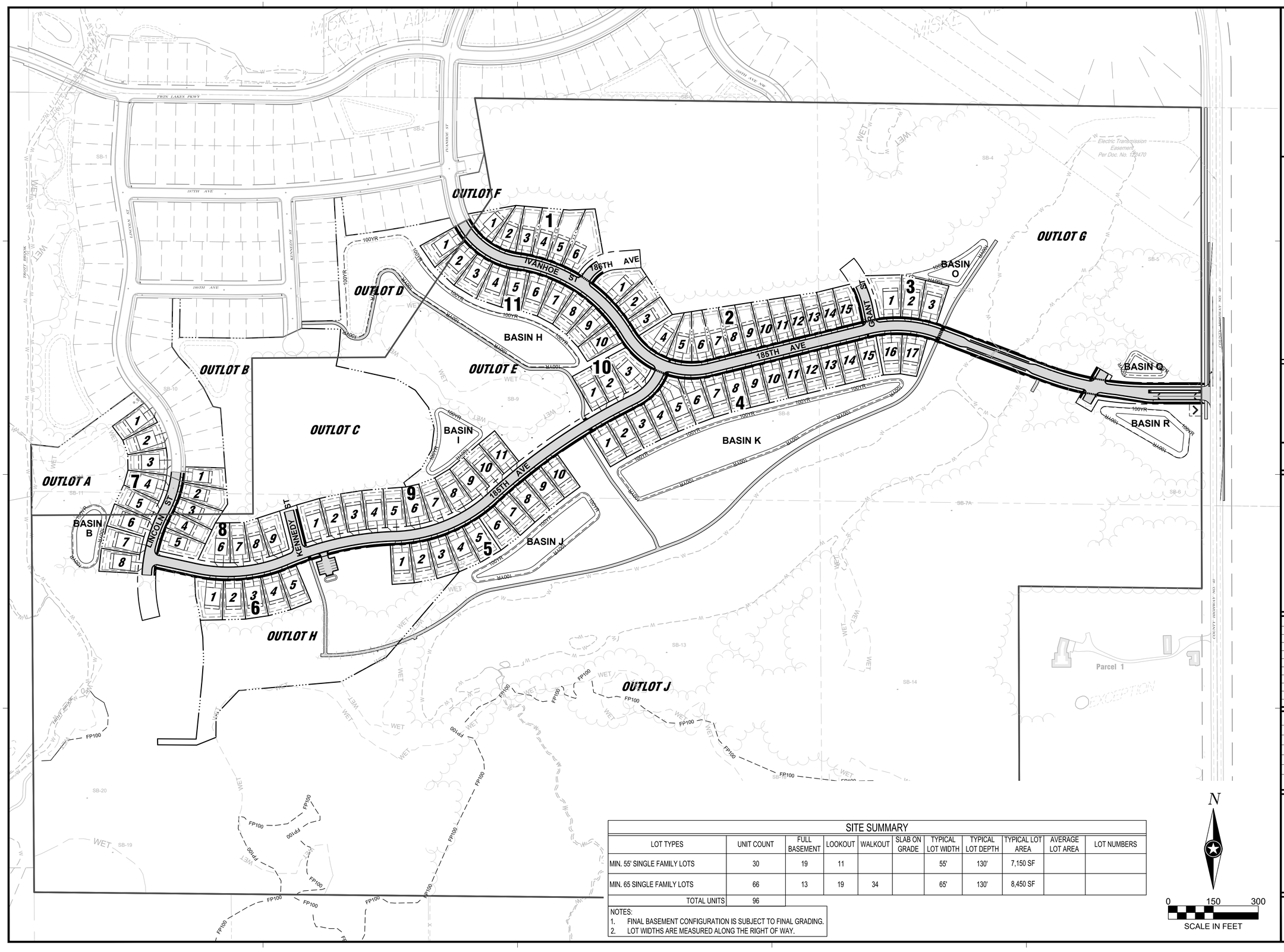
TITLE

TITLE SHEET

SHEET

1

OF 115



SITE SUMMARY										
LOT TYPES	UNIT COUNT	FULL BASEMENT	LOOKOUT	WALKOUT	SLAB ON GRADE	TYPICAL LOT WIDTH	TYPICAL LOT DEPTH	TYPICAL LOT AREA	AVERAGE LOT AREA	LOT NUMBERS
MIN. 55' SINGLE FAMILY LOTS	30	19	11			55'	130'	7,150 SF		
MIN. 65 SINGLE FAMILY LOTS	66	13	19	34		65'	130'	8,450 SF		
TOTAL UNITS	96									

NOTES:
1. FINAL BASEMENT CONFIGURATION IS SUBJECT TO FINAL GRADING.
2. LOT WIDTHS ARE MEASURED ALONG THE RIGHT OF WAY.

N

0 150 300
SCALE IN FEET

ISG

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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
FILE NAME	26553 - 2 OVERALL (P2)
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	JDF
ORIGINAL ISSUE DATE	2024-08-26
CLIENT PROJECT NO.	-

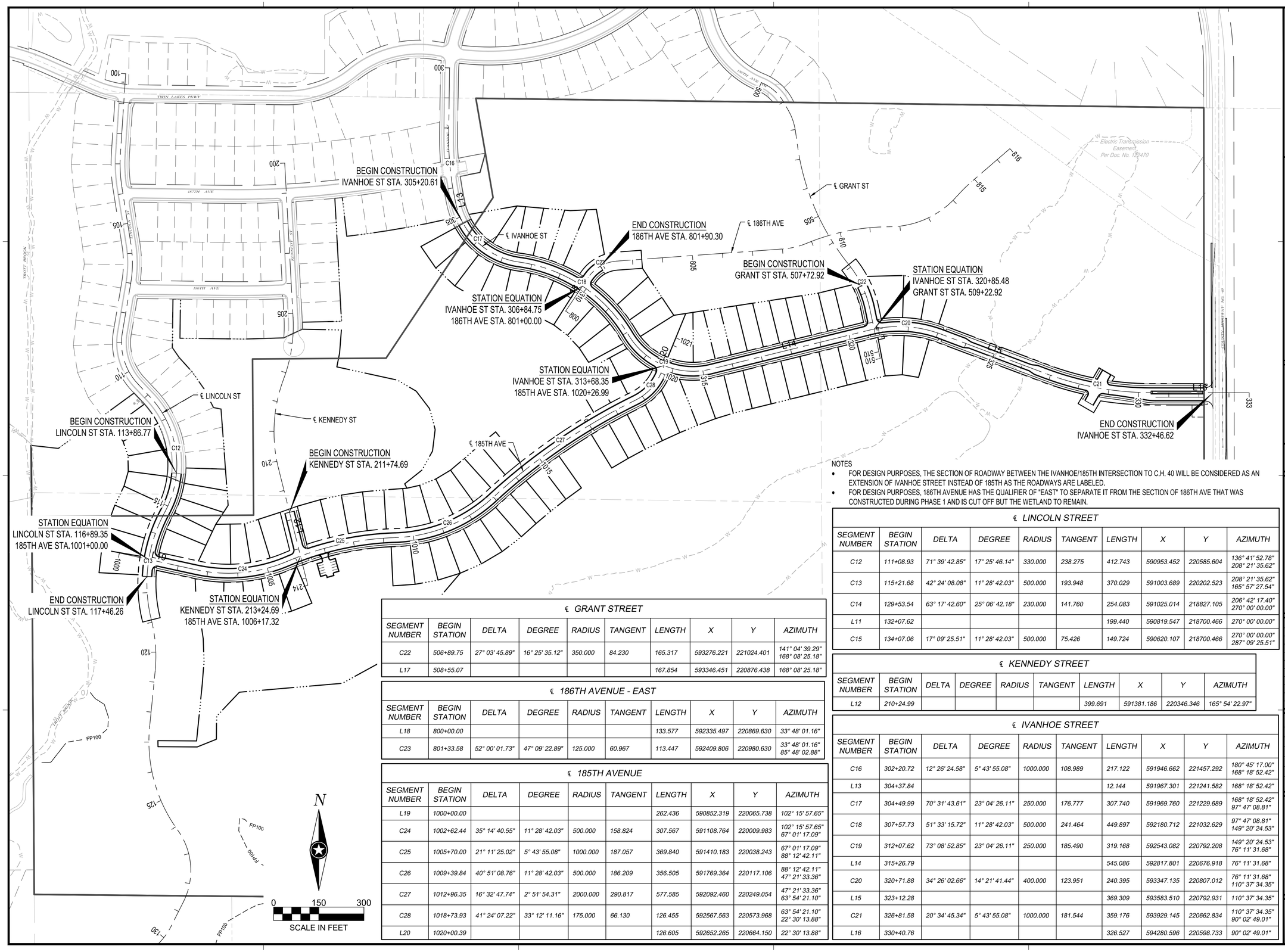
TITLE

OVERALL LAYOUT

SHEET

2

OF 115



NOTES

- FOR DESIGN PURPOSES, THE SECTION OF ROADWAY BETWEEN THE IVANHOE/185TH INTERSECTION TO C.H. 40 WILL BE CONSIDERED AS AN EXTENSION OF IVANHOE STREET INSTEAD OF 185TH AS THE ROADWAYS ARE LABELED.
- FOR DESIGN PURPOSES, 186TH AVENUE HAS THE QUALIFIER OF "EAST" TO SEPARATE IT FROM THE SECTION OF 186TH AVE THAT WAS CONSTRUCTED DURING PHASE 1 AND IS CUT OFF BUT THE WETLAND TO REMAIN.

℄ GRANT STREET

SEGMENT NUMBER	BEGIN STATION	DELTA	DEGREE	RADIUS	TANGENT	LENGTH	X	Y	AZIMUTH
C22	506+89.75	27° 03' 45.89"	16° 25' 35.12"	350.000	84.230	165.317	593276.221	221024.401	141° 04' 39.29" 168° 08' 25.18"
L17	508+55.07					167.854	593346.451	220876.438	168° 08' 25.18"

℄ 186TH AVENUE - EAST

SEGMENT NUMBER	BEGIN STATION	DELTA	DEGREE	RADIUS	TANGENT	LENGTH	X	Y	AZIMUTH
L18	800+00.00					133.577	592335.497	220869.630	33° 48' 01.16"
C23	801+33.58	52° 00' 01.73"	47° 09' 22.89"	125.000	60.967	113.447	592409.806	220980.630	33° 48' 01.16" 85° 48' 02.88"

℄ 185TH AVENUE

SEGMENT NUMBER	BEGIN STATION	DELTA	DEGREE	RADIUS	TANGENT	LENGTH	X	Y	AZIMUTH
L19	1000+00.00					262.436	590852.319	220065.738	102° 15' 57.65"
C24	1002+62.44	35° 14' 40.55"	11° 28' 42.03"	500.000	158.824	307.567	591108.764	220009.983	102° 15' 57.65" 67° 01' 17.09"
C25	1005+70.00	21° 11' 25.02"	5° 43' 55.08"	1000.000	187.057	369.840	591410.183	220038.243	67° 01' 17.09" 88° 12' 42.11"
C26	1009+39.84	40° 51' 08.76"	11° 28' 42.03"	500.000	186.209	356.505	591769.364	220117.106	88° 12' 42.11" 47° 21' 33.36"
C27	1012+96.35	16° 32' 47.74"	2° 51' 54.31"	2000.000	290.817	577.585	592092.460	220249.054	47° 21' 33.36" 63° 54' 21.10"
C28	1018+73.93	41° 24' 07.22"	33° 12' 11.16"	175.000	66.130	126.455	592567.563	220573.968	63° 54' 21.10" 22° 30' 13.88"
L20	1020+00.39					126.605	592652.265	220664.150	22° 30' 13.88"

℄ LINCOLN STREET

SEGMENT NUMBER	BEGIN STATION	DELTA	DEGREE	RADIUS	TANGENT	LENGTH	X	Y	AZIMUTH
C12	111+08.93	71° 39' 42.85"	17° 25' 46.14"	330.000	238.275	412.743	590953.452	220585.604	136° 41' 52.78" 208° 21' 35.62"
C13	115+21.68	42° 24' 08.08"	11° 28' 42.03"	500.000	193.948	370.029	591003.689	220202.523	208° 21' 35.62" 165° 57' 27.54"
C14	129+53.54	63° 17' 42.60"	25° 06' 42.18"	230.000	141.760	254.083	591025.014	218827.105	206° 42' 17.40" 270° 00' 00.00"
L11	132+07.62					199.440	590819.547	218700.466	270° 00' 00.00"
C15	134+07.06	17° 09' 25.51"	11° 28' 42.03"	500.000	75.426	149.724	590620.107	218700.466	270° 00' 00.00" 287° 09' 25.51"

℄ KENNEDY STREET

SEGMENT NUMBER	BEGIN STATION	DELTA	DEGREE	RADIUS	TANGENT	LENGTH	X	Y	AZIMUTH
L12	210+24.99					399.691	591381.186	220346.346	165° 54' 22.97"

℄ IVANHOE STREET

SEGMENT NUMBER	BEGIN STATION	DELTA	DEGREE	RADIUS	TANGENT	LENGTH	X	Y	AZIMUTH
C16	302+20.72	12° 26' 24.58"	5° 43' 55.08"	1000.000	108.989	217.122	591946.662	221457.292	180° 45' 17.00" 168° 18' 52.42"
L13	304+37.84					12.144	591967.301	221241.582	168° 18' 52.42"
C17	304+49.99	70° 31' 43.61"	23° 04' 26.11"	250.000	176.777	307.740	591969.760	221229.689	168° 18' 52.42" 97° 47' 08.81"
C18	307+57.73	51° 33' 15.72"	11° 28' 42.03"	500.000	241.464	449.897	592180.712	221032.629	97° 47' 08.81" 149° 20' 24.53"
C19	312+07.62	73° 08' 52.85"	23° 04' 26.11"	250.000	185.490	319.168	592543.082	220792.208	149° 20' 24.53" 76° 11' 31.68"
L14	315+26.79					545.086	592817.801	220676.918	76° 11' 31.68"
C20	320+71.88	34° 26' 02.66"	14° 21' 41.44"	400.000	123.951	240.395	593347.135	220807.012	76° 11' 31.68" 110° 37' 34.35"
L15	323+12.28					369.309	593583.510	220792.931	110° 37' 34.35"
C21	326+81.58	20° 34' 45.34"	5° 43' 55.08"	1000.000	181.544	359.176	593929.145	220662.834	110° 37' 34.35" 90° 02' 49.01"
L16	330+40.76					326.527	594280.596	220598.733	90° 02' 49.01"

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JERREMY D. FOSS

DATE xxxx-xx-xx LIC. NO. 55871

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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
FILE NAME	26553 - 2.1 ALIGN (P2)
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	JDF
ORIGINAL ISSUE DATE	2024-08-26
CLIENT PROJECT NO.	-

TITLE

ALIGNMENT PLAN

SHEET

3

OF 115

SOIL AND CONSTRUCTION NOTES

1. TOP OF THE GRADING GRADE: THE TOP OF GRADING GRADE FOR THIS PROJECT IS DEFINED AS THE BOTTOM OF THE AGGREGATE BASE.

2. SUITABLE GRADING MATERIAL: ON THIS PROJECT SUITABLE GRADING MATERIAL SHALL INCLUDE ALL MINERAL SOILS IN ACCORDANCE WITH THE TRIAXIAL CHART IN THE MnDOT GRADING AND BASE MANUAL, EXCEPT SILT. UNSUITABLE MATERIALS SHALL INCLUDE DEBRIS, MARL, PEAT, WOOD, OR ANY OTHER ORGANIC SOILS. SELECT GRADING MATERIAL SHOULD BE RESERVED FOR EMBANKMENT PLACEMENT WITHIN THE ROADWAY CORE.

3. STRIP ALL INPLACE TOPSOIL AND SLOPE DRESSING IN AREAS TO BE DISTURBED BY CONSTRUCTION AND REUSE AS SLOPE DRESSING. INPLACE TOPSOIL AND SLOPE DRESSING, ENCOUNTERED IN THE AREAS OF PROPOSED CONSTRUCTION.

4. PROVIDE A SAWCUT WHERE PLACING NEW PAVEMENT NEXT TO INPLACE PAVEMENT TO ENSURE A UNIFORM JOINT. THE CONTRACTOR SHALL SAWCUT THE EXISTING BITUMINOUS PAVEMENT AT ALL LOCATIONS WHERE THE NEW PAVEMENT MATCHES IN PLACE PAVEMENT, PROVIDING A CLEAN STRAIGHT EDGE. PRIOR TO PAVING THE WEAR COURSE, THE CONTRACTOR SHALL MILL THE EDGE OF ADJACENT PAVEMENTS TO PROVIDE FULL DEPTH OF THE WEAR COURSE TO THE EDGE. SAW CUTTING AND MILLING OF THE EDGES OF THE EXISTING PAVEMENTS AT THE CONSTRUCTION LIMITS SHALL BE INCIDENTAL TO PAVING. THE CONTRACTOR SHALL ALSO BE REQUIRED TO CLEAN THE UNDERLYING PAVEMENT SURFACE PRIOR TO PAVING THE WEAR COURSE. A WATER TRUCK AND PICK-UP STREET SWEEPER WILL BE REQUIRED FOR THIS WORK TO MINIMIZE DUST AND DIRT IMPACTS ON ADJACENT RESIDENCES.

5. BITUMINOUS AND CONCRETE ITEMS DISTURBED BY CONSTRUCTION AND EXCESS EXCAVATION SHALL BECOME THE PROPERTY OF THE CONTRACTOR AND SHALL BE RECYCLED TO THE EXTENT ALLOWED IN BASE AND SURFACING ITEMS OR DISPOSED OF OFF THE PROJECT LIMITS IN ACCORDANCE WITH MnDOT SPECIFICATION SPEC. 2104.3C3.

6. OBTAIN COMPACTION ON THE GRADING PORTION OF PERMANENT CONSTRUCTION IN ACCORDANCE WITH THE "QUALITY COMPACTION METHOD" REQUIREMENTS.

7. OBTAIN COMPACTION ON THE MnDOT CLASS 5 PORTION OF THE PAVEMENT SECTION IN ACCORDANCE WITH THE GEOTECHNICAL REPORT AND CITY OF ELK RIVER.

8. TEST ROLLING SHALL BE REQUIRED ON ALL ROADWAYS WITH A LOADED TRI-AXLE DUMP TRUCK AT THE BOTTOM OF THE SUBGRADE AND THE TOP OF THE AGGREGATE BASE.

9. IN ANY PROPOSED CONSTRUCTION THE CONTRACTOR SHALL STRIVE TO SUBSTANTIALLY MATCH THE SOILS INPLACE IN THE TOP 4' OF THE ROADWAYS. GRANULAR BACKFILL SHALL NOT BE PERMITTED ADJACENT TO INPLACE NON-GRANULAR SOILS IN ORDER TO PREVENT AN ABRUPT SOILS DIFFERENTIAL.

10. THE BOTTOM OF ALL SUBCUTS SHALL BE SHAPED AND COMPACTED BY THE "QUALITY COMPACTION METHOD".

11. IN ANY CASE WHERE GRANULAR EMBANKMENTS OR BACKFILL JOIN NON-GRANULAR SOIL EMBANKMENTS OR BACKFILL, PROVIDE A 1(V):20(H) TRANSITION TAPER BETWEEN THE CHANGES IN MATERIAL TO PREVENT AN ABRUPT SOILS DIFFERENTIAL. THE 1(V):20(H) TAPER SHALL BE CONSTRUCTED SO THAT THE GRANULAR BACKFILL MATERIAL OVERLAYS THE ADJACENT NON-GRANULAR SOILS BACKFILL.

12. WHERE CONNECTING NEW SURFACING ADJACENT TO ANY INPLACE PAVEMENTS TO BE WIDENED, CUT VERTICALLY TO THE BOTTOM OF THE INPLACE SURFACING OR TO THE BOTTOM OF THE NEW SURFACING DESIGN, WHICH EVER IS DEEPER, THEN AT A 2(V):1(H) SLOPE TO THE BOTTOM OF THE RECOMMENDED SUBGRADE EXCAVATION.

13. WHERE SUBCUTS RUN INTO DRIVEWAYS OR LOCAL ROADS, CUT VERTICALLY TO THE BOTTOM OF THE INPLACE SURFACING OR TO THE BOTTOM OF THE NEW SURFACING DESIGN, WHICHEVER IS DEEPER, THEN AT A 1(V):4(H) TAPER TO THE BOTTOM OF THE RECOMMENDED SUBGRADE EXCAVATION.

14. THE CONTRACTOR IS HEREBY REMINDED OF THEIR RESPONSIBILITY UNDER STATE LAW TO CONTACT ALL UTILITIES THAT MAY HAVE FACILITIES IN THIS AREA. CONTACT MUST BE MADE THROUGH GOPHER STATE ONE-CALL.

15. SLOPE DRESSING ON THIS PROJECT IS DEFINED AS THE TOPSOIL OR OTHER SOIL PLACED DURING CONSTRUCTION TO PROVIDE A MEDIUM FOR ESTABLISHING TURF.

16. ANY DEBRIS WHICH MAY BE ENCOUNTERED DURING GRADING SHALL BE DISPOSED OF BY THE CONTRACTOR OFF THE PROJECT RIGHT OF WAY IN A SUITABLE DISPOSAL AREA.

17. EXTREME CARE SHALL BE TAKEN SO THAT ALL EXISTING TREES LOCATED WITHIN & ADJACENT TO THE CONSTRUCTION AREAS ARE NOT REMOVED OR DAMAGED, UNLESS NOTED OTHERWISE. THE CONTRACTOR SHALL CONTACT THE OWNER WITH ANY POTENTIAL CONFLICTS.

18. UNLESS OTHERWISE RECOMMENDED, PROVIDE FOR ALL SUBCUTS AND BACKFILL ACCORDINGLY THROUGHOUT THE ENTIRE PROJECT AS DEFINED ON THE GRADING PLANS.

19. PROVIDE 1(V):20(H) TAPERS WHEN CHANGING SUBCUT DEPTHS.

20. PIPE SEWERS CONNECTING MANHOLES AND CATCH BASINS SHALL BE IN ACCORDANCE WITH MNDOT SPEC. 2503 AND CITY OF ELK RIVER REQUIREMENTS. BEDDING AND BACKFILL SHALL CONSIST OF UNIFORM SUITABLE GRADING MATERIAL MATCHING ADJACENT SOILS UNLESS OTHERWISE DIRECTED BY THE ENGINEER.

21. NO EXTRA PAYMENT WILL BE MADE FOR TEMPORARY STOCKPILING OF EXCAVATION, EMBANKMENT AND/OR BORROW MATERIAL.

22. CONSTRUCTION ACTIVITY SHALL BE PERFORMED IN SUCH A MANNER THAT ACCESS IS MAINTAINED TO ALL RESIDENCES. WHERE CONSTRUCTION OPERATIONS REQUIRE CLOSURE OF ACCESS TO SITE OR SURROUNDING PROPERTIES, CONTRACTOR SHALL COORDINATE WITH SAID PROPERTY OWNER AT LEAST 24 HOURS BEFORE THE ANTICIPATED ACCESS INTERRUPTION AND ALL ACCESS SHALL BE AT LEAST TEMPORARILY RESTORED EACH NIGHT BEFORE THE END OF THE WORK DAY. NO PROPERTY OWNER SHALL BE LEFT WITHOUT ADEQUATE ACCESS OVERNIGHT OR OVER THE WEEKEND. EMERGENCY VEHICLE ACCESS SHALL BE MAINTAINED AS WELL.

23. AS SHOWN ON THE PLANS, VARIOUS UTILITIES ARE LOCATED WITHIN THE PROJECT LIMITS. THERE ARE ADDITIONAL UTILITIES THAT MAY EXIST AND ARE NOT SHOWN ON THE PLANS. THE CONTRACTOR SHALL COORDINATE THEIR ACTIVITIES WITH THE AFFECTED UTILITY COMPANIES AND/OR ADJACENT PROPERTY OWNERS AND WILL BE RESPONSIBLE FOR VERIFICATION AND PROTECTION OF ALL UTILITIES IN THEIR EXISTING LOCATION (POWER POLES, PEDESTALS, ETC.). THE CONTRACTOR SHALL COORDINATE WITH THE PRIVATE UTILITIES AND/OR ADJACENT PROPERTY OWNERS TO ARRANGE SUPPORTING/RELOCATE AND/OR REPAIRS TO ALL FACILITIES AS NEEDED FOR ALL UTILITY AND STREET IMPROVEMENTS. THE OWNER SHALL NOT INCUR ADDITIONAL COSTS IF THE LOCATIONS OF UTILITIES ARE NOT SHOWN ON THE PLANS FOR FOR DELAYS IN CONSTRUCTION CAUSED FROM CONFLICTS WITH PRIVATE UTILITIES. THE CONTRACTOR SHALL COORDINATE WITH SHERBURNE COUNTY, THE CITY OF ELK RIVER, AND ALL UTILITY COMPANIES FOR ANY NECESSARY REMOVAL AND RELOCATION OF THEIR FACILITIES. THE CONTRACTOR SHALL PERFORM GRADING OPERATIONS AROUND ALL OVERHEAD ELECTRIC POWER POLES AND GUY WIRES. COORDINATE WITH LOCAL ELECTRIC COMPANY.

24. STORAGE AREAS ARE ONLY FOR NEW MATERIALS TO BE INCORPORATED INTO THE WORK OR MATERIALS SALVAGED FROM THE PROJECT THAT ARE TO BE REINSTALLED AS PART OF THE PROJECT. CONTRACTOR WILL NOT BE ALLOWED TO STORE PROJECT REMOVAL ITEMS (SUCH AS CONCRETE PAVEMENTS, SIDEWALKS, OLD MANHOLE STRUCTURES, ETC.) FOR LATER DISPOSAL. THOSE TYPES OF MATERIALS SHALL BE REMOVED FROM THE PROJECT AREA ON THE DAY THAT IT IS REMOVED FROM ITS EXISTING LOCATION,. THE CONTRACTOR SHALL ERECT A TEMPORARY BARRIER SYSTEM TO PREVENT THE GENERAL PUBLIC FROM ACCESSING THE STORAGE AREA. THE BARRIER SYSTEM SHALL BE APPROVED BY THE ENGINEER AND ERECTED PRIOR TO STORING MATERIALS. THE STORAGE AREAS SHALL BE RESTORED TO EXISTING OR BETTER QUALITY PRIOR TO PROJECT ACCEPTANCE. ALL COSTS INCURRED BY THE CONTRACTOR TO PROVIDE, MAINTAIN AND REMOVE THE TEMPORARY BARRIER SYSTEM AND RESTORE THE STORAGE AREA ARE INCIDENTAL TO THE PROJECT.

25. CONCRETE WASHOUT SHALL BE IN ACCORDANCE WITH MnDOT SPECIFICATION 1717 AND AS MAY BE MODIFIED IN THE SPECIAL PROVISIONS. ALL MATERIALS AND WORK NECESSARY TO CONSTRUCT AND MAINTAIN THE CONCRETE WASHOUT AREA SHALL BE INCIDENTAL TO CONCRETE PAY ITEMS.

26. ANY DISTURBED PROPERTY PINS SHALL BE REPLACED AND RESET AT NO COST TO THE OWNER.

27. ALL CURB RAMPS & SIDEWALKS SHALL CONFORM TO THE LATEST ADA REQUIREMENTS.

28. UTILITY TRENCHES SHALL BE COMPACTED BY THE "QUALITY COMPACTION METHOD".

29. THE REMOVAL OF BITUMINOUS/CONCRETE PAVEMENT SHALL INCLUDE ALL NECESSARY SAWCUTS AS INCIDENTAL.

30. ALL FIELD TILES CROSSING THE EXISTING AND/OR NEW RIGHT OF WAY SHALL BE PROTECTED AT ALL TIMES. TILE LINES MARKED ON THIS PLAN AND ANY LOCATED DURING CONSTRUCTION OPERATIONS SHALL BE VERIFIED TO BE IN WORKING ORDER AT THE COMPLETION OF MASS EARTHWORK AND AGGREGATE PLACEMENT OPERATIONS. INSPECTION, DOCUMENTATION AND REPAIR/REPLACEMENT OF TILE LINES, IF NECESSARY DUE TO THE NEGLIGENCE OF THE CONTRACTOR, SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.

31. THE CONTRACTOR SHALL INSTALL TEMPORARY MAIL BOXES AND SUPPORTS AT LOCATIONS DESIGNATED BY THE POST MASTER DURING CONSTRUCTION OPERATIONS, INCIDENTAL.

32. THE CITY WILL IMPOSE A $1,000 MAINTENANCE FEE FOR EVERY PATCH LOCATION NEEDED IN THE BASE COURSE PAVEMENT. NO PATCHES ARE ALLOWED IN ANY WEAR COURSE PAVEMENT.

ISG

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JERREMY D. FOSS

DATE xxxx-xx-xx LIC. NO. 55871

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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
FILE NAME	26553 - 2 OVERALL (P2)
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	JDF
ORIGINAL ISSUE DATE	2024-08-26
CLIENT PROJECT NO.	-

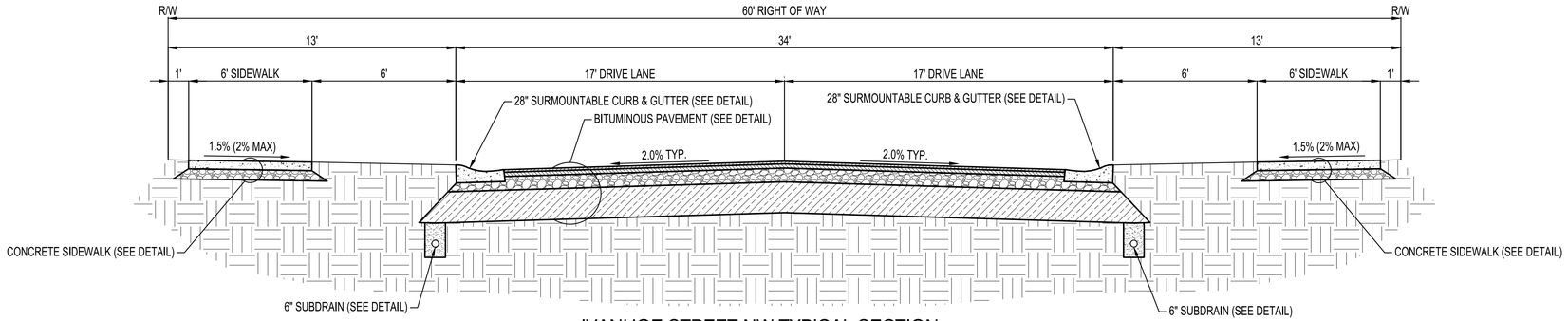
TITLE

SOILS & CONSTRUCTION NOTES

SHEET

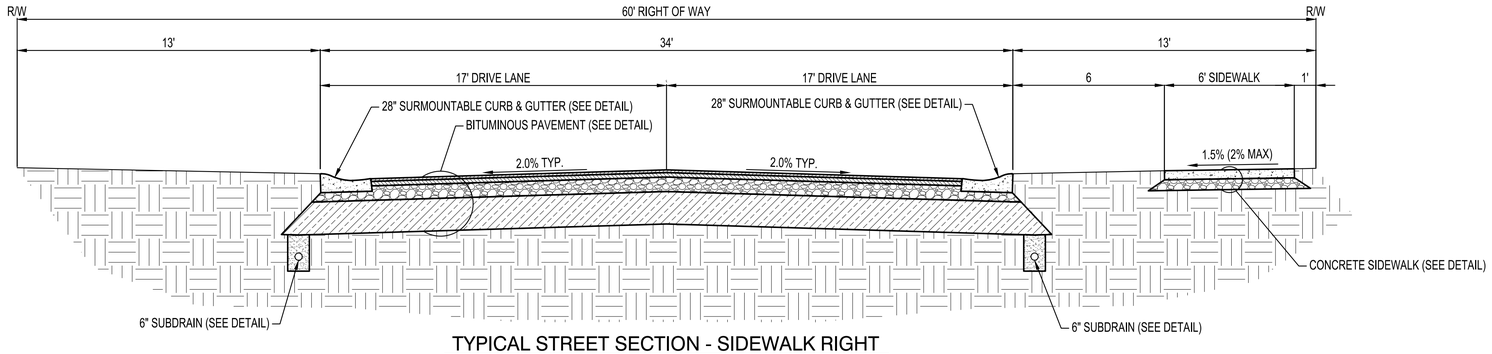
4

OF 115



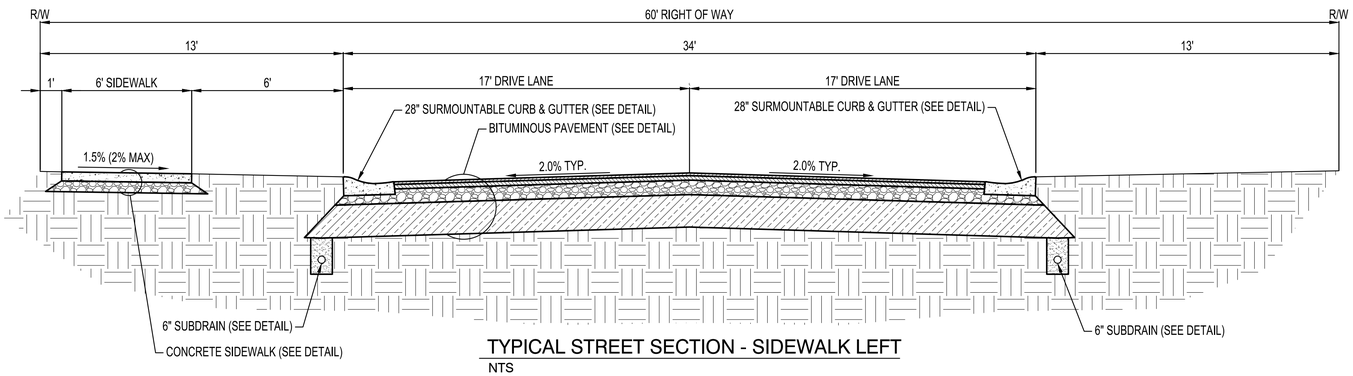
IVANHOE STREET NW TYPICAL SECTION

NTS



TYPICAL STREET SECTION - SIDEWALK RIGHT

NTS



TYPICAL STREET SECTION - SIDEWALK LEFT

NTS

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CLIENT PROJECT NO.	-

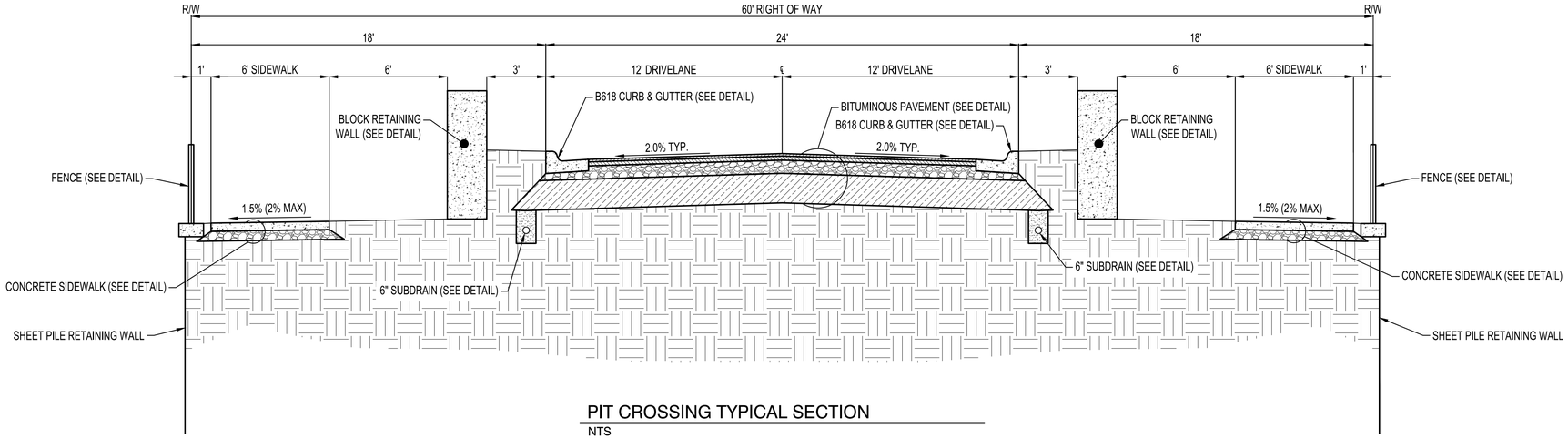
TITLE

TYPICAL STREET SECTIONS

SHEET

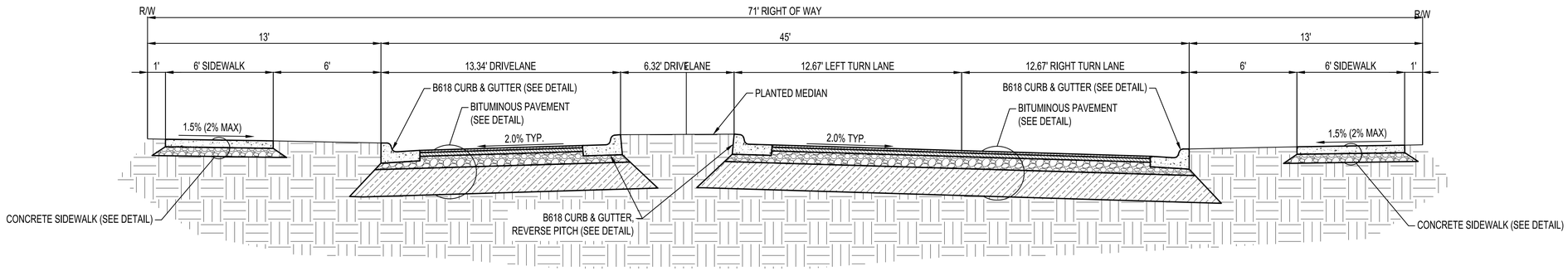
5

OF 115



PIT CROSSING TYPICAL SECTION

NTS



185TH AVENUE ENTRANCE TYPICAL SECTION

NTS

ISG

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BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

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CLIENT PROJECT NO.	-

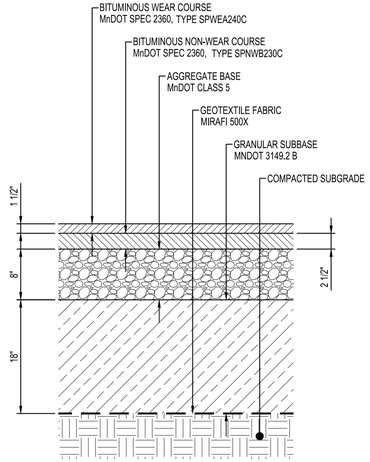
TITLE

TYPICAL STREET SECTIONS

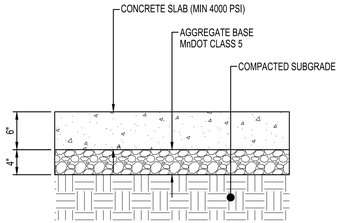
SHEET

6

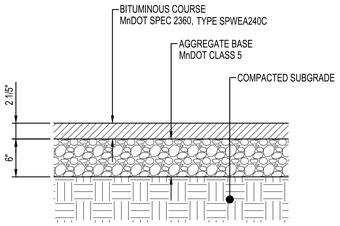
OF 115



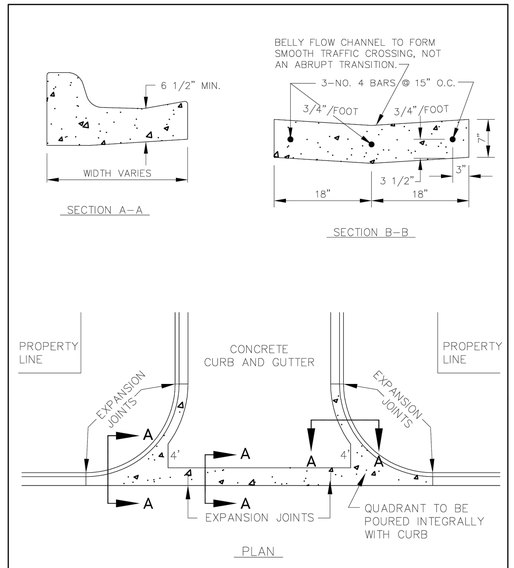
BITUMINOUS PAVEMENT
NTS



CONCRETE SIDEWALK
NTS



BITUMINOUS TRAIL
NTS

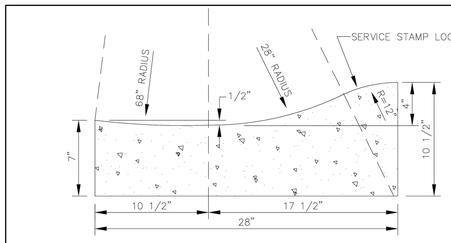


REV: 3/2006

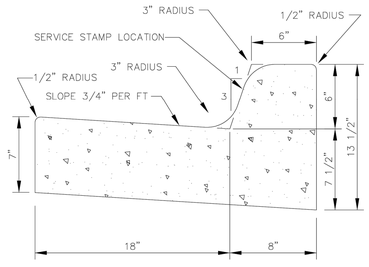
City of Elk River

CONCRETE "V" GUTTER

STANDARD PLATE NO. 2001



28" SURMOUNTABLE CONCRETE CURB AND GUTTER



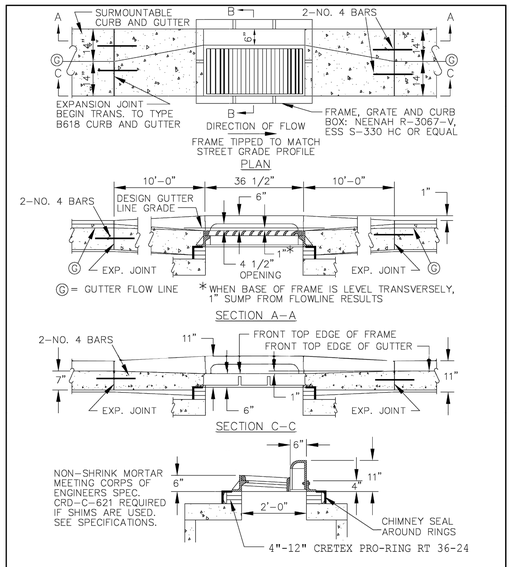
B618 CONCRETE CURB AND GUTTER

REV: 3/2006

City of Elk River

SURMOUNTABLE AND B618 CONCRETE CURB AND GUTTER

STANDARD PLATE NO. 2000

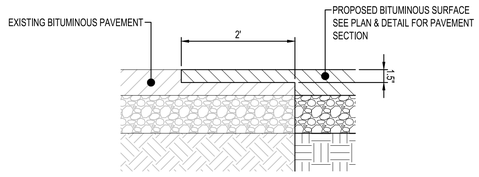


REV: 2/2023

City of Elk River

CATCH BASIN FRAME PLACEMENT SURMOUNTABLE CURB AND GUTTER

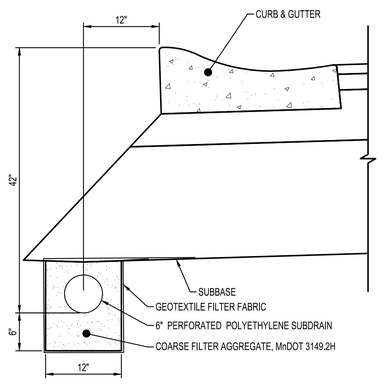
STANDARD PLATE NO. 2005



NOTES:

USE WHENEVER NEW BITUMINOUS ABUTS EXISTING BITUMINOUS

EDGE MILLING
NTS ST350



STORM SEWER SUBDRAIN
NTS SD900

ISG

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JERREMY D. FOSS

DATE XXXX-XX-XX LIC. NO. 55871

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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

REVISION SCHEDULE

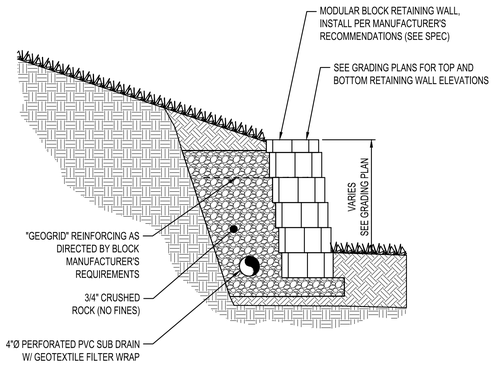
DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
FILE NAME	26553 - 3 DETAILS (P2)
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	JDF
ORIGINAL ISSUE DATE	2024-08-26
CLIENT PROJECT NO.	-

TITLE

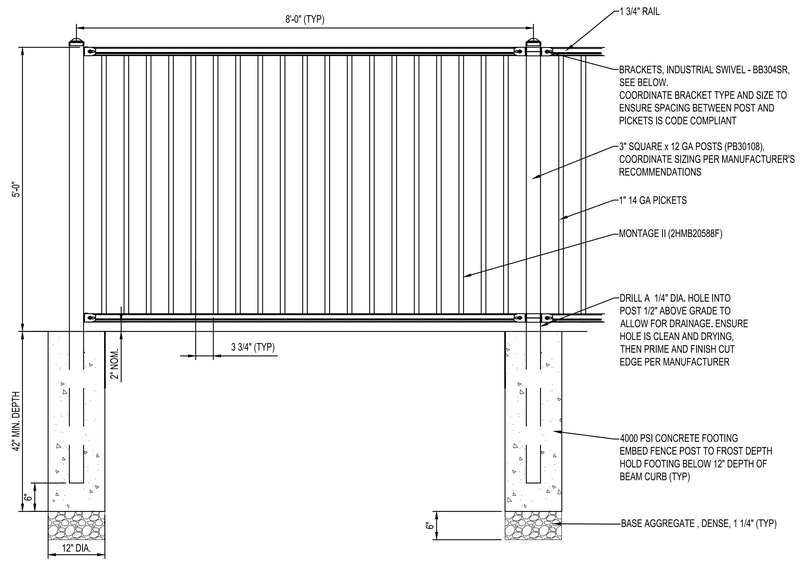
SITE DETAILS

SHEET 7 OF 115



MODULAR BLOCK RETAINING WALL SECTION

NTS LD502-U



DECORATIVE FENCE

NTS LD300-U

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BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

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CLIENT PROJECT NO.	-

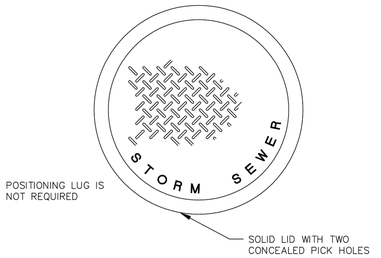
TITLE

SITE DETAILS

SHEET

8

OF 115



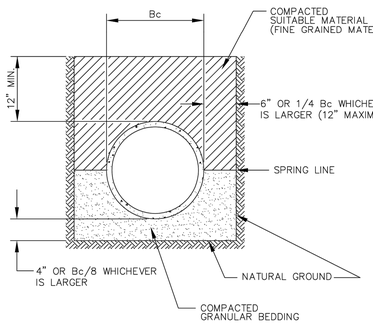
CASTING SHALL BE NEENAH R-1733 OR EQUAL

REV: 3/2006

City of Elk River

STANDARD MANHOLE CASTING

STANDARD PLATE NO. 2506



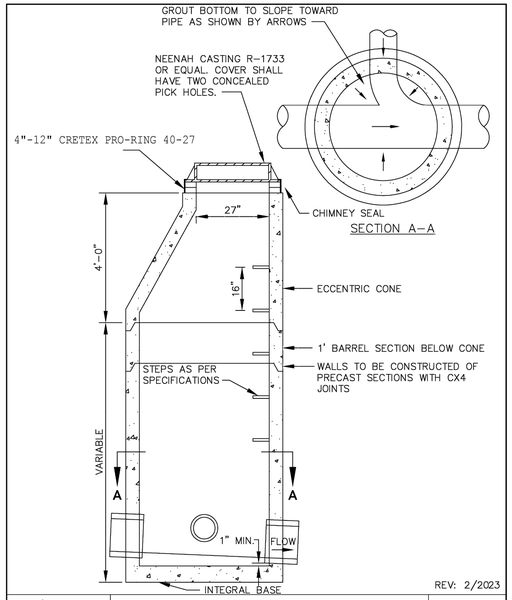
NOTE: ALL COSTS OF EXCAVATION BELOW GRADE AND PLACEMENT OF GRANULAR BEDDING SHALL BE INCLUDED IN THE BID PRICES FOR PIPE ITEMS.

REV: 3/2006

City of Elk River

CLASS B PIPE BEDDING

STANDARD PLATE NO. 3406

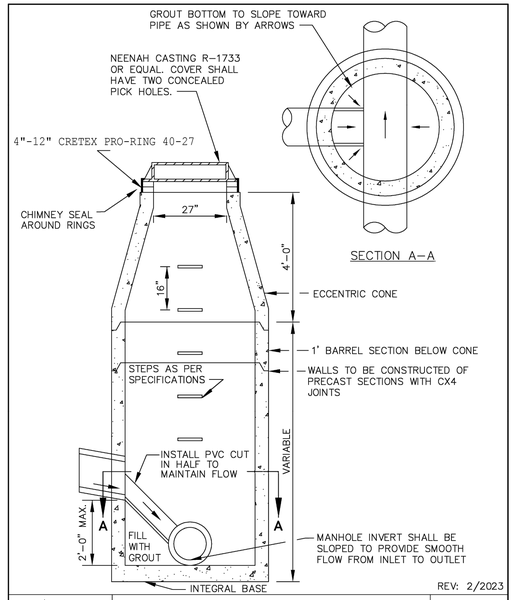


REV: 2/2023

City of Elk River

STANDARD MANHOLE

STANDARD PLATE NO. 4000

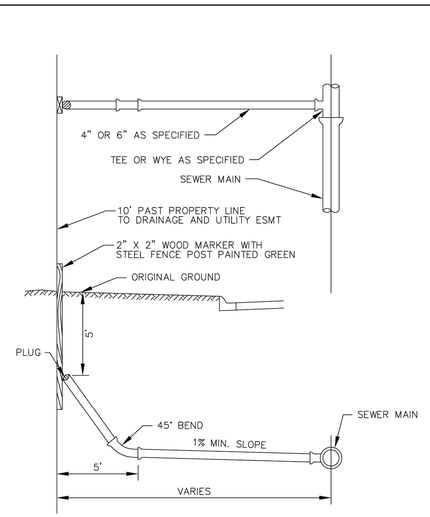


REV: 2/2023

City of Elk River

INSIDE DROP MANHOLE (TWO FEET OR LESS)

STANDARD PLATE NO. 4002

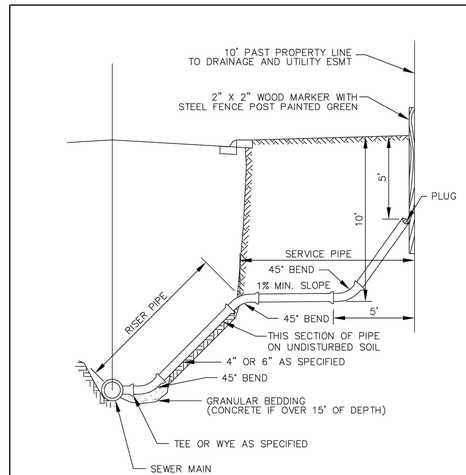


REV: 2/2017

City of Elk River

TYPICAL HOUSE SERVICE

STANDARD PLATE NO. 4007



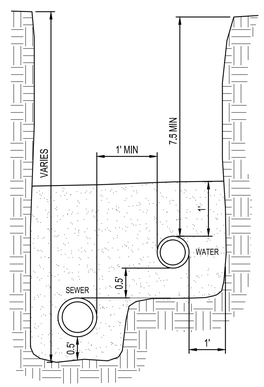
TO BE USED AS SERVICE CONNECTIONS ON DEEP LINES

REV: 2/2017

City of Elk River

SERVICE RISER SECTION

STANDARD PLATE NO. 4008



NOTES:

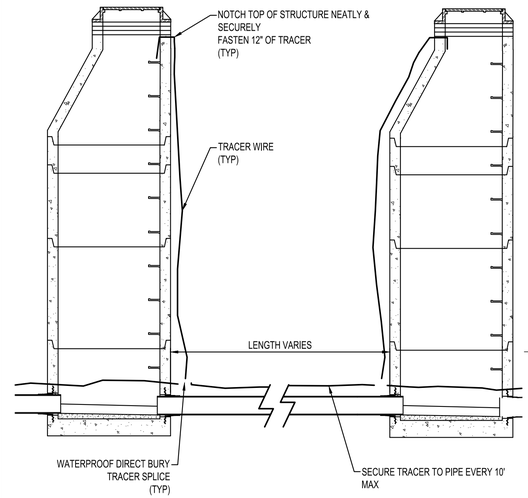
GRANULAR MATERIAL IN THIS ZONE SHALL BE INCIDENTAL TO PIPE INSTALLATION.

IF THE SANITARY SEWER LOCATION IS ABOVE THE WATERMAIN, THE SANITARY SEWER PIPE MATERIAL SHALL BE WATERMAIN SPECIFICATION CLASS 160 SDR 26 PRESSURE PIPE.

2' OF SEPARATION IS STANDARD. SERVICES MAY BE CLOSER NEAR CONNECTION POINT IF NECESSARY DUE TO EXISTING SERVICE LOCATIONS.

SANITARY & WATER SERVICES (SAME TRENCH)

NTS SA330



NOTES:

TRACER WIRE CONSIDERED INCIDENTAL TO SEWER CONSTRUCTION

TRACER WIRE FOR SANITARY SEWER

NTS SA700

ISG

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JERREMY D. FOSS

DATE XXXX-XX-XX LIC. NO. 55871

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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
FILE NAME	26553 - 3 DETAILS (P2)
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	JDF
ORIGINAL ISSUE DATE	2024-08-26
CLIENT PROJECT NO.	-

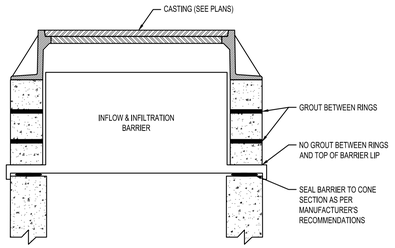
TITLE

SANITARY DETAILS

SHEET

9

OF 115



NOTES:

BARRIER SHALL BE STRIKE PRODUCTS I&I BARRIER, ESS BROTHERS ALIGNMENT BARRIER OR APPROVED EQUAL

INFLOW &
INFILTRATION BARRIER
NTS

ISG

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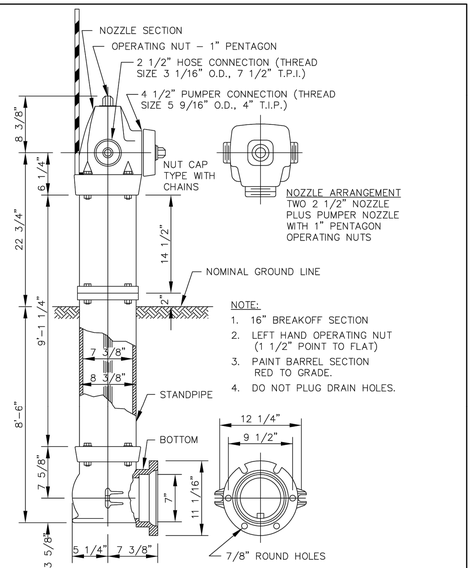
10 OF 115

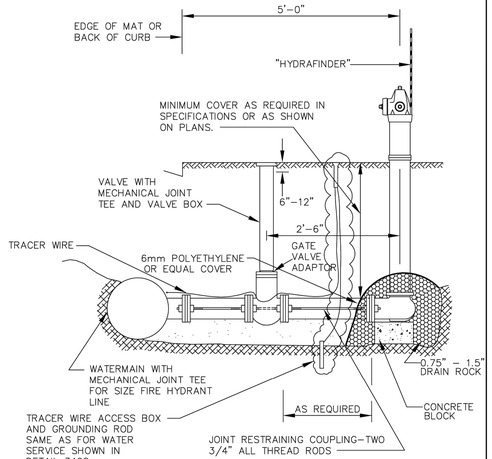


NOTE:
1. 16" BREAKOFF SECTION
2. LEFT HAND OPERATING NUT (1 1/2" POINT TO FLAT)
3. PAINT BARREL SECTION RED TO GRADE.
4. DO NOT PLUG DRAIN HOLES.

NOTE: "HYDRAFINDER" HYDRANT LOCATING DEVICES REQUIRED – SEE SPECIFICATIONS.

REV: 3/2006

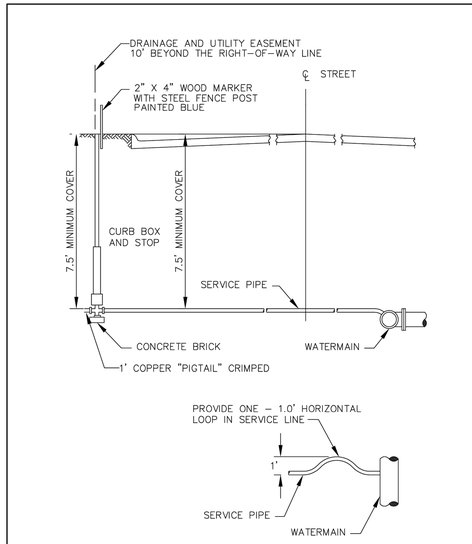
PACER HYDRANT DETAIL — STANDARD PLATE NO. 3401



NOTE:
ALL HYDRANT LEADS SHALL BE RESTRAINED FROM THE MAIN TO THE HYDRANT THROUGH THE USE OF THREADED RODS OR MEGALUGS AS RESTRAINTS IN ACCORDANCE WITH THE STANDARD DETAIL PLATES.

REV: 2/2017

HYDRANT RESTRAINT DETAIL — STANDARD PLATE NO. 3402

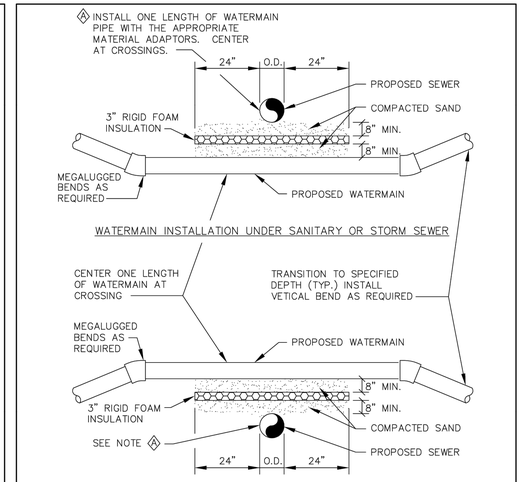


PLAN

NOTE: TRACER WIRE NOT SHOWN. INSTALL PER PLATES 3408 & 3409

REV: 2/2017

TYPICAL SERVICE DETAIL — STANDARD PLATE NO. 3403

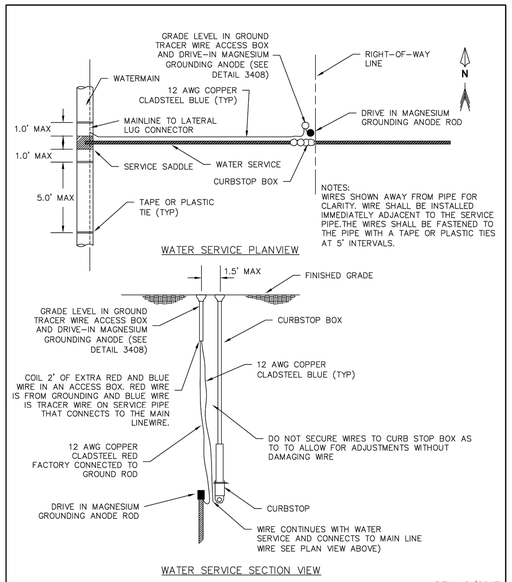


WATERMAIN INSTALLATION OVER SANITARY OR STORM SEWER

NOTES:
WHEN WATERMAIN COVER IS LESS THAN 7.5 FEET, INSTALL WATERMAIN UNDER SANITARY SEWER.

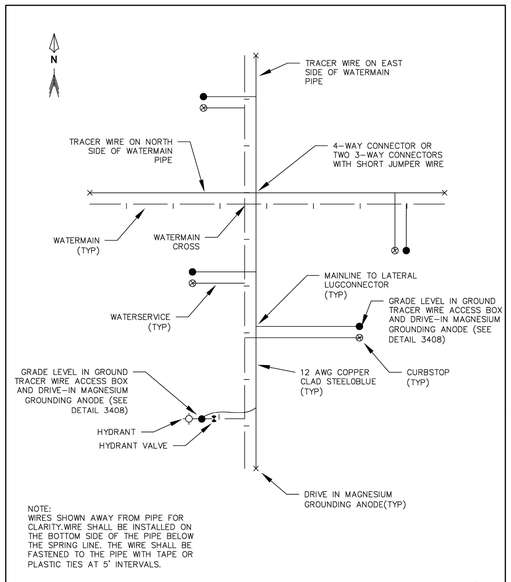
REV: 2/2017

WATERMAIN CROSSING — STANDARD PLATE NO. 3404



REV: 2/2017

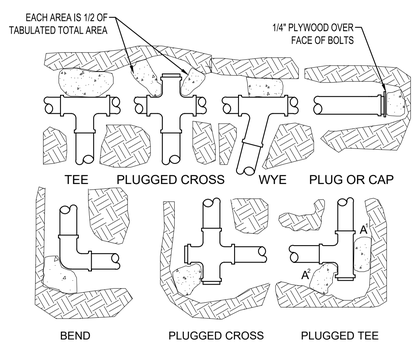
TRACER WIRE DETAIL — STANDARD PLATE NO. 3408



NOTE:
WIRES SHOWN AWAY FROM PIPE FOR CLARITY.WIRE SHALL BE INSTALLED ON THE BOTTOM SIDE OF THE PIPE BELOW THE SPRING LINE. THE WIRE SHALL BE FASTENED TO THE PIPE WITH TAPE OR PLASTIC TIES AT 5' INTERVALS.

REV: 2/2017

TRACER WIRE LAYOUT DETAIL — STANDARD PLATE NO. 3409



THRUST BLOCK BEARING (SF) TABLE

NOMINAL FITTING SIZE INCHES	TEE,WYE PLUG OR CAP	90 BEND PLUGGED CROSS	TEE PLUGGED ON RUN		45° BEND	22 ½° BEND	11 ¼° BEND
			A^1	A^2			
4	1.0	1.4	1.9	1.4	1.0		
6	2.1	3.0	4.3	3.0	1.6	1.0	
8	3.8	5.3	7.6	5.4	2.9	1.5	1.0
10	5.9	8.4	11.8	8.4	4.6	2.6	1.2
12	8.5	12.0	17.0	12.0	6.6	3.4	1.7
14	11.5	16.3	23.0	16.3	8.9	4.6	2.3
16	15.0	21.3	30.0	21.3	11.6	6.0	3.0
18	19.0	27.0	38.0	27.0	14.6	7.6	3.8
20	23.5	33.3	47.0	33.3	18.1	9.4	4.7
24	34.0	48.0	68.0	48.0	26.2	13.6	6.8

NOTES

1. CONCRETE THRUST BLOCKING TO BE POURED AGAINST UNDISTURBED EARTH
2. KEEP CONCRETE CLEAR OF JOINT AND ACCESSORIES
3. IF NOT SHOWN ON PLANS, REQUIRED BEARING AREAS AT FITTING SHALL BE AS INDICATED ABOVE, ADJUST IF NECESSARY, TO CONFORM TO THE TEST PRESSURE(S) AND ALLOWABLE SOIL BEARING STRESS (ES)
4. BEARING AREAS AND SPECIAL BLOCKING DETAILS SHOWN ON PLANS TAKE PRECEDENCE OVER BEARING AREAS AND BLOCKING DETAILS SHOWN ON THIS STANDARD DETAIL
5. ABOVE BEARING AREAS BASED ON TEST PRESSURE OF 150 PSI AND AN ALLOWABLE SOIL BEARING STRESS OF 2000 LBS PER SQ/FT. TO COMPUTE BEARING AREAS FOR DIFFERENT TEST PRESSURES AND SOIL BEARING USE THE FOLLOWING EQUATION: BEARING AREA=TEST PRESSURE/150x12000/SOIL BEARING STRESS x TABLE VALUE

WATERMAIN THRUST BLOCKING

NTS — WM700

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LENNAR HOMES

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ELK RIVER MINNESOTA

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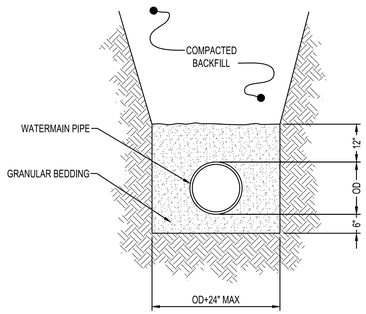
CLIENT PROJECT NO.	-

TITLE

WATER DETAILS

SHEET

11 OF 115

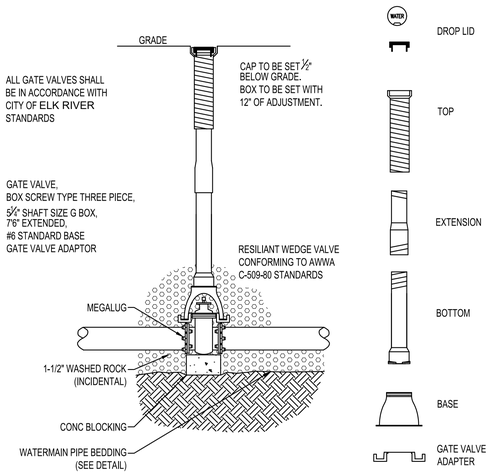


NOTE:

GRANULAR BEDDING AND ENCASEMENT FOR WATERMAIN PIPES SHALL BE INCIDENTAL TO CONSTRUCTION

PIPE BEDDING
WATER MAIN

NTS WM300

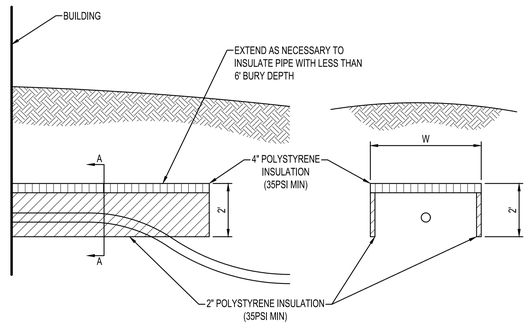


NOTES:

INSTALL TOP NUT EXTENDER TO 7' DEPTH ON ALL VALVES WITH OVER-DEPTH

TYPICAL
GATE VALVE & BOX INSTALLATION

NTS WM200



TYPICAL DIMENSIONS

PIPE DEPTH	W
2'	12'
3'	10'
4'	8'
5'	6'
6'	4'
7'	2'

WATER PIPE INSULATION

NTS WM400

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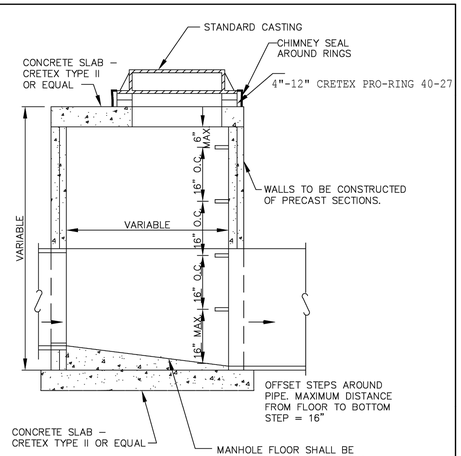
TITLE

WATER DETAILS

SHEET

12

OF 115



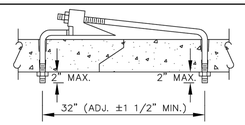
NOTE:

THIS TYPE MANHOLE SHALL BE USED WHEN SPECIFIED OR WHEN THE MANHOLE DEPTH IS LESS THAN EIGHT FEET.

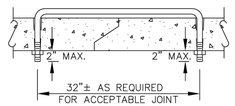
REV: 2/2023

City of Elk River	SLAB TOP MANHOLE	STANDARD PLATE NO. 2502

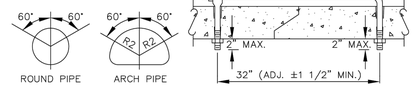
PIPE SIZE	THREAD DIAMETER
12 15 18 21 24 27	5/8" ROLLED THREADS (SEE NOTE 4)
30 33 36 42 48 54 60 66	3/4" CUT OR ROLLED
72 78 84 90 96 102 108 120 132	1" CUT OR ROLLED



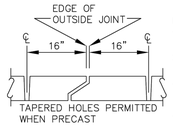
CANOPY TIE



U BOLT TIE



EYE BOLT TIE



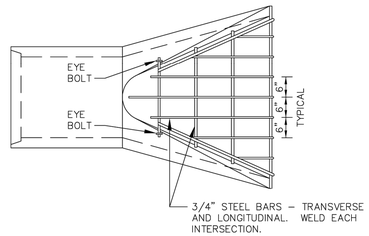
PLACEMENT OF HOLES

NOTE:

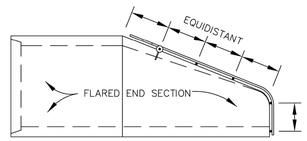
1. HOLES SHALL BE CAST–IN OR DRILLED 16" FROM OUTSIDE EDGE OF JOINT.
2. NUTS AND WASHERS ARE NOT REQUIRED ON INSIDE OF PIPE WITH 27" DIAMETER OR LESS.
3. TIES ARE NOT REQUIRED FOR BELL PIPE 24" AND SMALLER. ON OTHER SIZES, TIE MAY BE INSERTED FROM INSIDE.
4. CUT THREADS MAY BE USED IF WASHER AND NUT ARE USED.
5. PIPE SIZES LISTED ARE INSIDE DIAMETER OF ROUND PIPE OR EQUIVALENT DIAMETER OF PIPE ARCH.

REV: 3/2006

City of Elk River	CONCRETE PIPE JOINT TIES	STANDARD PLATE NO. 2503



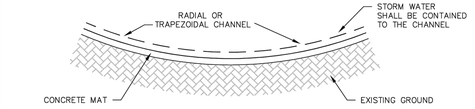
PLAN



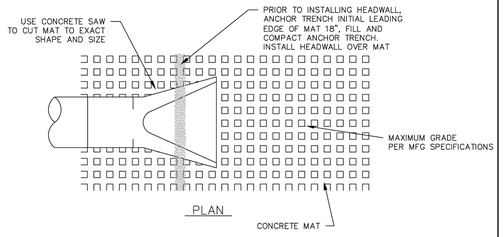
ELEVATION

REV: 3/2006

City of Elk River	TRASH GUARD	STANDARD PLATE NO. 2504



CROSS SECTIONAL VIEW



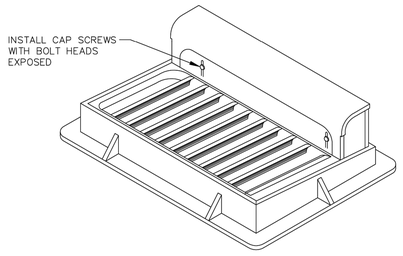
PLAN

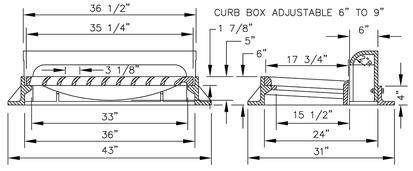
CONSTRUCTION NOTES:

1. GRADE OUTFALL AREA SO THAT WATER WILL FLOW DOWN THE CENTER OF THE CHANNEL AND BE CONTAINED TO THE CHANNEL. ALL SUBGRADE SURFACES PREPARED FOR PLACEMENT OF MATS SHALL BE SMOOTH AND FREE OF ALL ROCKS, STICKS, ROOTS, OTHER PROTRUSIONS, OR DEBRIS OF ANY KIND. THE PREPARED SURFACE SHALL PROVIDE A FIRM UNYIELDING FOUNDATION FOR THE MATS WITH NO SHARP OR ABRUPT BREAKS IN THE GRADE.
2. APPLY SEED DIRECTLY TO THE PREPARED SOIL PRIOR TO CONCRETE MAT INSTALLATION. USE SEED PER PROJECT SPECIFICATIONS.
3. PRIOR TO INSTALLING HEADWALL, ANCHOR TRENCH INITIAL LEADING EDGE OF MAT 18", FILL AND COMPACT ANCHOR TRENCH. INSTALL HEADWALL OVER MAT.
4. INSTALL CONCRETE MAT ROLLS. AVAILABLE WIDTHS ARE 5.5', 8', 10', 12', & 16' AVAILABLE IN CUSTOM LENGTHS. A CONCRETE SAW SHALL BE USED TO CUT THE MAT TO EXACT SIZE AND SHAPE.
5. APPLICATIONS WHERE OUTFALLS FLOW INTO RETENTION PONDS, EXTEND CONCRETE MAT A MINIMUM OF 3' BELOW LOW WATER ELEVATION.

REV: 2/2017

City of Elk River	CONCRETE EROSION MAT OUTLET INSTALLATION DETAIL	STANDARD PLATE NO. 2513

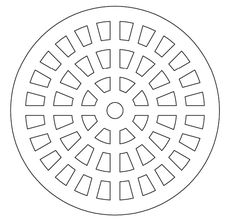


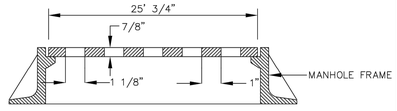


CASTINGS SHALL BE NEENAH R–3067–V OR EQUAL

REV: 3/2006

City of Elk River	STANDARD INLET CASTING	STANDARD PLATE NO. 2507





CASTING SHALL BE NEENAH R–1733–C OR EQUAL FOR YARDS

CASTING NEENAH R–4342 OR ~~R–4341–A (HIGH FLOW)~~ FOR DITCHES

REV: 3/2006

City of Elk River	GRATE CASTING	STANDARD PLATE NO. 2509

ISG

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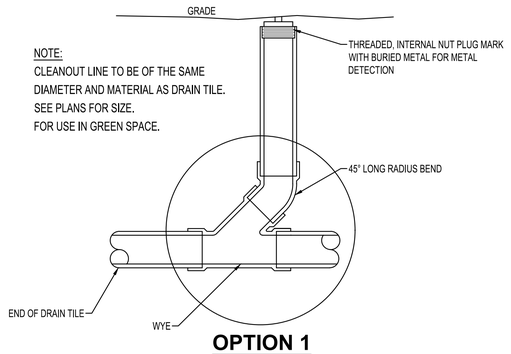
STORM DETAILS

SHEET

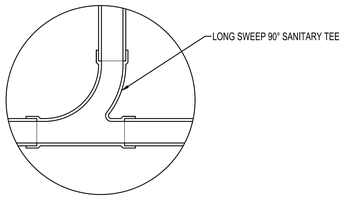
13

OF 115



NOTE:
CLEANOUT LINE TO BE OF THE SAME DIAMETER AND MATERIAL AS DRAIN TILE.
SEE PLANS FOR SIZE.
FOR USE IN GREEN SPACE.

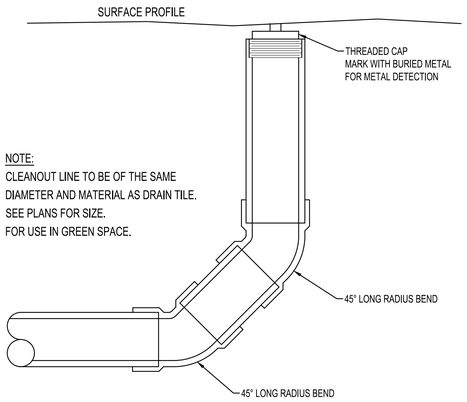
OPTION 1



OPTION 2

SUBDRAIN CLEANOUT

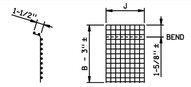
NTS SD450



NOTE:
CLEANOUT LINE TO BE OF THE SAME DIAMETER AND MATERIAL AS DRAIN TILE.
SEE PLANS FOR SIZE.
FOR USE IN GREEN SPACE.

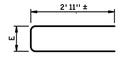
SUBDRAIN TERMINAL CLEANOUT/END

NTS SD451



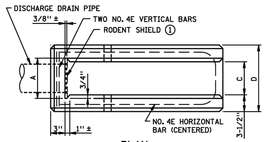
RODENT SHIELD ①

DIMENSIONS ARE APPROXIMATE TO ALLOW FOR BEND AND A SNUG FIT IN SLOT IN HEADWALL.



NO. 4E HORIZONTAL BAR

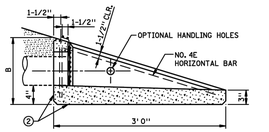
NO. 4E VERTICAL BAR
(2 REQUIRED)



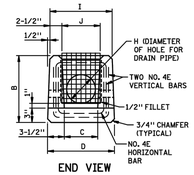
PLAN

DIMENSIONS	4" DIA. PIPE	6" DIA. PIPE	8" DIA. PIPE
A	6-1/2"	8-1/2"	10-1/2"
B	1' 0"	1' 2"	1' 4"
C	5"	7"	9"
D	1' 0"	1' 2"	1' 4"
E	8-1/2"	10-1/2"	1' 0-1/2"
F	9"	11"	1' 1"
G	9-1/2"	11-1/2"	1' 1-1/2"
H △	5"	7"	9-1/2"
I	11"	1' 1"	1' 3"
J	6"	8"	10"
APPROX. WT.	210 LBS.	250 LBS.	300 LBS.

△ EXACT DIMENSION DEPENDENT ON COUPLING METHOD.



SECTION



END VIEW

NOTES:

ALL CONCRETE MATERIALS SHALL BE MN/DOT MIX DESIGNATION 3W46 AND/OR OTHER MIX AS APPROVED BY THE STATE MATERIALS ENGINEER. HEADWALLS SHALL NOT BE SHIPPED UNTIL CONCRETE HAS REACHED A COMPRESSIVE STRENGTH OF 5000 PSI. THE EPOXY BARS SHALL BE SECURELY RETAINED SO THEY ARE NOT DISPLACED DURING CONCRETE PLACEMENT. TIE WIRE SHALL BE EPOXY COATED. WELDING WILL NOT BE PERMITTED. THE FABRICATOR SHALL PROVIDE A QUALITY CONTROL PROGRAM APPROVED BY THE MATERIALS ENGINEER.

① THE RODENT SHIELD SHALL BE FABRICATED FROM CARBON STEEL FLATTENED EXPANDED METAL, STYLE 1/2" NO. 4F. IT SHALL BE HOT DIPPED GALVANIZED AFTER FABRICATION. ACTUAL SCREEN DIMENSIONS SHALL BE SUCH AS WILL SNUGLY FIT THE PROVIDED SLOT (TAPERED IF NECESSARY), WITH THE SCREEN LIP FITTING FLUSH WITH THE CASTING TOP AND THE BOTTOM FITTING TIGHT TO THE FLOW LINE.

② THE MANUFACTURER'S NAME AND DATE OF PRODUCTION (MONTH AND YEAR) SHALL BE CLEARLY CAST (NOT INK STAMPED) INTO EITHER THE BOTTOM OF EACH HEADWALL OR NEAR THE BOTTOM OF THE LARGE END. IF A MANUFACTURER HAS MORE THAN ONE PLANT, THEY SHALL BE APPROPRIATELY CODED.

PRECAST CONCRETE HEADWALL

NTS

NOTE:
THE CLARITY OF THESE PLANS DEPEND UPON COLOR COPIES. IF THIS TEXT DOES NOT APPEAR IN COLOR, THIS IS NOT AN ORIGINAL PLAN SET AND MAY RESULT IN MISINTERPRETATION.

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

JERREMY D. FOSS

DATE XXXX-XX-XX LIC. NO. 55871

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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
FILE NAME	26553 - 3 DETAILS (P2)
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	JDF
ORIGINAL ISSUE DATE	2024-08-26
CLIENT PROJECT NO.	-

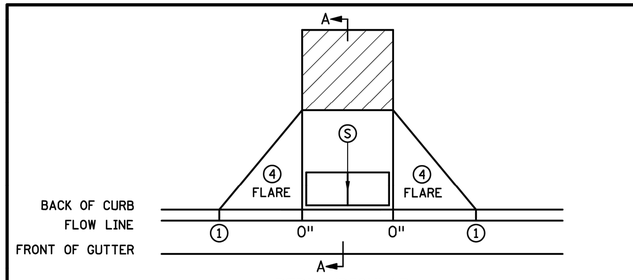
TITLE

STORM DETAILS

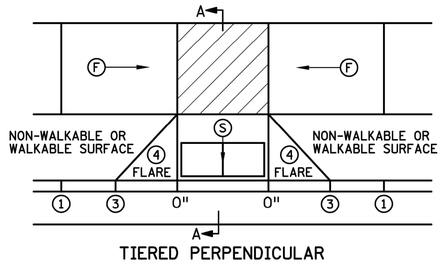
SHEET

14

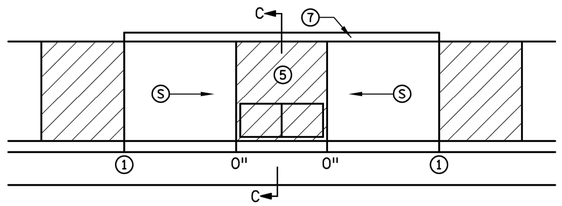
OF 115



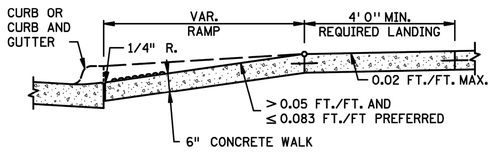
PERPENDICULAR



TIERED PERPENDICULAR

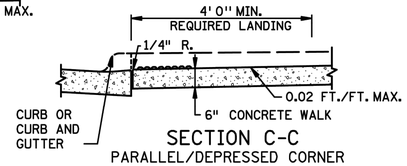


PARALLEL



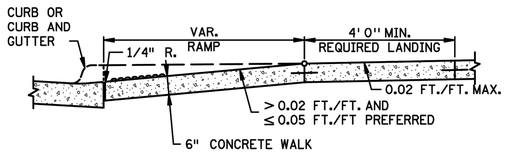
SECTION A-A

PERPENDICULAR/TIERED/DIAGONAL



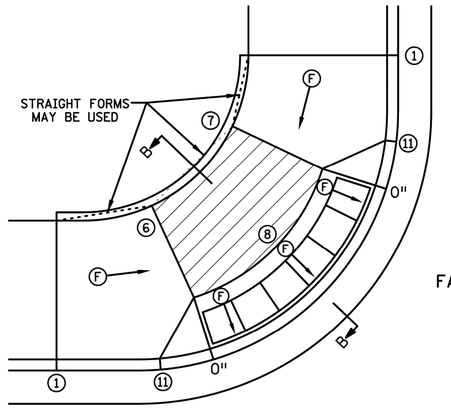
SECTION C-C

PARALLEL/DEPRESSED CORNER

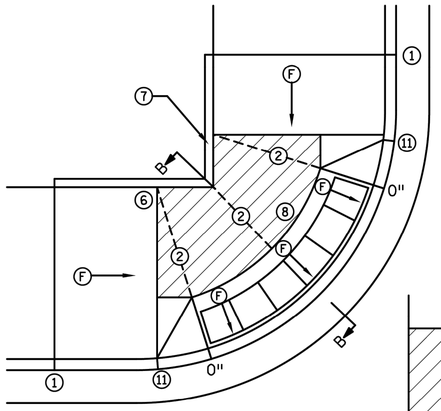


SECTION B-B

FAN

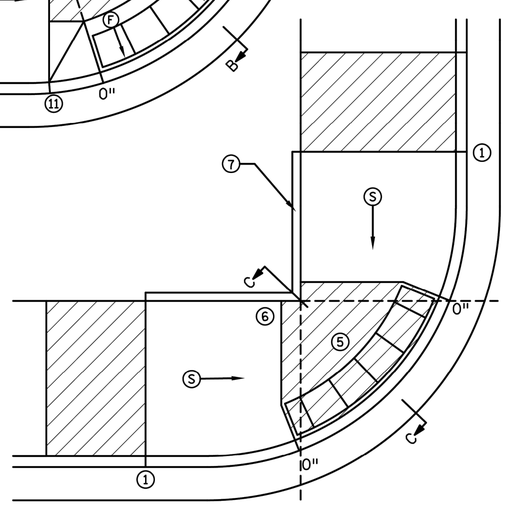


FAN (10)

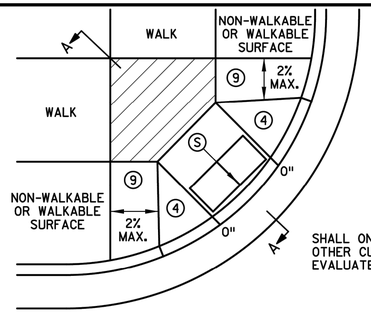


MODIFIED FAN (10)

USED WHEN RIGHT-OF-WAY
IS CONSTRAINED



DEPRESSED CORNER



DIAGONAL

SHALL ONLY BE USED AFTER ALL OTHER CURB RAMP TYPES HAVE BEEN EVALUATED AND DEEMED IMPRACTICAL

NOTES:

LANDINGS SHALL BE LOCATED ANYWHERE THE PEDESTRIAN ACCESS ROUTE (PAR) CHANGES DIRECTION, AT THE TOP OF RAMPS THAT HAVE RUNNING SLOPES GREATER THAN 5.0%, AND IF THE APPROACHING WALK IS INVERSE GRADE GREATER THAN 2%.

INITIAL CURB RAMP LANDINGS SHALL BE CONSTRUCTED WITHIN 15' FROM THE BACK OF CURB, WITH 6' FROM THE BACK OF CURB BEING THE PREFERRED DISTANCE, ONLY APPLICABLE WHEN THE INITIAL RAMP RUNNING SLOPE IS OVER 5.0%.

SECONDARY CURB RAMP LANDINGS ARE REQUIRED FOR EVERY 30" OF VERTICAL RISE WHEN THE LONGITUDINAL RUNNING SLOPE IS GREATER THAN 5.0%.

CONTRACTION JOINTS SHALL BE CONSTRUCTED ALONG ALL GRADE BREAKS WITHIN THE PAR. 1/4" DEEP VISUAL JOINTS SHALL BE USED AT THE TOPS OF CONCRETE FLARES ADJACENT TO WALKABLE SURFACES.

ALL GRADE BREAKS WITHIN THE PAR SHALL BE PERPENDICULAR TO THE PATH OF TRAVEL, THUS BOTH SIDES OF A SLOPED WALKING SURFACE MUST BE EQUAL LENGTH. (EXCEPT AS STATED IN (6) BELOW.

TO ENSURE RAMPS AND LANDINGS ARE PROPERLY CONSTRUCTED, ALL INITIAL LANDINGS AT A TOP OF A RAMPED SURFACE (RUNNING SLOPE GREATER THAN 2%) SHALL BE FORMED AND PLACED SEPARATELY IN AN INDEPENDENT CONCRETE POUR. FOLLOW SIDEWALK REINFORCEMENT DETAILS ON SHEET 6 OF 6 FOR ALL SEPARATELY POURED INITIAL LANDINGS.

WHEN SIDEWALK IS AT BACK OF CURB, TOP OF CURB SHALL MATCH PROPOSED ADJACENT WALK GRADE.

MAINTAIN POSITIVE BOULEVARD DRAINAGE TO TOP OF CURB.

ALL RAMP TYPES SHOULD HAVE A MINIMUM 3' LONG RAMP LENGTH.

4' MINIMUM WIDTH OF DETECTABLE WARNING IS REQUIRED FOR ALL RAMPS. DETECTABLE WARNINGS SHALL CONTINUOUSLY EXTEND FOR A MIN. OF 24" IN THE PATH OF TRAVEL. DETECTABLE WARNING TO COVER THE ENTIRE PAR WIDTH OF SHARED-USE PATHS AND THE ENTIRE PAR WIDTH OF THE WALK WITH THE EXCEPTION OF 3" MAXIMUM ON EACH OUTSIDE EDGE WHICH ENSURES THE DETECTABLE WARNINGS ARE ENCASED IN CONCRETE WHEN ADJACENT TO TURF. WHEN ADJACENT TO CONCRETE FLARES 0" - 3" OFFSET IS ALLOWED.

WHEN DESIGNING OR ORDERING RECTANGULAR DETECTABLE WARNING SURFACES SHOULD BE 6" LESS THAN THE INCOMING PAR. ARC LENGTH OF THE RADIAL DETECTABLE WARNINGS SHOULD NOT BE GREATER THAN 20 FEET.

RECTANGULAR DETECTABLE WARNINGS SHALL BE SETBACK 3" FROM THE BACK OF CURB. RADIAL DETECTABLE WARNINGS SHALL BE SETBACK 3" MINIMUM TO 6" MAXIMUM FROM THE BACK OF CURB.

(1) MATCH FULL HEIGHT CURB.
(2) 4' MINIMUM DEPTH LANDING REQUIRED ACROSS TOP OF RAMP.
(3) 3" HIGH CURB WHEN USING A 3' LONG RAMP, 4" HIGH CURB WHEN USING A 4' LONG RAMP.
(4) SEE SHEET 4 OF 6, TYPICAL SIDE TREATMENT OPTIONS, FOR DETAILS ON FLARES AND RETURNED CURBS.
(5) DETECTABLE WARNINGS MAY BE PART OF THE 4' X 4' MIN. LANDING AREA IF IT IS NOT FEASIBLE TO CONSTRUCT THE LANDING OUTSIDE OF THE DETECTABLE WARNING AREA.
(6) THE GRADE BREAK SHALL BE PERPENDICULAR TO THE BACK OF WALK. THIS WILL ENSURE THAT THE GRADE BREAK IS PERPENDICULAR TO THE DIRECTION OF TRAVEL. (TYPICAL FOR ALL)
(7) WHEN ADJACENT TO GRASS, GRADING SHALL ALWAYS BE USED WHEN FEASIBLE. V CURB, IF USED, SHALL BE PLACED OUTSIDE THE SIDEWALK LIMITS WHEN RIGHT OF WAY ALLOWS. WHEN ADJACENT TO PARKING LOTS, CONCRETE OR BITUMINOUS TAPERS LESS THAN 5% RUNNING SLOPE SHOULD BE USED OVER V CURB TO REDUCE TRIPPING HAZARDS AND FACILITATE SNOW & ICE REMOVAL.
(8) A 7' MIN TOP RADIUS GRADE BREAK IS REQUIRED TO BE CONSTRUCTIBLE.
(9) PAVE FULL WALK WIDTH.
(10) "S" SLOPES ON FANS SHALL ONLY BE USED WHEN ALL OTHER FEASIBLE OPTIONS HAVE BEEN EVALUATED AND DEEMED IMPRACTICAL.
(11) INTERMEDIATE CURB HEIGHTS TAPER SHALL RISE AT 8-10% TO A MINIMUM 3" CURB HEIGHT. REDUCE INTERMEDIATE CURB HEIGHT TO 2+ INCHES IF NECESSARY TO MATCH ADJACENT BOULEVARD OR SIDEWALK GRADES.

LEGEND

THESE LONGITUDINAL SLOPE RANGES SHALL BE THE STARTING POINT. IF SITE CONDITIONS WARRANT, LONGITUDINAL SLOPES UP TO 8.3% OR FLATTER ARE ALLOWED.

(S) INDICATES PEDESTRIAN RAMP - SLOPE SHALL BE BETWEEN 5.0% MINIMUM AND 8.3% MAXIMUM IN THE DIRECTION SHOWN AND THE CROSS SLOPE SHALL NOT EXCEED 2.0%.

(F) INDICATES PEDESTRIAN RAMP - SLOPE SHALL BE GREATER THAN 2.0% AND LESS THAN 5.0% IN THE DIRECTION SHOWN AND CROSS SLOPE SHALL NOT EXCEED 2.0%.

LANDING AREA - 4' X 4' MIN. (5' X 5' MIN. PREFERRED) DIMENSIONS AND MAX 2.0% SLOPE IN ALL DIRECTIONS. LANDING SHALL BE FULL WIDTH OF INCOMING PARS.

X" CURB HEIGHT

REVISION:

APPROVED: 11-04-2021

JEFFREY PERKINS
OPERATIONS DIVISION

MINNESOTA DEPARTMENT OF TRANSPORTATION

STANDARD PLAN 5-297.250 | 1 OF 6

APPROVED: 11-04-2021
REVISED:

THOMAS STYRBICKI
STATE DESIGN ENGINEER

PEDESTRIAN CURB RAMP DETAILS

STATE PROJ. NO. (TH) SHEET NO. OF SHEETS

ISG

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DATE _____ LIC. NO. _____

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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
FILE NAME	26553 - 3 DETAILS (P2)
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	JDF
ORIGINAL ISSUE DATE	2024-08-26
CLIENT PROJECT NO.	-

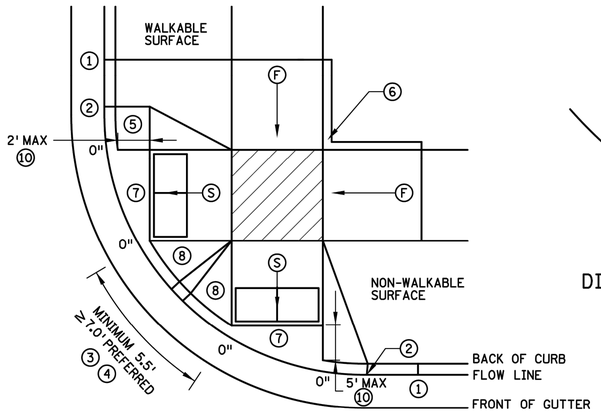
TITLE

CURB RAMP DETAILS

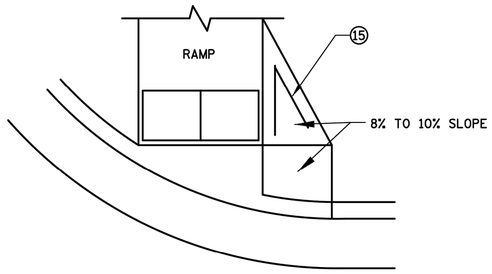
SHEET

15

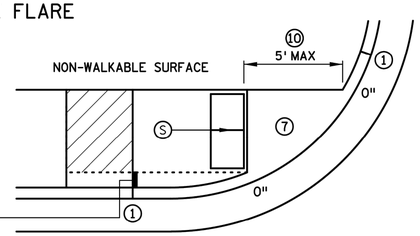
OF 115



COMBINED DIRECTIONAL

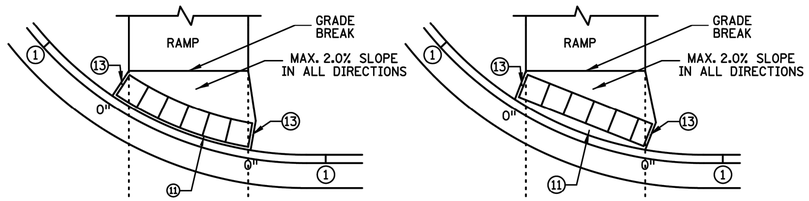


DIRECTIONAL RAMP WALKABLE FLARE



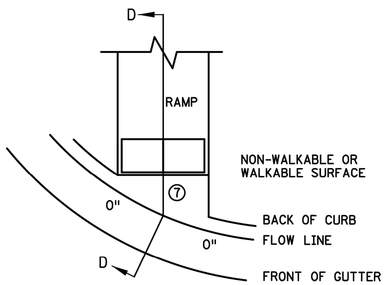
IF NON-CONCRETE BLVD. IS CONSTRUCTED AND IS LESS THAN 2' IN WIDTH AT TOP OF CURB TRANSITION, PAVE CONCRETE RAMP WIDTH TO ADJACENT BACK OF CURB.

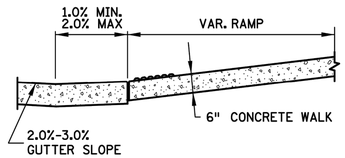
STANDARD ONE-WAY DIRECTIONAL ⑨



DETECTABLE WARNING PLACEMENT WHEN SETBACK CRITERIA IS EXCEEDED ⑫

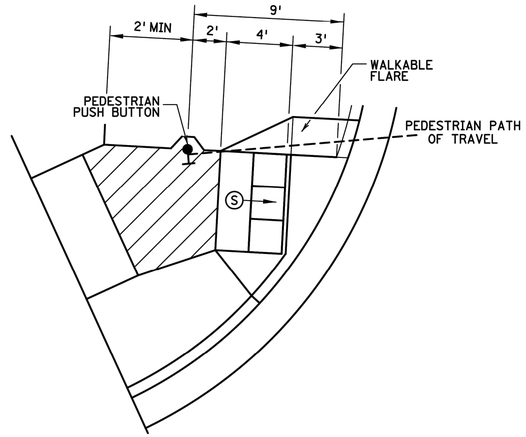
ONE-WAY DIRECTIONAL WITH DETECTABLE WARNING AT BACK OF CURB





SECTION D-D

CURB FOR DIRECTIONAL RAMPS ⑭



SEMI-DIRECTIONAL RAMP ③④⑨

3' DOME SETBACK, 4' LONG RAMP AND PUSH BUTTON 9' FROM THE BACK OF CURB

PRIMARILY USED FOR APS APPLICATIONS WHERE THE PAR DOES NOT CONTINUE PAST THE PUSH BUTTON (DEAD-END SIDEWALK)

NOTES:

LANDINGS SHALL BE LOCATED ANYWHERE THE PEDESTRIAN ACCESS ROUTE (PAR) CHANGES DIRECTION, AT THE TOP OF RAMPS THAT HAVE RUNNING SLOPES GREATER THAN 5.0%, AND IF THE APPROACHING WALK IS INVERSE GRADE.

INITIAL CURB RAMP LANDINGS SHALL BE CONSTRUCTED WITHIN 15' FROM THE BACK OF CURB, WITH 6' FROM THE BACK OF CURB BEING THE PREFERRED DISTANCE, ONLY APPLICABLE WHEN THE INITIAL RAMP RUNNING SLOPE IS OVER 5.0%.

SECONDARY CURB RAMP LANDINGS ARE REQUIRED FOR EVERY 30" OF VERTICAL RISE WHEN THE LONGITUDINAL SLOPE IS GREATER THAN 5.0%.

CONTRACTION JOINTS SHALL BE CONSTRUCTED ALONG ALL GRADE BREAKS WITHIN THE PAR. 1/4" DEEP VISUAL JOINTS SHALL BE USED AT THE TOP GRADE BREAK OF CONCRETE FLARES ADJACENT TO WALKABLE SURFACES.

ALL GRADE BREAKS WITHIN THE PAR SHALL BE PERPENDICULAR TO THE PATH OF TRAVEL. THUS BOTH SIDES OF A SLOPED WALKING SURFACE MUST BE EQUAL LENGTH.

TO ENSURE INITIAL RAMPS AND INITIAL LANDINGS ARE PROPERLY CONSTRUCTED, LANDINGS SHALL BE CAST SEPARATELY. FOLLOW SIDEWALK REINFORCEMENT DETAILS ON SHEET 6 AND THE ADA SPECIAL PROVISION (PROSECUTION OF WORK).

TOP OF CURB SHALL MATCH PROPOSED ADJACENT WALK GRADE.

WHEN THE BOULEVARD IS 4' WIDE OR LESS, THE TOP OF CURB TAPER SHALL MATCH THE RAMP SLOPES TO REDUCE NEGATIVE BOULEVARD SLOPES FROM THE TOP BACK OF CURB TO THE PAR.

ALL RAMP TYPES SHOULD HAVE A MINIMUM 3' LONG RAMP LENGTH.

4' MINIMUM WIDTH OF DETECTABLE WARNING IS REQUIRED FOR ALL RAMPS. DETECTABLE WARNINGS SHALL CONTINUOUSLY EXTEND FOR A MIN. OF 24" IN THE PATH OF TRAVEL. DETECTABLE WARNING TO COVER THE ENTIRE PAR WIDTH OF SHARED-USE PATHS AND THE ENTIRE PAR WIDTH OF THE WALK WITH THE EXCEPTION OF 3" MAXIMUM ON EACH OUTSIDE EDGE WHICH ENSURES THE DETECTABLE WARNINGS ARE ENCASED IN CONCRETE WHEN ADJACENT TO TURF. WHEN ADJACENT TO CONCRETE FLARES 0" - 3" OFFSET IS ALLOWED.

WHEN DESIGNING OR ORDERING RECTANGULAR DETECTABLE WARNING SURFACES SHOULD BE 6" LESS THAN THE INCOMING PAR. ARC LENGTH OF THE RADIAL DETECTABLE WARNINGS SHOULD NOT BE GREATER THAN 20 FEET.

RADIAL DETECTABLE WARNINGS SHALL BE SETBACK 3" MINIMUM TO 6" MAXIMUM FROM THE BACK OF CURB. SEE NOTES ⑩ & ⑪ FOR INFORMATION REGARDING RECTANGULAR DETECTABLE WARNING PLACEMENT.

① MATCH FULL CURB HEIGHT.

② 3" HIGH CURB WHEN USING A 3' LONG RAMP
4" HIGH CURB WHEN USING A 4' LONG RAMP.

③ 3" MINIMUM CURB HEIGHT (5.5' MIN. DISTANCE REQUIRED BETWEEN DOMES)
4" PREFERRED (7' MIN. DISTANCE REQUIRED BETWEEN DOMES).

④ THE "BUMP" IN BETWEEN THE RAMPS SHOULD NOT BE IN THE PATH OF TRAVEL FOR COMBINED DIRECTIONAL RAMPS. IF THIS OCCURS MODIFY THE RAMP LOCATION OR SWITCH RAMP TO A FAN/DEPRESSED CORNER.

⑤ WHEN USING CONCRETE PAVED FLARES ON THE OUTSIDE OF DIRECTIONAL RAMPS, AND ADJACENT TO A WALKABLE SURFACE, DIRECTIONAL RAMP FLARES SHALL BE USED. SEE THE DETAIL ON THIS SHEET.

⑥ GRADING SHALL ALWAYS BE USED WHEN FEASIBLE. V CURB, IF USED, SHALL BE PLACED OUTSIDE THE SIDEWALK LIMITS WHEN RIGHT OF WAY ALLOWS. WHEN ADJACENT TO PARKING LOTS, CONCRETE OR BITUMINOUS TAPERS SHOULD BE USED OVER V CURB TO REDUCE TRIPPING HAZARDS AND FACILITATE SNOW & ICE REMOVAL.

⑦ MAX. 2.0% SLOPE IN ALL DIRECTIONS IN FRONT OF GRADE BREAK AND DRAIN TO FLOW LINE. SHALL BE CONSTRUCTED INTEGRAL WITH CURB AND GUTTER.

⑧ 8% TO 10% WALKABLE FLARE.

⑨ PLACE DOMES AT THE BACK OF CURB WHEN ALLOWABLE SETBACK CRITERIA IS EXCEEDED.

⑩ FRONT EDGE OF DETECTABLE WARNING SHALL BE SET BACK 2' MAXIMUM WHEN ADJACENT TO WALKABLE SURFACE, AND 5' MAXIMUM WHEN ADJACENT TO NON-WALKABLE SURFACE WITH ONE CORNER SET 3" FROM BACK OF CURB. A WALKABLE SURFACE IS DEFINED AS A PAVED SURFACE ADJACENT TO A CURB RAMP WITHOUT RAISED OBSTACLES THAT COULD MISTAKENLY BE TRAVERSED BY A USER WHO IS VISUALLY IMPAIRED.

⑪ RECTANGULAR DETECTABLE WARNINGS MAY BE SETBACK UP TO 9" FROM THE BACK OF CURB WITH CORNERS SET 3" FROM BACK OF CURB. IF 9" SETBACK IS EXCEEDED USE RADIAL DETECTABLE WARNINGS.

⑫ FOR DIRECTIONAL RAMPS WITH THE DETECTABLE WARNINGS PLACED AT THE BACK OF CURB, THE DETECTABLE WARNINGS SHALL COVER THE ENTIRE WIDTH OF THE WALK/PATH. THIS ENSURES A DETECTABLE EDGE AND HELPS ELIMINATE THE CURB TAPER OBSTRUCTING THE PATH OF PEDESTRIAN TRAVEL.

⑬ THE CONCRETE WALK SHALL BE FORMED AND CONSTRUCTED PERPENDICULAR TO THE BACK OF CURB. MAINTAIN 3" BETWEEN EDGE OF DOMES AND EDGE OF CONCRETE.

⑭ TO BE USED FOR ALL DIRECTIONAL RAMPS, EXCEPT WHERE DOMES ARE PLACED ALONG THE BACK OF CURB.

⑮ PLACE 2 NO. 4 BARS 4 INCHES FROM SIDE OF FORMS WITH A MINIMUM 2 INCHES OF CONCRETE COVER ALONG EACH SIDE OF FLARE (INCIDENTAL).

LEGEND

THESE LONGITUDINAL SLOPE RANGES SHALL BE THE STARTING POINT. IF SITE CONDITIONS WARRANT, LONGITUDINAL SLOPES UP TO 8.3% OR FLATTER ARE ALLOWED.

Ⓢ INDICATES PEDESTRIAN RAMP - SLOPE SHALL BE BETWEEN 5.0% MINIMUM AND 8.3% MAXIMUM IN THE DIRECTION SHOWN AND THE CROSS SLOPE SHALL NOT EXCEED 2.0%.

Ⓕ INDICATES PEDESTRIAN RAMP - SLOPE SHALL BE GREATER THAN 2.0% AND LESS THAN 5.0% IN THE DIRECTION SHOWN AND CROSS SLOPE SHALL NOT EXCEED 2.0%.

LANDING AREA - 4' X 4' MIN. (5' X 5' MIN. PREFERRED) DIMENSIONS AND MAX 2.0% SLOPE IN ALL DIRECTIONS. LANDING SHALL BE FULL WIDTH OF INCOMING PARS.

X" CURB HEIGHT

REVISION:

APPROVED: 11-04-2021

JEFFREY PERKINS
OPERATIONS DIVISION

MINNESOTA DEPARTMENT OF TRANSPORTATION

STANDARD PLAN 5-297.250 | 2 OF 6

APPROVED: 11-04-2021
REVISED:

THOMAS STYBICKI
STATE DESIGN ENGINEER

PEDESTRIAN CURB RAMP DETAILS

STATE PROJ. NO. (T.H.) SHEET NO. OF SHEETS

ISG

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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
FILE NAME	26553 - 3 DETAILS (P2)
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	JDF
ORIGINAL ISSUE DATE	2024-08-26
CLIENT PROJECT NO.	-

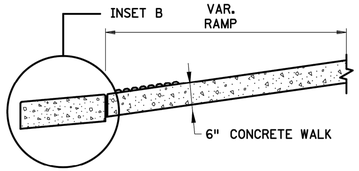
TITLE

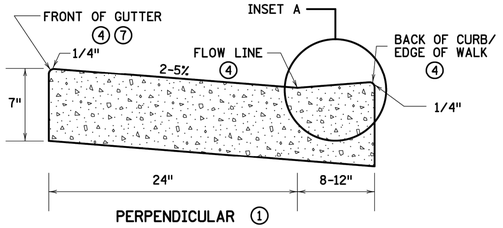
CURB RAMP DETAILS

SHEET

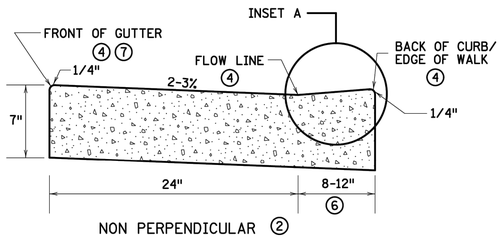
16

OF 115

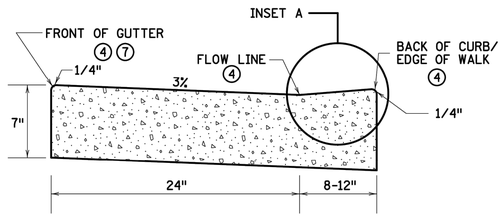




PERPENDICULAR ①

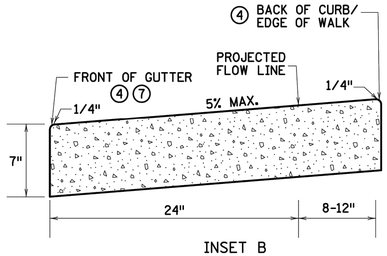


NON PERPENDICULAR ②

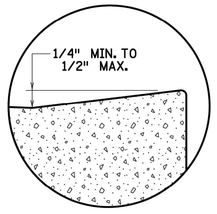


FOR CURB MACHINE PLACEMENT AROUND RADIUS ③
(REGARDLESS OF RAMP TYPE)

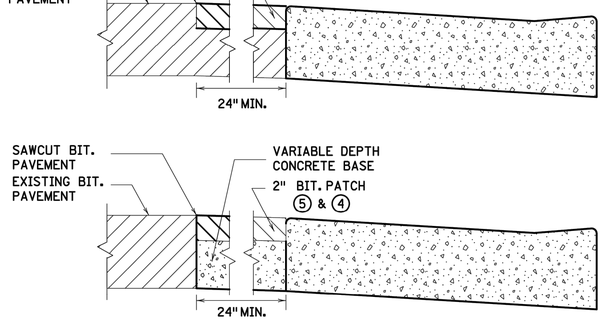
PEDESTRIAN ACCESS ROUTE CURB & GUTTER DETAIL

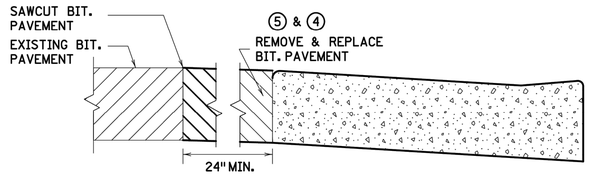


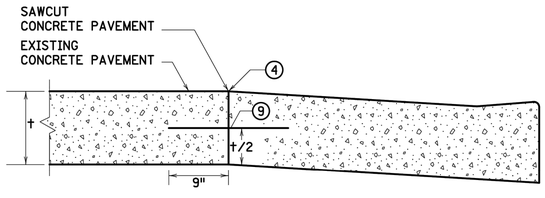
INSET B
OUTFLOW GUTTER ⑧



INSET A



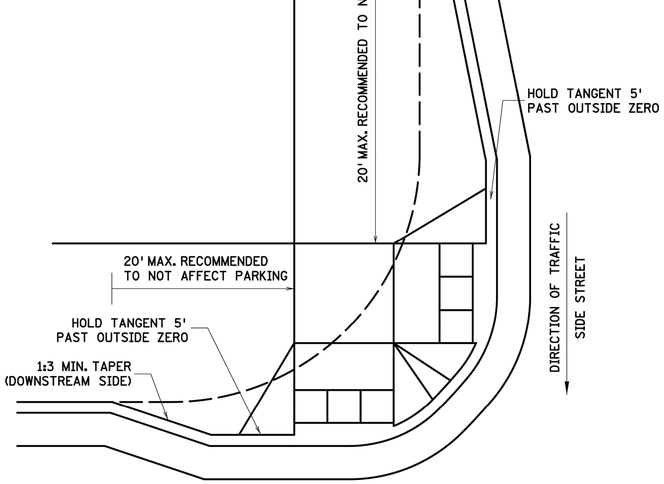




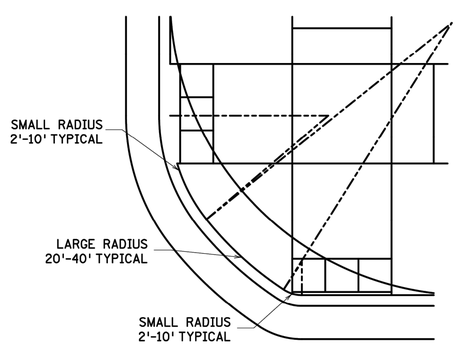
ONLY ALLOWED PER ENGINEER'S APPROVAL

PAVEMENT TREATMENT OPTIONS IN FRONT OF CURB & GUTTER

FOR USE ON CURB RAMP RETROFITS



ADA CURB EXTENSION WITH COMPOUND RADIUS (BUMP OUT) ⑪



COMBINED DIRECTIONAL ⑩
(COMPOUND RADIUS)

NOTES:

POSITIVE FLOW LINE DRAINAGE SHALL BE MAINTAINED THROUGH THE PEDESTRIAN ACCESS ROUTE (PAR) AT A 2% MAXIMUM.

NO PONDING SHALL BE PRESENT IN THE PAR.

ANY VERTICAL LIP THAT OCCURS AT THE FLOW LINE SHALL NOT BE GREATER THAN 1/4 INCH.

① FOR USE AT CURB CUTS WHERE THE PEDESTRIAN'S PATH OF TRAVEL IS ASSUMED PERPENDICULAR TO THE GUTTER FLOW LINE. RAMP TYPES INCLUDE: PERPENDICULAR, TIERED PERPENDICULAR, PARALLEL, AND DIAGONAL RAMPS.

② FOR USE AT CURB RAMPS WHERE THE PEDESTRIAN'S PATH OF TRAVEL IS ASSUMED NON PERPENDICULAR TO THE GUTTER FLOW LINE. RAMP TYPES INCLUDE: FANS & DEPRESSED CORNERS.

③ BEGIN GUTTER SLOPE TRANSITION 10' OUTSIDE OF ALL CURB RAMPS.

④ THERE SHALL BE NO VERTICAL DISCONTINUITIES GREATER THAN 1/4".

⑤ ELEVATION CHANGE TAKES PLACE FROM THE EXISTING TO NEW FRONT OF GUTTER. PATCH IS USED TO MATCH THE NEW GUTTER FACE INTO THE EXISTING ROADWAY.

⑥ VARIABLE WIDTH FOR DIRECTIONAL CURB APPLICATIONS. SEE SHEET 2 FOR DIRECTIONAL CURB SLOPE REQUIREMENTS.

⑦ TOP FRONT OF GUTTER SHALL BE CONSTRUCTED FLUSH WITH PROPOSED ADJACENT PAVEMENT ELEVATION. TOP 1.5" OF THE GUTTER FACE MUST BE A FORMED EDGE. PAR GUTTER SHALL NOT BE OVERLAID.

⑧ SHOULD BE USED AT VERTICALLY CONSTRAINED AREAS WHEN AT A DRAINAGE HIGH POINT OR SUPER ELEVATED ROADWAY SEGMENTS.

⑨ DRILL AND GROUT NO. 4 EPOXY-COATED 18" LONG TIE BARS AT 30" CENTER TO CENTER INTO EXISTING CONCRETE PAVEMENT 1' MINIMUM FROM ALL JOINTS.

⑩ HELPS PROVIDE TWO SEPARATE RAMPS, REDUCES THE DOME SETBACK LENGTH AND MINIMIZES DIRECTIONAL CURB. THIS RADIUS DESIGN CLOSELY FOLLOWS THE TURNING VEHICLE PATH WHILE OPTIMIZING CURB RAMP LENGTH.

⑪ CURB EXTENSIONS SHOULD BE USED IN VERTICALLY CONSTRAINED AREAS, USUALLY IN DOWNTOWN ROADWAY SEGMENTS WHERE ON-STREET PARKING IS AVAILABLE. CURB EXTENSIONS SHOULD BE CONSIDERED FOR APS INTERSECTIONS WHERE SPACE IS LIMITED.
PUSH BUTTONS MUST MEET APS CRITERIA AS DESCRIBED IN THE PUSH BUTTON LOCATION DETAIL SHEET.

REVISION:

APPROVED: 11-04-2021

JEFFREY PERKINS
OPERATIONS DIVISION

MINNESOTA DEPARTMENT OF TRANSPORTATION

STANDARD PLAN 5-297.250 | 3 OF 6

APPROVED: 11-04-2021
REVISED:

THOMAS STYRBICKI
STATE DESIGN ENGINEER

PEDESTRIAN CURB RAMP DETAILS

STATE PROJ. NO. (TH) SHEET NO. OF SHEETS

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ELK RIVER MINNESOTA

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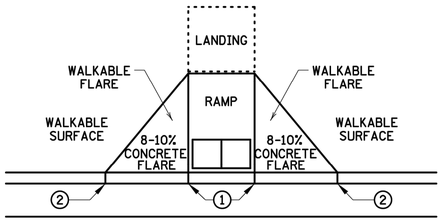
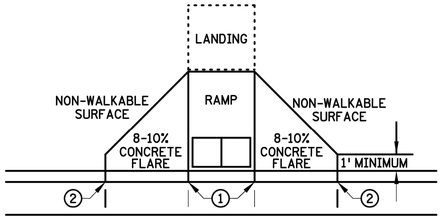
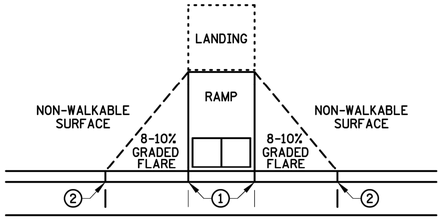


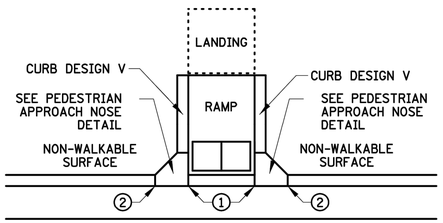
PAVED FLARES
ADJACENT TO WALKABLE SURFACE



PAVED FLARES
ADJACENT TO NON-WALKABLE SURFACE

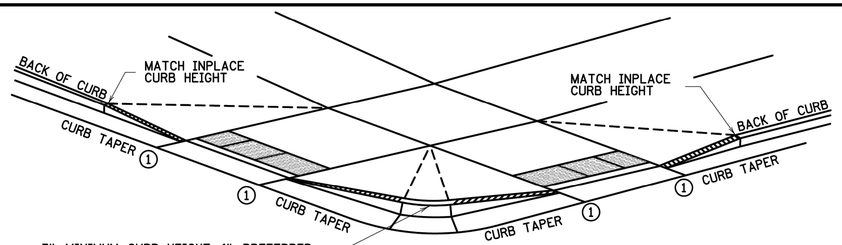


GRADED FLARES

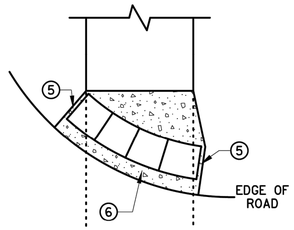


RETURNED CURB ④

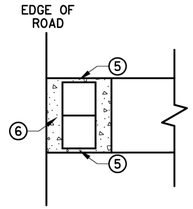
TYPICAL SIDE TREATMENT OPTIONS ③ ⑩



DETECTABLE EDGE WITH ⑦
CURB AND GUTTER

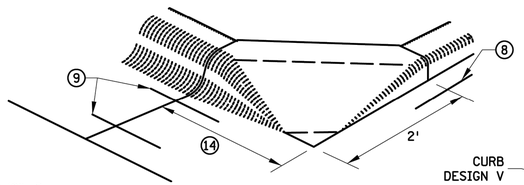


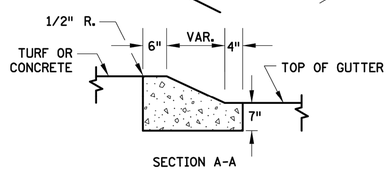
RADIAL DETECTABLE WARNING



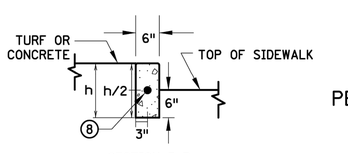
RECTANGULAR DETECTABLE WARNING

DETECTABLE EDGE WITHOUT CURB AND GUTTER

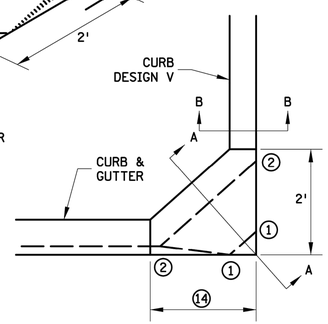




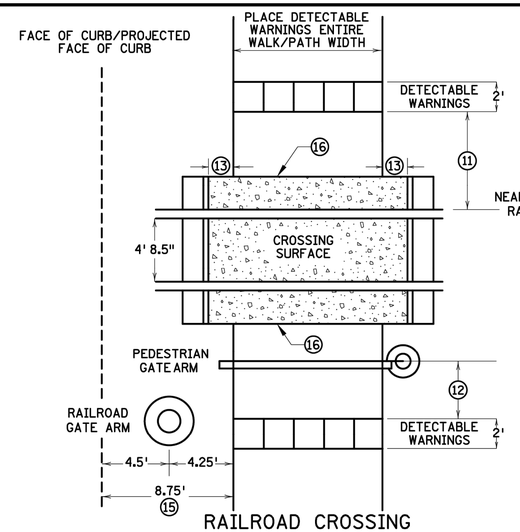
SECTION A-A



SECTION B-B



PEDESTRIAN APPROACH
NOSE DETAIL
(FOR RETURNED CURB
SIDE TREATMENT)



RAILROAD CROSSING
PLAN VIEW

NOTES:

INTERMEDIATE CURB HEIGHTS TAPER SHALL RISE AT 8-10% TO A MINIMUM 3 INCH CURB HEIGHT. INCREASE CURB TAPER LENGTH AT LESS THAN 8% OR REDUCE INTERMEDIATE CURB HEIGHT TO 2+ INCHES IF NECESSARY TO MATCH ADJACENT BOULEVARD OR SIDEWALK GRADES.

SEE STANDARD PLATE 7038 AND THIS SHEET FOR ADDITIONAL DETAILS ON DETECTABLE WARNING.

A WALKABLE SURFACE IS DEFINED AS A PAVED SURFACE ADJACENT TO A CURB RAMP WITHOUT RAISED OBSTACLES THAT COULD MISTAKENLY BE TRAVERSED BY A USER WHO IS VISUALLY IMPAIRED.

CONCRETE FLARE LENGTHS ADJACENT TO NON-WALKABLE SURFACES SHOULD BE LESS THAN 8' LONG MEASURED ALONG THE RAMPS FROM THE BACK OF CURB.

① 0" CURB HEIGHT. SEE INSET A ON SHEET 3 OF 6.

② FULL CURB HEIGHT.

③ SIDE TREATMENTS ARE APPLICABLE TO ALL RAMP TYPES AND SHOULD BE IMPLEMENTED AS NEEDED AS FIELD CONDITIONS DICTATE. THE ENGINEER SHALL DETERMINE THE RAMP SIDE TREATMENTS BASED ON MAINTENANCE OF BOTH ROADWAY AND SIDEWALK, ADJACENT PROPERTY CONSIDERATIONS, AND MITIGATING CONSTRUCTION IMPACTS.

④ TYPICALLY USED FOR MEDIANS AND ISLANDS.

⑤ WHEN NO CONCRETE FLARES ARE PROPOSED, THE CONCRETE WALK SHALL BE FORMED AND CONSTRUCTED PERPENDICULAR TO THE EDGE OF ROADWAY. MAINTAIN 3" MAX. BETWEEN EDGE OF DOMES AND EDGE OF CONCRETE.

⑥ IF NO CURB AND GUTTER IS PLACED IN RURAL SECTIONS, DETECTABLE WARNINGS SHALL BE PLACED 1' FROM THE EDGE OF BITUMINOUS ROADWAY AND/OR BITUMINOUS SHARED-USE PATH TO PROVIDE VISUAL CONTRAST.

⑦ ALL CONSTRUCTED CURBS MUST HAVE A CONTINUOUS DETECTABLE EDGE FOR THE VISUALLY IMPAIRED. THIS DETECTABLE EDGE REQUIRES DETECTABLE WARNINGS WHEREVER THERE IS ZERO-INCH HIGH CURB. CURB TAPERS ARE CONSIDERED A DETECTABLE EDGE WHEN THE TAPER STARTS WITHIN 3" OF THE EDGE OF THE DETECTABLE WARNINGS. AND UNIFORMLY RISES TO A 3-INCH MINIMUM CURB HEIGHT. ANY CURB NOT PART OF A CURB TAPER AND LESS THAN 3 INCHES IN HEIGHT IS NOT CONSIDERED A DETECTABLE EDGE AND THEREFORE IS NOT COMPLIANT WITH ACCESSIBILITY STANDARDS.

⑧ DRILL AND GROUT 1 - NO. 4 12" LONG REINFORCEMENT BAR (EPOXY COATED) WITH 3" MIN. COVER. REINFORCEMENT BARS ARE NOT NEEDED IF THE APPROACH NOSE IS POURED INTEGRAL WITH THE V CURB.

⑨ DRILL AND GROUT 2 - NO. 4 12" LONG REINFORCEMENT BARS (EPOXY COATED) WITH 3" MIN. COVER. REINFORCEMENT BARS ARE NOT NEEDED IF THE APPROACH NOSE IS POURED INTEGRAL WITH THE CURB AND GUTTER.

⑩ SIDE TREATMENT EXAMPLES SHOWN ARE WHEN THE INITIAL LANDING IS APPROXIMATELY LEVEL WITH THE FULL HEIGHT CURB (I.E. 6' LONG RAMP FOR 6" HIGH CURB). WHEN THE INITIAL LANDING IS MORE THAN 1" BELOW FULL HEIGHT CURB REFER TO SHEETS 1 & 2 TO MODIFY THE CURB HEIGHT TAPERS AND MAINTAIN POSITIVE BOULEVARD DRAINAGE. CONSTRUCT THESE TAPERS AT 0"-3" AT 8-10%, THEN LESS THAN 5% FROM 3" CURB TO FULL CURB HEIGHT.

⑪ NEAREST EDGE OF DETECTABLE WARNING SURFACES SHALL BE PLACED 12' MINIMUM TO 15' MAXIMUM FROM THE NEAREST RAIL. FOR SKEWED RAILWAYS IN NO INSTANCE SHALL THE DETECTABLE WARNING BE CLOSER THAN 12' MEASURED PERPENDICULAR TO THE NEAREST RAIL.

⑫ WHEN PEDESTRIAN GATES ARE PROVIDED, DETECTABLE WARNING SURFACES SHALL BE PLACED ON THE SIDE OF THE GATES OPPOSITE THE RAIL, 2' FROM THE APPROACHING SIDE OF THE GATE ARM. THIS CRITERIA GOVERNS OVER NOTE ⑪.

⑬ CROSSING SURFACE SHALL EXTEND 2' MINIMUM PAST THE OUTSIDE EDGE OF WALK OR SHARED-USE PATH.

⑭ 3' FOR MEDIANS AND SPLITTER ISLANDS. NOSE CAN BE REDUCED TO 2' ON FREE RIGHT ISLANDS.

⑮ SIDEWALK TO BE PLACED 8.75' MIN. FROM THE FACE OF CURB/PROJECTED FACE OF CURB. THIS ENSURES MIN. CLEARANCE BETWEEN THE SIDEWALK AND GATE ARM COUNTERWEIGHT SUPPORTS.

⑯ CONSTRUCT WITH EXPANSION MATERIAL PER MNDOT SPECIFICATION 3702 TYPES A-E. EXPANSION MATERIAL SHALL MATCH FULL HEIGHT OF ADJACENT CONCRETE.

REVISION:

APPROVED: 11-04-2021

JEFFREY PERKINS
OPERATIONS DIVISION

MINNESOTA DEPARTMENT OF TRANSPORTATION

STANDARD PLAN 5-297.250 | 4 OF 6

APPROVED: 11-04-2021
REVISED:

THOMAS STYBICKI
STATE DESIGN ENGINEER

PEDESTRIAN CURB RAMP DETAILS

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ELK RIVER MINNESOTA

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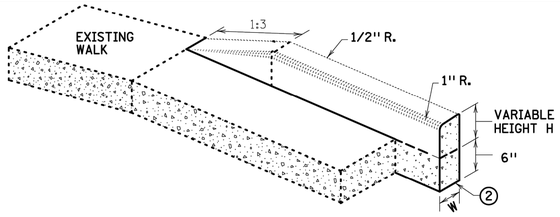
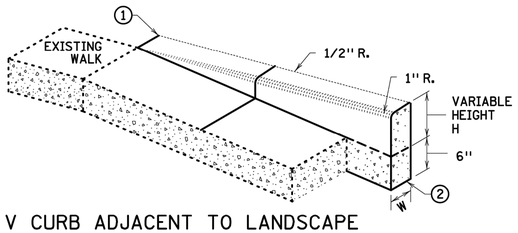


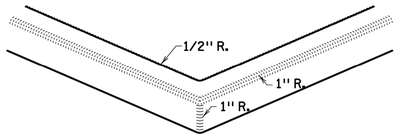
V CURB ADJACENT TO LANDSCAPE

CURB WITHIN SIDEWALK LIMITS



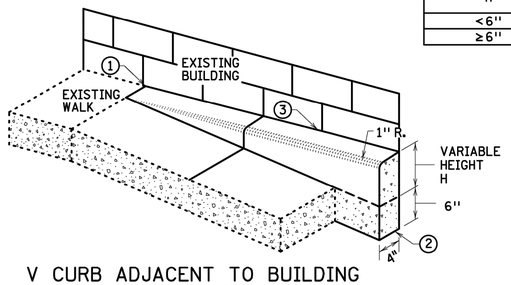
V CURB ADJACENT TO LANDSCAPE

CURB OUTSIDE SIDEWALK LIMITS

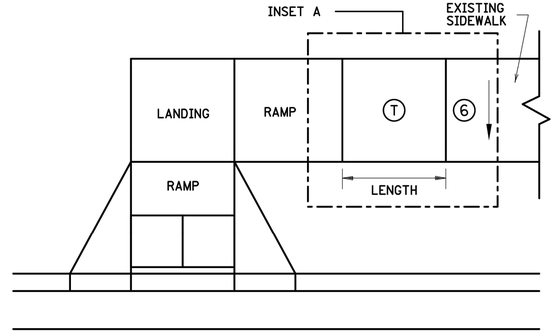


V CURB INTERSECTION

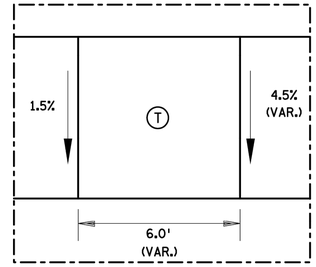
CONCRETE CURB DESIGN V	
CURB HEIGHT H	CURB WIDTH W
<6"	4"
≥6"	6"



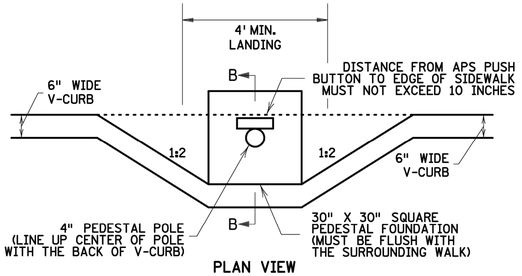
V CURB ADJACENT TO BUILDING OR BARRIER



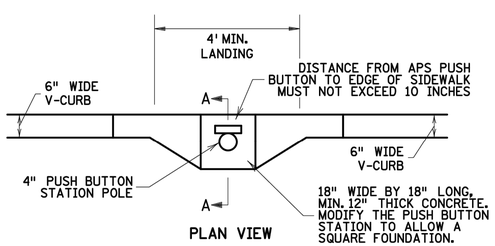
TRANSITION PANEL ④⑤



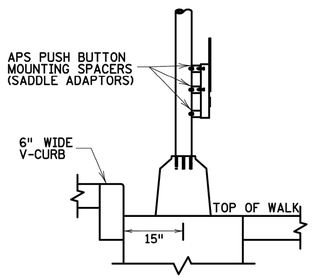
INSET A



PLAN VIEW

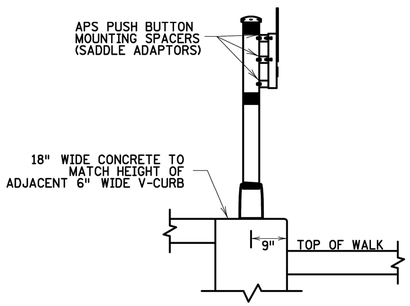


PLAN VIEW



SECTION B-B

SIGNAL PEDESTAL & PUSH BUTTON (V-CURB)



SECTION A-A

PUSH BUTTON STATION (V-CURB)

NOTES:

A WALKABLE FLARE IS AN 8-10% CONCRETE FLARE THAT IS REQUIRED WHEN THE FLARE IS ADJACENT TO A WALKABLE SURFACE, OR WHEN THE PEDESTRIAN PATH OF TRAVEL OF A PUSH BUTTON TRAVERSES THE FLARE.

ALL V CURB CONTRACTION JOINTS SHALL MATCH CONCRETE WALK JOINTS.

WHERE RIGHT-OF-WAY ALLOWS, USE OF V CURB SHOULD BE MINIMIZED. GRADING ADJACENT TURF OR SLOPING ADJACENT PAVEMENT IS PREFERRED.

V CURB SHALL BE PLACED OUTSIDE THE SIDEWALK LIMITS WHEN RIGHT OF WAY ALLOWS.

V CURB NEXT TO BUILDING SHALL BE A 4" WIDTH AND SHALL MATCH PREVIOUS TOP OF SIDEWALK ELEVATIONS.

1. END TAPERS AT TRANSITION SECTION SHALL MATCH INPLACE SIDEWALK GRADES.
2. ALL V CURB SHALL MATCH BOTTOM OF ADJACENT WALK.
3. CONSTRUCT USING APPROVED EXPANSION MATERIAL PER MNDOT TYPE A-E EXPANSION. LEAVE A MINIMUM ½" TOP GAP AND SEAL WITH MNDOT APPROVED SILICONE PER MNDOT SPEC 3722.
4. THE MAX. RATE OF CROSS SLOPE TRANSITIONING IS 1' LINEAR FOOT OF SIDEWALK PER HALF PERCENT CROSS SLOPE. WHEN PAR WIDTH IS GREATER THAN 6' OR THE RUNNING SLOPE IS GREATER THAN 5%, DOUBLE THE CALCULATED TRANSITION LENGTH.
5. TRANSITION PANELS ARE TO ONLY BE USED AFTER THE RAMP, OR IF NEEDED, LANDING ARE AT THE FULL CURB HEIGHT (TYPICAL SECTION).
6. EXISTING CROSS SLOPE GREATER THAN 2.0%.

LEGEND

THESE LONGITUDINAL SLOPE RANGES SHALL BE THE STARTING POINT. IF SITE CONDITIONS WARRANT, LONGITUDINAL SLOPES UP TO 8.3% OR FLATTER ARE ALLOWED.

- (S) INDICATES PEDESTRIAN RAMP - SLOPE SHALL BE BETWEEN 5.0% MINIMUM AND 8.3% MAXIMUM IN THE DIRECTION SHOWN AND THE CROSS SLOPE SHALL NOT EXCEED 2.0%.
- LANDING AREA - 4' X 4' MIN. (5' X 5' MIN. PREFERRED) DIMENSIONS AND MAX 2.0% SLOPE IN ALL DIRECTIONS. LANDING SHALL BE FULL WIDTH OF INCOMING PARS.
- (T) TRANSITION PANEL(S) - TO BE USED FOR TRANSITIONING THE CROSS-SLOPE OF A RAMP TO THE EXISTING WALK CROSS-SLOPE. RATE OF TRANSITION SHOULD BE 0.5% PER 1 LINEAR FOOT OF WALK. SEE THIS SHEET FOR ADDITIONAL INFORMATION.

REVISION:

APPROVED: 11-04-2021

JEFFREY PERKINS
OPERATIONS DIVISION

MINNESOTA DEPARTMENT OF TRANSPORTATION

STANDARD PLAN 5-297.250 | 5 OF 6

APPROVED: 11-04-2021
REVISED:

THOMAS STYRBICKI
STATE DESIGN ENGINEER

PEDESTRIAN CURB RAMP DETAILS

STATE PROJ. NO. (TH) SHEET NO. OF SHEETS

ISG

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DATE _____ LIC. NO. _____

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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
FILE NAME	26553 - 3 DETAILS (P2)
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	JDF
ORIGINAL ISSUE DATE	2024-08-26
CLIENT PROJECT NO.	-

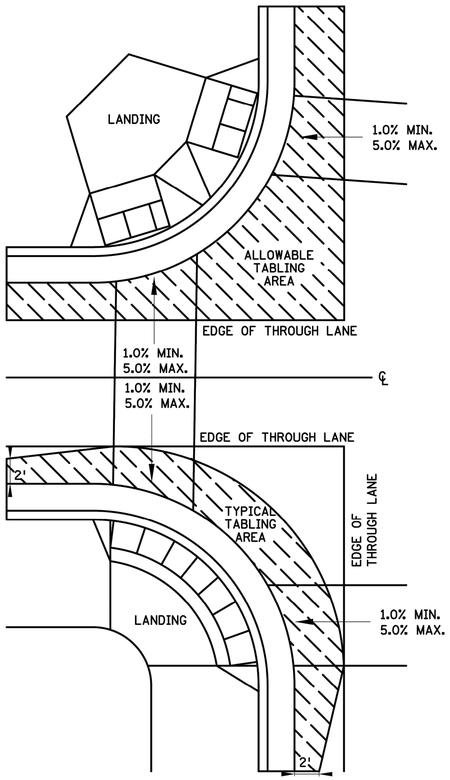
TITLE

CURB RAMP DETAILS

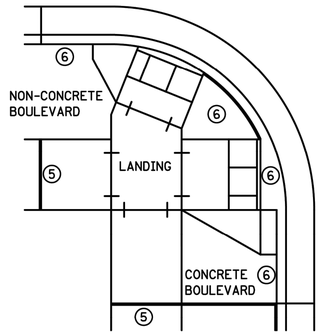
SHEET

19

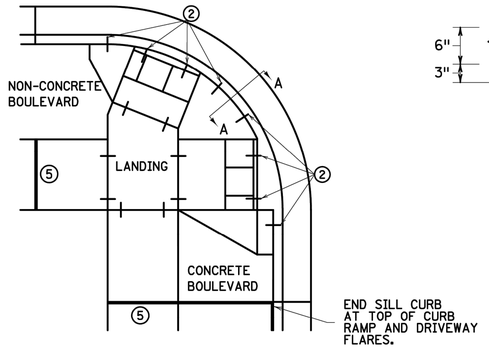
OF 115



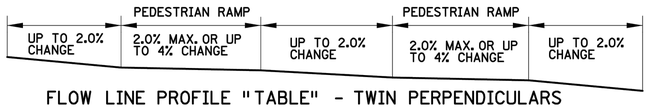
CURB LINE AND ROAD CROSSING ADJUSTMENTS



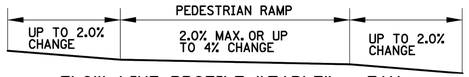
EXPANSION MATERIAL PLACEMENT
FOR CONCRETE ROADWAYS



CURB LINE REINFORCEMENT ④
PLACEMENT ON BITUMINOUS ROADWAYS

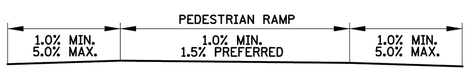


FLOW LINE PROFILE "TABLE" - TWIN PERPENDICULARS

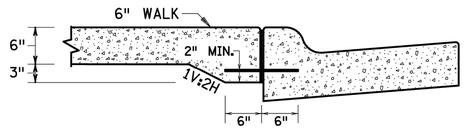


FLOW LINE PROFILE "TABLE" - FAN

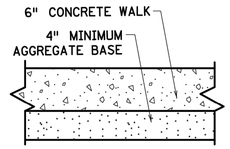
FLOW LINE PROFILE RAISE - TWIN PERPENDICULARS



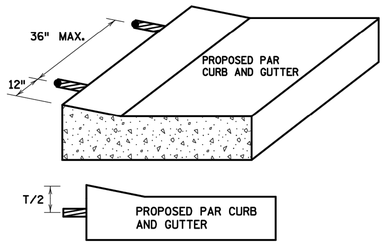
FLOW LINE PROFILE RAISE - FAN



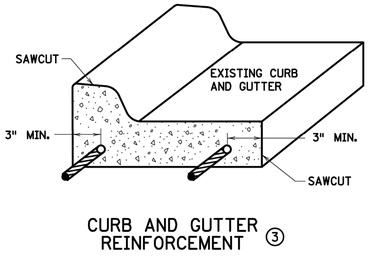
SECTION VIEW A-A
THICKENED SECTION
THROUGH CURB RAMP FLARES



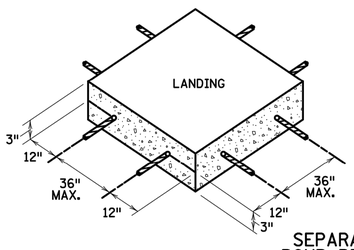
TYPICAL SIDEWALK SECTION
WITHIN INTERSECTION CORNER

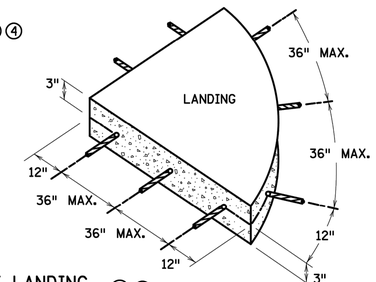


CURB RAMP REINFORCEMENT DETAILS ②④



CURB AND GUTTER
REINFORCEMENT ③





SEPARATE LANDING
POUR REINFORCEMENT ①②

GENERAL NOTES:

"TABLING" OF CROSSWALKS MEANS MAINTAINING LESS THAN 2% CROSS SLOPE WITHIN A CROSSWALK, IS REQUIRED WHEN A ROADWAY IS IN A STOP OR YIELD CONDITION AND THE PROJECT SCOPE ALLOWS.

RECONSTRUCTION PROJECTS: ON FULL PAVEMENT REPLACEMENT PROJECTS "TABLING" OF ENTIRE CROSSWALK SHALL OCCUR WHEN FEASIBLE.

MILL & OVERLAY PROJECTS: "TABLING" OF FLOW LINES, IN FRONT OF THE PEDESTRIAN RAMP, IS REQUIRED WHEN THE EXISTING FLOW LINE IS GREATER THAN 2%. WARPING OF THE BITUMINOUS PAVEMENT CAN NOT EXTEND INTO THE THROUGH LANE. TABLE THE FLOW LINE TO 2% OR AS MUCH AS POSSIBLE WHILE ADHERING TO THE FOLLOWING CRITERIA:
1) 1.0% MIN. CROSS-SLOPE OF THE ROAD
2) 5.0% MAX. CROSS-SLOPE OF THE ROAD
3) "TABLE" FLOW LINE UP TO 4% CHANGE FROM EXISTING SLOPE IN FRONT OF PEDESTRIAN RAMP
4) UP TO 2% CHANGE IN FLOW LINE FROM EXISTING SLOPE BEYOND THE PEDESTRIAN CURB RAMP

STAND-ALONE ADA RETROFITS: FOLLOW MILL & OVERLAY CRITERIA ABOVE HOWEVER ALL PAVEMENT WARPING IS DONE WITH BITUMINOUS PATCHING ON BITUMINOUS ROADWAYS AND FULL-DEPTH APRON REPLACEMENT ON CONCRETE ROADWAYS.

RAISING OF CURB LINES SHOULD OCCUR IN VERTICALLY CONSTRAINED AREAS. RAISE THE CURB LINES ENOUGH TO ALLOW COMPLIANT RAMPS OR AS MUCH AS POSSIBLE WHILE ADHERING TO THE FOLLOWING CRITERIA:
1) 1.0% MIN. AND 5.0% MAXIMUM CROSS-SLOPE OF THE ROAD
2) 1.0% MIN. FLOW LINE (ON EITHER SIDE OF PEDESTRIAN RAMP) TO MAINTAIN POSITIVE DRAINAGE
3) 5.0% RECOMMENDED MAX. FLOW LINE
4) LONGITUDINAL THROUGH LANE ROADWAY TAPERS SHOULD BE 1" VERTICAL PER 15' HORIZONTAL

NOTES:

① TO ENSURE RAMPS AND LANDINGS ARE PROPERLY CONSTRUCTED, ALL INITIAL LANDINGS AT A TOP OF A RAMPED SURFACE (RUNNING SLOPE GREATER THAN 2%) SHALL BE FORMED AND PLACED SEPARATELY IN AN INDEPENDENT CONCRETE POUR. FOLLOW SIDEWALK REINFORCEMENT DETAILS ON THIS SHEET FOR ALL SEPARATELY POURED INITIAL LANDINGS.

② DRILL AND GROUT NO. 4 12" LONG REINFORCEMENT BARS (EPOXY COATED) AT 36" MAXIMUM CENTER TO CENTER MINIMUM 12" SPACING FROM CONSTRUCTION JOINTS. BARS TO BE ADJUSTED TO MATCH RAMP GRADE. BARS TO BE PAID BY EACH.

③ DRILL AND GROUT 2 - NO. 4 X 12" LONG (6" EMBEDDED) REINFORCEMENT BARS (EPOXY COATED). REINFORCEMENT REQUIRED FOR ALL CONSTRUCTION JOINTS. BARS TO BE PAID BY EACH.

④ THIS CURB LINE REINFORCEMENT DETAIL SHALL BE USED ON BITUMINOUS ROADWAYS. FOR CONCRETE ROADWAYS, SEE NOTE 6.

⑤ CONSTRUCT WITH EXPANSION MATERIAL PER MNDOT SPECIFICATION 3702 TYPES A-E. EXPANSION MATERIAL SHALL MATCH FULL HEIGHT OF ADJACENT CONCRETE.

⑥ USE AN APPROVED TYPE F (1/4 INCH THICK) SEPARATION MATERIAL. SEPARATION MATERIAL SHALL MATCH FULL HEIGHT DIMENSION OF ADJACENT CONCRETE.

REVISION:

APPROVED: 11-04-2021
JEFFREY PERKINS
OPERATIONS DIVISION

MINNESOTA DEPARTMENT OF TRANSPORTATION

STANDARD PLAN 5-297.250 | 6 OF 6

APPROVED: 11-04-2021
REVISED:

THOMAS STYRBICKI
STATE DESIGN ENGINEER

PEDESTRIAN CURB RAMP DETAILS

STATE PROJ. NO. (TH) SHEET NO. OF SHEETS

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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
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DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	JDF
ORIGINAL ISSUE DATE	2024-08-26
CLIENT PROJECT NO.	-

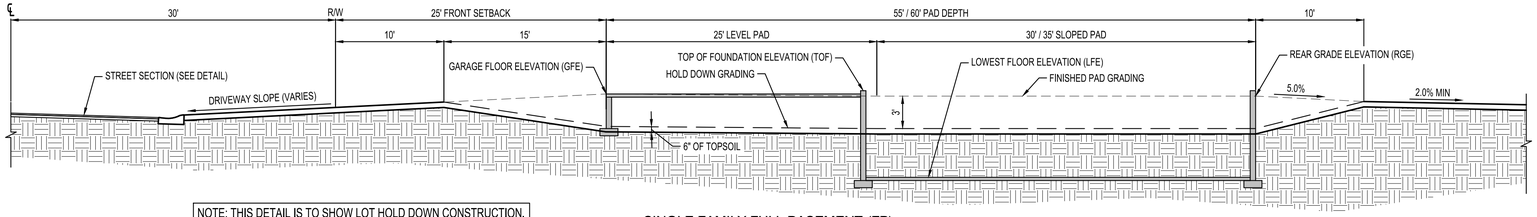
TITLE

CURB RAMP DETAILS

SHEET

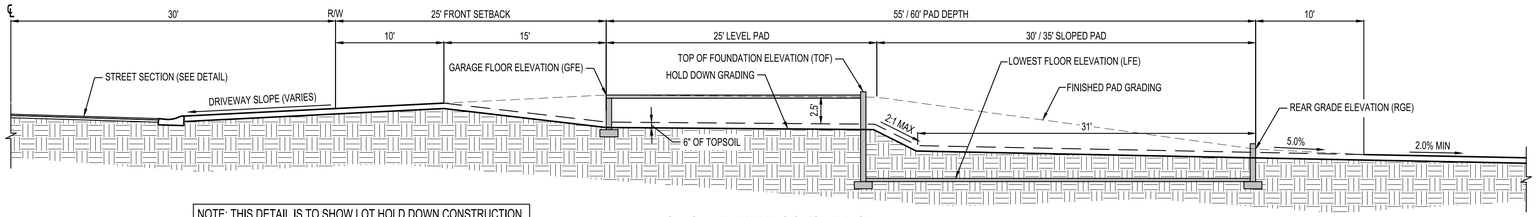
20

OF 115



NOTE: THIS DETAIL IS TO SHOW LOT HOLD DOWN CONSTRUCTION. SEE INDIVIDUAL HOUSE PLANS FOR MORE DETAILED MEASUREMENTS.

SINGLE FAMILY FULL BASEMENT (FB)
3.0' HOLD DOWN
NTS



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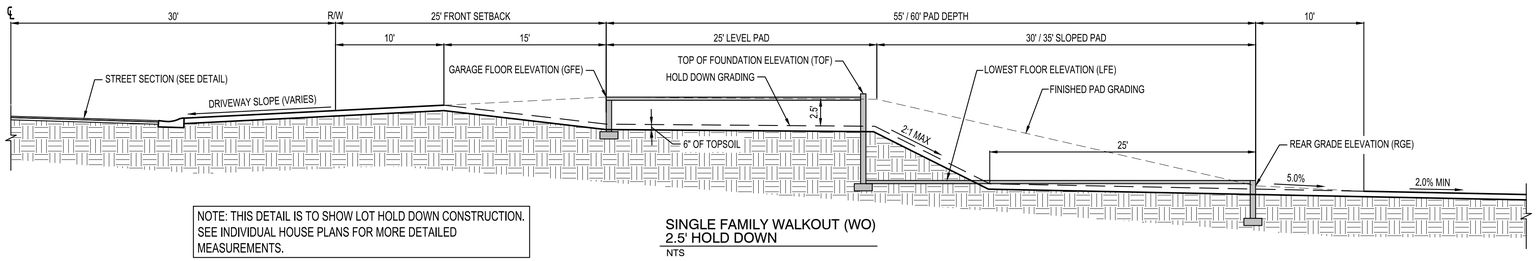
SINGLE FAMILY LOOKOUT (LO)
2.5' HOLD DOWN
NTS



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SINGLE FAMILY WALKOUT (WO)
2.5' HOLD DOWN
NTS

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DATE xxxx-xx-xx LIC. NO. 55871

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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

REVISION SCHEDULE

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CLIENT PROJECT NO.	-

TITLE

GRADING DETAILS

SHEET

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BIOFILTRATION BASIN CONSTRUCTION:

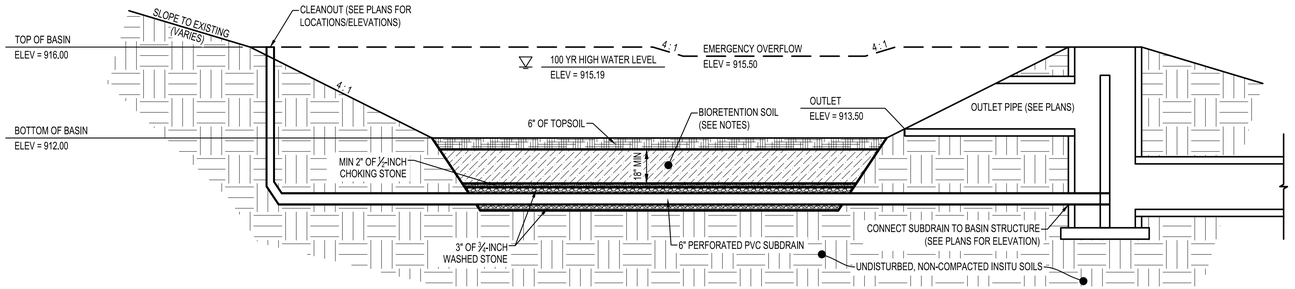
A. WORK SHALL INCLUDE - ALL EXCAVATION AND CONSTRUCTION AS OUTLINED IN THE PLANS, SPECIFICATIONS AND DETAILS OUTLINING THE CONSTRUCTION OF THE FILTRATION BASIN.
B. THE CONTRACTOR SHALL MAINTAIN SILT FENCE AROUND THE PERIMETER OF THE FILTRATION BASIN DURING ALL PHASES OF CONSTRUCTION. THE FILTRATION AREA MUST BE STAKED OFF AND MARKED TO KEEP ALL CONSTRUCTION TRAFFIC, EQUIPMENT AND MATERIAL STOCKPILES OUT OF THE PROPOSED FILTRATION AREA.
C. THE CONTRACTOR SHALL ENSURE THAT THE FILTRATION BASIN IS NOT USED AS A SEDIMENT TRAP DURING CONSTRUCTION AND THAT NO RUNOFF ENTERS THE BASIN PRIOR TO THE COMPLETION OF CONSTRUCTION AND COMPLETE STABILIZATION OF SURROUNDING AREAS DRAINING TO THE BASIN. ALL UPLAND DRAINAGE MUST BE DIVERTED TO PREVENT RUNOFF FROM ENTERING FILTRATION BASIN WORK AREA.
D. FILTRATION BASIN SHALL BE CONSTRUCTED AT THE END OF THE PROJECT AFTER ALL AREAS SURROUNDING IT AND DRAINING INTO IT HAVE BEEN CONSTRUCTED AND FULLY STABILIZED, THIS INCLUDES THE SANITARY SEWER. IN ORDER TO AVOID SOIL COMPACTION IN THE BASIN NO EQUIPMENT SHALL BE DRIVEN IN THE AREA OF THE BASIN PRIOR TO ITS CONSTRUCTION, AND WHEN IT IS CONSTRUCTED ONLY LIGHT EARTH MOVING EQUIPMENT WITH TRACKS SHALL BE USED.
E. AFTER FINAL GRADING THE BASIN'S FLOOR SHALL BE TILLED TO A DEPTH OF AT LEAST 6 INCHES TO PROVIDE A WELL-AERATED, POROUS SURFACE. SMEARING OF THE SOIL IN THE BASIN SHALL BE AVOIDED AND IF SMEARING DOES OCCUR IT SHALL BE CORRECTED BY RAKING OR RETILLING OF THE BASIN.
F. IMMEDIATELY FOLLOWING FILTRATION BASIN CONSTRUCTION, THE ENTIRE BASIN SHALL BE SEEDED AND STABILIZED AS INDICATED IN THE PLANS. FILTRATION BASIN MUST BE FULLY STABILIZED PRIOR TO ANY UPSTREAM RUNOFF BEING DIRECTED TO BASIN.

BIORETENTION MEDIA MIX A, "WATER QUALITY BLEND":

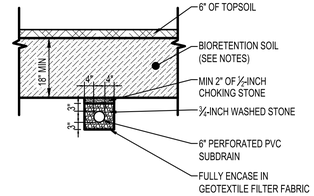
- 60 TO 70 PERCENT CONSTRUCTION SAND,
- 15 TO 25 PERCENT TOPSOIL, AND
- 15 TO 25 PERCENT ORGANIC MATTER

SAND: PROVIDE CLEAN CONSTRUCTION SAND, FREE OF DELETERIOUS MATERIALS. AASHTO M-6 OR ASTM C-33 WASHED SAND.
TOPSOIL: SANDY LOAN, LOAMY SAND, OR LOAM TEXTURE PER USDA TEXTURAL TRIANGLE WITH LESS THAN 5 PERCENT CLAY CONTENT.
ORGANIC MATTER: MnDOT GRADE 2 COMPOST (SPEC. 3890) IS RECOMMENDED.
P CONTENT BETWEEN 10 AND 30 MG/KG PER MEHLICH III (OR EQUIVALENT) TEST TO SUPPORT PLANT GROWTH.

BASIN SEEDING:
REFER TO SWPPP NOTES AND RESTORATION PLAN FOR BASIN SEEDING REQUIREMENTS.



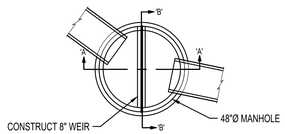
BASIN B CROSS SECTION
BIOFILTRATION BASIN
NTS



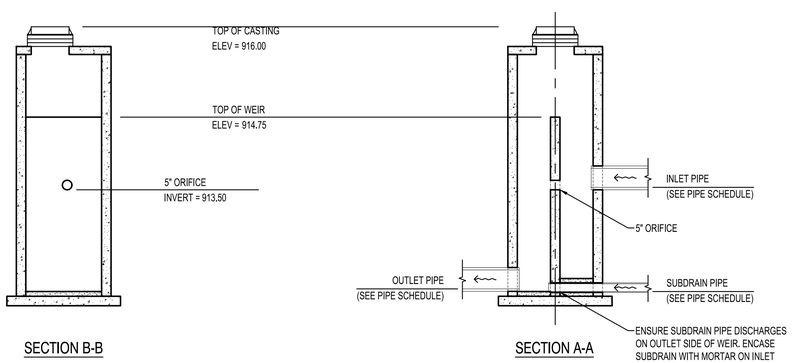
SUBDRAIN SECTION

NOTES:

1. GRIND EXPOSED FIELD AND SHOP WELDS FLUSH WITH ADJACENT SURFACES.
2. AFTER FABRICATION, GALVANIZE STRUCTURAL SHAPES AND MISCELLANEOUS ITEMS IN ACCORDANCE WITH ASTM A123.
3. REPAIR DAMAGED AND SCRATCHED GALVANIZED COATINGS AFTER INSTALLATION.
4. GROUT AROUND ALL PIPES ON INSIDE AND OUTSIDE OF MANHOLE.



PLAN

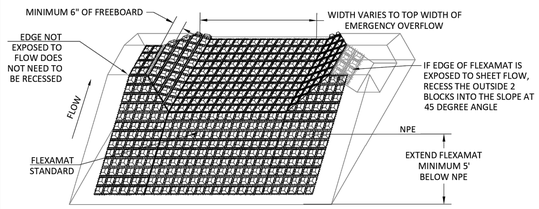


SECTION B-B

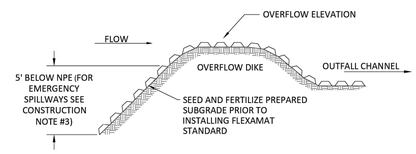
SECTION A-A

BASIN B OUTLET STRUCTURE
NTS

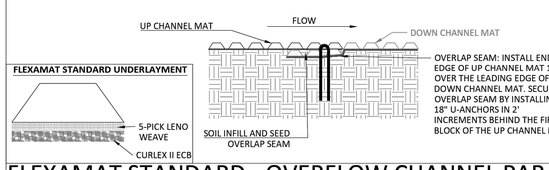
EMERGENCY SPILLWAY - ISOMETRIC VIEW



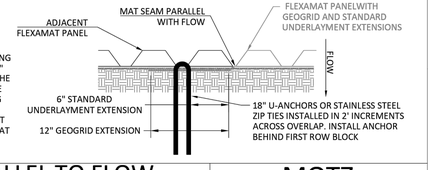
OVERFLOW DIKE - PROFILE VIEW



1. OVERLAP METHOD FOR SEAMS PERPENDICULAR TO FLOW



2. OVERLAP METHOD FOR SEAMS PARALLEL TO FLOW



FLEXAMAT STANDARD - OVERFLOW CHANNEL PARALLEL TO FLOW

CONSTRUCTION NOTES:

1. AN ENGINEER OR MANUFACTURERS REPRESENTATIVE SHALL BE ONSITE FOR THE START OF THE INSTALLATION.
2. ALL SUBGRADE SURFACES PREPARED FOR PLACEMENT OF MATS SHALL BE SMOOTH AND FREE OF ALL ROCKS, STICKS, ROOTS, OTHER PROTRUSIONS, OR DEBRIS OF ANY KIND. THE PREPARED SURFACE SHALL PROVIDE A FIRM UNYIELDING SUBGRADE FOR THE MATS.
3. PRIOR TO THE FLEXAMAT STANDARD INSTALLATION SEED AND FERTILIZE SUBGRADE WITH SITE SPECIFIC SEED MIX IN ACCORDANCE WITH THE PROJECT PLANS AND SPECIFICATIONS.
4. MAT SHALL EXTEND 5' BELOW NORMAL POND ELEVATION. (FOR EMERGENCY OVERFLOW INSTALLATIONS EXTEND THE MAT 3' DOWN THE INSIDE FACE OF THE OVERFLOW DIKE.)
5. INSTALL FLEXAMAT STANDARD ROLLS. MANUFACTURER RECOMMENDS INSTALLING THE WIDEST MAT POSSIBLE FOR SPILLWAY APPLICATIONS.
   5.1. FOR WIDTHS WIDER THAN 16', INSTALL 15.5' WIDE MATS WITH GEOGRID AND STANDARD UNDERLAYMENT EXTENSIONS. INSTALL ADJACENT MAT OVER THE 12" GEOGRID AND 6" STANDARD UNDERLAYMENT EXTENSIONS OF THE ADJACENT MATS. ENSURE THE GEOGRID AND STANDARD UNDERLAYMENT EXTENSIONS ARE LAYING FLAT ON THE SUBGRADE BEFORE INSTALLING ADJACENT MAT OVER THE EXTENSIONS. INSTALL #3 REBAR 18" U-ANCHORS IN 2' INCREMENTS ACROSS THE GEOGRID AND STANDARD EXTENSION ABUTMENT. INSTALL ANCHORS PERPENDICULAR TO THE FLOW DIRECTLY BEHIND FIRST ROW OF BLOCKS ON THE ADJACENT MAT.
   5.2. FOR ADDITIONAL SECTIONS OF MAT, OVERLAP THE DOWNSTREAM SECTION 18" WITH UPSTREAM SECTION OF MAT. PRIOR TO INSTALLING OVERLAP, FLIP UPSTREAM MAT BACK 24". EXCAVATE 2.25" OF SOIL 18" FROM THE END OF THE UPSTREAM MAT. DOWNSTREAM SECTION IS THEN LAID IN THE SHALLOW TRENCH. RETURN AND TAMP SOIL OVER INITIAL EDGE AND SEED AREA. FLIP END OF UPSTREAM MAT OVER THE SOIL COVERED INITIAL LEADING EDGE. SEED AND FERTILIZE SOIL INFILL PRIOR TO FLIPPING END OF UPSTREAM MAT OVER THE SOIL COVERED INITIAL LEADING EDGE OF DOWNSTREAM MAT. SECURE PERPENDICULAR OVERLAP SEAMS BY INSTALLING #3 REBAR - 18" U ANCHORS PERPENDICULAR TO FLOW IN 2' INCREMENTS.
6. AT THE END OF THE ARMORED SPILLWAY, EMBED THE MAT 18" IN A TERMINATION TRENCH. FILL AND COMPACT TERMINATION TRENCH WITH SUITABLE FILL. (AS SPECIFIED BY EOR.)

MOTZ ENTERPRISES, INC.
Flexamat
(513)772-6689
Info@Flexamat.com
Flexamat.com

REV - 1

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DATE xxxx-xx-xx LIC. NO. 55871

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LENNAR HOMES
BRADFORD PARK DEVELOPMENT (PHASE 2)
ELK RIVER MINNESOTA

REVISION SCHEDULE

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TITLE
STORMWATER BASIN DETAILS

SHEET
22
OF 115

BIOFILTRATION BASIN CONSTRUCTION:

A. WORK SHALL INCLUDE - ALL EXCAVATION AND CONSTRUCTION AS OUTLINED IN THE PLANS, SPECIFICATIONS AND DETAILS OUTLINING THE CONSTRUCTION OF THE FILTRATION BASIN.
B. THE CONTRACTOR SHALL MAINTAIN SILT FENCE AROUND THE PERIMETER OF THE FILTRATION BASIN DURING ALL PHASES OF CONSTRUCTION. THE FILTRATION AREA MUST BE STAKED OFF AND MARKED TO KEEP ALL CONSTRUCTION TRAFFIC, EQUIPMENT AND MATERIAL STOCKPILES OUT OF THE PROPOSED FILTRATION AREA.
C. THE CONTRACTOR SHALL ENSURE THAT THE FILTRATION BASIN IS NOT USED AS A SEDIMENT TRAP DURING CONSTRUCTION AND THAT NO RUNOFF ENTERS THE BASIN PRIOR TO THE COMPLETION OF CONSTRUCTION AND COMPLETE STABILIZATION OF SURROUNDING AREAS DRAINING TO THE BASIN. ALL UPLAND DRAINAGE MUST BE DIVERTED TO PREVENT RUNOFF FROM ENTERING FILTRATION BASIN WORK AREA.
D. FILTRATION BASIN SHALL BE CONSTRUCTED AT THE END OF THE PROJECT AFTER ALL AREAS SURROUNDING IT AND DRAINING INTO IT HAVE BEEN CONSTRUCTED AND FULLY STABILIZED, THIS INCLUDES THE SANITARY SEWER. IN ORDER TO AVOID SOIL COMPACTION IN THE BASIN NO EQUIPMENT SHALL BE DRIVEN IN THE AREA OF THE BASIN PRIOR TO ITS CONSTRUCTION, AND WHEN IT IS CONSTRUCTED ONLY LIGHT EARTH MOVING EQUIPMENT WITH TRACKS SHALL BE USED.
E. AFTER FINAL GRADING THE BASIN'S FLOOR SHALL BE TILLED TO A DEPTH OF AT LEAST 6 INCHES TO PROVIDE A WELL-AERATED, POROUS SURFACE. SMEARING OF THE SOIL IN THE BASIN SHALL BE AVOIDED AND IF SMEARING DOES OCCUR IT SHALL BE CORRECTED BY RAKING OR RETILLING OF THE BASIN.
F. IMMEDIATELY FOLLOWING FILTRATION BASIN CONSTRUCTION, THE ENTIRE BASIN SHALL BE SEEDED AND STABILIZED AS INDICATED IN THE PLANS. FILTRATION BASIN MUST BE FULLY STABILIZED PRIOR TO ANY UPSTREAM RUNOFF BEING DIRECTED TO BASIN.

BIORETENTION MEDIA MIX A, "WATER QUALITY BLEND":

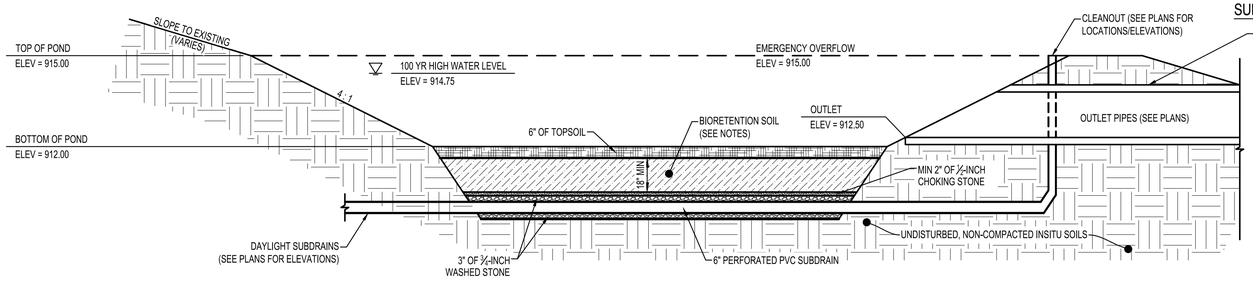
- 60 TO 70 PERCENT CONSTRUCTION SAND,
- 15 TO 25 PERCENT TOPSOIL, AND
- 15 TO 25 PERCENT ORGANIC MATTER

SAND: PROVIDE CLEAN CONSTRUCTION SAND, FREE OF DELETERIOUS MATERIALS. AASHTO M-6 OR ASTM C-33 WASHED SAND.

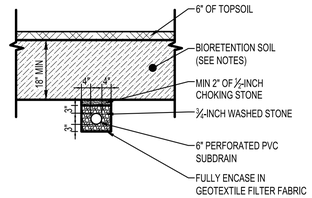
TOPSOIL: SANDY LOAN, LOAMY SAND, OR LOAM TEXTURE PER USDA TEXTURAL TRIANGLE WITH LESS THAN 5 PERCENT CLAY CONTENT.

ORGANIC MATTER: MnDOT GRADE 2 COMPOST (SPEC. 3890) IS RECOMMENDED.
P CONTENT BETWEEN 10 AND 30 MG/KG PER MEHLICH III (OR EQUIVALENT) TEST TO SUPPORT PLANT GROWTH.

BASIN SEEDING:
REFER TO SWPPP NOTES AND RESTORATION PLAN FOR BASIN SEEDING REQUIREMENTS.



SUBDRAIN SECTION



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BIOFILTRATION BASIN
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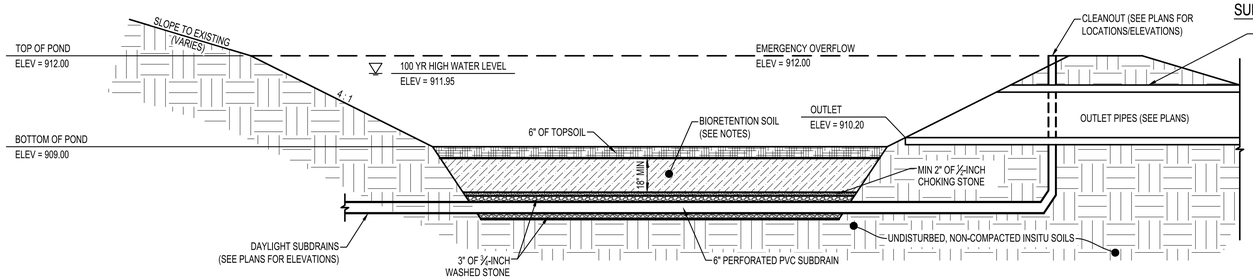

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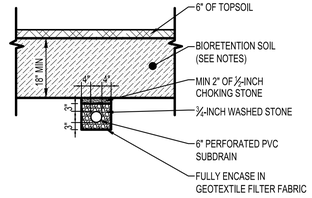

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LENNAR HOMES

BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

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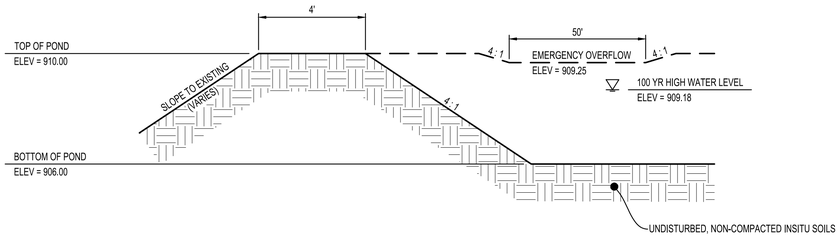

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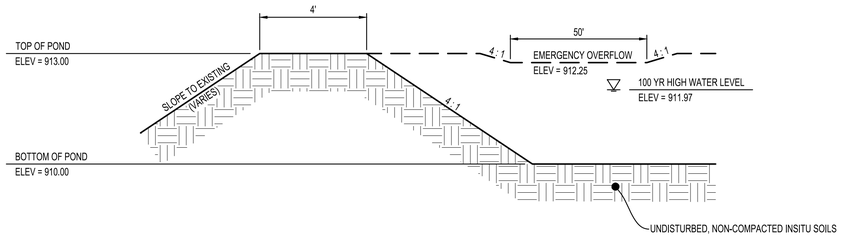

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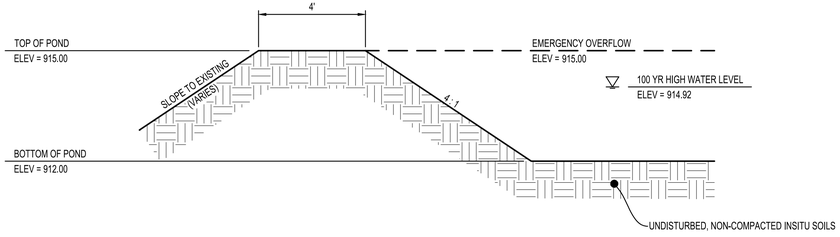

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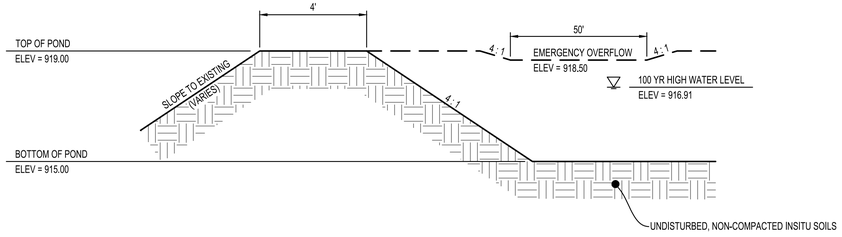

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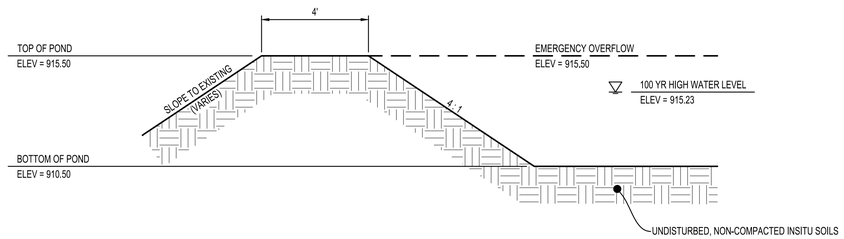

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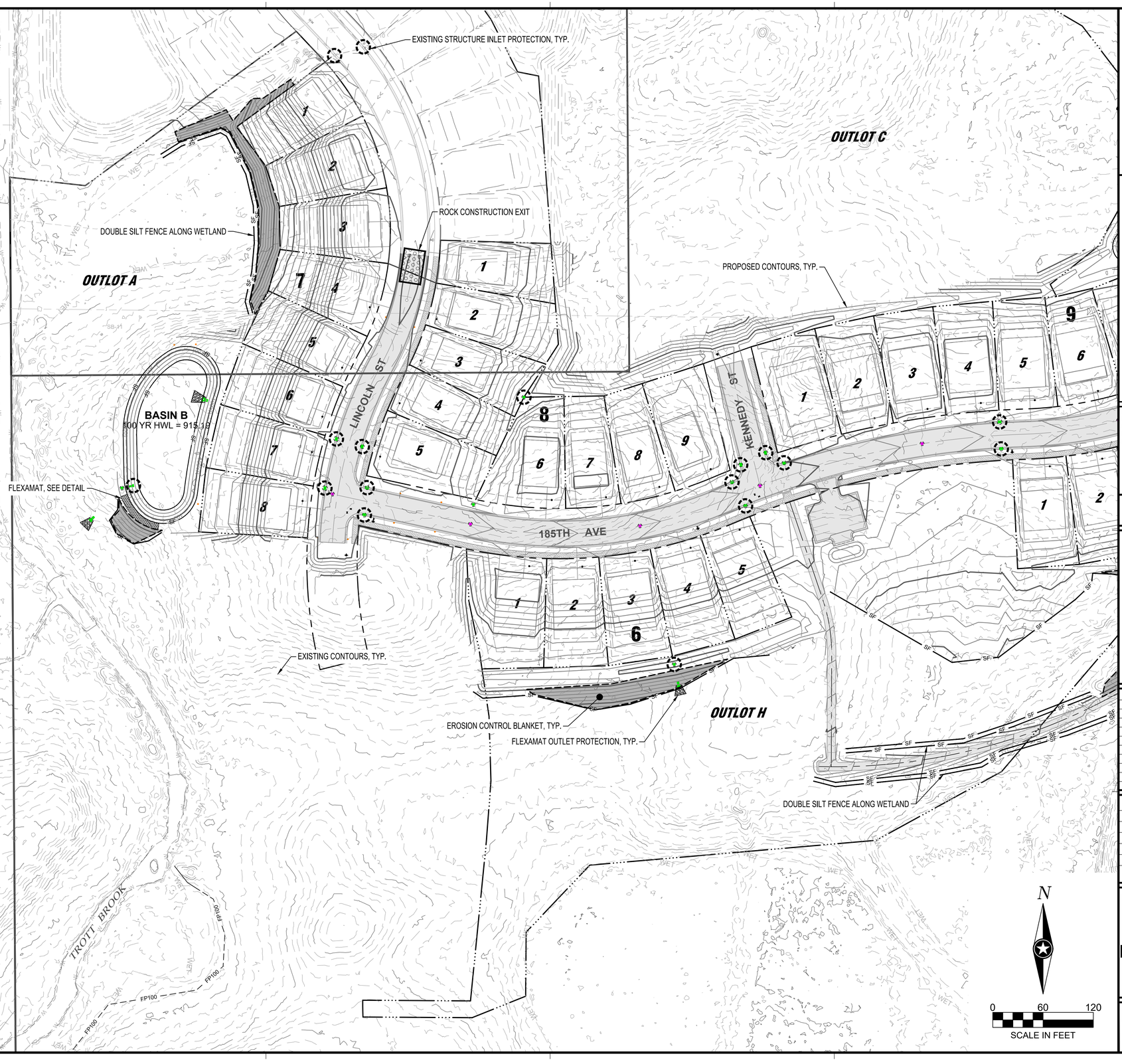
OF 115

EROSION CONTROL LEGEND

SYMBOL	DESCRIPTION
	FLEXAMAT OUTLET PROTECTION
SF	SILT FENCE, PREASSEMBLED
	SEDIMENT CONTROL LOG
	STORM DRAIN INLET PROTECTION
	STABILIZED CONSTRUCTION EXIT
	EROSION CONTROL BLANKET, CATEGORY 30
	FLEXAMAT EMERGENCY OVERFLOW PROTECTION
101	EXISTING CONTOUR (MINOR INTERVAL)
100	EXISTING CONTOUR (MAJOR INTERVAL)
101	PROPOSED CONTOUR (MINOR INTERVAL)
100	PROPOSED CONTOUR (MAJOR INTERVAL)

SEE SITE RESTORATION PLAN FOR FINAL TURF ESTABLISHMENT.

NOTE: SWPPP COVERAGE INCLUDES ELECTRIC, GAS, TELEPHONE, AND CABLE INSTALLATION. EACH COMPANY OR THEIR SUBCONTRACTOR IS RESPONSIBLE TO FOLLOW THE REQUIREMENTS OF THIS SWPPP INCLUDING PROVIDING THEIR OWN RESTORATION IF INSTALLATION OCCURS AFTER PRIMARY INSTALLATION OF SEEDING/SODDING/MULCHING DURING CONSTRUCTION OF EACH UTILITY.



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STORMWATER POLLUTION PREVENTION PLAN (SWPPP)

SHEET

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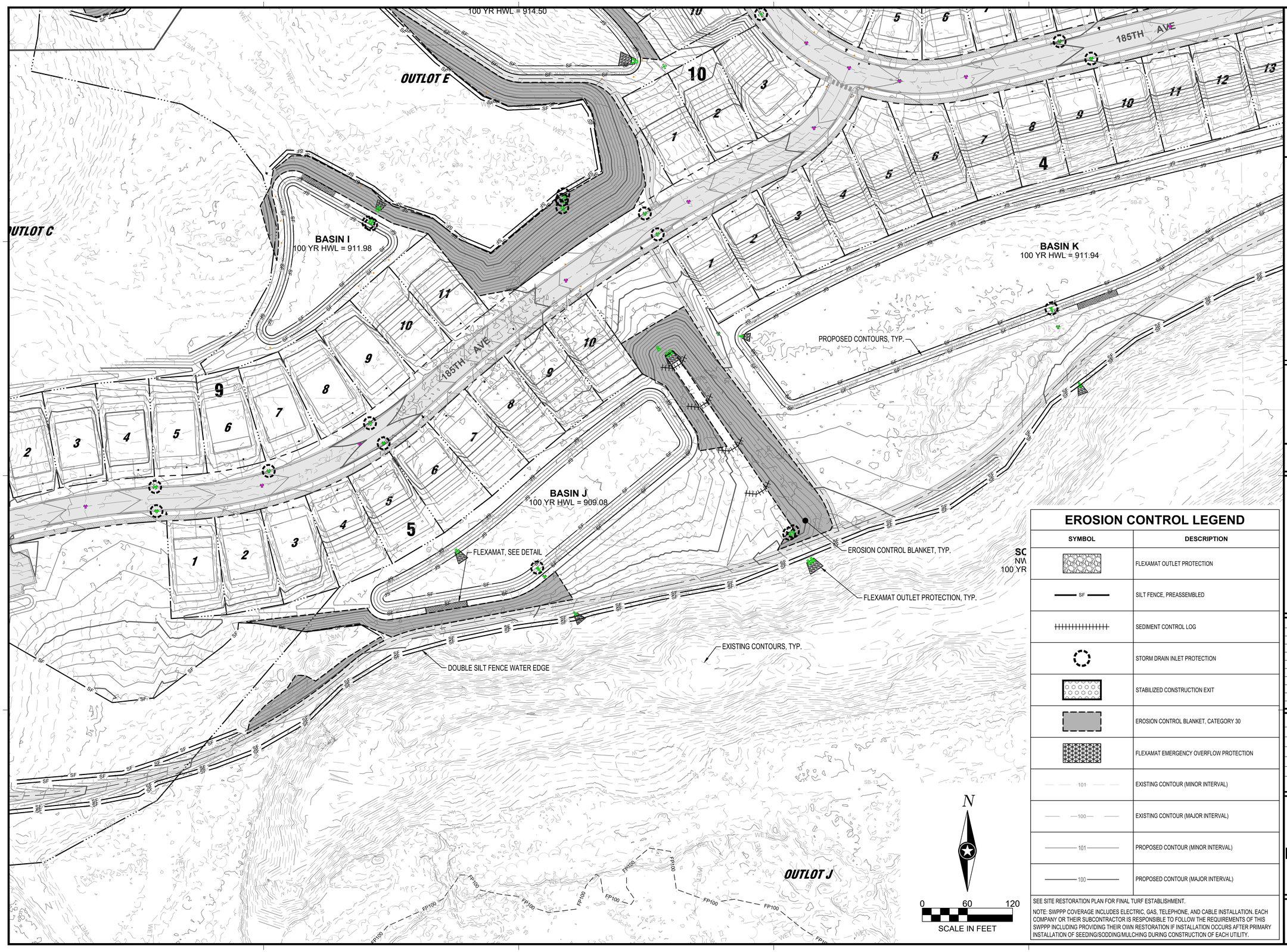

EROSION CONTROL LEGEND

SYMBOL	DESCRIPTION
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	SEDIMENT CONTROL LOG
	STORM DRAIN INLET PROTECTION
	STABILIZED CONSTRUCTION EXIT
	EROSION CONTROL BLANKET, CATEGORY 30
	FLEXAMAT EMERGENCY OVERFLOW PROTECTION
101	EXISTING CONTOUR (MINOR INTERVAL)
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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
FILE NAME	26553 - 4 SWPPP (P2)
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	JDF
ORIGINAL ISSUE DATE	2024-08-26
CLIENT PROJECT NO.	-

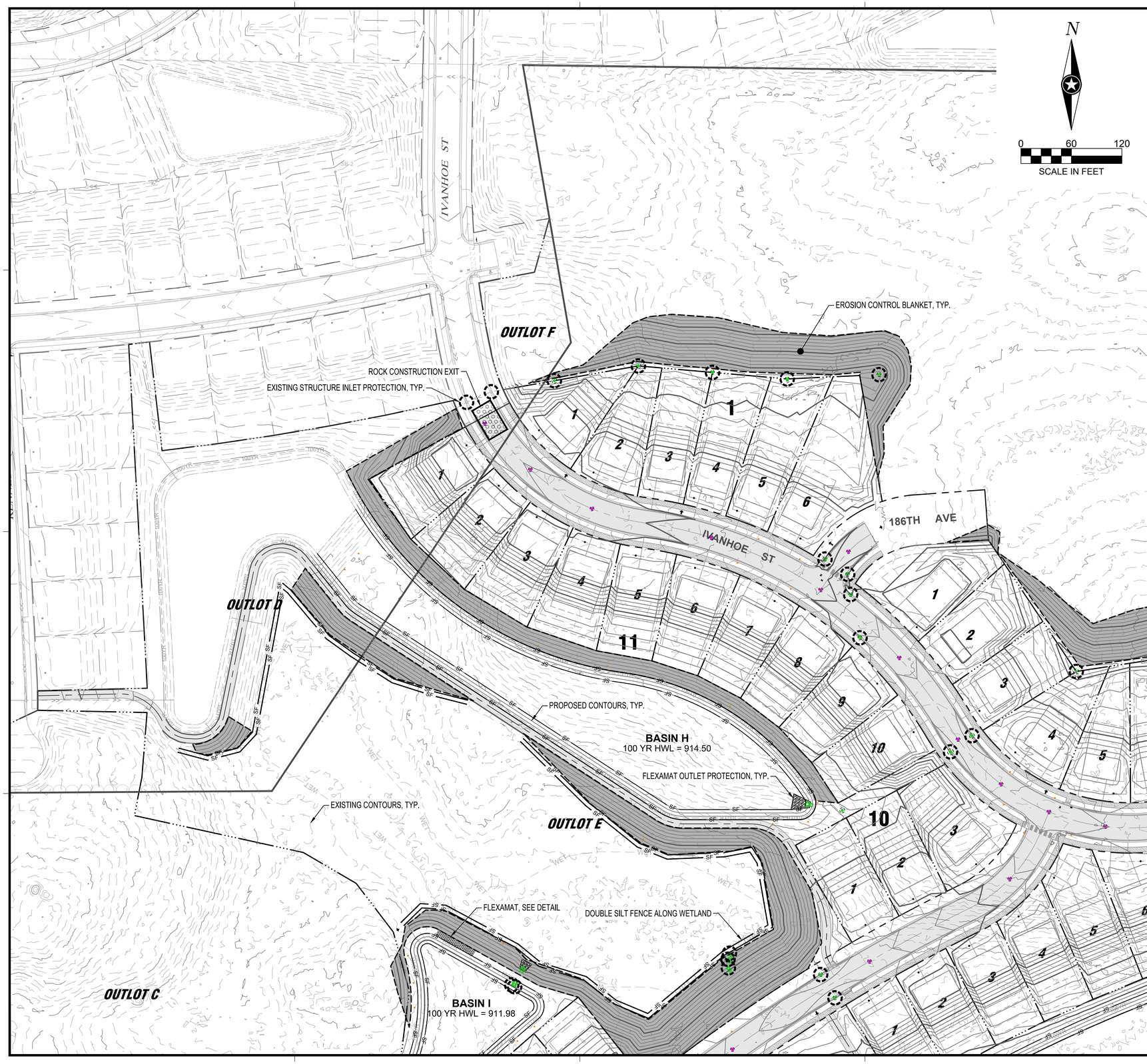
TITLE

STORMWATER POLLUTION PREVENTION PLAN (SWPPP)

SHEET

27

OF 115



EROSION CONTROL LEGEND

SYMBOL	DESCRIPTION
	FLEXAMAT OUTLET PROTECTION
SF	SILT FENCE, PREASSEMBLED
	SEDIMENT CONTROL LOG
	STORM DRAIN INLET PROTECTION
	STABILIZED CONSTRUCTION EXIT
	EROSION CONTROL BLANKET, CATEGORY 30
	FLEXAMAT EMERGENCY OVERFLOW PROTECTION
101	EXISTING CONTOUR (MINOR INTERVAL)
100	EXISTING CONTOUR (MAJOR INTERVAL)
101	PROPOSED CONTOUR (MINOR INTERVAL)
100	PROPOSED CONTOUR (MAJOR INTERVAL)

SEE SITE RESTORATION PLAN FOR FINAL TURF ESTABLISHMENT.

NOTE: SWPPP COVERAGE INCLUDES ELECTRIC, GAS, TELEPHONE, AND CABLE INSTALLATION. EACH COMPANY OR THEIR SUBCONTRACTOR IS RESPONSIBLE TO FOLLOW THE REQUIREMENTS OF THIS SWPPP INCLUDING PROVIDING THEIR OWN RESTORATION IF INSTALLATION OCCURS AFTER PRIMARY INSTALLATION OF SEEDING/SODDING/MULCHING DURING CONSTRUCTION OF EACH UTILITY.

ISG

NOTE:
THE CLARITY OF THESE PLANS DEPEND UPON COLOR COPIES. IF THIS TEXT DOES NOT APPEAR IN COLOR, THIS IS NOT AN ORIGINAL PLAN SET AND MAY RESULT IN MISINTERPRETATION.

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

JERREMY D. FOSS

DATE xxxx-xx-xx LIC. NO. 55871

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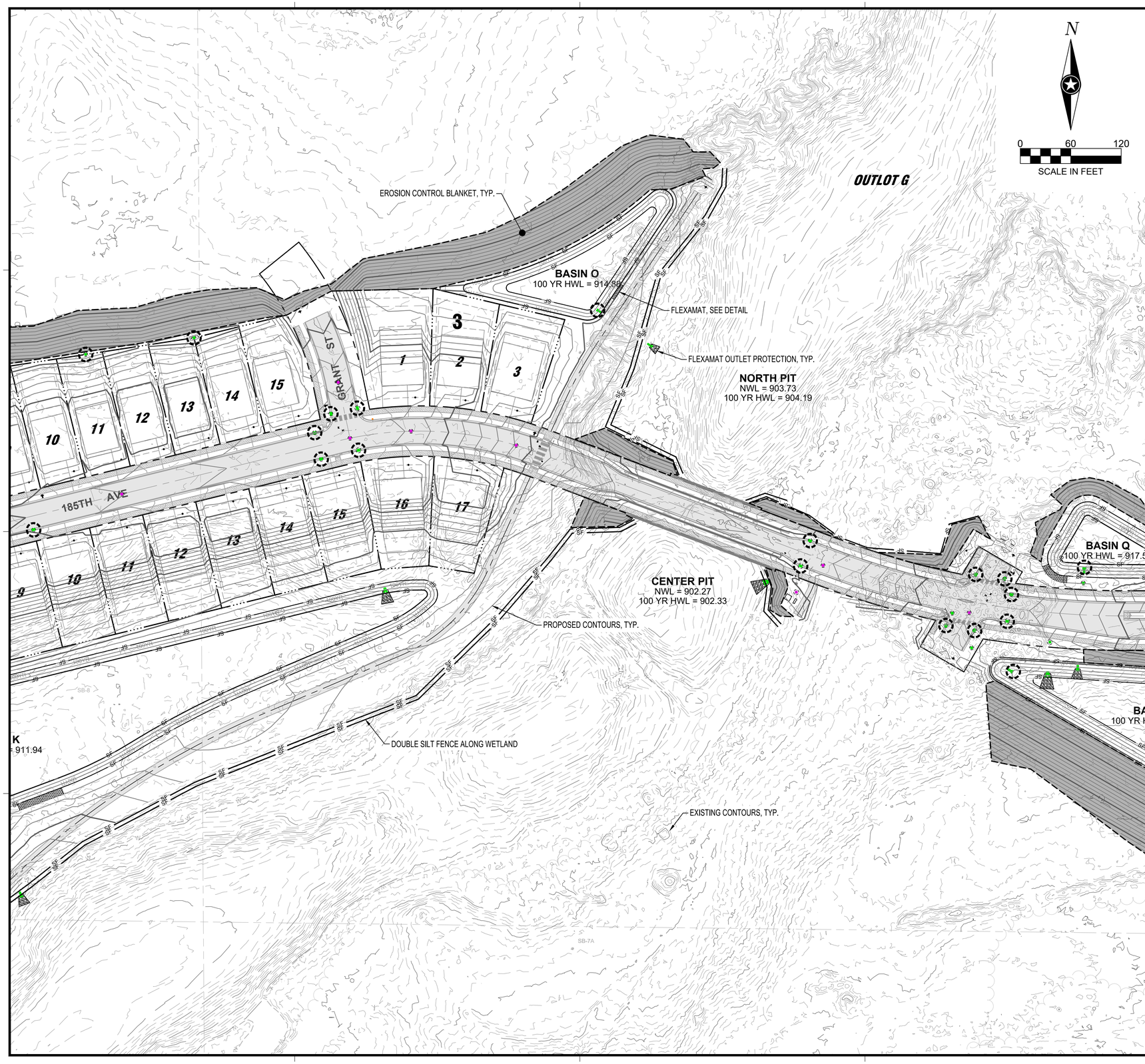

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100	PROPOSED CONTOUR (MAJOR INTERVAL)

SEE SITE RESTORATION PLAN FOR FINAL TURF ESTABLISHMENT.

NOTE: SWPPP COVERAGE INCLUDES ELECTRIC, GAS, TELEPHONE, AND CABLE INSTALLATION. EACH COMPANY OR THEIR SUBCONTRACTOR IS RESPONSIBLE TO FOLLOW THE REQUIREMENTS OF THIS SWPPP INCLUDING PROVIDING THEIR OWN RESTORATION IF INSTALLATION OCCURS AFTER PRIMARY INSTALLATION OF SEEDING/SODDING/MULCHING DURING CONSTRUCTION OF EACH UTILITY.

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SHEET

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STORMWATER POLLUTION PREVENTION PLAN (SWPPP) NARRATIVE

PROJECT LOCATION

PROJECT/SITE NAME: BRADFORD PARK DEVELOPMENT
PROJECT LOCATION: BETWEEN THE INTERSECTIONS OF TROTT BROOK, TWIN LAKES PARKWAY, 181ST AVENUE NW, AND COUNTY HWY 40
CITY: ELK RIVER
COUNTY/STATE: SHERBURNE COUNTY, MINNESOTA
ZIP CODE: 55330
QUARTER SECTION, SECTION, TOWNSHIP, RANGE: S36, T33N, R26W

PROJECT DESCRIPTION

THE OVERALL BRADFORD PARK DEVELOPMENT SCOPE WILL INCLUDE CLEARING AND GRUBBING, MASS GRADING, AND THE CONSTRUCTION OF ROADS, WALKS, TRAILS, UNDERGROUND UTILITIES, AND STORMWATER MANAGEMENT FEATURES TO SUPPORT RESIDENTIAL HOMES. THIS SWPPP APPLIES TO PHASE 2 OF THE PROJECT WHICH INCLUDES CONSTRUCTING A PORTION OF THE OVERALL DEVELOPMENT (INCLUDING PORTIONS OF ALL AFOREMENTIONED ITEMS) THAT WILL SUPPORT 96 SINGLE-FAMILY HOMES.

TENTATIVE CONSTRUCTION SCHEDULE (OPERATOR SHOULD PROVIDE ESTIMATED CONSTRUCTION SCHEDULE TO THE OWNER'S REPRESENTATIVE)	
CONSTRUCTION ACTIVITIES:	**ESTIMATED DATES OF SOIL DISTURBANCE ACTIVITIES:**
CLEARING AND GRUBBING OPERATIONS, GRADING, BASINS	AUGUST – NOVEMBER 2024, APRIL 2025
UNDERGROUND UTILITY INSTALLATION	SEPTEMBER – NOVEMBER 2024, APRIL – MAY 2025
BUILDINGS	SEPTEMBER – NOVEMBER 2024, APRIL – JULY 2025
CURB & GUTTER/SIDEWALK	OCTOBER – NOVEMBER 2024, APRIL – MAY 2025
PAVING	NOVEMBER 2024, APRIL – MAY 2025
INITIAL TURF	NOVEMBER 2024
LANDSCAPING, FINAL TURF, MISC.	MAY – JULY 2025

PRE-CONSTRUCTION IMPERVIOUS SURFACE AND DISTURBED AREA CALCULATIONS*

TOTAL AREA TO BE DISTURBED = 50.06 ACRES MINIMUM AREA REQUIRING MPCA PERMIT = 1.00 ACRES

****AN MPCA NPDES PERMIT IS REQUIRED FOR THIS PROJECT****

IMPERVIOUS AREA: PRE-CONSTRUCTION = 0.00 ACRES
POST-CONSTRUCTION = 15.08 ACRES
NET INCREASE OF IMPERVIOUS AREA = 15.08 ACRES

MINIMUM NEW IMPERVIOUS SURFACE AREA CREATED REQUIRING PERMANENT STORMWATER MANAGEMENT = 1.00 ACRES (BASED ON MPCA PERMIT & ELK RIVER CODE)

CONTACT INFORMATION/RESPONSIBLE PARTIES

THE OWNER OWNS THE LAND, ADJACENT ROADS, AND EASEMENT AREAS ASSOCIATED WITH THE PROJECT. THE OWNER IS THE OWNER CO-PERMITTEE APPLYING FOR PERMIT COVERAGE AND WILL BE RESPONSIBLE FOR COMPLIANCE WITH ALL TERMS AND CONDITIONS OF THE PERMIT INCLUDING DEVELOPING THIS SWPPP AND THE LONG-TERM MAINTENANCE PLAN OF THE PERMANENT STORMWATER MANAGEMENT SYSTEM FOR THIS PROJECT (IF APPLICABLE). THE OWNER WILL ENSURE THAT THE DESCRIBED WORK IN THE SWPPP IS BEING COMPLETED BY THE OPERATOR PERMITTEE.

OWNER/PERMITTEE: LENNAR (JOE JABLONSKI, LAND ENTITLEMENT MANAGER)
16305 36TH AVE N #600
PLYMOUTH, MN 55446
JOE.JABLONSKI@LENNAR.COM

THE PRIMARY CONTRACTOR WILL ENTER INTO A CONTRACT WITH THE OWNER TO COMPLETE THE REQUIRED WORK FOR THIS PROJECT. THE PRIMARY CONTRACTOR WILL BECOME (UNDER CONTRACT) THE OPERATOR CO-PERMITTEE APPLYING FOR PERMIT COVERAGE ON THE NPDES PERMIT (THROUGH EXECUTION OF AN NPDES PERMIT MODIFICATION FORM) AND THEREBY AGREE TO IMPLEMENT THIS SWPPP IN COOPERATION WITH THE OWNER. THE OPERATOR IS RESPONSIBLE FOR IDENTIFYING AN EROSION CONTROL SUPERVISOR PRIOR TO STARTING CONSTRUCTION (REFER TO SWPPP AMENDMENT SECTION). THE NPDES PERMIT MODIFICATION FORM SHALL BE SUBMITTED TO THE MPCA AFTER THE PROJECT IS AWARDED TO THE OPERATION.

THE OPERATOR WILL ENSURE THAT INDIVIDUALS OVERSEEING OR IMPLEMENTING THE SWPPP HAVE BEEN PROPERLY TRAINED AND THAT CERTIFICATIONS WILL BE MADE AVAILABLE UPON REQUEST. THIS INCLUDES ANY SUB-CONTRACTORS THAT THE OPERATOR EMPLOYS UNDER SEPARATE CONTRACT. THE OPERATOR WILL PROVIDE THE CONTACT INFORMATION FOR THE EROSION CONTROL SUPERVISOR, SITE SUPERINTENDENT/FOREMAN, AND BMP INSTALLERS. THE EROSION CONTROL SUPERVISOR SHALL BE A RESPONSIBLE EMPLOYEE OF THE PRIME CONTRACTOR AND/OR DULY AUTHORIZED BY THE PRIME CONTRACTOR TO REPRESENT THE PRIME CONTRACTOR ON ALL MATTERS PERTAINING TO THE NPDES CONSTRUCTION STORMWATER PERMIT COMPLIANCE. THE EROSION CONTROL SUPERVISOR SHALL HAVE AUTHORITY OVER ALL OPERATOR ACTIVITIES WHICH INFLUENCE NPDES PERMIT COMPLIANCE, INCLUDING GRADING, EXCAVATION, BRIDGE CONSTRUCTION, CULVERT INSTALLATION, UTILITY WORK, CLEARING/GRUBBING, DEWATERING, AND ANY OTHER OPERATION THAT INCREASES THE EROSION POTENTIAL ON THE PROJECT.

THE OPERATOR WILL PERFORM A PRECONSTRUCTION SITE VISIT TO ADDRESS ANY AREAS OF CONCERN PERTAINING TO ENVIRONMENTAL COMPLIANCE. THE OPERATOR WILL IMPLEMENT AND MAINTAIN BMPS FOR THE DURATION OF CONSTRUCTION PROJECT. THE OPERATOR WILL COMPLETE THE REQUIRED SITE INSPECTIONS AND IS RESPONSIBLE FOR SECTIONS 3-4, 6-22, 24, AND APPLICABLE PARTS OF 23, TO REMAIN IN COMPLIANCE WITH NPDES PERMIT.

OPERATOR/PERMITTEE: (TO BE DETERMINED AND IDENTIFIED THROUGH TRANSFER OF NPDES-CSW PERMIT)

ISG INC. HAS BEEN CONTRACTED BY THE OWNER TO DEVELOP THE SWPPP PLAN FOR THIS PROJECT. THIS SWPPP WAS PREPARED BY AN INDIVIDUAL THAT HAS BEEN PROPERLY TRAINED IN ACCORDANCE TO SECTION 21 OF THE NPDES PERMIT (CERTIFICATION CARDS ARE AVAILABLE UPON REQUEST). ISG INC. WILL OFFER GUIDANCE FOR COMPLIANCE WITH THE NPDES PERMIT BEFORE, DURING, AND AFTER CONSTRUCTION OF THE PROJECT.

SWPPP DESIGNER:
ISG INC. (TODD KIRK)
7900 INTERNATIONAL DR., SUITE 550
MINNEAPOLIS, MN 55425
952-426-0699/TODD.KIRK@ISGINC.COM

PERMANENT STORMWATER MANAGEMENT SYSTEM:
ISG INC. (JERREMY FOSS)
7900 INTERNATIONAL DR., SUITE 550
MINNEAPOLIS, MN 55416
952-426-0699/JERREMY.FOSS@ISGINC.COM

AGENCY CONTACTS			
AGENCY	**PERMIT**	**NAME**	**PHONE NUMBER/E-MAIL**
MPCA (EMERGENCY)	N/A	STATE DUTY OFFICER	1-800-422-0798
MPCA	NPDES-CSW #MNR100001	MCKENNA RODINE	651-757-2203/MCKENNA.RODINE@STATE.MN.US

PERMANENT STORMWATER TREATMENT SYSTEMS

THE NPDES PERMANENT WATER QUALITY VOLUME (SECTION 15) FROM THE NET NEW IMPERVIOUS SURFACES OF THE PROJECT IS PROVIDED IN THE PROPOSED FIVE (5) BIOFILTRATION BASINS AND AN INFILTRATION BASIN. HYDROLOGIC AND WATER QUALITY MODELING DATA AND THE CONTAMINATION CHECKLIST IS AVAILABLE UPON REQUEST. THE SITE IS UNABLE TO MEET THE FULL VOLUME REDUCTION REQUIREMENT DUE TO ON-SITE SOILS THAT ARE NOT CONDUCIVE TO INFILTRATION. INFILTRATION RATES WERE DETERMINED BY THE INFILTRATION RATE CHART IN THE MINNESOTA STORMWATER MANUAL UTILIZING SOIL-BORING RESULTS.

LOCATION OF SWPPP COMPONENTS		
DESCRIPTION	**TITLE**	**LOCATION (SHEET NAME)**
SWPPP NARRATIVE	SWPPP NARRATIVE	SWPPP GENERAL INFORMATION, DETAILS AND NOTES
SITE CONDITIONS	SWPPP NARRATIVE	SWPPP GENERAL INFORMATION, DETAILS AND NOTES
SITE MAPS (SOILS, WATER RESOURCES, POTENTIAL POLLUTANT GENERATING ACTIVITIES)	SWPPP MAP, SWPPP NARRATIVE	STORMWATER POLLUTION PREVENTION PLAN (SWPPP)
CONSTRUCTION PHASING/STAGING, BUFFERS, & AREAS NOT TO BE DISTURBED	SWPPP NARRATIVE	SWPPP GENERAL INFORMATION, DETAILS AND NOTES
DIRECTION OF SURFACE WATER FLOW (PRE- & POST- CONSTRUCTION	DRAINAGE PLAN	STORMWATER POLLUTION PREVENTION PLAN (SWPPP)
IMPERVIOUS SURFACES	CONSTRUCTION PLAN & PROFILE	STORMWATER POLLUTION PREVENTION PLAN (SWPPP)
TEMPORARY EROSION & SEDIMENT CONTROL BMPS FOR STEEP SLOPES (3:1), DNR FISH EXCLUSION "WORK IN WATER RESTRICTIONS" REFER TO SWPPP	TEMPORARY EROSION AND SEDIMENT CONTROL PLAN, SWPPP NARRATIVE	SWPPP GENERAL INFORMATION, DETAILS AND NOTES
PERMANENT EROSION PREVENTION BMPS	TURF ESTABLISHMENT PLAN, SWPPP NARRATIVE	STORMWATER POLLUTION PREVENTION PLAN (SWPPP); SWPPP GENERAL INFORMATION, DETAILS AND NOTES; TURF RESTORATION PLAN
STORM SEWER	DRAINAGE PLAN	STORMWATER POLLUTION PREVENTION PLAN (SWPPP); OVERALL UTILITY PLAN
GRADING	GRADING PLAN	OVERALL GRADING PLAN, NOTES AND EARTHWORK CALCULATIONS
ESTIMATED BMP QUANTITIES	ESTIMATED QUANTITIES	STORMWATER POLLUTION PREVENTION PLAN (SWPPP)
BMP DETAILS/SPECIFICATIONS	MISC. DETAILS, SWPPP NARRATIVE	SWPPP GENERAL INFORMATION, DETAILS AND NOTES
HYDROLOGIC/WATER QUALITY MODELING		AVAILABLE UPON REQUEST

EXISTING SITE CONDITIONS, SOILS, & WATER RESOURCES

SOILS AND NATIVE TOPSOIL: NATIVE TOPSOIL WILL BE STRIPPED AND STOCKPILED FOR FINAL GRADING OPERATIONS, WHERE INDICATED IN THE CONSTRUCTION PLANS AND SPECIFICATIONS. METHODS AND EQUIPMENT TO MINIMIZE SOIL COMPACTION (IN PROPOSED INFILTRATION AREAS, DRIP LINE OF TREES TO BE PRESERVED, ETC.) SHALL BE DETERMINED BY THE OPERATOR'S SWPPP AMENDMENT. TRACKED VEHICLES ARE PREFERRED AND WHEELED VEHICLES ARE DISCOURAGED IN THESE AREAS. THE FOLLOWING USDA-NRCS MAPPED SOILS ARE SHOWN AS "NOT HIGHLY ERODIBLE AND POTENTIALLY HIGHLY ERODIBLE" ON THE COUNTY SOIL SURVEY MAP.

USDA-NRCS MAPPED SOIL SURVEY UNIT NO., NAME, TEXTURE, SLOPE PERCENTAGE	PERCENTAGE OF PROJECT AREA	APPROXIMATE PARTICLE SIZE RANGE *(MM)*		
		SAND (0.05-2.00+)	SILT (0.002-0.05)	CLAY (<0.002)
32B – NEBISH FINE SANDY LOAM, 2-6% SLOPES	32.7%	34-63%	26-37%	5-35%
32C – NEBISH FINE SANDY LOAM, 6-12% SLOPES	24.7%	34-65%	26-37%	5-35%
346 – TALMOON LOAM, 0-2% SLOPES	4.8%	34-61%	24-41%	8-35%
544 – CATHRO MUCK, 0-1% SLOPES	3.3%	5-44%	38-90%	0-30%
730B – SANBURN FINE SANDY LOAM, 2-6% SLOPES	11.8%	63-91%	7-26%	1-15%
799 – SEELYEVILLE AND BOWSTRING SOILS, 0-1% SLOPES	17.1%	5-71%	22-90%	0-15%
1260C – STONELAKE-NEBISH COMPLEX, 6-12% SLOPES	5.5%	34-92%	4-37%	1-35%

DESCRIPTION OF RECEIVING WATERS (LOCATED WITHIN 1-MILE): STORMWATER FROM THIS PROJECT WILL BE CONVEYED INTO FIVE (5) BIOFILTRATION BASINS AND AN INFILTRATION BASIN BEFORE DISCHARGING TO TROTT BROOK AND WETLANDS ADJACENT TROTT BROOK. TROTT BROOK ULTIMATELY DISCHARGES TO TROTT CREEK AND RUM RIVER, LOCATED APPROXIMATELY 6.5 MILES EAST OF THE SITE. HYDROLOGIC AND WATER QUALITY MODELING DATA IS AVAILABLE UPON REQUEST.

DESCRIPTION OF IMPAIRED WATERS OR WATER SUBJECT TO TMDLS: A SPECIAL AND IMPAIRED WATERS SEARCH WAS COMPLETED USING THE MPCA SEARCH ENGINE (HTTPS://MPCA.MAPS.ARCGIS.COM/APPS/WEBAPPVIEWER/INDEX.HTML?ID =E03EF170FA3E41F6BE92F9FAFEC100CC) ON 7/20/2023. THE SEARCH SHOWED NO IMPAIRED WATERS OR WATERS SUBJECT TO TMDLS WITHIN THE PROJECT LIMITS.

POTENTIAL FOR SEDIMENT AND/OR OTHER POLLUTANT(S) DISCHARGING FROM THE PROJECT SITE

THE TEMPORARY EROSION AND SEDIMENT CONTROL BMPS IN THIS SWPPP HAVE BEEN DESIGNED TO MINIMIZE THE POTENTIAL OF SEDIMENTS DISCHARGING OFF-SITE FROM A 0.5 INCH RAINFALL WITHIN A 24-HOUR PERIOD. THE NOAA ATLAS 14 POINT PRECIPITATION FREQUENCY ESTIMATE FOR THE PROJECT LOCATION WAS REVIEWED AND USED FOR ANTICIPATED INSPECTION FREQUENCY, BMP DESIGN, AND ESTIMATING CONSTRUCTION ACTIVITIES IN THIS SWPPP. ATLAS 14 RESULTS DO NOT NECESSARILY REFLECT ANY DESIGN CRITERIA IN THE PERMANENT STORMWATER MANAGEMENT SYSTEM.

ROUTINE INSPECTION AND BMP MAINTENANCE BY THE OPERATOR IS CRUCIAL IN ENSURING THE FUNCTIONALITY OF EACH BMP. STEEP SLOPES AND OTHER ENVIRONMENTALLY SENSITIVE AREAS THAT ARE AT A HIGHER RISK OF SEDIMENTATION ARE DEFINED IN THIS SWPPP (IF APPLICABLE).

CONSTRUCTION PHASING/STAGING, BUFFERS, & AREAS NOT TO BE DISTURBED

AREAS NOT TO BE DISTURBED ARE TO BE DELINEATED BEFORE WORK BEGINS. PERMITTEES ARE RESPONSIBLE FOR PRESERVING A 50 FOOT NATURAL BUFFER OR (IF INFEASIBLE AND DOCUMENTED) PROVIDE REDUNDANT SEDIMENT CONTROL BMPS, WHEN A SURFACE WATER IS LOCATED WITHIN 50 FEET AND RECEIVES DRAINAGE FROM THE PROJECT'S GRADING LIMITS. THIS REQUIREMENT DOES NOT APPLY TO ADJACENT ROAD SIDE DITCHES, JUDICIAL/COUNTY DITCHES, STORMWATER CONVEYANCES, STORM DRAIN INLETS, AND SEDIMENT BASINS.

THERE IS NO CONSTRUCTION PHASING OR STAGING DEFINED BY THE OWNER FOR THIS PROJECT. THE SCHEDULE FOR INSTALLING TEMPORARY BMPS SHALL BE INCORPORATED INTO THE OPERATOR'S WEEKLY SCHEDULE FOR EACH CONSTRUCTION STAGE AND PRESENTED TO THE OWNER'S REPRESENTATIVE (PER MNDOT SPEC 1717.D).

ENVIRONMENTALLY SENSITIVE AREAS

STEEP SLOPES: EXISTING AND PROPOSED SLOPES 1 IN 3 (33.33%) AND STEEPER THAT ARE PROPOSED TO BE DISTURBED ARE ILLUSTRATED ON THE PLAN SHEETS. STEEP SLOPES MAY BE TEMPORARILY CREATED DURING GRADING OPERATIONS IF NECESSARY, AT WHICH TIME TEMPORARY BMPS MUST BE IMPLEMENTED BY THE OPERATOR (THROUGH AN APPROVED SWPPP AMENDMENT) WITHIN 14 DAYS OF NO LONGER WORKING THE STEEP SLOPE.

CONTAMINATED PROPERTIES: THE MPCA'S "WHAT'S IN MY NEIGHBORHOOD" DATABASE WAS REVIEWED ON 07/20/2023 (WWW.PCA.STATE.MN.US/DATA/WHATS-MY-NEIGHBORHOOD) AND A CONTAMINATION ASSESSMENT WAS PERFORMED (AVAILABLE UPON REQUEST). THE RESULTS OF THIS REVIEW SHOW NO KNOWN CONTAMINATED PROPERTIES OR LEAK SOURCES LOCATED WITHIN AND ADJACENT TO THE PROJECT LIMITS.

STORMWATER POLLUTION MITIGATION MEASURES (AS IDENTIFIED FROM ENVIRONMENTAL REVIEW): NO FORMAL ENVIRONMENTAL REVIEW WAS REQUIRED FOR THIS PROJECT. THEREFORE, NO ADDITIONAL STORMWATER RELATED MITIGATION MEASURES APPLY.

KARST AREAS: THERE ARE NO KNOWN ACTIVE KARST AREAS WITHIN OR ADJACENT TO THE PROJECT LIMITS.

SITE PLAN REQUIRED AREAS: NO AREAS OF "HIGH ENVIRONMENTAL RISKS" ARE KNOWN TO BE LOCATED WITHIN OR IMMEDIATELY ADJACENT TO THE PROJECT LIMITS

FLOOD CONTINGENCY PLAN: PROJECT ACTIVITIES MAY NOT OCCUR WITHIN THE 100-YEAR FLOODPLAIN OR FLOODWAY. THEREFORE, THE PROJECT ENGINEER (AT THEIR DISCRETION) MAY REQUIRE A PREVENTATIVE FLOOD CONTINGENCY PLAN FOR SPECIFIC PROJECT ACTIVITIES AND AREAS IF SEASONAL PRECIPITATION POSSES A POTENTIAL RISK OF FLOODING WORK AREAS WITHIN THE PROJECT LIMITS. THIS PLAN SHALL BE SUBMITTED BY THE OPERATOR TO THE OWNER'S REPRESENTATIVE FOR APPROVAL A MINIMUM OF 72 HOURS PRIOR TO THE SCHEDULED WORK AND/OR DURING ACTIVE WORK WITHIN THE FLOODPLAIN. NO WORK WITHIN THE FLOODPLAIN CAN COMMENCE UNTIL WRITTEN APPROVAL/NOTICE TO PROCEED FROM THE OWNERS REPRESENTATIVE IS RECEIVED.

FISH EXCLUSION DATES: OPERATOR IS PROHIBITED FROM CONDUCTING IN-STREAM WORK DURING THE FISH SPAWNING AND MIGRATION DATES OF MARCH 15 TO JUNE 15 FOR NON-TROUT WATERS. IF WORK MUST BE CONDUCTING DURING THIS TIMEFRAME, CONTRACTOR SHALL CONTACT THE LOCAL DNR FISHERIES MANAGER FOR WRITTEN APPROVAL PRIOR TO CONDUCTING THE IN-STREAM WORK.

AQUATIC INVASIVE SPECIES: ALL IN-STREAM AND DEWATERING EQUIPMENT SHALL BE DECONTAMINATED OF ALL AQUATIC PLANTS AND PROHIBITED INVASIVE SPECIES PRIOR TO USING WITHIN SURFACE WATERS ON-SITE AND TRANSPORTING OFF-SITE. ALL DECONTAMINATION ACTIVITIES SHALL MEET THE CHAPTER 1 STANDARDS OF THE MINNESOTA DNR'S BEST PRACTICES MANUAL FOR MEETING DNR GENERAL PUBLIC WATERS WORK PERMIT GP 2004-0001.

WETLANDS: THERE ARE NINE WETLANDS WITHIN THE PROJECT AREA AND MUST BE PROTECTED TO THE MAXIMUM EXTENT POSSIBLE. 1.10 ACRES OF WETLAND FILLED/EXCAVATION HAS BEEN PERMITTED AS ILLUSTRATED ON THE PLAN SHEETS. PERMITTED AREAS OF WETLAND IMPACT WILL BE PROTECTED WITH SILT FENCE ALONG THE PERIMETER OF THE FILL OR EXCAVATION LIMITS.

APPLICABLE FEDERAL, TRIBAL, STATE OR LOCAL PROGRAMS: THE PROJECT FALLS UNDER THE JURISDICTION OF SEVERAL ENTITIES, AS IDENTIFIED IN THE "AGENCY CONTACTS" TABLE ON PAGE 1 OF THE SWPPP. THE MORE STRINGENT OF LOCAL VS. STATE VS. FEDERAL RULES SHALL APPLY WHERE THEY CONFLICT. INFORMATION PERTAINING TO THE STATE NPDES PERMIT CAN BE FOUND AT: (HTTP://WWW.PCA.STATE.MN.US/INDEX.PHP/WATER/WATER-TYPES-AND-PROGRAMS/STORMWATER/CONSTRUCTION-STORMWATER). THE OPERATOR IS RESPONSIBLE TO COMPLY WITH ALL APPLICABLE PERMITS, MNDOT SPECIAL PROVISION, MNDOT SPEC BOOK (2018 EDITION), MNDOT SPECIFICATIONS 1717.

SEQUENCE OF CONSTRUCTION/TIMING OF BMP INSTALLATION

NO CONSTRUCTION OPERATIONS, INCLUDING REMOVALS, THAT REQUIRE EROSION & SEDIMENT CONTROL PER THE SWPPP CAN COMMENCE UNTIL THE OPERATOR'S EROSION CONTROL SUPERVISOR CERTIFIES THE PROPER INSTALLATION OF BMPS AND A CHAIN OF RESPONSIBILITY FOR SWPPP IMPLEMENTATION IS CREATED FOR ALL OPERATORS ON THE SITE. PERIMETER SEDIMENT CONTROLS (SILT FENCE, INLET PROTECTION, CONSTRUCTION ENTRANCES, ETC.) SHALL BE INSTALLED PRIOR TO THE START OF CONSTRUCTION. THESE PRACTICES SHALL REMAIN IN PLACE UNTIL FINAL STABILIZATION IS ACHIEVED. OPERATOR SHALL IMPLEMENT THE NECESSARY ON-SITE BMPS IN ACCORDANCE WITH THE NPDES PERMIT REQUIREMENTS TO PREVENT NUISANCE CONDITIONS (MN RULES 7050.2010) FROM ANY DISCHARGES UNDER COVERAGE OF THE NPDES PERMIT. IN SOME CASES, MULTIPLE OR REDUNDANT APPLICATIONS OF SOME BMPS MAY BE NEEDED TO MEET THESE REQUIREMENTS.

INSPECTION PROCEDURES, SWPPP AMENDMENTS, RECORD KEEPING, & TRAINING

1. THE SWPPP MUST BE AMENDED BY THE OPERATOR WHEN THE IDENTITY OF THE RESPONSIBLE SITE OPERATORS (EROSION CONTROL SUPERVISOR, SUB-CONTRACTORS, ETC.) ARE KNOWN.
2. THE OPERATOR MUST INSPECT THE ENTIRE CONSTRUCTION SITE AT LEAST ONCE EVERY SEVEN (7) DAYS DURING ACTIVE CONSTRUCTION AND WITHIN 24 HOURS AFTER A RAINFALL EVENT GREATER THAN 0.5 INCHES IN 24 HOURS. THE OPERATOR SHALL PROVIDE A RAINFALL GAUGE ON-SITE, WITHIN ONE MILE OF THE SITE, OR SOURCE OF THE WEATHER REPORTING SYSTEM THAT USES SITE SPECIFIC RAINFALL DATA FROM RADAR SUMMARIES. THE LOCATION AND SOURCE OF THE RAINFALL GAUGE OR REPORTING SYSTEM MUST BE DOCUMENTED IN THE FIRST SWPPP INSPECTION REPORT. THE INSPECTION FREQUENCY MAY BE REDUCED TO ONCE PER MONTH OR SUSPENDED IF SITE CONDITIONS MEET ITEM 11.10 OF THE NPDES PERMIT. ALL INSPECTIONS AND MAINTENANCE CONDUCTED MUST BE RECORDED IN WRITING BY THE OPERATOR AND RETAINED WITH THE SWPPP. THE MPCA SITE INSPECTION FORM IS AVAILABLE FOR OPERATORS TO USE TO COMPLETE THE REQUIRED INSPECTIONS. THE FORM CAN BE FOUND ON THE MPCA WEBSITE OR AVAILABLE UPON REQUEST FOR THE PROJECT OWNER. RECORDS OF EACH INSPECTION AND MAINTENANCE ACTIVITY SHALL INCLUDE:
   A. DATE, TIME, AND NAME OF PERSON(S) CONDUCTING INSPECTIONS;
   B. FINDINGS OF INSPECTIONS, INCLUDING RECOMMENDATIONS FOR CORRECTIVE ACTIONS;
   C. CORRECTIVE ACTIONS TAKEN (INCLUDING DATES, TIMES, AND PARTY COMPLETING MAINTENANCE ACTIVITIES); INCLUDING DOCUMENTATION/PHOTOS OF IMPLEMENTED BMPS INTENDED TO CORRECT A PROBLEM BUT FAILED.
   D. DATE AND AMOUNT OF ALL RAINFALL EVENTS GREATER THAN 0.5 INCHES IN 24 HOURS;
   E. DOCUMENTATION OF CHANGES MADE TO THE SWPPP.
3. SWPPP AMENDMENTS AND SITE PLANS WILL BE PREPARED BY THE OPERATOR AND SUBMITTED TO THE OWNER FOR REVIEW AND WRITTEN APPROVAL BY THE PROJECT OWNER (OR DESIGNATED REPRESENTATIVE). ALL OWNER ACCEPTED AND DENIED SWPPP AMENDMENTS AND SITE PLANS MUST BE RECORDED IN WRITING AND RETAINED WITH THE SWPPP.
4. THE SWPPP SHALL BE AMENDED TO INCLUDE ADDITIONAL OR MODIFIED BMPS, DESIGNED TO CORRECT IDENTIFIED PROBLEMS OR ADDRESS SITUATIONS (UNDER SECTION 6 OF THE NPDES PERMIT), PRIOR TO CONDUCTING SPECIFIC STAGES/PHASES OF THE PROJECT, AS REQUIRED BY THE OWNER AND DEFINED IN THIS PROJECT SWPPP.

THE TABLE BELOW IS A SUMMARY OF THE REQUIRED SWPPP AMENDMENTS:

SUMMARY OF OPERATOR PREPARED SWPPP AMENDMENTS (REQUIRED BY OWNER)		
SWPPP AMENDMENT NAME	**SWPPP AMENDMENT DETAILS**	**SUBMITTAL TIMEFRAME**
OPERATOR CHAIN OF RESPONSIBILITY	REFER TO "CONTACT INFORMATION/RESPONSIBLE PARTIES" SECTION	7 DAY PRIOR TO INITIATING WORK
BMP AMENDMENTS	SUBSTITUTED, ADDITIONAL, OR REDUNDANT BMPS TO COMPENSATE FOR FAILING/FAILED BMPS	DURING/AFTER CONSTRUCTION ACTIVITIES
METHODS TO MINIMIZE SOIL COMPACTION	REFER TO "EXISTING SITE CONDITIONS, SOILS, AND WATER RESOURCES" SECTION	7 DAYS PRIOR TO WORK WITHIN INFILTRATION BASINS AND PRESERVED TREE AREAS
STEEP SLOPES PHASING PLAN	REFER TO "ENVIRONMENTALLY SENSITIVE AREAS" SECTION	7 DAYS PRIOR TO INITIATING WORK
SPILL PREVENTION & RESPONSE PLAN	REFER TO "POLLUTION PREVENTION MANAGEMENT MEASURES"	7 DAY PRIOR TO INITIATING WORK
DEWATERING PLAN	REFER TO "DEWATERING" SECTION	7 DAYS PRIOR TO ACTIVITY
FLOOD CONTINGENCY PLAN	REFER TO "ENVIRONMENTALLY SENSITIVE AREAS" SECTION	72 HOURS PRIOR TO ACTIVITY

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NOTE:
THE CLARITY OF THESE PLANS DEPEND UPON COLOR COPIES. IF THIS TEXT DOES NOT APPEAR IN COLOR, THIS IS NOT AN ORIGINAL PLAN SET AND MAY RESULT IN MISINTERPRETATION.

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

JERREMY D. FOSS

DATE XXXX-XX-XX LIC. NO. 55871

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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
FILE NAME	26553 - 4.1 SWPPP NOTES (P2)
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	JDF
ORIGINAL ISSUE DATE	2024-08-26
CLIENT PROJECT NO.	-

TITLE

SWPPP NARRATIVE

SHEET

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5. THE SWPPP (ORIGINAL OR COPIES), ALL CHANGES TO THE SWPPP, PROJECT MANUAL, AND INSPECTIONS/MAINTENANCE RECORDS MUST BE KEPT AT THE SITE DURING CONSTRUCTION BY THE OPERATOR WHO HAS OPERATIONAL CONTROL OF THAT PORTION OF THE SITE. THE SWPPP CAN BE KEPT IN THE FIELD OFFICE OR ON-SITE VEHICLE DURING NORMAL WORKING HOURS. THE PERMITTEES MUST KEEP AND MAKE AVAILABLE TO FEDERAL, STATE, AND LOCAL OFFICIALS WITHIN THREE DAYS THE SWPPP, OTHER STORMWATER RELATED PERMITS, RECORDS OF ALL INSPECTION/MAINTENANCE, ALL PERMANENT OPERATIONS AND MAINTENANCE AGREEMENTS, ALL REQUIRED CALCULATIONS FOR DESIGN OF THE TEMPORARY AND PERMANENT STORMWATER MANAGEMENT SYSTEMS AND OTHER INFORMATION REQUIRED BY THE GENERAL PERMIT FOR THREE YEARS FOLLOWING THE NOTICE OF TERMINATION.

6. THE OPERATOR MUST ASSIGN A TRAINED INDIVIDUAL(S) (PURSUANT TO SECTION 21) TO OVERSEE THE IMPLEMENTATION, MAINTENANCE, AND REPAIR OF BMPS. THIS INDIVIDUAL(S) SHALL ALSO PERFORM INSPECTIONS, REVISE/AMEND THE SWPPP (DOCUMENT IN SWPPP AS NECESSARY), AND BE AVAILABLE FOR AN ONSITE INSPECTION WITHIN 72 HOURS UPON REQUEST BY THE PERMITTED OWNER (OR ITS DESIGNEE), LOCAL GOVERNMENT UNITS, OR MPCA. MNDOT LEAD PROJECTS REQUIRE AVAILABLE ONSITE INSPECTION WITHIN 24 HOURS.

POLLUTION PREVENTION MANAGEMENT MEASURES

POTENTIAL SOURCES OF POLLUTANTS FROM CONSTRUCTION ACTIVITIES INCLUDE:

- SEDIMENT AND FUGITIVE DUST GENERATED FROM CLEARING AND GRUBBING, IMPORT/EXPORT OPERATIONS, REMOVALS/COMPACTION, MASS/FINE GRADING, EXCAVATIONS, TRENCHING, TOPSOIL STRIPPING STOCKPILING, WET/DRY PAVEMENT CUTTING, STREET CONSTRUCTION.
- BASIC/ACIDIC PH LEVELS FROM CURB AND GUTTER, MANHOLE STRUCTURES, SIDEWALKS, DRIVEWAY APRONS, FOUNDATIONS, BRIDGE ABUTMENTS, WET/DRY PAVEMENT CUTTING, AND MASONRY WASHOUT/CLEANOUT.
- EXCESS NUTRIENTS FROM LANDSCAPING INSTALLATIONS, SOIL ADDITIVES, FERTILIZATION, MULCHING
- HYDROCARBONS FROM STREET CONSTRUCTION, DEMOLITION/REMOVALS, WET/DRY PAVEMENT CUTTING

OPERATOR WILL COMPLY WITH ALL OF THE POLLUTION PREVENTION AND MANAGEMENT MEASURES IDENTIFIED IN THE NPDES-CSW PERMIT. OPERATOR WILL SUBMIT A SPILL PREVENTION AND RESPONSE PLAN (SPRP) TO THE ENGINEER PRIOR TO ANY CONSTRUCTION ACTIVITY. THE SPRP MUST SATISFACTORILY ADDRESS (AT A MINIMUM) THE FOLLOWING NPDES REQUIREMENTS BY THE PROPOSED IMPLEMENTATION AND MAINTENANCE OF APPROPRIATE BMPS:

NO-EXPOSURE: CONSTRUCTION AND BUILDING PRODUCTS (THAT HAVE THE POTENTIAL TO LEACH POLLUTANTS), PESTICIDES, HERBICIDES, INSECTICIDES, FERTILIZERS, TREATMENT CHEMICALS, AND LANDSCAPING MATERIALS MUST BE UNDER COVER (PLASTIC SHEETING OR TEMPORARY ROOFS) TO MINIMIZE CONTACT WITH STORMWATER AND PRECIPITATION.

SOLID WASTE: SEDIMENT, ASPHALT, CONCRETE MILLINGS, CONSTRUCTION AND DEMOLITION DEBRIS, AND OTHER WASTES MUST BE DISPOSED OF PROPERLY AND SHALL COMPLY WITH MPCA DISPOSAL REQUIREMENTS (CH. 7035).

HAZARDOUS MATERIALS: GAS, DIESEL, OIL, ANTIFREEZE, PAINT SOLVENTS, SOAPS, DETERGENTS, WOOD PRESERVATIVES, CLEANING SOLVENTS, CURING COMPOUNDS, ACIDS, ETC., MUST BE STORED IN SEALED CONTAINERS. SECONDARY SPILL CONTAINMENT IS REQUIRED FOR ALL MATERIALS IF STORED ON-SITE FOR MORE THAN 24 CONSECUTIVE HOURS (DOUBLE WALLED TANKS ARE ACCEPTABLE FOR SECONDARY CONTAINMENT). STORAGE AND DISPOSAL OF HAZARDOUS WASTES AND MATERIALS MUST BE IN COMPLIANCE WITH MPCA REGULATIONS (CH. 7045).

PORTABLE TOILETS: MUST BE POSITIONED AND SECURED SO THEY ARE NOT TIPPED OR KNOCKED OVER. SANITARY WASTE MUST BE PROPERLY DISPOSED OF IN ACCORDANCE WITH MPCA REGULATIONS (CH. 7041).

SPILLED OR LEAKED CHEMICALS: REASONABLE STEPS TO PREVENT THE DISCHARGE OF SPILLED OR LEAKED CHEMICALS, INCLUDING FUEL, FROM ANY AREA WHERE CHEMICAL OR FUEL WILL BE LOADED OR UNLOADED. PROCEDURES FOR SPILL RESPONSE AND MATERIALS FOR CONTAINMENT, CLEANUP (DRIP PANS, ABSORBENTS, AND SPILL KITS), AND APPROPRIATE DISPOSAL SHALL BE AVAILABLE AT ALL TIMES ON-SITE. PERMITTEES MUST REPORT AND CLEAN UP SPILLS IMMEDIATELY AS REQUIRED BY MINNESOTA STATUTE 115.061.

EQUIPMENT/VEHICLE WASHING: WHEN VEHICLE/EQUIPMENT WASHING MUST OCCUR ON-SITE, THE ACTIVITY IS LIMITED TO A CONTAINED PORTION OF THE STAGING AREA UNLESS INFEASIBLE THROUGH A SWPPP AMENDMENT. SOAPS, DETERGENTS, AND SOLVENTS ARE TO BE USED AND STORED PROPERLY. RUNOFF MUST BE CONTAINED FROM THE WASHING AREAS AND DISPOSED OF PROPERLY.

CONCRETE, STUCCO, PAINT, CURING COMPOUNDS, SOLVENTS, AND OTHER WASHOUT WASTES: TEMPORARY OR LONG-TERM STORAGE OF WASHOUT WASTE IS PROHIBITED ON-SITE (SLURRY MUST BE HAULED IMMEDIATELY OFF-SITE). OPERATOR MUST SUBMIT A CONCRETE WASHOUT PLAN TO THE PROJECT ENGINEER FOR APPROVAL OF ALL ON-SITE WASHOUT LOCATIONS. ON-SITE WASHOUT LOCATIONS MUST BE LOCATED 200 FEET FROM AN ENVIRONMENTALLY SENSITIVE AREA AND SURFACE WATERS, HAVE "CONCRETE WASHOUT AREA" SIGNAGE, AND BE CONTAINED IN A LEAK PROOF CONTAINER OR IMPERMEABLE LINER. LIQUID AND SOLID WASTES SHOULD NOT CONTACT THE GROUND (UNLESS PERMITTED IN THE CONCRETE WASHOUT PLAN), BE CONTAINED TO PREVENT RUNOFF FROM THE WASHOUT LOCATION, AND MUST BE DISPOSED OF PROPERLY AND IN COMPLIANCE WITH MPCA REGULATIONS.

BURNING: BURNING OF GARBAGE, CONSTRUCTION DEBRIS, TREES, BRUSH, OR OTHER VEGETATIVE MATERIAL IS NOT ALLOWED ON SITE UNLESS PRIOR APPROVAL IS GRANTED BY THE OWNER.

CONSTRUCTION ACTIVITY REQUIREMENTS: EROSION PREVENTION PRACTICES, PROCEDURES, & MAINTENANCE STANDARDS

THE OPERATOR IS RESPONSIBLE FOR THE INSTALLATION, OPERATION, AND CONTINUED MAINTENANCE OF ALL TEMPORARY AND PERMANENT WATER QUALITY MANAGEMENT BMPS, AS WELL AS ALL EROSION PREVENTION AND SEDIMENT CONTROL BMPS, FOR THE DURATION OF THE CONSTRUCTION WORK AT THE SITE UNTIL FINAL STABILIZATION IS ACHIEVED. ALL BMPS MUST BE ADEQUATELY LOCATED, DESIGNED, INSTALLED, AND MAINTAINED TO PREVENT EROSION FROM A MINIMUM 0.5 INCH TOTAL RAINFALL EVENT WITHIN 24 HOURS.

ALL NONFUNCTIONAL BMPS MUST BE REPAIRED, REPLACED, OR SUPPLEMENTED WITH FUNCTIONAL BMPS BY THE END OF THE NEXT BUSINESS DAY AFTER DISCOVERY OR AS SOON AS FIELD CONDITIONS ALLOW ACCESS UNLESS ANOTHER TIME FRAME IS SPECIFIED IN THE SWPPP. ALL ERODED MATERIAL THAT LEAVES THE SITE SHALL BE COLLECTED BY THE OPERATOR AND RETURNED TO THE SITE AT THE OPERATOR'S EXPENSE AND INCIDENTAL TO THE PROJECT COST.

TEMPORARY OR PERMANENT STABILIZATION SHALL BE INITIATED AS SOON AS POSSIBLE, BUT NO LATER THAN THE END OF THE NEXT WORK DAY FOLLOWING THE DAY EARTH-DISTURBING ACTIVITIES IN THAT PORTION OF THE SITE HAS TEMPORARILY OF PERMANENTLY CEASED. ALL EXPOSED SOIL AREAS SHALL BE STABILIZED WITHIN 14 DAYS AFTER THE CONSTRUCTION ACTIVITY IN THAT PORTION OF THE SITE HAS TEMPORARILY OR PERMANENTLY CEASED. INITIATED STABILIZATION IS DEFINED AS COMPLETING ONE (OR MORE) OF THE FOLLOWING: SOIL PREPARATION FOR VEGETATION, MULCHING (OR OTHER TEMPORARY NON-VEGETATIVE BMP), SEEDING/PLANTING, OR SCHEDULING STABILIZATION MEASURES TO BE FULLY INSTALLED AND COMPLETED WITHIN THE 14 DAY TIMEFRAME.

FOR PUBLIC WATERS THAT THE MINNESOTA DNR HAS PROMULGATED "WORK IN WATER RESTRICTIONS" DURING SPECIFIED FISH SPAWNING TIME FRAMES, PERMITTEES MUST COMPLETE STABILIZATION OF ALL EXPOSED SOIL AREAS WITHIN 200 FEET OF THE WATER'S EDGE AND THAT DRAIN TO THESE WATERS WITHIN 24 HOURS DURING THE RESTRICTION PERIOD.

TEMPORARY STABILIZATION BMPS SHALL ONLY BE IMPLEMENTED WHEN PERMANENT STABILIZATION BMPS CANNOT BE IMPLEMENTED WITHIN THE 14 DAY TIMEFRAME FOR EXPOSED SOILS.

TEMPORARY/PERMANENT DRAINAGE DITCHES & SWALES: THE NORMAL WETTED PERIMETER (2-YEAR, 24-HOUR PRECIPITATION EVENT) OF ANY TEMPORARY OR PERMANENT DRAINAGE DITCH, CHANNEL, OR SWALE THAT DRAINS WATER FROM ANY PORTION OF THE CONSTRUCTION SITE, OR DIVERTS WATER AROUND THE SITE, MUST BE STABILIZED WITHIN THE LAST 200 LINEAL FEET FROM THE PROPERTY EDGE, OR FROM THE POINT OF DISCHARGE INTO ANY SURFACE WATER WITHIN 24 HOURS OF CONNECTION. STABILIZATION REMAINING OF THE REMAINING PORTIONS OF THE CHANNEL MUST BE STABILIZED WITHIN 14 DAYS. ALL STORMWATER CONVEYANCE CHANNELS MUST USE EROSION CONTROL AND VELOCITY DISSIPATION DEVICES WITHIN AND ALONG THE LENGTH OF THE CHANNEL AND AT ANY OUTLETS. TEMPORARY OR PERMANENT DITCHES OR SWALES THAT ARE BEING USED AS A TEMPORARY SEDIMENT CONTAINMENT SYSTEM (WITH PROPERLY DESIGNED ROCK DITCH CHECKS, BIO ROLLS, SILT DIKES, ETC.) DO NOT NEED TO BE STABILIZED. THESE AREAS, HOWEVER, MUST BE STABILIZED WITHIN 24 HOURS AFTER NO LONGER BEING USED AS A SEDIMENT CONTAINMENT SYSTEM. MULCH, HYDROMULCH, TACKIFIER, OR POLYACRYLAMIDE BELOW THE WETTED PERIMETER OF A DITCH, SWALE, OR OTHER SURFACE WATER CONVEYANCE IS NOT ACCEPTABLE STABILIZATION.

EROSION CONTROL BLANKETS/MATS: OPERATOR SHALL VERIFY DURING REGULAR INSPECTIONS THAT NO GULLIES, RILLS, OR SCOUR HOLES HAVE FORMED UNDER EROSION CONTROL BLANKETS AND MATS. ALL REPAIRS MUST BE COMPLETED WITHIN 24 HOURS OF DISCOVERY OR AS SOON AS FIELD CONDITIONS ALLOW ACCESS.

MULCH: OPERATOR MUST APPLY MULCH IN A UNIFORM PATTERN OVER THE DISTURBED SOILS TO ACHIEVE A MINIMUM OF 90% GROUND COVER.

DUST CONTROL: DUST FROM THE SITE WILL BE CONTROLLED BY INCREASED STREET SWEEPING AND/OR USING A MOBILE PRESSURE-TYPE DISTRIBUTOR TRUCK TO APPLY POTABLE WATER TO DISTURBED AREAS. THE MOBILE UNIT WILL APPLY WATER AT A RATE NECESSARY TO PREVENT RUNOFF AND PONDING.

STORM SEWER OUTLETS: PIPE OUTLETS MUST HAVE TEMPORARY OR PERMANENT ENERGY DISSIPATION WITHIN 24 HOURS AFTER HYDRAULIC CONNECTION TO A RECEIVING SURFACE WATER.

TEMPORARY & PERMANENT EROSION PREVENTION BMPS

TYPE 1 MULCH: APPLY TO DISTURBED SLOPES LESS THAN 1:3 (V:H) WITH BLOWER EQUIPMENT OR CONCURRENTLY WITH HYDROMULCH AT 2 TONS/ACRE. IMMEDIATELY OVERSPRAY (IF NOT HYDROMULCHED) WITH TACKIFIER (PER MANUFACTURER'S RECOMMENDED RATES) OR DISC-ANCHORED.

RAPID STABILIZATION METHOD #3: THIS WORK SHALL CONSIST OF OPERATIONS NECESSARY TO RAPIDLY STABILIZE SMALL CRITICAL AREAS WITHIN 200 FEET OF SURFACE WATERS TO PREVENT OFF-SITE SEDIMENTATION AND OR TO COMPLY WITH PERMIT REQUIREMENTS. INSTALL PER MNDOT SPECIFICATIONS 2575.3N.

RAPID STABILIZATION METHOD #4 (WOOD FIBER, NATURAL NET ONLY) IS AN ACCEPTABLE BMP FOR DISTURBED AREAS ADJACENT TO ENVIRONMENTALLY SENSITIVE AREAS, SURFACE WATERS, AND WITHIN THE LAST 200 FEET OF DITCH BOTTOMS.

TEMPORARY WINTER COVER: AREAS OF EXPOSED SOILS THAT ARE NOT COMPLETED BEFORE THE WINTER WILL BE STABILIZED WITH TYPE #3 (CERTIFIED AS WEED FREE) ADJACENT TO WETLAND OR STORMWATER PONDS. ALL OTHER DISTURBED AREAS SHALL BE STABILIZED WITH TYPE #1 MULCH UNLESS AN ALTERNATIVE, MORE PROTECTIVE BMPS ARE SPECIFIC WITHIN THE SWPPP. ALL EXPOSED SOILS SHALL BE STABILIZED BEFORE CONSTRUCTION IS COMPLETED FOR THE SEASON.

HYDRO-MULCH TYPE #5: HYDRAULIC SOIL STABILIZER IN COMBINATION WITH A TACKIFIER WILL BE INSTALLED PER MANUFACTURER'S SPECIFICATIONS TO EXPOSED SOILS AREAS TO PROVIDE TEMPORARY LONG-TERM OR PERMANENT COVER FOR VEGETATION ESTABLISHMENT.

CONSTRUCTION ACTIVITY REQUIREMENTS: SEDIMENT CONTROL PRACTICES, PROCEDURES, & MAINTENANCE STANDARDS

DOWNGRADIENT SYSTEMS: IF THE DOWNGRADIENT TREATMENT SYSTEM IS OVERLOADED, ADDITIONAL UPGRADIENT SEDIMENT CONTROL PRACTICES OR REDUNDANT BMPS MUST BE INSTALLED TO ELIMINATE THE OVERLOADING, AND THE SWPPP MUST BE AMENDED TO IDENTIFY THESE ADDITIONAL PRACTICES.

PERIMETER CONTROL BMPS (SILT FENCES, CHIP/SLASH MULCH SACKS, BIOROLLS, FLOATING SILT CURTAIN, ETC.): PERIMETER CONTROL BMPS SHALL BE INSTALLED ON ALL DOWNGRADIENT PERIMETERS AND UPGRADIENT OF ANY BUFFER AREAS PRIOR TO INITIATING UPGRADIENT LAND DISTURBANCE ACTIVITIES. UPLAND PERIMETER CONTROL BMPS SHALL BE PLACED AS CLOSE AS POSSIBLE TO FOLLOW A SINGLE CONTOUR ELEVATION. ALL PERIMETER CONTROL DEVICES MUST BE REPAIRED, REPLACED, OR MAINTAINED WHEN THEY BECOME NONFUNCTIONAL OR THE SEDIMENT REACHES 1/2 OF THE HEIGHT OF THE DEVICE. FLOATING SILT CURTAIN SHALL BE INSTALLED AS CLOSE TO THE SHORELINE AS POSSIBLE FOR SHORELAND/IN-WATER SHORT-TERM CONSTRUCTION ACTIVITIES. IMMEDIATELY AFTER THE SHORT-TERM ACTIVITY IN THAT AREA IS COMPLETE, AN UPLAND PERIMETER CONTROL MUST BE INSTALLED IF EXPOSED SOILS CONTINUE TO DRAIN TO THE SURFACE WATER.

50 FOOT NATURAL BUFFER(S): REFER TO "CONSTRUCTION PHASING/STAGING, BUFFERS, & AREAS NOT TO BE DISTURBED" SECTION OF THIS SWPPP.

TEMPORARY SEDIMENTATION BASINS: WHERE TEN (10) OR MORE ACRES OF DISTURBED SOIL DRAIN TO A COMMON LOCATION, A TEMPORARY SEDIMENT BASIN MUST BE PROVIDED PRIOR TO RUNOFF LEAVING THE CONSTRUCTION SITE OR ENTERING SURFACE WATERS. ALL TEMPORARY BASINS SHALL BE CONSTRUCTED AND OPERATIONAL PRIOR TO GRADING TEN (10) OR MORE ACRES. BASINS MUST PROVIDE A LIVE STORAGE VOLUME FROM A 2-YEAR 24-HOUR STORM EVENT FROM EACH ACRE (DISTURBED AND UNDISTURBED) DRAINING TO THE BASIN OR 1,800 CUBIC FEET OF LIVE STORAGE PER ACRE DRAINED, WHICHEVER IS GREATER. AT A MINIMUM, IF CALCULATIONS ARE NOT PERFORMED, THE BASIN SHALL PROVIDE 3,600 CUBIC FEET OF LIVE STORAGE FROM EACH ACRE. THE BASIN INTAKE MUST BE DESIGNED TO WITHDRAW WATER FROM THE SURFACE, PREVENT SHORT CIRCUITING AND THE DISCHARGE OF FLOATING DEBRIS, INCLUDE AN EMERGENCY OVERFLOW ABOVE THE LIVE STORAGE ELEVATION, AND PROVIDE ENERGY DISSIPATION AT THE BASIN OUTLET. BASINS MUST BE DRAINED AND SEDIMENT REMOVED WHEN THE DEPTH OF COLLECTED SEDIMENT IN THE BASIN REACHES 1/2 THE LIVE STORAGE VOLUME. IF A BASIN IS INFEASIBLE WITHIN THE PROJECT LIMITS, EQUIVALENT SEDIMENT CONTROL BMPS MUST BE IMPLEMENTED AND DOCUMENTED IN THE SWPPP OR SWPPP AMENDMENT.

TEMPORARY STOCKPILES: ALL STOCKPILES MUST HAVE SILT FENCE OR EQUIVALENT PERIMETER SEDIMENT CONTROLS IMPLEMENTED AND MAINTAINED AT ALL TIMES. PILES CANNOT BE PLACED IN BUFFER AREAS OR SURFACE WATERS, INCLUDING STORMWATER CONVEYANCES SUCH AS CURB AND GUTTER SYSTEMS OR CONDUITS AND DITCHES, UNLESS THERE IS A BYPASS IN PLACE TO PREVENT STORMWATER RUN-ON INTO THE STOCKPILE. STABILIZATION ON TEMPORARY STOCKPILES WITHOUT SIGNIFICANT SILT, CLAY, OR ORGANIC COMPONENTS IS NOT REQUIRED.

CONSTRUCTION SITE ENTRANCE/VEHICLE TRACKING: OPERATOR MUST MINIMIZE SEDIMENT FROM LEAVING THE CONSTRUCTION SITE (OR ONTO STREETS WITHIN THE SITE) BY IMPLEMENTING BMPS SUCH AS ROCK PADS, SLASH MULCH, CONCRETE OR STEEL WASH RACKS, OR EQUIVALENT SYSTEMS. STREET SWEEPING MUST BE USED DAILY DURING CONSTRUCTION OPERATIONS IF SUCH BMPS ARE NOT ADEQUATE TO PREVENT SEDIMENT FROM BEING TRACKED ONTO THE STREET. TRACKED SEDIMENT MUST BE REMOVED FROM ALL PAVED SURFACES (ON AND OFF-SITE) WITHIN 24 HOURS OF DISCOVERY OR SOONER AS DIRECTED BY THE PROJECT OWNER. MULTIPLE STREET SWEEPINGS AT THE OPERATOR'S EXPENSE MAY BE REQUIRED ON ALL ENTRY/EXIT POINTS TO THE SITE AT THE DISCRETION OF THE PROJECT OWNER.

SURFACE WATERS: INCLUDING OFF-SITE AND DOWNSTREAM DRAINAGE DITCHES, CATCH BASINS, AND CONVEYANCE SYSTEMS, MUST BE INSPECTED FOR EVIDENCE OF EROSION AND SEDIMENT DEPOSITION. THE REMOVAL AND STABILIZATION OF EXPOSED SOILS MUST TAKE PLACE WITHIN SEVEN (7) DAYS OF DISCOVERY UNLESS PRECLUDED BY LEGAL, REGULATORY, OR PHYSICAL ACCESS CONSTRAINTS. IF PRECLUDED, REMOVAL AND STABILIZATION MUST TAKE PLACE WITHIN SEVEN (7) CALENDAR DAYS OF OBTAINING ACCESS. THE PERMITTEES ARE RESPONSIBLE FOR CONTACTING ALL LOCAL, REGIONAL, STATE, AND FEDERAL AGENCIES AND RECEIVING ANY APPLICABLE PERMITS PRIOR TO CONDUCTING ANY WORK.

INLET PROTECTION: ALL STORM DRAIN INLETS (INCLUDING DOWNGRADIENT, OFF-SITE) MUST BE PROTECTED BY APPROPRIATE BMPS DURING CONSTRUCTION UNTIL ALL SOURCES WITH POTENTIAL FOR DISCHARGING TO THE INLET HAVE BEEN STABILIZED. SILT FENCE IS NOT AN ACCEPTABLE CATCH BASIN INLET PROTECTION BMP. CONTRACTOR SHALL CLEAN, REMOVE AND DISPOSE OF SEDIMENT AND/OR REPLACE STORM DRAIN INLET PROTECTION ON A ROUTINE BASIS TO ENSURE THE DEVICE IS FULLY FUNCTIONAL PRIOR TO THE NEXT FORECASTED PRECIPITATION EVENT (30% OR GREATER). INLET PROTECTION MAY BE REMOVED FOR A PARTICULAR INLET IF A SPECIFIC SAFETY CONCERN (STREET FLOODING/FREEZING) HAS BEEN IDENTIFIED BY THE PERMITTEE(S) OR THE JURISDICTIONAL AUTHORITY (E.G. CITY/COUNTY/TOWNSHIP/MNDOT ENGINEER). WRITTEN CORRESPONDENCE REGARDING THE NEED FOR REMOVAL MUST BE DOCUMENTED IN THE SWPPP.

CHEMICAL TREATMENTS: OPERATOR MUST AMEND THE SWPPP TO INCLUDE THE INTENDED USES AND LOCATIONS OF FLOCCULANTS, POLYMERS, AND OTHER SEDIMENTATION TREATMENT CHEMICALS. CHEMICAL TREATMENTS MAY ONLY BE APPLIED IN AREAS WHERE TREATED STORMWATER IS DIRECTED TO A RECEIVING SEDIMENT CONTROL SYSTEM (NOT DIRECTLY DISCHARGED TO NATURAL WATER BODIES). THIS INCLUDES DOCUMENTING THE EXPECTED SOIL TYPES, MANUFACTURER'S RECOMMENDED DOSING, APPLICATION RATES/QUANTITIES, AND MONITORING RESULTS (TURBIDITY, PH).

DEWATERING, STREAM DIVERSION, AND BASIN DRAINING

DEWATERING, STREAM DIVERSION, OR BASIN DRAINING IS ANTICIPATED DURING CONSTRUCTION OF THIS PROJECT. NEW POND GRADING WILL REQUIRE SITE DEWATERING. WHEN DEWATERING OR BASIN DRAINING IS REQUIRED, THE CONTRACTOR SHALL SUBMIT A DEWATERING PLAN AND NARRATIVE TO THE PROJECT ENGINEER FOR APPROVAL PRIOR TO UNDERTAKING THESE ACTIVITIES. DEWATERING PLAN MUST INCLUDE BMPS TO PREVENT SEDIMENT TRANSPORT, EROSION, AND ADVERSE IMPACTS TO DOWNSTREAM RECEIVING WATERS. THE DEWATERING PLAN MUST ALSO INCLUDE ANY SPECIFIC CHEMICAL TREATMENTS (FLOC, POLYMERS, ETC.) THAT WILL BE USED. IF AN APPROVED TMDL WASTE LOAD ALLOCATION IS ESTABLISHED FOR CONSTRUCTION ACTIVITIES ON A RECEIVING WATERBODY, THE OPERATOR MUST IMPLEMENT ALL NECESSARY BMPS TO MEET THE ASSIGNED WLA. THE DEWATERING PLAN AND DNR APPROPRIATIONS PERMIT WILL BECOME PART OF THE SWPPP. WATER THAT IS TURBID OR HAS SEDIMENT MUST BE DISCHARGED TO A TEMPORARY OR PERMANENT SEDIMENTATION BASIN (AND/OR OTHER APPROPRIATE BMPS) ON THE PROJECT SITE WHENEVER POSSIBLE. DISCHARGE FROM THE TEMPORARY OR PERMANENT SEDIMENTATION BASIN MUST BE VISUALLY CHECKED TO ENSURE ADEQUATE TREATMENT IS OBTAINED IN THE BASIN AND THAT NUISANCE CONDITIONS (SEE MINN. R. 7050.0210, SUBP. 2), IMPACTS TO WETLANDS, AND EROSION IN RECEIVING CHANNELS OR ON DOWNSLOPE PROPERTIES WILL NOT RESULT FROM THE DISCHARGE. THE DISCHARGE MUST BE DISPERSED OVER NATURAL ROCK RIPRAP, SAND BAGS, PLASTIC SHEETING, OR OTHER ACCEPTED ENERGY DISSIPATION MEASURES. ADEQUATE SEDIMENTATION CONTROL MEASURES AND ADDITIONAL FILTRATION BMPS ARE REQUIRED FOR DISCHARGE WATER THAT CONTAINS SUSPENDED SOLIDS, OIL, OR GREASE.

PERMIT TERMINATION CONDITIONS

PERMIT TERMINATION CONDITIONS ARE ACHIEVED WHEN THE FOLLOWING FOUR PARAMETERS ARE COMPLETED PRIOR TO SUBMISSION OF THE NOTICE OF TERMINATION TO MPCA.

1. 70% VEGETATIVE COVER: ALL SOIL DISTURBING ACTIVITIES AT THE SITE HAVE BEEN COMPLETED, AND ALL EXPOSED SOILS ARE STABILIZED BY A UNIFORM, LIVE PERENNIAL VEGETATIVE COVER WITH A DENSITY OF 70% OVER THE ENTIRE PERVIOUS SURFACE AREA OR OTHER EQUIVALENT MEANS NECESSARY TO PREVENT SOIL FAILURE UNDER EROSIVE CONDITIONS. REFER TO PART 13.7 IF THE PROJECT IS ON AGRICULTURAL LAND. FOR RESIDENTIAL CONSTRUCTION ONLY, PLEASE REFER TO PART 13.6 OF THE NPDES PERMIT.

2. FINAL CLEAN OUT OF PERMANENT STORMWATER MANAGEMENT SYSTEMS & CONVEYANCE SYSTEMS: ALL ACCUMULATED SEDIMENT MUST BE REMOVED FROM PERMANENT STORMWATER MANAGEMENT SYSTEMS, CONVEYANCE SYSTEMS, AND DITCHES MUST BE STABILIZED WITH PERMANENT COVER. ALL SYSTEMS MUST OPERATE AS DESIGNED.

3. REMOVAL OF ALL TEMPORARY SYNTHETIC BMPS: ALL TEMPORARY SYNTHETIC AND STRUCTURAL EROSION PREVENTION AND SEDIMENT CONTROL BMPS (SUCH AS SILT FENCE) MUST BE REMOVED ON THE PORTIONS OF THE SITE FOR WHICH THE PERMITTEE IS RESPONSIBLE. BMPS DESIGNED TO DECOMPOSE ON SITE (SUCH AS SOME COMPOST LOGS) MAY BE LEFT IN PLACE.

4. OPERATOR PROVIDES THE OWNER ALL INSPECTION AND SWPPP AMENDMENT RECORDS FOR THE PROJECT. OWNER IS RESPONSIBLE FOR KEEPING ALL RECORDS (AS DEFINED IN PART 24.5) ON FILE FOR THREE YEARS AFTER SUBMITTAL OF THE NOTICE OF TERMINATION.

   THE CO-PERMITTEES (OWNER AND OPERATOR) MUST SIGN AND SUBMIT THE COMPLETED NOTICE OF TERMINATION TO THE MPCA WITHIN 30 DAYS AFTER SELLING/LEGALLY TRANSFERRING THE PROPERTY OR FINAL STABILIZATION IS ACHIEVED. PERMITTEE(S) MAY TERMINATE PERMIT COVERAGE PRIOR TO THE PROJECT COMPLETION IF THE CONDITIONS IN PART 4 OF THE NPDES-CSW PERMIT ARE MET.

ISG

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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
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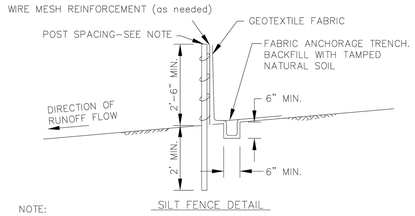
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	JDF
ORIGINAL ISSUE DATE	2024-08-26
CLIENT PROJECT NO.	-

TITLE

SWPPP NARRATIVE

SHEET

31 OF 115



SILT FENCE DETAIL

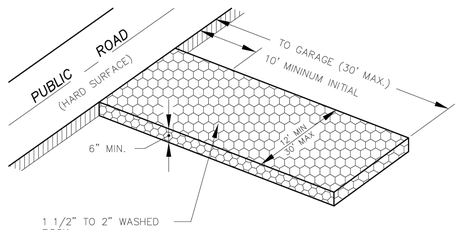
NOTE:
1. SILT FENCES CONSTRUCTED WITH SUPPORT FENCES, POSTS SHALL BE SPACED AT 10' OR LESS, AND DRIVEN AT LEAST 2' INTO THE GROUND.
2. SILT FENCES CONSTRUCTED WITHOUT SUPPORT FENCES, POST SHALL BE SPACED AT 4' OR LESS, AND DRIVEN AT LEAST 3' INTO THE GROUND.

REV: 7/2007

City of Elk River

STANDARD SILT FENCE

STANDARD PLATE NO. 2009



NOTE:

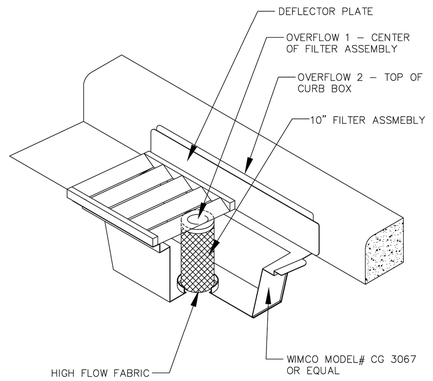
ROCK ENTRANCE NEEDS TO BE INPLACE (MIN 10' IN LENGTH) WITH ENOUGH MATERIAL ON HAND AT SITE TO COMPLETE TO GARAGE AFTER BACKFILL IN ORDER TO PASS INITIAL INSPECTION.

REV: 7/2007

City of Elk River

ROCK CONSTRUCTION ENTRANCE BUILDING PERMIT

STANDARD PLATE NO. 2015

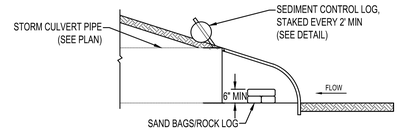


REV: 3/2006

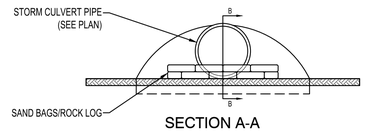
City of Elk River

CATCH BASIN INLET PROTECTION

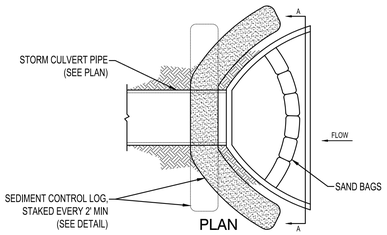
STANDARD PLATE NO. 2511



SECTION B-B



SECTION A-A



PLAN

CULVERT PIPE DITCH CHECK

NTS EC345

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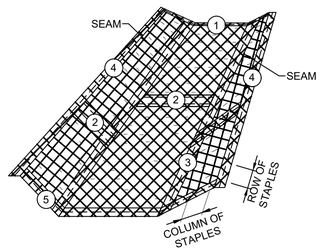
TITLE

SWPPP DETAILS

SHEET

32

OF 115



STAPLE DETAIL

ANCHOR TRENCH 1

BLANKET ROLL END OVERLAP 2

BLANKET SIDE OVERLAP 3

BLANKET SIDE EDGE 4

TERMINAL END 5

NOTES:

INSTALL EROSION CONTROL BLANKET (ECB) OVER WATERWAYS AS SHOWN IN THE STORM WATER POLLUTION PREVENTION PLAN.

THE ECB SHALL CONFORM TO MnDOT STANDARD SPECIFICATIONS SECTION 3885.

PREPARE SOIL PRIOR TO INSTALLING ECB, INCLUDING SEEDING AND FERTILIZING.

THE ECB SHALL BE PLACED IN FIRM CONTACT WITH THE SOIL AND NOT BE ALLOWED TO BRIDGE OVER SURFACE IRREGULARITIES. THE MAT SHALL NOT BE STRETCHED.

START LAYING THE MATS BY ROLLING CENTER MAT IN THE DIRECTION OF FLOW, CENTERED ON THE CENTERLINE OF WATERWAY. THERE SHALL NOT BE AN OVERLAP OF MATS AT THE CENTER OF THE WATERWAY.

THE ECB SHALL BE ANCHORED, OVERLAPPED, AND STAPLED ACCORDING TO MANUFACTURER'S INSTRUCTIONS. IF NO MANUFACTURER'S INSTRUCTIONS ARE AVAILABLE, INSTALL THE MAT AS FOLLOWS.

STAPLES SHALL BE "U" SHAPED, 0.12" DIAMETER WIRE OR GREATER (#11 GAUGE). (SEE STAPLE DETAIL FOR DIMENSIONS)

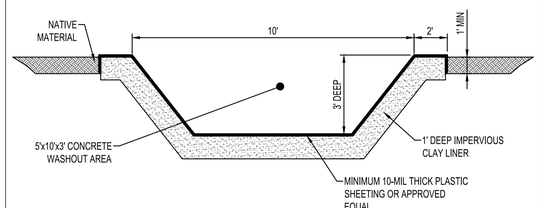
1. BURY UPSTREAM END OF MAT IN A TRENCH 6" WIDE BY 6" DEEP AND STAPLED IN STAGGERED ROWS ACROSS THE WIDTH AS SHOWN IN DETAIL 1.
2. C. FOR JOINING ENDS OF ROLLS, OVERLAP END OF UP SLOPE MAT A MINIMUM OF 6" OVER DOWN SLOPE MAT (SHINGLE STYLE). USE A DOUBLE ROW OF STAGGERED STAPLES 4" APART, AS SHOWN IN DETAIL 2.
3. D. MATS ON SIDE SLOPES SHALL OVERLAP A MINIMUM OF 6" OVER THE MAT BELOW (SHINGLE STYLE). STAPLE OVERLAP AT 12" INTERVALS. (SEE DETAIL 3)
4. E. THE OUTER EDGE ALONG SIDES OF THE MAT SHALL BE STAPLED EVERY 12". (SEE DETAIL 4)

F. STAPLES ARE TO BE PLACED ALTERNATELY IN COLUMNS (IN THE DIRECTION OF THE WATERWAY) 2' APART AND IN ROWS (ACROSS THE WATERWAY) 3' APART THROUGHOUT THE AREA COVERED BY THE ECB.

5. G. DOWNSTREAM (TERMINAL) END OF BLANKET SHALL BE STAPLED WITH A DOUBLE ROW OF STAGGERED STAPLES 12" APART. (SEE DETAIL 5)

EROSION CONTROL BLANKET INSTALLATION

NTS EC700



NOTES:

CONTRACTOR SHALL INSTALL A SIGN INDICATING THE CONCRETE WASHOUT AREA.

CONTRACTOR SHALL MAINTAIN WASHOUT AREA TO REMOVE MATERIALS BEYOND 75% CAPACITY.

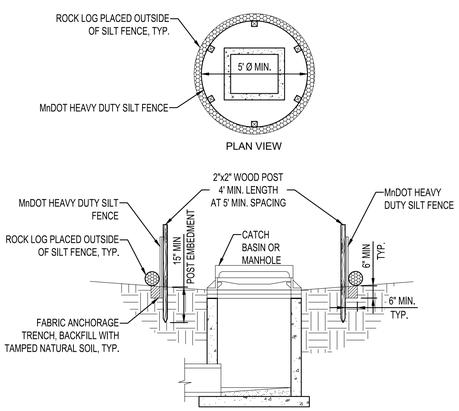
WASHOUT AREA SHALL NOT BE PLACED WITHIN 50' OF STORM DRAINS, OPEN DITCHES OR BODIES OF WATER.

CONTRACTOR SHALL INSPECT WASHOUT AREA AS NECESSARY TO PREVENT LEAKS AND OVER TOPPING.

WASHOUT AREA SHALL BE REMOVED AFTER CONSTRUCTION IS COMPLETE.

CONCRETE WASHOUT

NTS EC500



SILT FENCE INLET PROTECTION

NTS EC220

REMOVAL LEGEND

SYMBOL	DESCRIPTION
	REMOVE BITUMINOUS PAVEMENT
	REMOVE CONCRETE WALK
	REMOVE AGGREGATE SURFACING
	CLEAR AND GRUB TREES AND UNDERBRUSH
	REMOVE DECIDUOUS TREE (CLEAR AND GRUB)
	REMOVE CONIFEROUS TREE (CLEAR AND GRUB)

CONTRACTOR SHALL VERIFY EXISTING PAVEMENT SECTION AND NOTIFY ENGINEER OF ANY DISCREPANCIES.

PAVEMENT REMOVALS SHALL INCLUDE FULL DEPTH SAWCUT AND SECTION REMOVAL.

PROPERTY LINE, TYP.

REMOVE BARRICADES

REMOVE 8" REDUCER

REMOVE 6" WATERMAIN

REMOVE HYDRANT

REMOVE "NO OUTLET" SIGN

WETLAND TO REMAIN, TYP.

TREE REMOVAL, TYP.

WETLAND TO BE MITIGATED, TYP.

REMOVE BITUMINOUS PAVEMENT

REMOVE 8" REDUCER

REMOVE 6" WATERMAIN

REMOVE HYDRANT

Parcel 1

EXCEPTION

N

0 150 300

SCALE IN FEET

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ELK RIVER MINNESOTA

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REVIEWED BY	JDF
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CLIENT PROJECT NO.	-

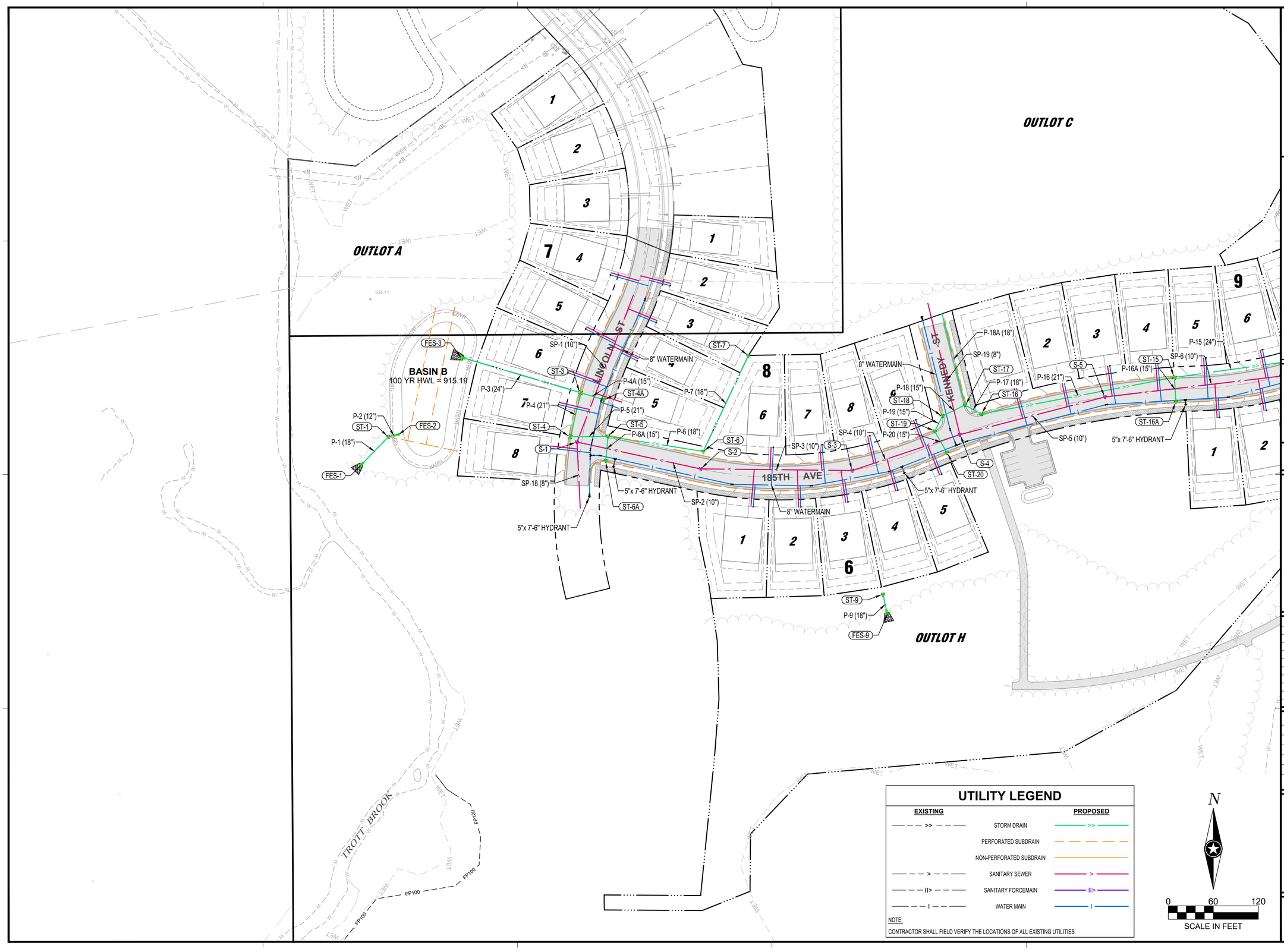
TITLE

EXISTING & REMOVALS PLAN

SHEET

33

OF 115



UTILITY LEGEND

EXISTING		PROPOSED
—— >> ——	STORM DRAIN	>>
	PERFORATED SUBDRAIN	
	NON-PERFORATED SUBDRAIN	
—— > ——	SANITARY SEWER	>
—— II> ——	SANITARY FORCEMAIN	II>
—— I ——	WATER MAIN	I

NOTE:
CONTRACTOR SHALL FIELD VERIFY THE LOCATIONS OF ALL EXISTING UTILITIES.

N

0 60 120
SCALE IN FEET

ISG

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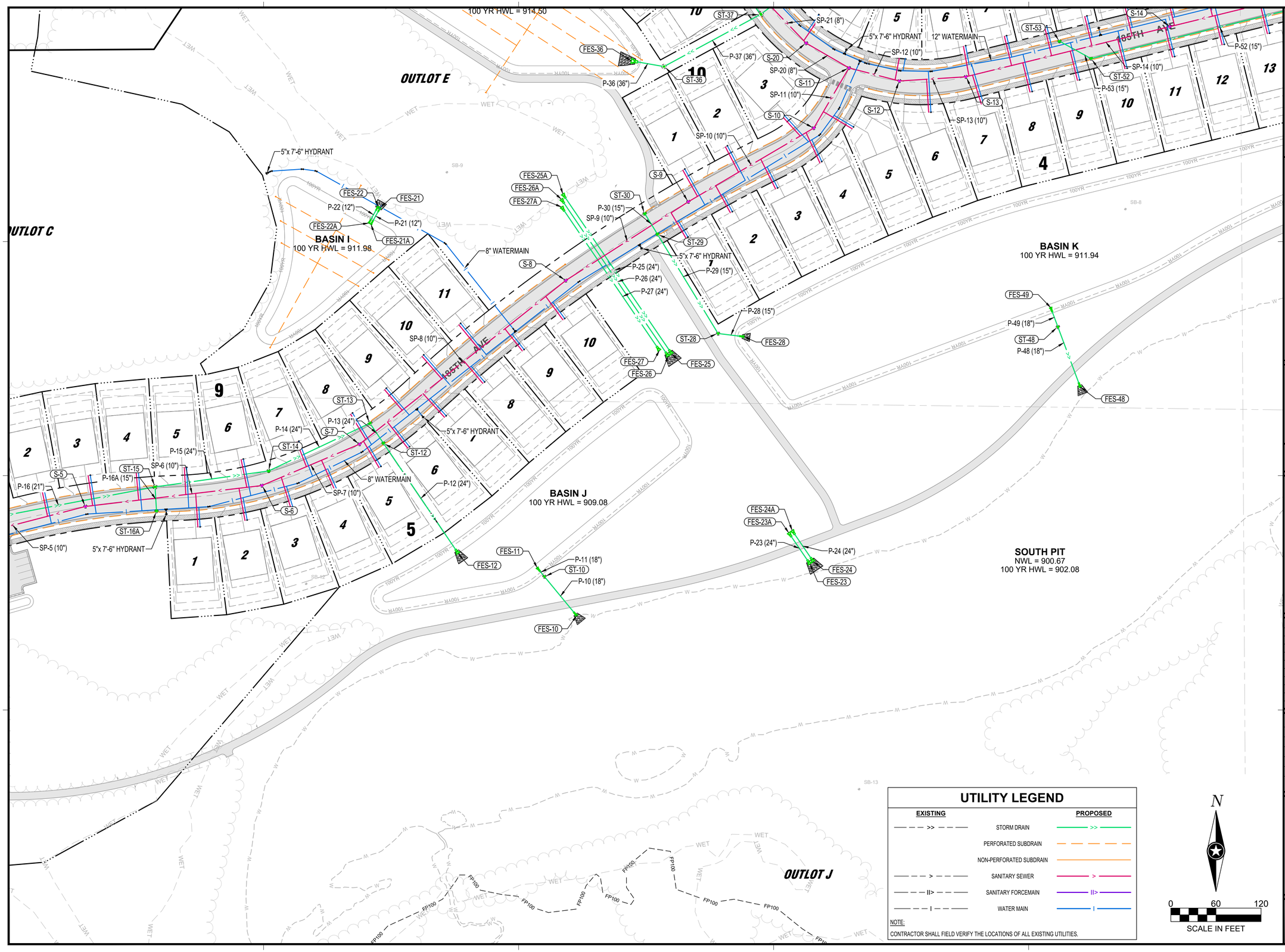
TITLE

OVERALL UTILITY PLAN

SHEET

34

OF 115



UTILITY LEGEND

EXISTING		PROPOSED
—— – – >> – – ——	STORM DRAIN	——— >> ———
	PERFORATED SUBDRAIN	– – – – – –
	NON-PERFORATED SUBDRAIN	———
—— – – > – – ——	SANITARY SEWER	——— > ———
—— – – II> – – ——	SANITARY FORCEMAIN	——— II> ———
—— – – I – – ——	WATER MAIN	——— I ———

NOTE:
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N

0 60 120
SCALE IN FEET

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OVERALL UTILITY PLAN

SHEET

35 OF 115

UTILITY LEGEND

EXISTING		PROPOSED
—— >> ——	STORM DRAIN	>>
	PERFORATED SUBDRAIN	
	NON-PERFORATED SUBDRAIN	
—— > ——	SANITARY SEWER	>
—— II> ——	SANITARY FORCEMAIN	II>
—— I ——	WATER MAIN	I

NOTE:
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N

0 60 120
SCALE IN FEET

IVANHOE ST

OUTLOT F

OUTLOT D

OUTLOT E

OUTLOT C

BASIN H
100 YR HWL = 914.50

BASIN I
100 YR HWL = 911.98

BASIN K
100 YR HWL = 911.94

186TH AVE

185TH AVE

ST-31 P-32 (30") ST-32 ST-33 ST-34 ST-35
P-31 (30") P-33 (24") P-34 (24") P-35 (24")
S-27 SP-27 (8") S-26 SP-26 (8") S-25 SP-25 (8") S-24 SP-24 (8") S-23 SP-23 (8") ST-38 P-39 (15") S-22 P-38 (18") S-21 ST-37 P-37 (36") S-20 SP-20 (8") S-11 SP-11 (10") S-10 SP-10 (10") S-9
5"x 7'-6" HYDRANT
8" WATERMAIN
S-28 SP-28 (8") ST-41 P-41 (15") ST-40 P-40 (15") ST-39
SP-29 (8")
12" WATERMAIN
SP-22 (8") P-42 (30") P-43 (30") ST-42 SP-21 (8")
ST-43 P-44 (21") ST-44 ST-45 P-45 (18") P-46 (15") ST-46 P-47 (12")
SP-12 (10") S-12 SP-13 (10") S-13 ST-53 S-14 SP-14 (10") ST-52 P-53 (15")
FES-36 P-36 (36") ST-36
FES-25A FES-26A FES-27A ST-30 P-30 (15") SP-9 (10") ST-29 P-29 (15") P-25 (24") P-26 (24")
FES-22 FES-21 P-22 (12") P-21 (12") FES-22A FES-21A
S-8 8" WATERMAIN

SB-2 SB-9 SB-8

100YR WET

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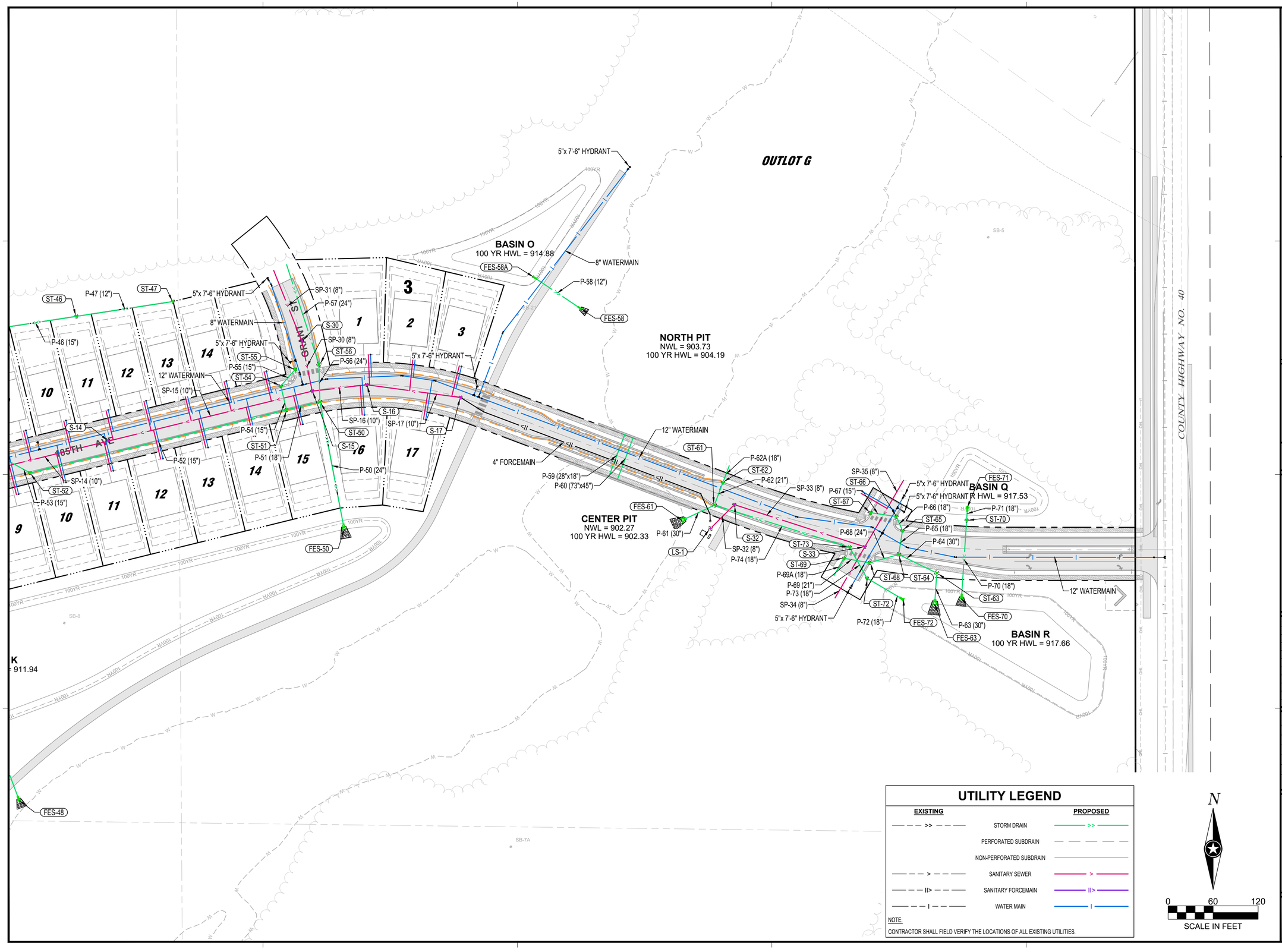
OVERALL UTILITY PLAN

SHEET

36 OF 115



UTILITY LEGEND

EXISTING		PROPOSED
— — — >> — — —	STORM DRAIN	>>
	PERFORATED SUBDRAIN	
	NON-PERFORATED SUBDRAIN	
— — — > — — —	SANITARY SEWER	>
— — — II> — — —	SANITARY FORCEMAIN	II>
— — — I — — —	WATER MAIN	I

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N

0 60 120
SCALE IN FEET

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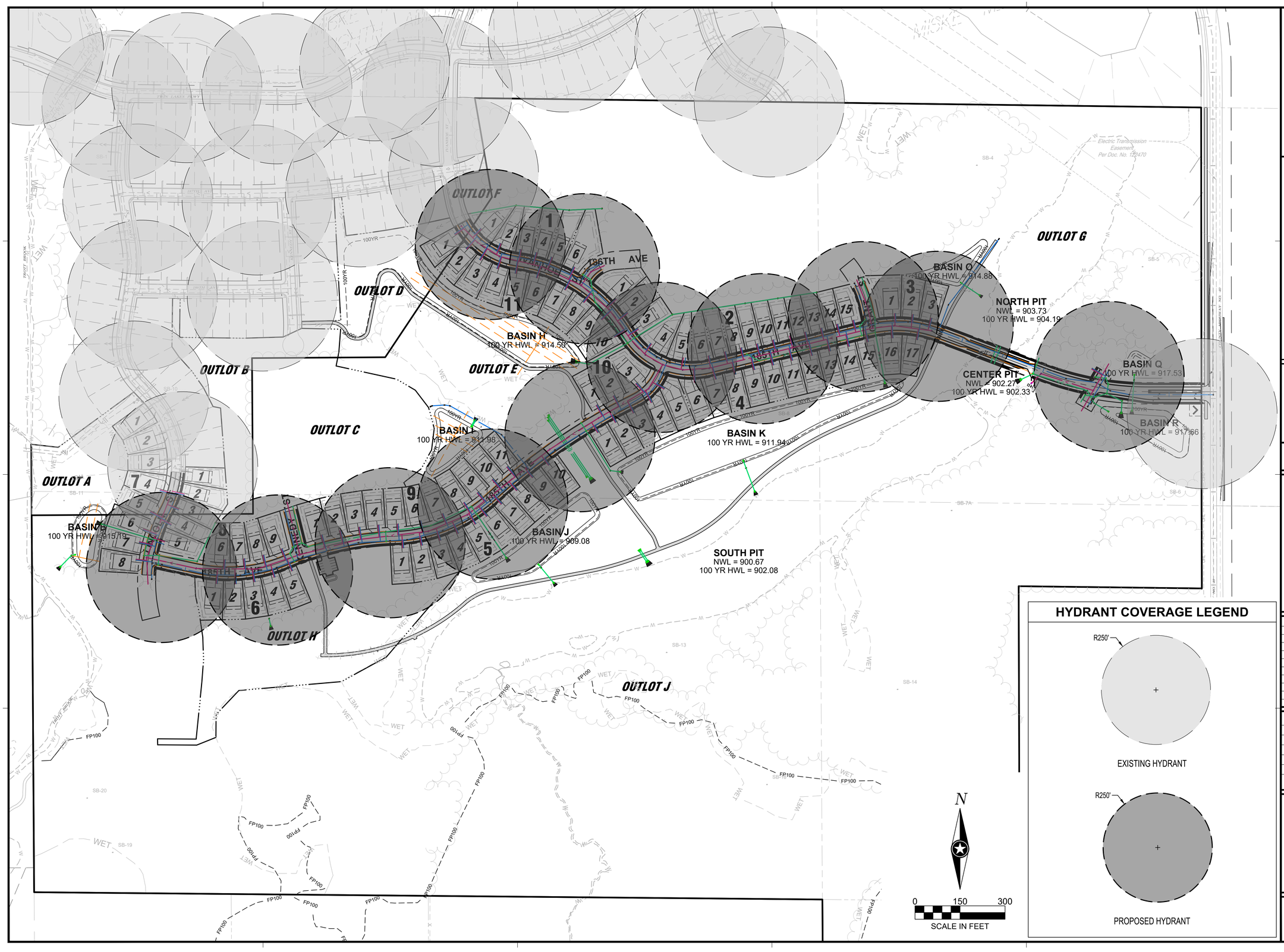

HYDRANT COVERAGE LEGEND

EXISTING HYDRANT

PROPOSED HYDRANT

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HYDRANT COVERAGE PLAN

SHEET

38

OF 115

SANITARY SEWER STRUCTURE SCHEDULE

STRUCTURE NO.	ALIGNMENT	STATION	LOCATION	STRUCTURE TYPE	STRUCTURE SIZE (IN)	STRUCTURE MATERIAL	CASTING	PAY HEIGHT (LN FT)	TOP OF CASTING ELEVATION	SUMP ELEVATION	SUMP DEPTH	OUTLET PIPE
LS-1	IVANHOE STREET	326+58	47'	MnDOT 4007C	60 Ø	RC	36"X48" ALUMINUM HATCH W/ SAFETY GRATE	30.12	909.25	879.12	2.00	
S-1	LINCOLN STREET	116+89	6'	MnDOT 4007C	48 Ø	RC	NEENAH R1733 "SANITARY SEWER" STAMP	29.33	924.43	895.10	0.25	SP-1
S-2	185TH AVENUE	1002+62	0'	MnDOT 4007C	48 Ø	RC	NEENAH R1733 "SANITARY SEWER" STAMP	28.58	924.29	895.71	0.25	SP-2
S-3	185TH AVENUE	1004+66	0'	MnDOT 4007C	48 Ø	RC	NEENAH R1733 "SANITARY SEWER" STAMP	25.84	922.25	896.41	0.25	SP-3
S-4	185TH AVENUE	1006+17	0'	MnDOT 4007C	48 Ø	RC	NEENAH R1733 "SANITARY SEWER" STAMP	23.77	920.74	896.97	0.25	SP-4
S-5	185TH AVENUE	1008+17	0'	MnDOT 4007C	48 Ø	RC	NEENAH R1733 "SANITARY SEWER" STAMP	21.07	918.74	897.67	0.25	SP-5
S-6	185TH AVENUE	1010+54	0'	MnDOT 4007C	48 Ø	RC	NEENAH R1733 "SANITARY SEWER" STAMP	17.90	916.37	898.48	0.25	SP-6
S-7	185TH AVENUE	1011+96	0'	MnDOT 4007C	48 Ø	RC	NEENAH R1733 "SANITARY SEWER" STAMP	16.04	915.04	899.00	0.25	SP-7
S-8	185TH AVENUE	1015+46	0'	MnDOT 4007C	48 Ø	RC	NEENAH R1733 "SANITARY SEWER" STAMP	21.13	921.27	900.15	0.25	SP-8
S-9	185TH AVENUE	1017+40	0'	MnDOT 4007C	48 Ø	RC	NEENAH R1733 "SANITARY SEWER" STAMP	21.66	922.49	900.83	0.25	SP-9
S-10	185TH AVENUE	1019+34	0'	MnDOT 4007C	48 Ø	RC	NEENAH R1733 "SANITARY SEWER" STAMP	24.33	925.84	901.51	0.25	SP-10
S-11	IVANHOE STREET	313+68	0'	MnDOT 4007C	48 Ø	RC	NEENAH R1733 "SANITARY SEWER" STAMP	25.62	927.51	901.89	0.25	SP-11
S-12	IVANHOE STREET	314+38	0'	MnDOT 4007C	48 Ø	RC	NEENAH R1733 "SANITARY SEWER" STAMP	24.84	927.03	902.19	0.25	SP-12
S-13	IVANHOE STREET	315+27	0'	MnDOT 4007C	48 Ø	RC	NEENAH R1733 "SANITARY SEWER" STAMP	23.75	926.31	902.56	0.25	SP-13
S-14	IVANHOE STREET	318+06	0'	MnDOT 4007C	48 Ø	RC	NEENAH R1733 "SANITARY SEWER" STAMP	20.54	924.04	903.50	0.25	SP-14
S-15	IVANHOE STREET	320+85	0'	MnDOT 4007C	48 Ø	RC	NEENAH R1733 "SANITARY SEWER" STAMP	18.01	922.44	904.44	0.25	SP-15
S-16	IVANHOE STREET	321+59	0'	MnDOT 4007C	48 Ø	RC	NEENAH R1733 "SANITARY SEWER" STAMP	17.05	921.80	904.76	0.25	SP-16
S-17	IVANHOE STREET	322+85	0'	MnDOT 4007C	48 Ø	RC	NEENAH R1733 "SANITARY SEWER" STAMP	10.68	915.91	905.23	0.25	SP-17
S-20	IVANHOE STREET	313+02	0'	MnDOT 4007C	48 Ø	RC	NEENAH R1733 "SANITARY SEWER" STAMP	22.16	927.44	905.28	0.25	SP-20
S-21	IVANHOE STREET	312+28	0'	MnDOT 4007C	48 Ø	RC	NEENAH R1733 "SANITARY SEWER" STAMP	18.10	927.17	909.07	0.25	SP-21
S-22	IVANHOE STREET	311+09	0'	MnDOT 4007C	48 Ø	RC	NEENAH R1733 "SANITARY SEWER" STAMP	15.68	928.49	912.81	0.25	SP-22
S-23	IVANHOE STREET	309+85	0'	MnDOT 4007C	48 Ø	RC	NEENAH R1733 "SANITARY SEWER" STAMP	16.77	930.30	913.53	0.25	SP-23
S-24	IVANHOE STREET	308+40	0'	MnDOT 4007C	48 Ø	RC	NEENAH R1733 "SANITARY SEWER" STAMP	16.13	930.48	914.35	0.25	SP-24
S-25	IVANHOE STREET	306+94	0'	MnDOT 4007C	48 Ø	RC	NEENAH R1733 "SANITARY SEWER" STAMP	14.42	929.60	915.18	0.25	SP-25
S-26	IVANHOE STREET	306+07	0'	MnDOT 4007C	48 Ø	RC	NEENAH R1733 "SANITARY SEWER" STAMP	13.36	929.07	915.71	0.25	SP-26
S-27	IVANHOE STREET	305+31	8'	MnDOT 4007C	48 Ø	RC	NEENAH R1733 "SANITARY SEWER" STAMP	12.25	928.45	916.20	0.25	SP-27
S-28	186TH AVENUE - EAST	801+56	0'	MnDOT 4007C	48 Ø	RC	NEENAH R1733 "SANITARY SEWER" STAMP	13.96	930.21	916.25	0.25	SP-28
S-30	GRANT STREET	508+55	0'	MnDOT 4007C	48 Ø	RC	NEENAH R1733 "SANITARY SEWER" STAMP	16.28	923.48	907.20	0.25	SP-30
S-32	IVANHOE STREET	326+77	6'	MnDOT 4007C	48 Ø	RC	NEENAH R1733 "SANITARY SEWER" STAMP	29.66	910.71	881.05	0.25	SP-32
S-33	IVANHOE STREET	328+58	13'	MnDOT 4007C	48 Ø	RC	NEENAH R1733 "SANITARY SEWER" STAMP	33.87	915.75	881.88	0.25	SP-33

NOTE:
- LIFT STATION IS TO BE STRUCTURE ONLY. NO PUMPS SHALL BE INSTALL AS PART OF THIS PLAN.
- SUMP DEPTH ON SANITARY STRUCTURES IS TO ALLOW ROOM FOR GROUT AT THE BOTTOM OF THE STRUCTURE AND THE FORMING OF THE CHANNEL BETWEEN PIPES.

SANITARY SEWER PIPE SCHEDULE

PIPE NO.	ALIGNMENT	STATION	LOCATION	DRAIN FROM	INLET ELEVATION	DRAIN TO	OUTLET ELEVATION	PIPE SIZE (IN)	MATERIAL	PIPE CLASS	PIPE GRADE	PIPE LENGTH (FT)
SP-1	LINCOLN STREET	116+89' to 114+80'	6' R to 2' R	S-1	895.35	EX SP-20	894.72	10	CL 52	DIP	0.30%	210
SP-2	185TH AVENUE	1002+62' to 1000+94'	0' to 0'	S-2	895.96	S-1	895.45	10	SDR-26	SDR-26	0.30%	168
SP-3	185TH AVENUE	1004+66' to 1002+62'	0' to 0'	S-3	896.66	S-2	896.06	10	SDR-26	SDR-26	0.30%	202
SP-4	185TH AVENUE	1006+17' to 1004+66'	0' to 0'	S-4	897.22	S-3	896.76	10	SDR-26	SDR-26	0.30%	151
SP-5	185TH AVENUE	1008+17' to 1006+17'	0' to 0'	S-5	897.92	S-4	897.32	10	SDR-26	SDR-26	0.30%	200
SP-6	185TH AVENUE	1010+54' to 1008+17'	0' to 0'	S-6	898.73	S-5	898.02	10	SDR-26	SDR-26	0.30%	236
SP-7	185TH AVENUE	1011+96' to 1010+54'	0' to 0'	S-7	899.25	S-6	898.83	10	SDR-35	SDR-35	0.30%	141
SP-8	185TH AVENUE	1015+46' to 1011+96'	0' to 0'	S-8	900.40	S-7	899.35	10	SDR-26	SDR-26	0.30%	350
SP-9	185TH AVENUE	1017+40' to 1015+46'	0' to 0'	S-9	901.08	S-8	900.50	10	SDR-26	SDR-26	0.30%	194
SP-10	185TH AVENUE	1019+34' to 1017+40'	0' to 0'	S-10	901.76	S-9	901.18	10	SDR-26	SDR-26	0.30%	193
SP-11	185TH AVENUE	1020+27' to 1019+34'	0' to 0'	S-11	902.14	S-10	901.86	10	SDR-26	SDR-26	0.30%	93
SP-12	IVANHOE STREET	314+38' to 313+68'	0' to 0'	S-12	902.44	S-11	902.24	10	SDR-26	SDR-26	0.30%	69
SP-13	IVANHOE STREET	315+27' to 314+38'	0' to 0'	S-13	902.81	S-12	902.54	10	SDR-26	SDR-26	0.30%	88
SP-14	IVANHOE STREET	318+06' to 315+27'	0' to 0'	S-14	903.75	S-13	902.91	10	SDR-26	SDR-26	0.30%	279
SP-15	IVANHOE STREET	320+85' to 318+06'	0' to 0'	S-15	904.69	S-14	903.85	10	SDR-26	SDR-26	0.30%	279
SP-16	IVANHOE STREET	321+59' to 320+85'	0' to 0'	S-16	905.01	S-15	904.79	10	SDR-35	SDR-35	0.30%	73
SP-17	IVANHOE STREET	322+85' to 321+59'	0' to 0'	S-17	905.48	S-16	905.11	10	SDR-35	SDR-35	0.30%	126
SP-18	LINCOLN STREET	117+77' to 116+89'	-5' L to 6' R	8" CAP	895.81	S-1	895.45	8	SDR-26	SDR-26	0.40%	88
SP-19	KENNEDY STREET	211+45' to 213+25'	-1' L to 0'	8" CAP	902.22	S-4	898.62	8	SDR-26	SDR-26	2.00%	180
SP-20	IVANHOE STREET	313+02' to 313+68'	0' to 0'	S-20	905.53	S-11	902.24	8	SDR-26	SDR-26	5.00%	66
SP-21	IVANHOE STREET	312+28' to 313+02'	0' to 0'	S-21	909.32	S-20	905.63	8	SDR-26	SDR-26	5.00%	74
SP-22	IVANHOE STREET	311+09' to 312+28'	0' to 0'	S-22	913.06	S-21	909.42	8	SDR-26	SDR-26	3.05%	120
SP-23	IVANHOE STREET	309+85' to 311+09'	0' to 0'	S-23	913.78	S-22	913.16	8	SDR-35	SDR-35	0.50%	123
SP-24	IVANHOE STREET	308+40' to 309+85'	0' to 0'	S-24	914.60	S-23	913.88	8	SDR-35	SDR-35	0.50%	144
SP-25	IVANHOE STREET	306+94' to 308+40'	0' to 0'	S-25	915.43	S-24	914.70	8	SDR-35	SDR-35	0.50%	146
SP-26	IVANHOE STREET	306+07' to 306+94'	0' to 0'	S-26	915.96	S-25	915.53	8	SDR-35	SDR-35	0.50%	87
SP-27	IVANHOE STREET	305+31' to 306+07'	8' R to 0'	S-27	916.45	S-26	916.06	8	SDR-35	SDR-35	0.50%	77
SP-28	186TH AVENUE - EAST	801+56' to 801+00'	0' to 0'	S-28	916.50	S-23	915.38	8	SDR-35	SDR-35	2.00%	56
SP-29	186TH AVENUE - EAST	802+06' to 801+56'	8' R to 0'	8" CAP	918.24	S-28	918.00	8	SDR-35	SDR-35	0.50%	49
SP-30	GRANT STREET	508+55' to 509+23'	0' to 0'	S-30	907.45	S-15	906.39	8	SDR-35	SDR-35	1.56%	68
SP-31	GRANT STREET	507+53' to 508+55'	3' R to 0'	8" CAP	909.13	S-30	907.55	8	SDR-35	SDR-35	1.56%	102
SP-32	IVANHOE STREET	326+77' to 326+58'	6' R to 47' R	S-32	881.30	LS-1	881.12	8	CL 52	DIP	0.40%	45
SP-33	IVANHOE STREET	328+58' to 326+77'	13' R to 6' R	S-33	882.13	S-32	881.40	8	CL 52	DIP	0.40%	183
SP-34	ROAD H	1115+61' to 1116+40'	0' to 0'	8" CAP	882.55	S-33	882.23	8	CL 52	DIP	0.40%	79
SP-35	ROAD H	1117+42' to 1116+40'	0' to 0'	8" CAP	889.26	S-33	884.13	8	CL 52	DIP	5.00%	103

NOTE: SANITARY MAINLINE PIPE MATERIAL TO CHANGE DEPENDING ON DEPTH. 0'-18' = SDR 35, 18'-30' = SDR 26, 30'+ = DIP

FORCEMAIN SCHEDULE

ALIGNMENT	STATION	LOCATION	PIPE TYPE	PIPE LENGTH (FT)	PIPE SIZE (IN)
IVANHOE STREET	326+55 TO 326+51	38' TO 29'	C900	9	4
IVANHOE STREET	326+51 TO 326+30	29' TO 8'	C900	30	4
IVANHOE STREET	326+30 TO 323+21	8' TO 8'	C900	308	4
IVANHOE STREET	323+21 TO 322+88	8' TO 1'	C900	34	4

FORCEMAIN FITTING SCHEDULE

ALIGNMENT	STATION	LOCATION	TYPE	SIZE	WEIGHT (LBS)
IVANHOE STREET	323+21	8	BEND	4"x11.25°	19
IVANHOE STREET	326+30	8	BEND	4"x45°	22
IVANHOE STREET	326+51	29	BEND	4"x22.5°	19

GENERAL NOTES:
- FOR DESIGN PURPOSES, THE SECTION OF ROADWAY BETWEEN THE IVANHOE/185TH INTERSECTION TO C.H. 40 WILL BE CONSIDERED AS AN EXTENSION OF IVANHOE STREET INSTEAD OF 185TH AS THE ROADWAYS ARE LABELED.
- FOR DESIGN PURPOSES, 186TH AVENUE HAS THE QUALIFIER OF "EAST" TO SEPARATE IT FROM THE SECTION OF 186TH AVE THAT WAS CONSTRUCTED DURING PHASE 1 AND IS CUT OFF BUT THE WETLAND TO REMAIN.

ISG

NOTE:
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JERREMY D. FOSS

DATE xxxx-xx-xx LIC. NO. 55871

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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
FILE NAME	26553 - 6.1 SCHEDULES (P2)
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	JDF
ORIGINAL ISSUE DATE	2024-08-26
CLIENT PROJECT NO.	-

TITLE

UTILITY SCHEDULES

SHEET

39 OF 115

SANITARY SERVICE PIPE SCHEDULE

PIPE NAME	ALIGNMENT	STATION	LOCATION	START ELEVATION	END ELEVATION	PIPE SIZE (IN)	MATERIAL	PIPE CLASS	PIPE GRADE	PIPE LENGTH (FT)
B1L1-A	IVANHOE STREET	305+84' to 305+84'	-1' L to 0' L	917.49	916.49	4	PVC	SDR-26	100.0%	1
B1L1-B	IVANHOE STREET	305+82' to 305+84'	-38' L to -1' L	918.23	917.49	4	PVC	SDR-26	2.0%	37
B1L1-C	IVANHOE STREET	305+81' to 305+82'	-40' L to -38' L	920.21	918.23	4	PVC	SDR-26	100.0%	2
B1L2-A	IVANHOE STREET	306+82' to 306+82'	-4' L to -2' L	917.90	915.90	4	PVC	SDR-26	100.0%	2
B1L2-B	IVANHOE STREET	306+80' to 306+82'	-37' L to -4' L	918.56	917.90	4	PVC	SDR-26	2.0%	33
B1L2-C	IVANHOE STREET	306+80' to 306+80'	-40' L to -37' L	921.85	918.56	4	PVC	SDR-26	100.0%	3
B1L3-A	IVANHOE STREET	307+61' to 307+61'	-4' L to -1' L	918.41	915.41	4	PVC	SDR-26	100.0%	3
B1L3-B	IVANHOE STREET	307+62' to 307+61'	-37' L to -4' L	919.07	918.41	4	PVC	SDR-26	2.0%	33
B1L3-C	IVANHOE STREET	307+62' to 307+62'	-40' L to -37' L	921.84	919.07	4	PVC	SDR-26	100.0%	3
B1L4-A	IVANHOE STREET	308+11' to 308+11'	-3' L to 1' R	919.16	915.16	4	PVC	SDR-26	100.0%	4
B1L4-B	IVANHOE STREET	308+12' to 308+11'	-37' L to -3' L	919.84	919.16	4	PVC	SDR-26	2.0%	34
B1L4-C	IVANHOE STREET	308+12' to 308+12'	-40' L to -37' L	922.81	919.84	4	PVC	SDR-26	100.0%	3
B1L5-A	IVANHOE STREET	308+60' to 308+60'	-2' L to 3' R	919.81	914.81	4	PVC	SDR-26	100.0%	5
B1L5-B	IVANHOE STREET	308+61' to 308+60'	-38' L to -2' L	920.53	919.81	4	PVC	SDR-26	2.0%	36
B1L5-C	IVANHOE STREET	308+61' to 308+61'	-40' L to -38' L	922.08	920.53	4	PVC	SDR-26	100.0%	2
B1L6-A	IVANHOE STREET	309+39' to 309+39'	0' L to 5' R	919.42	914.42	4	PVC	SDR-26	100.0%	5
B1L6-B	IVANHOE STREET	309+37' to 309+39'	-37' L to 0' L	920.16	919.42	4	PVC	SDR-26	2.0%	37
B1L6-C	IVANHOE STREET	309+37' to 309+37'	-40' L to -37' L	922.73	920.16	4	PVC	SDR-26	100.0%	3
B2L1-A	IVANHOE STREET	311+00' to 311+00'	-3' L to 1' R	917.52	913.52	4	PVC	SDR-26	100.0%	4
B2L1-B	IVANHOE STREET	310+99' to 311+00'	-37' L to -3' L	918.20	917.52	4	PVC	SDR-26	2.0%	34
B2L1-C	IVANHOE STREET	310+99' to 310+99'	-40' L to -37' L	921.17	918.20	4	PVC	SDR-26	100.0%	3
B2L2-A	IVANHOE STREET	311+56' to 311+56'	-2' L to 3' R	916.93	911.93	4	PVC	SDR-26	100.0%	5
B2L2-B	IVANHOE STREET	311+55' to 311+56'	-38' L to -2' L	917.65	916.93	4	PVC	SDR-26	2.0%	36
B2L2-C	IVANHOE STREET	311+55' to 311+55'	-40' L to -38' L	919.59	917.65	4	PVC	SDR-26	100.0%	2
B2L3-A	IVANHOE STREET	312+16' to 312+16'	-6' L to 0' R	916.12	910.12	4	PVC	SDR-26	100.0%	6
B2L3-B	IVANHOE STREET	312+16' to 312+16'	-38' L to -6' L	916.76	916.12	4	PVC	SDR-26	2.0%	32
B2L3-C	IVANHOE STREET	312+16' to 312+16'	-40' L to -38' L	919.17	916.76	4	PVC	SDR-26	100.0%	2
B2L4-A	IVANHOE STREET	312+97' to 312+98'	-11' L to -1' L	916.16	906.16	4	PVC	SDR-26	100.0%	10
B2L4-B	IVANHOE STREET	312+95' to 312+97'	-38' L to -11' L	916.70	916.16	4	PVC	SDR-26	2.0%	27
B2L4-C	IVANHOE STREET	312+94' to 312+95'	-40' L to -38' L	919.21	916.70	4	PVC	SDR-26	100.0%	3
B2L5-A	IVANHOE STREET	314+33' to 314+32'	-14' L to -1' L	915.83	902.83	4	PVC	SDR-26	100.0%	13
B2L5-B	IVANHOE STREET	314+34' to 314+33'	-37' L to -14' L	916.29	915.83	4	PVC	SDR-26	2.0%	23
B2L5-C	IVANHOE STREET	314+34' to 314+34'	-40' L to -37' L	919.60	916.29	4	PVC	SDR-26	100.0%	3
B2L6-A	IVANHOE STREET	315+32' to 315+31'	-12' L to 0'	915.32	903.32	4	PVC	SDR-26	100.0%	12
B2L6-B	IVANHOE STREET	315+33' to 315+32'	-37' L to -12' L	915.82	915.32	4	PVC	SDR-26	2.0%	25
B2L6-C	IVANHOE STREET	315+33' to 315+33'	-40' L to -37' L	918.89	915.82	4	PVC	SDR-26	100.0%	3
B2L7-A	IVANHOE STREET	315+89' to 315+89'	-11' L to 0'	914.50	903.50	4	PVC	SDR-26	100.0%	11
B2L7-B	IVANHOE STREET	315+89' to 315+89'	-37' L to -11' L	915.02	914.50	4	PVC	SDR-26	2.0%	26
B2L7-C	IVANHOE STREET	315+89' to 315+89'	-40' L to -37' L	918.02	915.02	4	PVC	SDR-26	100.0%	3
B2L8-A	IVANHOE STREET	316+44' to 316+44'	-11' L to 0'	914.66	903.66	4	PVC	SDR-26	100.0%	11
B2L8-B	IVANHOE STREET	316+44' to 316+44'	-38' L to -11' L	915.20	914.66	4	PVC	SDR-26	2.0%	27
B2L8-C	IVANHOE STREET	316+44' to 316+44'	-40' L to -38' L	917.20	915.20	4	PVC	SDR-26	100.0%	2
B2L9-A	IVANHOE STREET	316+99' to 316+99'	-10' L to 0'	913.83	903.83	4	PVC	SDR-26	100.0%	10
B2L9-B	IVANHOE STREET	316+99' to 316+99'	-37' L to -10' L	914.37	913.83	4	PVC	SDR-26	2.0%	27
B2L9-C	IVANHOE STREET	316+99' to 316+99'	-40' L to -37' L	917.37	914.37	4	PVC	SDR-26	100.0%	3
B2L10-A	IVANHOE STREET	317+54' to 317+54'	-9' L to 0'	912.99	903.99	4	PVC	SDR-26	100.0%	9
B2L10-B	IVANHOE STREET	317+54' to 317+54'	-37' L to -9' L	913.55	912.99	4	PVC	SDR-26	2.0%	28
B2L10-C	IVANHOE STREET	317+54' to 317+54'	-40' L to -37' L	916.55	913.55	4	PVC	SDR-26	100.0%	3
B2L11-A	IVANHOE STREET	318+12' to 318+12'	-9' L to 0' R	913.27	904.27	4	PVC	SDR-26	100.0%	9
B2L11-B	IVANHOE STREET	318+12' to 318+12'	-38' L to -9' L	913.85	913.27	4	PVC	SDR-26	2.0%	29
B2L11-C	IVANHOE STREET	318+12' to 318+12'	-40' L to -38' L	915.86	913.85	4	PVC	SDR-26	100.0%	2
B2L12-A	IVANHOE STREET	318+64' to 318+64'	-8' L to 0' R	912.42	904.42	4	PVC	SDR-26	100.0%	8
B2L12-B	IVANHOE STREET	318+64' to 318+64'	-37' L to -8' L	913.00	912.42	4	PVC	SDR-26	2.0%	29
B2L12-C	IVANHOE STREET	318+64' to 318+64'	-40' L to -37' L	916.05	913.00	4	PVC	SDR-26	100.0%	3
B2L13-A	IVANHOE STREET	319+19' to 319+19'	-7' L to 0' R	911.59	904.59	4	PVC	SDR-26	100.0%	7
B2L13-B	IVANHOE STREET	319+19' to 319+19'	-37' L to -7' L	912.19	911.59	4	PVC	SDR-26	2.0%	30
B2L13-C	IVANHOE STREET	319+19' to 319+19'	-40' L to -37' L	915.28	912.19	4	PVC	SDR-26	100.0%	3
B2L14-A	IVANHOE STREET	319+74' to 319+74'	-7' L to 0' R	911.75	904.75	4	PVC	SDR-26	100.0%	7
B2L14-B	IVANHOE STREET	319+74' to 319+74'	-38' L to -7' L	912.37	911.75	4	PVC	SDR-26	2.0%	31
B2L14-C	IVANHOE STREET	319+74' to 319+74'	-40' L to -38' L	914.51	912.37	4	PVC	SDR-26	100.0%	2
B2L15-A	IVANHOE STREET	320+29' to 320+29'	-6' L to 0' R	910.92	904.92	4	PVC	SDR-26	100.0%	6
B2L15-B	IVANHOE STREET	320+29' to 320+29'	-37' L to -6' L	911.54	910.92	4	PVC	SDR-26	2.0%	31
B2L15-C	IVANHOE STREET	320+29' to 320+29'	-40' L to -37' L	914.72	911.54	4	PVC	SDR-26	100.0%	3
B3L1-A	IVANHOE STREET	321+62' to 321+62'	-4' L to 1' R	910.52	905.52	4	PVC	SDR-35	100.0%	5

SANITARY SERVICE PIPE SCHEDULE

PIPE NAME	ALIGNMENT	STATION	LOCATION	START ELEVATION	END ELEVATION	PIPE SIZE (IN)	MATERIAL	PIPE CLASS	PIPE GRADE	PIPE LENGTH (FT)
B3L1-B	IVANHOE STREET	321+61' to 321+62'	-38' L to -4' L	911.20	910.52	4	PVC	SDR-35	2.0%	34
B3L1-C	IVANHOE STREET	321+61' to 321+61'	-40' L to -38' L	912.80	911.20	4	PVC	SDR-35	100.0%	2
B3L2-A	IVANHOE STREET	322+17' to 322+17'	2' R to 5' R	908.68	905.68	4	PVC	SDR-35	100.0%	3
B3L2-B	IVANHOE STREET	322+16' to 322+17'	-38' L to 2' R	909.48	908.68	4	PVC	SDR-35	2.0%	40
B3L2-C	IVANHOE STREET	322+16' to 322+16'	-40' L to -38' L	911.45	909.48	4	PVC	SDR-35	100.0%	2
B3L3-A	IVANHOE STREET	322+73' to 322+74'	-38' L to 2' R	906.64	905.84	4	PVC	SDR-35	2.0%	40
B3L3-B	IVANHOE STREET	322+73' to 322+73'	-40' L to -38' L	908.33	906.64	4	PVC	SDR-35	100.0%	2
B4L1-A	185TH AVENUE	1017+12' to 1017+12'	11' R to 1' R	911.40	901.40	4	PVC	SDR-35	100.0%	10
B4L1-B	185TH AVENUE	1017+12' to 1017+12'	38' R to 11' R	911.94	911.40	4	PVC	SDR-35	2.0%	27
B4L1-C	185TH AVENUE	1017+12' to 1017+12'	40' R to 38' R	913.80	911.94	4	PVC	SDR-35	100.0%	2
B4L2-A	185TH AVENUE	1017+82' to 1017+82'	9' R to -1' L	911.70	901.70	4	PVC	SDR-35	100.0%	10
B4L2-B	185TH AVENUE	1017+81' to 1017+82'	37' R to 9' R	912.26	911.70	4	PVC	SDR-35	2.0%	28
B4L2-C	185TH AVENUE	1017+81' to 1017+81'	40' R to 37' R	915.06	912.26	4	PVC	SDR-35	100.0%	3
B4L3-A	185TH AVENUE	1018+51' to 1018+51'	7' R to -4' L	912.91	901.91	4	PVC	SDR-35	100.0%	11
B4L3-B	185TH AVENUE	1018+51' to 1018+51'	37' R to 7' R	913.51	912.91	4	PVC	SDR-35	2.0%	30
B4L3-C	185TH AVENUE	1018+51' to 1018+51'	40' R to 37' R	916.57	913.51	4	PVC	SDR-35	100.0%	3
B4L4-A	185TH AVENUE	1019+19' to 1019+22'	9' R to -3' L	914.12	902.12	4	PVC	SDR-35	100.0%	12
B4L4-B	185TH AVENUE	1019+12' to 1019+19'	37' R to 9' R	914.70	914.12	4	PVC	SDR-35	2.0%	29
B4L4-C	185TH AVENUE	1019+11' to 1019+12'	40' R to 37' R	918.07	914.70	4	PVC	SDR-35	100.0%	3
B4L5-A	185TH AVENUE	1019+60' to 1019+59'	9' R to -4' L	915.33	902.33	4	PVC	SDR-35	100.0%	13
B4L5-B	185TH AVENUE	1019+62' to 1019+60'	38' R to 9' R	915.91	915.33	4	PVC	SDR-35	2.0%	29
B4L5-C	185TH AVENUE	1019+62' to 1019+62'	40' R to 38' R	918.41	915.91	4	PVC	SDR-35	100.0%	3
B4L6-A	IVANHOE STREET	314+75' to 314+74'	9' R to -4' L	916.05	903.05	4	PVC	SDR-35	100.0%	13
B4L6-B	IVANHOE STREET	314+75' to 314+75'	38' R to 9' R	916.63	916.05	4	PVC	SDR-35	2.0%	29
B4L6-C	IVANHOE STREET	314+75' to 314+75'	40' R to 38' R	918.46	916.63	4	PVC	SDR-35	100.0%	2
B4L7-A	IVANHOE STREET	315+37' to 315+36'	12' R to 0'	915.34	903.34	4	PVC	SDR-35	100.0%	12
B4L7-B	IVANHOE STREET	315+38' to 315+37'	38' R to 12' R	915.86	915.34	4	PVC	SDR-35	2.0%	26
B4L7-C	IVANHOE STREET	315+38' to 315+38'	40' R to 38' R	917.92	915.86	4	PVC	SDR-35	100.0%	2
B4L8-A	IVANHOE STREET	316+05' to 316+05'	11' R to 0'	914.54	903.54	4	PVC	SDR-35	100.0%	11
B4L8-B	IVANHOE STREET	316+05' to 316+05'	37' R to 11' R	915.06	914.54	4	PVC	SDR-35	2.0%	26
B4L8-C	IVANHOE STREET	316+05' to 316+05'	40' R to 37' R	918.06	915.06	4	PVC	SDR-35	100.0%	3
B4L9-A	IVANHOE STREET	316+70' to 316+70'	10' R to 0'	913.74	903.74	4	PVC	SDR-35	100.0%	10
B4L9-B	IVANHOE STREET	316+70' to 316+70'	37' R to 10' R	914.28	913.74	4	PVC	SDR-35	2.0%	27
B4L9-C	IVANHOE STREET	316+70' to 316+70'	40' R to 37' R	917.28	914.28	4	PVC	SDR-35	100.0%	3
B4L10-A	IVANHOE STREET	317+35' to 317+35'	10' R to 0'	913.93	903.93	4	PVC	SDR-35	100.0%	10
B4L10-B	IVANHOE STREET	317+35' to 317+35'	38' R to 10' R	914.49	913.93	4	PVC	SDR-35	2.0%	28
B4L10-C	IVANHOE STREET	317+35' to 317+35'	40' R to 38' R	916.49	914.49	4	PVC	SDR-35	100.0%	2
B4L11-A	IVANHOE STREET	318+00' to 318+00'	9' R to 0'	913.13	904.13	4	PVC	SDR-35	100.0%	9
B4L11-B	IVANHOE STREET	318+00' to 318+00'	38' R to 9' R	913.71	913.13	4	PVC	SDR-35	2.0%	29
B4L11-C	IVANHOE STREET	318+00' to 318+00'	40' R to 38' R	915.71	913.71	4	PVC	SDR-35	100.0%	2
B4L12-A	IVANHOE STREET	318+68' to 318+68'	8' R to 0' R	912.43	904.43	4	PVC	SDR-35	100.0%	8
B4L12-B	IVANHOE STREET	318+68' to 318+68'	37' R to 8' R	913.01	912.43	4	PVC	SDR-35	2.0%	29
B4L12-C	IVANHOE STREET	318+68' to 318+68'	40' R to 37' R	915.96	913.01	4	PVC	SDR-35	100.0%	3
B4L13-A	IVANHOE STREET	319+30' to 319+30'	7' R to 0' R	911.62	904.62	4	PVC	SDR-35	100.0%	7
B4L13-B	IVANHOE STREET	319+30' to 319+30'	37' R to 7' R	912.22	911.62	4	PVC	SDR-35	2.0%	30
B4L13-C	IVANHOE STREET	319+30' to 319+30'	40' R to 37' R	915.12	912.22	4	PVC	SDR-35	100.0%	3
B4L14-A	IVANHOE STREET	319+95' to 319+95'	7' R to 0' R	911.81	904.81	4	PVC	SDR-35	100.0%	7
B4L14-B	IVANHOE STREET	319+95' to 319+95'	38' R to 7' R	912.43	911.81	4	PVC	SDR-35	2.0%	31
B4L14-C	IVANHOE STREET	319+95' to 319+95'	40' R to 38' R	914.27	912.43	4	PVC	SDR-35	100.0%	2
B4L15-A	IVANHOE STREET	320+60' to 320+60'	6' R to 0' R	911.01	905.01	4	PVC	SDR-35	100.0%	6
B4L15-B	IVANHOE STREET	320+60' to 320+60'	37' R to 6' R	911.63	911.01	4	PVC	SDR-35	2.0%	31
B4L15-C	IVANHOE STREET	320+60' to 320+60'	40' R to 37' R	914.42	911.63	4	PVC	SDR-35	100.0%	3
B4L16-A	IVANHOE STREET	321+50' to 321+50'	7' R to 1' R	911.38	905.38	4	PVC	SDR-35	100.0%	6
B4L16-B	IVANHOE STREET	321+51' to 321+50'	39' R to 7' R	912.02	911.38	4	PVC	SDR-35	2.0%	32
B4L16-C	IVANHOE STREET	321+51' to 321+51'	40' R to 39' R	913.32	912.02	4	PVC	SDR-35	100.0%	1
B4L17-A	IVANHOE STREET	322+41' to 322+41'	6' R to 5' R	906.75	905.75	4	PVC	SDR-35	100.0%	1
B4L17-B	IVANHOE STREET	322+42' to 322+41'	37' R to 6' R	907.37	906.75	4	PVC	SDR-35	2.0%	31
B4L17-C	IVANHOE STREET	322+42' to 322+42'	40' R to 37' R	910.84	907.37	4	PVC	SDR-35	100.0%	3
B5L1-A	185TH AVENUE	1009+65' to 1009+65'	2' R to -5' L	905.86	898.86	4	PVC	SDR-35	100.0%	7
B5L1-B	185TH AVENUE	1009+64' to 1009+65'	38' R to 2' R	906.58	905.86	4	PVC	SDR-35	2.0%	36
B5L1-C	185TH AVENUE	1009+64' to 1009+64'	40' R to 38' R	908.26	906.58	4	PVC	SDR-35	100.0%	2
B5L2-A	185TH AVENUE	1010+23' to 1010+23'	4' R to -3' L	906.03	899.03	4	PVC	SDR-35	100.0%	7
B5L2-B	185TH AVENUE	1010+23' to 1010+23'	38' R to 4' R	906.71	906.03	4	PVC	SDR-35	2.0%	34
B5L2-C	185TH AVENUE	1010+23' to 1010+23'	40' R to 38' R	909.11	906.71	4	PVC	SDR-35	100.0%	2

SANITARY SERVICE PIPE SCHEDULE

PIPE NAME	ALIGNMENT	STATION	LOCATION	START ELEVATION	END ELEVATION	PIPE SIZE (IN)	MATERIAL	PIPE CLASS	PIPE GRADE	PIPE LENGTH (FT)
B5L3-A	185TH AVENUE	1010+82' to 1010+82'	3' R to -3' L	905.31	899.31	4	PVC	SDR-35	100.0%	6
B5L3-B	185TH AVENUE	1010+81' to 1010+82'	38' R to 3' R	906.01	905.31	4	PVC	SDR-35	2.0%	35
B5L3-C	185TH AVENUE	1010+81' to 1010+81'	40' R to 38' R	908.20	906.01	4	PVC	SDR-35	100.0%	2
B5L4-A	185TH AVENUE	1011+40' to 1011+40'	0' R to -5' L	904.48	899.48	4	PVC	SDR-35	100.0%	5
B5L4-B	185TH AVENUE	1011+40' to 1011+40'	38' R to 0' R	905.24	904.48	4	PVC	SDR-35	2.0%	38
B5L4-C	185TH AVENUE	1011+40' to 1011+40'	40' R to 38' R	907.00	905.24	4	PVC	SDR-35	100.0%	2
B5L5-A	185TH AVENUE	1012+02' to 1012+02'	3' R to -1' L	903.77	899.77	4	PVC	SDR-35	100.0%	4
B5L5-B	185TH AVENUE	1012+01' to 1012+02'	37' R to 3' R	904.45	903.77	4	PVC	SDR-35	2.0%	34
B5L5-C	185TH AVENUE	1012+01' to 1012+01'	40' R to 37' R	907.25	904.45	4	PVC	SDR-35	100.0%	3
B5L6-A	185TH AVENUE	1012+43' to 1012+43'	0' R to -4' L	903.89	899.89	4	PVC	SDR-35	100.0%	4
B5L6-B	185TH AVENUE	1012+44' to 1012+43'	38' R to 0' R	904.65	903.89	4	PVC	SDR-35	2.0%	38
B5L6-C	185TH AVENUE	1012+44' to 1012+44'	40' R to 38' R	906.49	904.65	4	PVC	SDR-35	100.0%	2
B5L7-A	185TH AVENUE	1013+04' to 1013+04'	2' R to -2' L	904.07	900.07	4	PVC	SDR-35	100.0%	4
B5L7-B	185TH AVENUE	1013+04' to 1013+04'	37' R to 2' R	904.77	904.07	4	PVC	SDR-35	2.0%	35
B5L7-C	185TH AVENUE	1013+04' to 1013+04'	40' R to 37' R	908.01	904.77	4	PVC	SDR-35	100.0%	3
B5L8-A	185TH AVENUE	1013+73' to 1013+73'	7' R to 1' R	906.28	900.28	4	PVC	SDR-35	100.0%	6
B5L8-B	185TH AVENUE	1013+73' to 1013+73'	38' R to 7' R	906.90	906.28	4	PVC	SDR-35	2.0%	31
B5L8-C	185TH AVENUE	1013+73' to 1013+73'	40' R to 38' R	908.49	906.90	4	PVC	SDR-35	100.0%	2
B5L9-A	185TH AVENUE	1014+42' to 1014+42'	10' R to 3' R	907.49	900.49	4	PVC	SDR-35	100.0%	7
B5L9-B	185TH AVENUE	1014+42' to 1014+42'	37' R to 10' R	908.03	907.49	4	PVC	SDR-35	2.0%	27
B5L9-C	185TH AVENUE	1014+42' to 1014+42'	40' R to 37' R	911.40	908.03	4	PVC	SDR-35	100.0%	3
B5L10-A	185TH AVENUE	1015+12' to 1015+12'	10' R to 1' R	909.70	900.70	4	PVC	SDR-35	100.0%	9
B5L10-B	185TH AVENUE	1015+12' to 1015+12'	38' R to 10' R	910.26	909.70	4	PVC	SDR-35	2.0%	28
B5L10-C	185TH AVENUE	1015+12' to 1015+12'	40' R to 38' R	911.80	910.26	4	PVC	SDR-35	100.0%	2
B6L1-A	185TH AVENUE	1003+34' to 1003+34'	7' R to -9' L	912.67	896.67	4	PVC	SDR-35	100.0%	16
B6L1-B	185TH AVENUE	1003+33' to 1003+34'	38' R to 7' R	913.29	912.67	4	PVC	SDR-35	2.0%	31
B6L1-C	185TH AVENUE	1003+33' to 1003+33'	40' R to 38' R	915.73	913.29	4	PVC	SDR-35	100.0%	2
B6L2-A	185TH AVENUE	1003+92' to 1003+93'	5' R to -10' L	911.84	896.84	4	PVC	SDR-35	100.0%	15
B6L2-B	185TH AVENUE	1003+92' to 1003+92'	38' R to 5' R	912.50	911.84	4	PVC	SDR-35	2.0%	33
B6L2-C	185TH AVENUE	1003+92' to 1003+92'	40' R to 38' R	914.04	912.50	4	PVC	SDR-35	100.0%	2
B6L3-A	185TH AVENUE	1004+51' to 1004+51'	11' R to -3' L	911.02	897.02	4	PVC	SDR-35	100.0%	14
B6L3-B	185TH AVENUE	1004+51' to 1004+51'	37' R to 11' R	911.54	911.02	4	PVC	SDR-35	2.0%	26
B6L3-C	185TH AVENUE	1004+50' to 1004+51'	40' R to 37' R	914.39	911.54	4	PVC	SDR-35	100.0%	3
B6L4-A	185TH AVENUE	1005+14' to 1005+15'	9' R to -4' L	910.31	897.31	4	PVC	SDR-35	100.0%	13
B6L4-B	185TH AVENUE	1005+14' to 1005+14'	37' R to 9' R	910.87	910.31	4	PVC	SDR-35	2.0%	28
B6L4-C	185TH AVENUE	1005+14' to 1005+14'	40' R to 37' R	913.80	910.87	4	PVC	SDR-35	100.0%	3
B6L5-A	185TH AVENUE	1005+72' to 1005+72'	11' R to -2' L	910.48	897.48	4	PVC	SDR-35	100.0%	13
B6L5-B	185TH AVENUE	1005+72' to 1005+72'	38' R to 11' R	911.02	910.48	4	PVC	SDR-35	2.0%	27
B6L5-C	185TH AVENUE	1005+72' to 1005+72'	40' R to 38' R	913.45	911.02	4	PVC	SDR-35	100.0%	2
B7L4-A	LINCOLN STREET	114+59' to 114+59'	21' R to 2' R	914.06	895.06	4	CL 52	DIP	100.0%	19
B7L4-B	LINCOLN STREET	114+60' to 114+59'	38' R to 21' R	914.40	914.06	4	PVC	SDR-35	2.0%	17
B7L4-C	LINCOLN STREET	114+60' to 114+60'	40' R to 38' R	916.89	914.40	4	PVC	SDR-35	100.0%	2
B7L5-A	LINCOLN STREET	115+45' to 115+46'	15' R to -3' L	913.30	895.30	4	CL 52	DIP	100.0%	18
B7L5-B	LINCOLN STREET	115+45' to 115+45'	37' R to 15' R	913.74	913.30	4	PVC	SDR-35	2.0%	22
B7L5-C	LINCOLN STREET	115+45' to 115+45'	40' R to 37' R	916.86	913.74	4	PVC	SDR-35	100.0%	3
B7L6-A	LINCOLN STREET	116+04' to 116+04'	14' R to -4' L	913.47	895.47	4	CL 52	DIP	100.0%	18
B7L6-B	LINCOLN STREET	116+03' to 116+04'	37' R to 14' R	913.93	913.47	4	PVC	SDR-35	2.0%	23
B7L6-C	LINCOLN STREET	116+03' to 116+03'	40' R to 37' R	917.32	913.93	4	PVC	SDR-35	100.0%	3
B7L7-A	LINCOLN STREET	116+44' to 116+43'	17' R to -1' L	913.59	895.59	4	CL 52	DIP	100.0%	18
B7L7-B	LINCOLN STREET	116+44' to 116+44'	37' R to 17' R	913.99	913.59	4	PVC	SDR-35	2.0%	20
B7L7-C	LINCOLN STREET	116+44' to 116+44'	40' R to 37' R	917.43	913.99	4	PVC	SDR-35	100.0%	3
B7L8-A	LINCOLN STREET	116+99' to 116+98'	22' R to 4' R	913.78	895.78	4	CL 52	DIP	100.0%	18
B7L8-B	LINCOLN STREET	116+99' to 116+99'	37' R to 22' R	914.08	913.78	4	PVC	SDR-35	2.0%	15
B7L8-C	LINCOLN STREET	116+99' to 116+99'	40' R to 37' R	916.94	914.08	4	PVC	SDR-35	100.0%	3
B8L2-A	LINCOLN STREET	114+51' to 114+52'	-18' L to 1' R	914.04	895.04	4	CL 52	DIP	100.0%	19
B8L2-B	LINCOLN STREET	114+51' to 114+51'	-37' L to -18' L	914.42	914.04	4	PVC	SDR-35	2.0%	19
B8L2-C	LINCOLN STREET	114+51' to 114+51'	-40' L to -37' L	917.47	914.42	4	PVC	SDR-35	100.0%	3
B8L3-A	LINCOLN STREET	114+98' to 114+99'	-17' L to 2' R	914.16	895.16	4	CL 52	DIP	100.0%	19
B8L3-B	LINCOLN STREET	114+98' to 114+98'	-38' L to -17' L	914.58	914.16	4	PVC	SDR-35	2.0%	21
B8L3-C	LINCOLN STREET	114+98' to 114+98'	-40' L to -38' L	916.16	914.58	4	PVC	SDR-35	100.0%	2
B8L4-A	LINCOLN STREET	115+53' to 115+53'	-22' L to -4' L	913.32	895.32	4	CL 52	DIP	100.0%	18
B8L4-B	LINCOLN STREET	115+54' to 115+53'	-37' L to -22' L	913.62	913.32	4	PVC	SDR-35	2.0%	15
B8L4-C	LINCOLN STREET	115+54' to 115+54'	-40' L to -37' L	917.02	913.62	4	PVC	SDR-35	100.0%	3
B8L5-A	LINCOLN STREET	116+21' to 116+20'	-22' L to -4' L	913.52	895.52	4	CL 52	DIP	100.0%	18

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JERREMY D. FOSS

DATE xxxx-xx-xx LIC. NO. 55871

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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

SANITARY SERVICE PIPE SCHEDULE

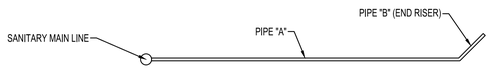
PIPE NAME	ALIGNMENT	STATION	LOCATION	START ELEVATION	END ELEVATION	PIPE SIZE (IN)	MATERIAL	PIPE CLASS	PIPE GRADE	PIPE LENGTH (FT)
B8L5-B	LINCOLN STREET	116+21' to 116+21'	-38' L to -22' L	913.84	913.52	4	PVC	SDR-35	2.0%	16
B8L5-C	LINCOLN STREET	116+21' to 116+21'	-40' L to -38' L	916.32	913.84	4	PVC	SDR-35	100.0%	2
B8L6-A	185TH AVENUE	1003+56' to 1003+55'	-26' L to -10' L	912.73	896.73	4	PVC	SDR-35	100.0%	16
B8L6-B	185TH AVENUE	1003+56' to 1003+56'	-38' L to -26' L	912.97	912.73	4	PVC	SDR-35	2.0%	12
B8L6-C	185TH AVENUE	1003+56' to 1003+56'	-40' L to -38' L	914.73	912.97	4	PVC	SDR-35	100.0%	2
B8L7-A	185TH AVENUE	1004+26' to 1004+26'	-22' L to -7' L	911.94	896.94	4	PVC	SDR-35	100.0%	15
B8L7-B	185TH AVENUE	1004+27' to 1004+26'	-37' L to -22' L	912.24	911.94	4	PVC	SDR-35	2.0%	15
B8L7-C	185TH AVENUE	1004+27' to 1004+27'	-40' L to -37' L	915.65	912.24	4	PVC	SDR-35	100.0%	3
B8L8-A	185TH AVENUE	1004+97' to 1004+96'	-17' L to -3' L	911.25	897.25	4	PVC	SDR-35	100.0%	14
B8L8-B	185TH AVENUE	1004+97' to 1004+97'	-38' L to -17' L	911.67	911.25	4	PVC	SDR-35	2.0%	21
B8L8-C	185TH AVENUE	1004+97' to 1004+97'	-40' L to -38' L	913.70	911.67	4	PVC	SDR-35	100.0%	2
B8L9-A	185TH AVENUE	1005+67' to 1005+67'	-16' L to -3' L	910.46	897.46	4	PVC	SDR-35	100.0%	13
B8L9-B	185TH AVENUE	1005+68' to 1005+67'	-37' L to -16' L	910.88	910.46	4	PVC	SDR-35	2.0%	21
B8L9-C	185TH AVENUE	1005+68' to 1005+68'	-40' L to -37' L	914.03	910.88	4	PVC	SDR-35	100.0%	3
B9L1-A	185TH AVENUE	1007+04' to 1007+04'	-6' L to 5' R	908.98	897.98	4	PVC	SDR-35	100.0%	11
B9L1-B	185TH AVENUE	1007+04' to 1007+04'	-37' L to -6' L	909.60	908.98	4	PVC	SDR-35	2.0%	31
B9L1-C	185TH AVENUE	1007+04' to 1007+04'	-40' L to -37' L	912.51	909.60	4	PVC	SDR-35	100.0%	3
B9L2-A	185TH AVENUE	1007+65' to 1007+65'	-6' L to 4' R	908.16	898.16	4	PVC	SDR-35	100.0%	10
B9L2-B	185TH AVENUE	1007+65' to 1007+65'	-37' L to -6' L	908.78	908.16	4	PVC	SDR-35	2.0%	31
B9L2-C	185TH AVENUE	1007+65' to 1007+65'	-40' L to -37' L	911.63	908.78	4	PVC	SDR-35	100.0%	3
B9L3-A	185TH AVENUE	1008+27' to 1008+27'	-9' L to 0' R	907.45	898.45	4	PVC	SDR-35	100.0%	9
B9L3-B	185TH AVENUE	1008+27' to 1008+27'	-37' L to -9' L	908.01	907.45	4	PVC	SDR-35	2.0%	28
B9L3-C	185TH AVENUE	1008+27' to 1008+27'	-40' L to -37' L	911.31	908.01	4	PVC	SDR-35	100.0%	3
B9L4-A	185TH AVENUE	1008+89' to 1008+89'	-8' L to 0' R	906.63	898.63	4	PVC	SDR-35	100.0%	8
B9L4-B	185TH AVENUE	1008+88' to 1008+89'	-37' L to -8' L	907.21	906.63	4	PVC	SDR-35	2.0%	29
B9L4-C	185TH AVENUE	1008+88' to 1008+88'	-40' L to -37' L	910.22	907.21	4	PVC	SDR-35	100.0%	3
B9L5-A	185TH AVENUE	1009+52' to 1009+52'	-11' L to -4' L	905.82	898.82	4	PVC	SDR-35	100.0%	7
B9L5-B	185TH AVENUE	1009+52' to 1009+52'	-37' L to -11' L	906.34	905.82	4	PVC	SDR-35	2.0%	26
B9L5-C	185TH AVENUE	1009+52' to 1009+52'	-40' L to -37' L	909.33	906.34	4	PVC	SDR-35	100.0%	3
B9L6-A	185TH AVENUE	1010+34' to 1010+34'	-8' L to -2' L	905.06	899.06	4	PVC	SDR-35	100.0%	6
B9L6-B	185TH AVENUE	1010+35' to 1010+34'	-37' L to -8' L	905.64	905.06	4	PVC	SDR-35	2.0%	29
B9L6-C	185TH AVENUE	1010+35' to 1010+35'	-40' L to -37' L	908.20	905.64	4	PVC	SDR-35	100.0%	3
B9L7-A	185TH AVENUE	1011+19' to 1011+18'	-10' L to -5' L	904.42	899.42	4	PVC	SDR-35	100.0%	5
B9L7-B	185TH AVENUE	1011+19' to 1011+19'	-37' L to -10' L	904.96	904.42	4	PVC	SDR-35	2.0%	27
B9L7-C	185TH AVENUE	1011+19' to 1011+19'	-40' L to -37' L	908.00	904.96	4	PVC	SDR-35	100.0%	3
B9L8-A	185TH AVENUE	1012+06' to 1012+06'	-5' L to -1' L	903.78	899.78	4	PVC	SDR-35	100.0%	4
B9L8-B	185TH AVENUE	1012+07' to 1012+06'	-37' L to -5' L	904.42	903.78	4	PVC	SDR-35	2.0%	32
B9L8-C	185TH AVENUE	1012+07' to 1012+07'	-40' L to -37' L	907.21	904.42	4	PVC	SDR-35	100.0%	3
B9L9-A	185TH AVENUE	1012+68' to 1012+68'	-8' L to -4' L	903.96	899.96	4	PVC	SDR-35	100.0%	4
B9L9-B	185TH AVENUE	1012+67' to 1012+68'	-37' L to -8' L	904.54	903.96	4	PVC	SDR-35	2.0%	29
B9L9-C	185TH AVENUE	1012+67' to 1012+67'	-40' L to -37' L	907.52	904.54	4	PVC	SDR-35	100.0%	3
B9L10-A	185TH AVENUE	1013+35' to 1013+35'	-5' L to 0' L	905.17	900.17	4	PVC	SDR-35	100.0%	5
B9L10-B	185TH AVENUE	1013+35' to 1013+35'	-37' L to -5' L	905.81	905.17	4	PVC	SDR-35	2.0%	32
B9L10-C	185TH AVENUE	1013+35' to 1013+35'	-40' L to -37' L	908.53	905.81	4	PVC	SDR-35	100.0%	3
B9L11-A	185TH AVENUE	1013+99' to 1013+98'	-4' L to 2' R	906.36	900.36	4	PVC	SDR-35	100.0%	6
B9L11-B	185TH AVENUE	1013+99' to 1013+99'	-37' L to -4' L	907.02	906.36	4	PVC	SDR-35	2.0%	33
B9L11-C	185TH AVENUE	1013+99' to 1013+99'	-40' L to -37' L	910.16	907.02	4	PVC	SDR-35	100.0%	3
B10L1-A	185TH AVENUE	1017+54' to 1017+54'	-10' L to 0' L	911.62	901.62	4	PVC	SDR-35	100.0%	10
B10L1-B	185TH AVENUE	1017+54' to 1017+54'	-37' L to -10' L	912.16	911.62	4	PVC	SDR-35	2.0%	27
B10L1-C	185TH AVENUE	1017+54' to 1017+54'	-40' L to -37' L	914.99	912.16	4	PVC	SDR-35	100.0%	3
B10L2-A	185TH AVENUE	1018+17' to 1018+17'	-13' L to -2' L	912.81	901.81	4	PVC	SDR-35	100.0%	11
B10L2-B	185TH AVENUE	1018+17' to 1018+17'	-37' L to -13' L	913.29	912.81	4	PVC	SDR-35	2.0%	24
B10L2-C	185TH AVENUE	1018+17' to 1018+17'	-40' L to -37' L	916.14	913.29	4	PVC	SDR-35	100.0%	3
B10L3-A	185TH AVENUE	1019+12' to 1019+13'	-16' L to -4' L	914.10	902.10	4	PVC	SDR-35	100.0%	12
B10L3-B	185TH AVENUE	1019+10' to 1019+12'	-36' L to -16' L	914.50	914.10	4	PVC	SDR-35	2.0%	20
B10L3-C	185TH AVENUE	1019+10' to 1019+10'	-40' L to -36' L	918.28	914.50	4	PVC	SDR-35	100.0%	4
B11L1-A	IVANHOE STREET	305+42' to 305+42'	6' R to 5' R	917.70	916.70	4	PVC	SDR-35	100.0%	1
B11L1-B	IVANHOE STREET	305+43' to 305+42'	38' R to 6' R	918.34	917.70	4	PVC	SDR-35	2.0%	32
B11L1-C	IVANHOE STREET	305+43' to 305+43'	40' R to 38' R	920.12	918.34	4	PVC	SDR-35	100.0%	2
B11L2-A	IVANHOE STREET	305+95' to 305+95'	1' R to 0' L	917.43	916.43	4	PVC	SDR-35	100.0%	1
B11L2-B	IVANHOE STREET	305+96' to 305+95'	38' R to 1' R	918.17	917.43	4	PVC	SDR-35	2.0%	37
B11L2-C	IVANHOE STREET	305+96' to 305+96'	40' R to 38' R	920.48	918.17	4	PVC	SDR-35	100.0%	2
B11L3-A	IVANHOE STREET	306+45' to 306+45'	-2' L to -4' L	918.09	916.09	4	PVC	SDR-35	100.0%	2
B11L3-B	IVANHOE STREET	306+47' to 306+45'	38' R to -2' L	918.89	918.09	4	PVC	SDR-35	2.0%	40

SANITARY SERVICE PIPE SCHEDULE

PIPE NAME	ALIGNMENT	STATION	LOCATION	START ELEVATION	END ELEVATION	PIPE SIZE (IN)	MATERIAL	PIPE CLASS	PIPE GRADE	PIPE LENGTH (FT)
B11L3-C	IVANHOE STREET	306+47' to 306+47'	40' R to 38' R	920.68	918.89	4	PVC	SDR-35	100.0%	2
B11L4-A	IVANHOE STREET	307+02' to 307+02'	2' R to -1' L	918.70	915.70	4	PVC	SDR-35	100.0%	3
B11L4-B	IVANHOE STREET	307+03' to 307+02'	38' R to 2' R	919.42	918.70	4	PVC	SDR-35	2.0%	36
B11L4-C	IVANHOE STREET	307+03' to 307+03'	40' R to 38' R	921.52	919.42	4	PVC	SDR-35	100.0%	2
B11L5-A	IVANHOE STREET	307+58' to 307+58'	1' R to -2' L	918.42	915.42	4	PVC	SDR-35	100.0%	3
B11L5-B	IVANHOE STREET	307+57' to 307+58'	38' R to 1' R	919.16	918.42	4	PVC	SDR-35	2.0%	37
B11L5-C	IVANHOE STREET	307+57' to 307+57'	40' R to 38' R	920.79	919.16	4	PVC	SDR-35	100.0%	2
B11L6-A	IVANHOE STREET	308+36' to 308+36'	4' R to 0' R	919.04	915.04	4	PVC	SDR-35	100.0%	4
B11L6-B	IVANHOE STREET	308+35' to 308+36'	38' R to 4' R	919.72	919.04	4	PVC	SDR-35	2.0%	34
B11L6-C	IVANHOE STREET	308+35' to 308+35'	40' R to 38' R	921.49	919.72	4	PVC	SDR-35	100.0%	2
B11L7-A	IVANHOE STREET	309+45' to 309+45'	9' R to 4' R	919.39	914.39	4	PVC	SDR-35	100.0%	5
B11L7-B	IVANHOE STREET	309+46' to 309+45'	38' R to 9' R	919.97	919.39	4	PVC	SDR-35	2.0%	29
B11L7-C	IVANHOE STREET	309+46' to 309+46'	40' R to 38' R	921.82	919.97	4	PVC	SDR-35	100.0%	2
B11L8-A	IVANHOE STREET	310+27' to 310+27'	8' R to 3' R	918.88	913.88	4	PVC	SDR-35	100.0%	5
B11L8-B	IVANHOE STREET	310+28' to 310+27'	38' R to 8' R	919.48	918.88	4	PVC	SDR-35	2.0%	30
B11L8-C	IVANHOE STREET	310+28' to 310+28'	40' R to 38' R	921.06	919.48	4	PVC	SDR-35	100.0%	2
B11L9-A	IVANHOE STREET	311+16' to 311+16'	5' R to 1' R	917.14	913.14	4	PVC	SDR-35	100.0%	4
B11L9-B	IVANHOE STREET	311+17' to 311+16'	37' R to 5' R	917.78	917.14	4	PVC	SDR-35	2.0%	32
B11L9-C	IVANHOE STREET	311+17' to 311+17'	40' R to 37' R	921.03	917.78	4	PVC	SDR-35	100.0%	3
B11L10-A	IVANHOE STREET	311+95' to 311+95'	7' R to 2' R	915.75	910.75	4	PVC	SDR-35	100.0%	5
B11L10-B	IVANHOE STREET	311+96' to 311+95'	37' R to 7' R	916.35	915.75	4	PVC	SDR-35	2.0%	30
B11L10-C	IVANHOE STREET	311+96' to 311+96'	40' R to 37' R	919.40	916.35	4	PVC	SDR-35	100.0%	3
OUT-A	ROAD H	1116+99' to 1116+99'	-18' L to 0' L	905.40	887.40	4	CL 52	DIP	100.0%	18
OUT-B	ROAD H	1116+99' to 1116+99'	-37' L to -18' L	905.78	905.40	4	PVC	SDR-35	2.0%	19
OUT-C	ROAD H	1116+99' to 1116+99'	-40' L to -37' L	908.78	905.78	4	PVC	SDR-35	100.0%	3

NOTE: WHEN SANITARY MAINLINE IS 30+ FEET DEEP, THE FIRST SANITARY SERVICE PIPE SECTION TO BE DIP TO MATCH MAINLINE PIPE MATERIAL.

NOTE: THIS LAYOUT APPLIES TO BLOCKS 1, 2, 3, 5, 6, AND 7



NOTE: THIS LAYOUT APPLIES TO BLOCK 4 LOTS

GENERAL NOTES:

- FOR DESIGN PURPOSES, THE SECTION OF ROADWAY BETWEEN THE IVANHOE/185TH INTERSECTION TO C.H. 40 WILL BE CONSIDERED AS AN EXTENSION OF IVANHOE STREET INSTEAD OF 185TH AS THE ROADWAYS ARE LABELED.
- FOR DESIGN PURPOSES, 186TH AVENUE HAS THE QUALIFIER OF "EAST" TO SEPARATE IT FROM THE SECTION OF 186TH AVE THAT WAS CONSTRUCTED DURING PHASE 1 AND IS CUT OFF BUT THE WETLAND TO REMAIN.

ISG

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JERREMY D. FOSS

DATE xxxx-xx-xx LIC. NO. 55871

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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
FILE NAME	26553 - 6.1 SCHEDULES (P2)
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	JDF
ORIGINAL ISSUE DATE	2024-08-26
CLIENT PROJECT NO.	-

TITLE

UTILITY SCHEDULES

SHEET

41 OF 115

WATERMAIN SCHEDULE

ALIGNMENT	STATION	LOCATION	PIPE TYPE	** PIPE LENGTH (FT)	PIPE SIZE (IN)
LINCOLN STREET	114+80 TO 114+76	-14' TO -14'	DIP	4	8
LINCOLN STREET	116+27 TO 114+80	-13' TO -14'	DIP	146	8
LINCOLN STREET	116+67 TO 116+27	-14' TO -13'	DIP	39	8
LINCOLN STREET	116+72 TO 116+68	-14' TO -14'	DIP	4	8
LINCOLN STREET	116+83 TO 116+73	-14' TO -14'	DIP	9	8
LINCOLN STREET	116+88 TO 116+83	-14' TO -14'	DIP	4	8
LINCOLN STREET	116+96 TO 116+88	-13' TO -14'	DIP	8	8
LINCOLN STREET	117+04 TO 116+96	-14' TO -13'	DIP	7	8
LINCOLN STREET	117+05 TO 117+08	-14' TO -14'	DIP	3	8
LINCOLN STREET	117+09 TO 117+58	-15' TO -17'	DIP	47	8
LINCOLN STREET	117+58 TO 117+61	-17' TO -17'	DIP	3	6
KENNEDY STREET	202+32 TO 202+62	-595' TO -613'	DIP	36	12
KENNEDY STREET	211+63 TO 211+60	11' TO 11'	DIP	3	6
KENNEDY STREET	213+15 TO 211+64	11' TO 11'	DIP	151	8
KENNEDY STREET	213+33 TO 213+15	9' TO 11'	DIP	18	8
KENNEDY STREET	213+37 TO 213+34	8' TO 9'	DIP	3	8
IVANHOE STREET	305+67 TO 306+09	-12' TO -12'	DIP	40	12
IVANHOE STREET	306+09 TO 306+46	-12' TO -15'	DIP	34	12
IVANHOE STREET	306+46 TO 306+46	-19' TO -21'	DIP	2	6
IVANHOE STREET	306+46 TO 306+46	-15' TO -19'	DIP	3	6
IVANHOE STREET	306+46 TO 306+92	-15' TO -10'	DIP	43	12
IVANHOE STREET	306+92 TO 307+98	-10' TO -12'	DIP	104	12
IVANHOE STREET	307+99 TO 307+99	-19' TO -21'	DIP	2	6
IVANHOE STREET	307+99 TO 307+99	-13' TO -19'	DIP	6	6
IVANHOE STREET	307+99 TO 308+38	-12' TO -13'	DIP	40	12
IVANHOE STREET	308+39 TO 309+45	-13' TO -12'	DIP	109	12
IVANHOE STREET	309+46 TO 309+75	-12' TO -10'	DIP	30	12
IVANHOE STREET	309+76 TO 309+79	-10' TO -10'	DIP	3	12
IVANHOE STREET	309+80 TO 310+44	-10' TO -12'	DIP	65	12
IVANHOE STREET	310+44 TO 311+08	-12' TO -10'	DIP	65	12
IVANHOE STREET	311+08 TO 312+25	-10' TO -10'	DIP	118	12
IVANHOE STREET	312+26 TO 312+80	-10' TO -12'	DIP	52	12
IVANHOE STREET	312+80 TO 313+38	-13' TO -14'	DIP	55	12
IVANHOE STREET	313+39 TO 313+55	-14' TO -15'	DIP	15	12
IVANHOE STREET	313+55 TO 313+55	-19' TO -21'	DIP	2	6
IVANHOE STREET	313+55 TO 313+55	-15' TO -19'	DIP	3	6
IVANHOE STREET	313+55 TO 313+78	-15' TO -14'	DIP	22	12
IVANHOE STREET	313+80 TO 313+87	-14' TO -14'	DIP	7	12
IVANHOE STREET	313+88 TO 313+92	-14' TO -14'	DIP	4	12
IVANHOE STREET	313+93 TO 314+37	-14' TO -14'	DIP	41	12
IVANHOE STREET	314+37 TO 314+81	-14' TO -14'	DIP	41	12
IVANHOE STREET	314+81 TO 315+91	-14' TO -11'	DIP	107	12
IVANHOE STREET	315+91 TO 317+14	-11' TO -11'	DIP	123	12
IVANHOE STREET	317+14 TO 317+14	-19' TO -21'	DIP	2	6
IVANHOE STREET	317+14 TO 317+14	-12' TO -19'	DIP	7	6
IVANHOE STREET	317+14 TO 320+75	-11' TO -11'	DIP	360	12
IVANHOE STREET	320+76 TO 320+79	-11' TO -11'	DIP	3	12
IVANHOE STREET	320+80 TO 321+07	-11' TO -12'	DIP	28	12
IVANHOE STREET	321+07 TO 322+04	-12' TO -14'	DIP	100	12
IVANHOE STREET	322+05 TO 322+47	-14' TO -13'	DIP	44	12
IVANHOE STREET	322+48 TO 323+01	-13' TO -8'	DIP	55	12
IVANHOE STREET	323+01 TO 323+01	-19' TO -21'	DIP	2	6
IVANHOE STREET	323+01 TO 323+01	-9' TO -19'	DIP	10	6
IVANHOE STREET	323+01 TO 323+07	-8' TO -8'	DIP	6	12
IVANHOE STREET	323+08 TO 323+08	-9' TO -12'	C900	3	8
IVANHOE STREET	323+08 TO 323+09	-13' TO -100'	C900	87	8
IVANHOE STREET	323+08 TO 323+11	-8' TO -8'	DIP	3	12
IVANHOE STREET	323+09 TO 323+87	-100' TO -362'	C900	274	8
IVANHOE STREET	323+13 TO 327+61	-8' TO -5'	DIP	448	12
IVANHOE STREET	323+87 TO 323+88	-362' TO -366'	C900	4	6
IVANHOE STREET	327+61 TO 328+63	-5' TO -14'	DIP	101	12
IVANHOE STREET	328+63 TO 328+73	-14' TO -11'	DIP	11	12
IVANHOE STREET	328+74 TO 328+78	-10' TO -9'	DIP	3	12
IVANHOE STREET	328+79 TO 329+13	-9' TO 5'	DIP	37	12

WATERMAIN SCHEDULE

ALIGNMENT	STATION	LOCATION	PIPE TYPE	** PIPE LENGTH (FT)	PIPE SIZE (IN)
IVANHOE STREET	329+14 TO 329+78	5' TO 12'	DIP	65	12
IVANHOE STREET	329+78 TO 332+42	12' TO 10'	DIP	264	12
IVANHOE STREET	332+43 TO 332+56	10' TO 10'	DIP	13	12
GRANT STREET	507+61 TO 507+58	14' TO 15'	DIP	3	6
GRANT STREET	507+69 TO 507+61	14' TO 14'	DIP	7	8
GRANT STREET	508+78 TO 507+69	13' TO 14'	DIP	105	8
GRANT STREET	508+78 TO 508+79	14' TO 19'	DIP	5	6
GRANT STREET	508+79 TO 508+79	19' TO 21'	DIP	2	6
GRANT STREET	508+96 TO 508+79	11' TO 13'	DIP	18	8
GRANT STREET	509+07 TO 508+97	11' TO 11'	DIP	11	8
GRANT STREET	509+11 TO 509+08	11' TO 11'	DIP	3	8
186TH AVENUE - EAST	801+11 TO 801+14	-10' TO -9'	DIP	3	8
186TH AVENUE - EAST	801+15 TO 801+50	-9' TO -9'	DIP	36	8
186TH AVENUE - EAST	801+50 TO 801+49	-20' TO -23'	DIP	3	6
186TH AVENUE - EAST	801+51 TO 801+50	-10' TO -20'	DIP	10	6
186TH AVENUE - EAST	801+51 TO 801+57	-9' TO -10'	DIP	7	8
186TH AVENUE - EAST	801+57 TO 802+01	-10' TO -2'	DIP	47	8
186TH AVENUE - EAST	802+02 TO 802+05	-2' TO -2'	DIP	3	6
185TH AVENUE	1001+15 TO 1001+19	13' TO 13'	DIP	3	8
185TH AVENUE	1001+20 TO 1001+28	13' TO 11'	DIP	8	8
185TH AVENUE	1001+28 TO 1001+48	11' TO 11'	DIP	20	8
185TH AVENUE	1001+48 TO 1001+48	19' TO 22'	DIP	3	6
185TH AVENUE	1001+48 TO 1001+48	12' TO 18'	DIP	7	6
185TH AVENUE	1001+49 TO 1003+06	11' TO 13'	DIP	159	8
185TH AVENUE	1003+07 TO 1004+10	13' TO 13'	DIP	105	8
185TH AVENUE	1004+10 TO 1005+13	13' TO 13'	DIP	106	8
185TH AVENUE	1005+14 TO 1005+30	13' TO 12'	DIP	17	8
185TH AVENUE	1005+30 TO 1005+31	12' TO 19'	DIP	6	6
185TH AVENUE	1005+31 TO 1005+31	19' TO 21'	DIP	2	6
185TH AVENUE	1005+31 TO 1006+07	12' TO 12'	DIP	77	8
185TH AVENUE	1006+08 TO 1006+11	12' TO 12'	DIP	3	8
185TH AVENUE	1006+12 TO 1006+22	12' TO 11'	DIP	10	8
185TH AVENUE	1006+23 TO 1008+18	11' TO 10'	DIP	193	8
185TH AVENUE	1008+18 TO 1009+24	10' TO 14'	DIP	105	8
185TH AVENUE	1009+24 TO 1009+25	15' TO 19'	DIP	4	6
185TH AVENUE	1009+25 TO 1009+25	19' TO 21'	DIP	2	6
185TH AVENUE	1009+25 TO 1009+80	14' TO 15'	DIP	57	8
185TH AVENUE	1009+81 TO 1011+00	15' TO 12'	DIP	122	8
185TH AVENUE	1011+00 TO 1011+93	12' TO 11'	DIP	94	8
185TH AVENUE	1011+93 TO 1012+83	11' TO 7'	DIP	92	8
185TH AVENUE	1012+83 TO 1012+83	19' TO 21'	DIP	2	6
185TH AVENUE	1012+84 TO 1012+83	8' TO 19'	DIP	11	6
185TH AVENUE	1012+84 TO 1014+51	7' TO 14'	DIP	166	8
185TH AVENUE	1013+43 TO 1013+41	-358' TO -359'	DIP	3	6
185TH AVENUE	1013+46 TO 1013+44	-358' TO -358'	C900	3	8
185TH AVENUE	1013+75 TO 1013+47	-332' TO -357'	C900	41	8
185TH AVENUE	1013+85 TO 1013+75	-319' TO -332'	C900	18	8
185TH AVENUE	1014+50 TO 1013+86	-136' TO -318'	C900	196	8
185TH AVENUE	1014+51 TO 1014+50	9' TO -135'	C900	145	8
185TH AVENUE	1014+51 TO 1014+51	14' TO 10'	C900	3	8
185TH AVENUE	1014+52 TO 1015+59	14' TO 11'	DIP	107	8
185TH AVENUE	1015+59 TO 1016+53	11' TO 15'	DIP	93	8
185TH AVENUE	1016+54 TO 1016+54	19' TO 21'	DIP	2	6
185TH AVENUE	1016+54 TO 1016+54	16' TO 19'	DIP	3	6
185TH AVENUE	1016+54 TO 1019+33	15' TO 12'	DIP	280	8
185TH AVENUE	1019+33 TO 1019+74	12' TO 11'	DIP	43	8
185TH AVENUE	1019+74 TO 1020+37	11' TO 10'	DIP	64	8
185TH AVENUE	1020+38 TO 1020+41	10' TO 10'	DIP	3	8
ROAD H	1115+87 TO 1115+83	11' TO 11'	DIP	4	6
ROAD H	1116+08 TO 1115+87	11' TO 11'	DIP	21	8
ROAD H	1116+10 TO 1116+09	11' TO 11'	DIP	1	8
ROAD H	1116+14 TO 1116+11	11' TO 11'	DIP	3	8
ROAD H	1116+16 TO 1116+15	11' TO 11'	DIP	1	8
ROAD H	1116+63 TO 1116+17	11' TO 11'	DIP	46	8

WATERMAIN SCHEDULE

ALIGNMENT	STATION	LOCATION	PIPE TYPE	** PIPE LENGTH (FT)	PIPE SIZE (IN)
ROAD H	1116+67 TO 1116+64	11' TO 11'	DIP	3	8
ROAD H	1116+68 TO 1116+71	11' TO 11'	DIP	3	8
ROAD H	1116+72 TO 1117+06	11' TO 11'	DIP	34	8
ROAD H	1117+07 TO 1117+07	19' TO 22'	DIP	3	6
ROAD H	1117+07 TO 1117+07	12' TO 19'	DIP	7	6
ROAD H	1117+07 TO 1117+21	11' TO 11'	DIP	14	8
ROAD H	1117+22 TO 1117+25	11' TO 11'	DIP	4	6

** PIPE LENGTHS EXCLUDE ALL TEES, VALVES, AND FITTINGS

HYDRANT SCHEDULE

ALIGNMENT	STATION	LOCATION	TYPE	SIZE	NOTES
LINCOLN STREET	117+61	-17	HYDRANT	5"x 7'-6"	Hydrant 7-6"
KENNEDY STREET	211+60	11	HYDRANT	5"x 7'-6"	Hydrant 7-6"
IVANHOE STREET	306+46	-21	HYDRANT	5"x 7'-6"	Hydrant 7-6"
IVANHOE STREET	307+99	-21	HYDRANT	5"x 7'-6"	Hydrant 7-6"
IVANHOE STREET	313+55	-21	HYDRANT	5"x 7'-6"	Hydrant 7-6"
IVANHOE STREET	317+14	-21	HYDRANT	5"x 7'-6"	Hydrant 7-6"
IVANHOE STREET	323+01	-21	HYDRANT	5"x 7'-6"	Hydrant 7-6"
IVANHOE STREET	323+88	-366	HYDRANT	5"x 7'-6"	Hydrant 7-6"
GRANT STREET	507+58	15	HYDRANT	5"x 7'-6"	Hydrant 7-6"
GRANT STREET	508+79	21	HYDRANT	5"x 7'-6"	Hydrant 7-6"
186TH AVENUE - EAST	801+49	-23	HYDRANT	5"x 7'-6"	Hydrant 7-6"
186TH AVENUE - EAST	802+05	-2	HYDRANT	5"x 7'-6"	Hydrant 7-6"
185TH AVENUE	1001+48	22	HYDRANT	5"x 7'-6"	Hydrant 7-6"
185TH AVENUE	1005+31	21	HYDRANT	5"x 7'-6"	Hydrant 7-6"
185TH AVENUE	1009+25	21	HYDRANT	5"x 7'-6"	Hydrant 7-6"
185TH AVENUE	1012+83	21	HYDRANT	5"x 7'-6"	Hydrant 7-6"
185TH AVENUE	1013+41	-359	HYDRANT	5"x 7'-6"	Hydrant 7-6"
185TH AVENUE	1016+54	21	HYDRANT	5"x 7'-6"	Hydrant 7-6"
ROAD H	1115+83	11	HYDRANT	5"x 7'-6"	Hydrant 7-6"
ROAD H	1117+07	22	HYDRANT	5"x 7'-6"	Hydrant 7-6"
ROAD H	1117+25	11	HYDRANT	5"x 7'-6"	Hydrant 7-6"

WATERMAIN FITTING SCHEDULE

ALIGNMENT	STATION	LOCATION	TYPE	SIZE	WEIGHT (LBS)
LINCOLN STREET	114+80	-14	BEND	8"x11.25°	44
LINCOLN STREET	116+27	-13	BEND	8"x11.25°	44
LINCOLN STREET	116+68	-14	BEND	8"x45°	50
LINCOLN STREET	116+73	-14	BEND	8"x45°	50
LINCOLN STREET	116+83	-14	BEND	8"x45°	50
LINCOLN STREET	116+88	-14	BEND	8"x45°	50
LINCOLN STREET	116+96	-13	BEND	8"x11.25°	44
LINCOLN STREET	117+04	-14	TEE	8"x8"	90
LINCOLN STREET	117+58	-17	REDUCER	8"x6"	39
KENNEDY STREET	211+63	11	REDUCER	8"x6"	39
KENNEDY STREET	213+15	11	BEND	8"x11.25°	44
IVANHOE STREET	305+67	-12	BEND	12"x11.25°	68
IVANHOE STREET	306+09	-12	BEND	12"x11.25°	68
IVANHOE STREET	306+46	-15	TEE	12"x6"	119
IVANHOE STREET	306+92	-10	BEND	12"x22.5°	81
IVANHOE STREET	307+99	-12	TEE	12"x6"	119
IVANHOE STREET	308+39	-13	BEND	12"x11.25°	68
IVANHOE STREET	309+46	-12	BEND	12"x11.25°	68
IVANHOE STREET	309+75	-10	TEE	12"x8"	126
IVANHOE STREET	310+44	-12	BEND	12"x11.25°	68
IVANHOE STREET	311+08	-10	BEND	12"x11.25°	68
IVANHOE STREET	312+26	-10	BEND	12"x11.25°	68
IVANHOE STREET	312+80	-12	BEND	12"x11.25°	68
IVANHOE STREET	313+39	-14	BEND	12"x11.25°	68
IVANHOE STREET	313+55	-15	TEE	12"x6"	119
IVANHOE STREET	313+79	-14	TEE	12"x8"	126
IVANHOE STREET	313+88	-14	BEND	12"x11.25°	68
IVANHOE STREET	314+37	-14	BEND	12"x11.25°	68
IVANHOE STREET	314+81	-14	BEND	12"x11.25°	68
IVANHOE STREET	317+14	-11	TEE	12"x6"	119
IVANHOE STREET	320+75	-11	TEE	12"x8"	126
IVANHOE STREET	321+07	-12	BEND	12"x11.25°	68
IVANHOE STREET	322+04	-14	BEND	12"x11.25°	68
IVANHOE STREET	322+47	-13	BEND	12"x11.25°	68
IVANHOE STREET	323+01	-8	TEE	12"x6"	119
IVANHOE STREET	323+08	-8	TEE	12"x8"	126
IVANHOE STREET	323+09	-100	BEND	8"x11.25°	44
IVANHOE STREET	323+87	-362	REDUCER	8"x6"	39
IVANHOE STREET	327+61	-5	BEND	12"x11.25°	68
IVANHOE STREET	328+63	-15	BEND	12"x22.5°	81
IVANHOE STREET	328+78	-9	CROSS	12"x8"	149
IVANHOE STREET	329+14	5	BEND	12"x22.5°	81
IVANHOE STREET	329+78	12	BEND	12"x11.25°	68
IVANHOE STREET	332+57	10	TEE	16"x12"	277
GRANT STREET	507+61	14	REDUCER	8"x6"	39
GRANT STREET	507+69	14	BEND	8"x11.25°	44
GRANT STREET	508+78	13	TEE	8"x6"	79
GRANT STREET	508+96	11	BEND	8"x11.25°	44
186TH AVENUE - EAST	801+51	-9	TEE	8"x6"	79
186TH AVENUE - EAST	801+57	-10	BEND	8"x22.5°	50
186TH AVENUE - EAST	802+02	-2	REDUCER	8"x6"	39
185TH AVENUE	1001+28	11	BEND	8"x11.25°	44
185TH AVENUE	1001+48	11	TEE	8"x6"	79
185TH AVENUE	1003+07	13	BEND	8"x11.25°	44
185TH AVENUE	1004+10	13	BEND	8"x11.25°	44
185TH AVENUE	1005+14	13	BEND	8"x11.25°	44
185TH AVENUE	1005+30	12	TEE	8"x6"	79
185TH AVENUE	1006+08	12	TEE	8"x8"	90
185TH AVENUE	1006+22	11	BEND	8"x11.25°	44
185TH AVENUE	1008+18	10	BEND	8"x11.25°	44
185TH AVENUE	1009+24	14	TEE	8"x6"	79
185TH AVENUE	1009+81	15	BEND	8"x11.25°	44
185TH AVENUE	1011+00	12	BEND	8"x11.25°	44
185TH AVENUE	1011+93	11	BEND	8"x11.25°	44

WATERMAIN FITTING SCHEDULE

ALIGNMENT	STATION	LOCATION	TYPE	SIZE	WEIGHT (LBS)
185TH AVENUE	1012+84	7	TEE	8"x6"	79
185TH AVENUE	1013+43	-358	REDUCER	8"x6"	39
185TH AVENUE	1013+47	-357	BEND	8"x22.5°	50
185TH AVENUE	1013+75	-332	BEND	8"x11.25°	44
185TH AVENUE	1013+85	-319	BEND	8"x22.5°	50
185TH AVENUE	1014+50	-136	BEND	8"x22.5°	50
185TH AVENUE	1014+51	14	TEE	8"x8"	90
185TH AVENUE	1015+59	11	BEND	8"x11.25°	44
185TH AVENUE	1016+54	15	TEE	8"x6"	79
185TH AVENUE	1019+33	12	BEND	8"x22.5°	50
185TH AVENUE	1019+74	11	BEND	8"x11.25°	44
ROAD H	1115+87	11	REDUCER	8"x6"	39
ROAD H	1116+09	11	BEND	8"x45°	50
ROAD H	1116+11	11	BEND	8"x45°	50
ROAD H	1116+14	11	BEND	8"x45°	50
ROAD H	1116+16	11	BEND	8"x45°	50
ROAD H	1117+07	11	TEE	8"x6"	79
ROAD H	1117+21	11	REDUCER	8"x6"	39

VALVE SCHEDULE

ALIGNMENT	STATION	LOCATION	TYPE	SIZE
LINCOLN STREET	117+09	-14	GV & BOX	8"
KENNEDY STREET	213+33	9	GV & BOX	8"
IVANHOE STREET	306+46	-19	GV & BOX	6"
IVANHOE STREET	307+99	-19	GV & BOX	6"
IVANHOE STREET	309+80	-10	GV & BOX	12"
IVANHOE STREET	313+55	-19	GV & BOX	6"
IVANHOE STREET	313+92	-14	GV & BOX	12"
IVANHOE STREET	317+14	-19	GV & BOX	6"
IVANHOE STREET	320+79	-11	GV & BOX	12"
IVANHOE STREET	323+01	-19	GV & BOX	6"
IVANHOE STREET	323+08	-12	GV & BOX	8"
IVANHOE STREET	323+12	-8	GV & BOX	12"
IVANHOE STREET	328+74	-10	GV & BOX	12"
IVANHOE STREET	332+42	10	GV & BOX	12"
GRANT STREET	508+79	19	GV & BOX	6"
GRANT STREET	509+08	11	GV & BOX	8"
186TH AVENUE - EAST	801+15	-9	GV & BOX	8"
186TH AVENUE - EAST	801+50	-20	GV & BOX	6"
185TH AVENUE	1001+19	13	GV & BOX	8"
185TH AVENUE	1001+48	19	GV & BOX	6"
185TH AVENUE	1005+31	19	GV & BOX	6"
185TH AVENUE	1006+12	12	GV & BOX	8"
185TH AVENUE	1009+25	19	GV & BOX	6"
185TH AVENUE	1012+83	19	GV & BOX	6"
185TH AVENUE	1014+51	10	GV & BOX	8"
185TH AVENUE	1016+54	19	GV & BOX	6"
185TH AVENUE	1020+37	10	GV & BOX	8"
ROAD H	1116+63	11	GV & BOX	8"
ROAD H	1116+72	11	GV & BOX	8"
ROAD H	1117+07	19	GV & BOX	6"

NOTES:
- CONTRACTOR TO SUBMIT A WATERMAIN TESTING PLAN TO ELK RIVER MUNICIPAL UTILITIES PRIOR TO CONSTRUCTION.
- ANY NEW SERVICES TAPPED INTO THE EXISTING WATERMAIN SHALL REQUIRE A VISUAL INSPECTION.

GENERAL NOTES:
- FOR DESIGN PURPOSES, THE SECTION OF ROADWAY BETWEEN THE IVANHOE/185TH INTERSECTION TO C.H. 40 WILL BE CONSIDERED AS AN EXTENSION OF IVANHOE STREET INSTEAD OF 185TH AS THE ROADWAYS ARE LABELED.
- FOR DESIGN PURPOSES, 186TH AVENUE HAS THE QUALIFIER OF "EAST" TO SEPARATE IT FROM THE SECTION OF 186TH AVE THAT WAS CONSTRUCTED DURING PHASE 1 AND IS CUT OFF BUT THE WETLAND TO REMAIN.

ISG

NOTE:
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JERREMY D. FOSS

DATE xxxx-xx-xx LIC. NO. 55871

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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
FILE NAME	26553 - 6.1 SCHEDULES (P2)
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	JDF
ORIGINAL ISSUE DATE	2024-08-26
CLIENT PROJECT NO.	-

TITLE

UTILITY SCHEDULES

SHEET

42

OF 115

WATER SERVICE SCHEDULE

NAME	ALIGNMENT	STATION	LOCATION	PIPE TYPE	PIPE LENGTH (FT)	PIPE SIZE (IN)
B1L1	IVANHOE STREET	305+78 TO 305+80	-40' TO -13'	ENDOPURE	27	1
B1L2	IVANHOE STREET	306+76 TO 306+78	-40' TO -13'	ENDOPURE	27	1
B1L3	IVANHOE STREET	307+59 TO 307+58	-40' TO -13'	ENDOPURE	26	1
B1L4	IVANHOE STREET	308+09 TO 308+08	-40' TO -12'	ENDOPURE	28	1
B1L5	IVANHOE STREET	308+58 TO 308+57	-40' TO -12'	ENDOPURE	28	1
B1L6	IVANHOE STREET	309+35 TO 309+35	-40' TO -12'	ENDOPURE	28	1
B2L1	IVANHOE STREET	310+96 TO 310+97	-40' TO -10'	ENDOPURE	30	1
B2L2	IVANHOE STREET	311+52 TO 311+53	-40' TO -7'	ENDOPURE	32	1
B2L3	IVANHOE STREET	312+13 TO 312+13	-40' TO -9'	ENDOPURE	30	1
B2L4	IVANHOE STREET	312+91 TO 312+94	-40' TO -14'	ENDOPURE	26	1
B2L5	IVANHOE STREET	314+44 TO 314+41	-40' TO -14'	ENDOPURE	26	1
B2L6	IVANHOE STREET	315+36 TO 315+35	-40' TO -15'	ENDOPURE	25	1
B2L7	IVANHOE STREET	315+92 TO 315+92	-40' TO -11'	ENDOPURE	29	1
B2L8	IVANHOE STREET	316+47 TO 316+47	-40' TO -11'	ENDOPURE	29	1
B2L9	IVANHOE STREET	317+02 TO 317+02	-40' TO -11'	ENDOPURE	29	1
B2L10	IVANHOE STREET	317+57 TO 317+57	-40' TO -11'	ENDOPURE	29	1
B2L11	IVANHOE STREET	318+15 TO 318+15	-40' TO -11'	ENDOPURE	29	1
B2L12	IVANHOE STREET	318+67 TO 318+67	-40' TO -11'	ENDOPURE	29	1
B2L13	IVANHOE STREET	319+22 TO 319+22	-40' TO -11'	ENDOPURE	29	1
B2L14	IVANHOE STREET	319+77 TO 319+77	-40' TO -11'	ENDOPURE	29	1
B2L15	IVANHOE STREET	320+32 TO 320+32	-40' TO -11'	ENDOPURE	29	1
B3L1	IVANHOE STREET	321+64 TO 321+65	-40' TO -10'	ENDOPURE	29	1
B3L2	IVANHOE STREET	322+18 TO 322+19	-40' TO -13'	ENDOPURE	27	1
B3L3	IVANHOE STREET	322+76 TO 322+76	-40' TO -10'	ENDOPURE	30	1
B4L1	185TH AVENUE	1017+15 TO 1017+15	40' TO 15'	ENDOPURE	24	1
B4L2	185TH AVENUE	1017+85 TO 1017+85	40' TO 13'	ENDOPURE	26	1
B4L3	185TH AVENUE	1018+54 TO 1018+54	40' TO 9'	ENDOPURE	31	1
B4L4	185TH AVENUE	1019+14 TO 1019+21	40' TO 9'	ENDOPURE	31	1
B4L5	185TH AVENUE	1019+65 TO 1019+63	40' TO 10'	ENDOPURE	30	1
B4L6	IVANHOE STREET	314+78 TO 314+77	40' TO -14'	ENDOPURE	54	1
B4L7	IVANHOE STREET	315+41 TO 315+38	40' TO -14'	ENDOPURE	54	1
B4L8	IVANHOE STREET	316+08 TO 316+08	40' TO -11'	ENDOPURE	50	1
B4L9	IVANHOE STREET	316+73 TO 316+73	40' TO -11'	ENDOPURE	50	1
B4L10	IVANHOE STREET	317+38 TO 317+38	40' TO -11'	ENDOPURE	50	1
B4L11	IVANHOE STREET	318+03 TO 318+03	40' TO -11'	ENDOPURE	50	1
B4L12	IVANHOE STREET	318+71 TO 318+71	40' TO -11'	ENDOPURE	50	1
B4L13	IVANHOE STREET	319+33 TO 319+33	40' TO -11'	ENDOPURE	50	1
B4L14	IVANHOE STREET	319+98 TO 319+98	40' TO -11'	ENDOPURE	50	1
B4L15	IVANHOE STREET	320+63 TO 320+63	40' TO -11'	ENDOPURE	50	1
B4L16	IVANHOE STREET	321+54 TO 321+53	40' TO -10'	ENDOPURE	50	1
B4L17	IVANHOE STREET	322+45 TO 322+44	40' TO -13'	ENDOPURE	53	1
B5L1	185TH AVENUE	1009+67 TO 1009+68	40' TO 14'	ENDOPURE	26	1
B5L2	185TH AVENUE	1010+26 TO 1010+26	40' TO 10'	ENDOPURE	30	1
B5L3	185TH AVENUE	1010+84 TO 1010+85	40' TO 10'	ENDOPURE	29	1
B5L4	185TH AVENUE	1011+43 TO 1011+43	40' TO 9'	ENDOPURE	31	1
B5L5	185TH AVENUE	1012+04 TO 1012+05	40' TO 9'	ENDOPURE	30	1
B5L6	185TH AVENUE	1012+47 TO 1012+46	40' TO 7'	ENDOPURE	33	1
B5L7	185TH AVENUE	1013+07 TO 1013+07	40' TO 9'	ENDOPURE	31	1
B5L8	185TH AVENUE	1013+76 TO 1013+76	40' TO 13'	ENDOPURE	27	1
B5L9	185TH AVENUE	1014+45 TO 1014+45	40' TO 14'	ENDOPURE	25	1
B5L10	185TH AVENUE	1015+15 TO 1015+15	40' TO 13'	ENDOPURE	26	1
B6L1	185TH AVENUE	1003+36 TO 1003+37	40' TO 11'	ENDOPURE	29	1
B6L2	185TH AVENUE	1003+95 TO 1003+95	40' TO 12'	ENDOPURE	28	1
B6L3	185TH AVENUE	1004+53 TO 1004+54	40' TO 10'	ENDOPURE	29	1
B6L4	185TH AVENUE	1005+16 TO 1005+17	40' TO 13'	ENDOPURE	27	1
B6L5	185TH AVENUE	1005+75 TO 1005+75	40' TO 12'	ENDOPURE	28	1
B7L4	LINCOLN STREET	114+63 TO 114+62	40' TO -12'	ENDOPURE	52	1
B7L5	LINCOLN STREET	115+48 TO 115+49	40' TO -17'	ENDOPURE	56	1
B7L6	LINCOLN STREET	116+06 TO 116+07	40' TO -15'	ENDOPURE	55	1
B7L7	LINCOLN STREET	116+47 TO 116+46	40' TO -14'	ENDOPURE	54	1
B7L8	LINCOLN STREET	117+02 TO 117+01	40' TO -14'	ENDOPURE	53	1
B8L2	LINCOLN STREET	114+53 TO 114+54	-40' TO -11'	ENDOPURE	28	1
B8L3	LINCOLN STREET	115+00 TO 115+01	-40' TO -14'	ENDOPURE	25	1
B8L4	LINCOLN STREET	115+57 TO 115+56	-40' TO -17'	ENDOPURE	23	1

WATER SERVICE SCHEDULE

NAME	ALIGNMENT	STATION	LOCATION	PIPE TYPE	PIPE LENGTH (FT)	PIPE SIZE (IN)
B8L5	LINCOLN STREET	116+31 TO 116+30	-40' TO -13'	ENDOPURE	26	1
B8L6	185TH AVENUE	1003+59 TO 1003+58	-40' TO 10'	ENDOPURE	50	1
B8L7	185TH AVENUE	1004+30 TO 1004+28	-40' TO 11'	ENDOPURE	51	1
B8L8	185TH AVENUE	1005+00 TO 1004+99	-40' TO 12'	ENDOPURE	51	1
B8L9	185TH AVENUE	1005+71 TO 1005+69	-40' TO 11'	ENDOPURE	51	1
B9L1	185TH AVENUE	1007+06 TO 1007+07	-40' TO 16'	ENDOPURE	55	1
B9L2	185TH AVENUE	1007+68 TO 1007+69	-40' TO 14'	ENDOPURE	54	1
B9L3	185TH AVENUE	1008+30 TO 1008+30	-40' TO 11'	ENDOPURE	51	1
B9L4	185TH AVENUE	1008+91 TO 1008+92	-40' TO 14'	ENDOPURE	54	1
B9L5	185TH AVENUE	1009+55 TO 1009+55	-40' TO 14'	ENDOPURE	53	1
B9L6	185TH AVENUE	1010+38 TO 1010+37	-40' TO 9'	ENDOPURE	49	1
B9L7	185TH AVENUE	1011+22 TO 1011+21	-40' TO 10'	ENDOPURE	49	1
B9L8	185TH AVENUE	1012+10 TO 1012+09	-40' TO 9'	ENDOPURE	49	1
B9L9	185TH AVENUE	1012+71 TO 1012+71	-40' TO 7'	ENDOPURE	46	1
B9L10	185TH AVENUE	1013+38 TO 1013+38	-40' TO 11'	ENDOPURE	50	1
B9L11	185TH AVENUE	1014+02 TO 1014+01	-40' TO 13'	ENDOPURE	53	1
B10L1	185TH AVENUE	1017+57 TO 1017+57	-40' TO 15'	ENDOPURE	54	1
B10L2	185TH AVENUE	1018+20 TO 1018+20	-40' TO 11'	ENDOPURE	51	1
B10L3	185TH AVENUE	1019+14 TO 1019+17	-40' TO 9'	ENDOPURE	48	1
B11L1	IVANHOE STREET	305+41 TO 305+38	40' TO -13'	ENDOPURE	53	1
B11L2	IVANHOE STREET	305+94 TO 305+92	40' TO -13'	ENDOPURE	53	1
B11L3	IVANHOE STREET	306+44 TO 306+42	40' TO -15'	ENDOPURE	54	1
B11L4	IVANHOE STREET	307+00 TO 306+98	40' TO -11'	ENDOPURE	51	1
B11L5	IVANHOE STREET	307+54 TO 307+56	40' TO -14'	ENDOPURE	53	1
B11L6	IVANHOE STREET	308+32 TO 308+33	40' TO -13'	ENDOPURE	53	1
B11L7	IVANHOE STREET	309+43 TO 309+42	40' TO -12'	ENDOPURE	52	1
B11L8	IVANHOE STREET	310+24 TO 310+23	40' TO -11'	ENDOPURE	50	1
B11L9	IVANHOE STREET	311+14 TO 311+13	40' TO -10'	ENDOPURE	49	1
B11L10	IVANHOE STREET	311+93 TO 311+92	40' TO -8'	ENDOPURE	47	1
OUTLOT	ROAD H	1117+02 TO 1117+02	-40' TO 11'	ENDOPURE	51	1

CURB STOP SCHEDULE

NAME	ALIGNMENT	STATION	LOCATION	TYPE
B1L1	IVANHOE STREET	305+78	-40	1" CURB STOP
B1L2	IVANHOE STREET	306+76	-40	1" CURB STOP
B1L3	IVANHOE STREET	307+59	-40	1" CURB STOP
B1L4	IVANHOE STREET	308+09	-40	1" CURB STOP
B1L5	IVANHOE STREET	308+58	-40	1" CURB STOP
B1L6	IVANHOE STREET	309+35	-40	1" CURB STOP
B2L1	IVANHOE STREET	310+96	-40	1" CURB STOP
B2L2	IVANHOE STREET	311+52	-40	1" CURB STOP
B2L3	IVANHOE STREET	312+13	-40	1" CURB STOP
B2L4	IVANHOE STREET	312+91	-40	1" CURB STOP
B2L5	IVANHOE STREET	314+44	-40	1" CURB STOP
B2L6	IVANHOE STREET	315+36	-40	1" CURB STOP
B2L7	IVANHOE STREET	315+92	-40	1" CURB STOP
B2L8	IVANHOE STREET	316+47	-40	1" CURB STOP
B2L9	IVANHOE STREET	317+02	-40	1" CURB STOP
B2L10	IVANHOE STREET	317+57	-40	1" CURB STOP
B2L11	IVANHOE STREET	318+15	-40	1" CURB STOP
B2L12	IVANHOE STREET	318+67	-40	1" CURB STOP
B2L13	IVANHOE STREET	319+22	-40	1" CURB STOP
B2L14	IVANHOE STREET	319+77	-40	1" CURB STOP
B2L15	IVANHOE STREET	320+32	-40	1" CURB STOP
B3L1	IVANHOE STREET	321+64	-40	1" CURB STOP
B3L2	IVANHOE STREET	322+18	-40	1" CURB STOP
B3L3	IVANHOE STREET	322+76	-40	1" CURB STOP
B4L1	185TH AVENUE	1017+15	40	1" CURB STOP
B4L2	185TH AVENUE	1017+85	40	1" CURB STOP
B4L3	185TH AVENUE	1018+54	40	1" CURB STOP
B4L4	185TH AVENUE	1019+14	40	1" CURB STOP
B4L5	185TH AVENUE	1019+65	40	1" CURB STOP
B4L6	IVANHOE STREET	314+78	40	1" CURB STOP
B4L7	IVANHOE STREET	315+41	40	1" CURB STOP
B4L8	IVANHOE STREET	316+08	40	1" CURB STOP
B4L9	IVANHOE STREET	316+73	40	1" CURB STOP
B4L10	IVANHOE STREET	317+38	40	1" CURB STOP
B4L11	IVANHOE STREET	318+03	40	1" CURB STOP
B4L12	IVANHOE STREET	318+71	40	1" CURB STOP
B4L13	IVANHOE STREET	319+33	40	1" CURB STOP
B4L14	IVANHOE STREET	319+98	40	1" CURB STOP
B4L15	IVANHOE STREET	320+63	40	1" CURB STOP
B4L16	IVANHOE STREET	321+54	40	1" CURB STOP
B4L17	IVANHOE STREET	322+45	40	1" CURB STOP
B5L1	185TH AVENUE	1009+67	40	1" CURB STOP
B5L2	185TH AVENUE	1010+26	40	1" CURB STOP
B5L3	185TH AVENUE	1010+84	40	1" CURB STOP
B5L4	185TH AVENUE	1011+43	40	1" CURB STOP
B5L5	185TH AVENUE	1012+04	40	1" CURB STOP
B5L6	185TH AVENUE	1012+47	40	1" CURB STOP
B5L7	185TH AVENUE	1013+07	40	1" CURB STOP
B5L8	185TH AVENUE	1013+76	40	1" CURB STOP
B5L9	185TH AVENUE	1014+45	40	1" CURB STOP
B5L10	185TH AVENUE	1015+15	40	1" CURB STOP
B6L1	185TH AVENUE	1003+36	40	1" CURB STOP
B6L2	185TH AVENUE	1003+95	40	1" CURB STOP
B6L3	185TH AVENUE	1004+53	40	1" CURB STOP
B6L4	185TH AVENUE	1005+16	40	1" CURB STOP
B6L5	185TH AVENUE	1005+75	40	1" CURB STOP
B7L4	LINCOLN STREET	114+63	40	1" CURB STOP
B7L5	LINCOLN STREET	115+48	40	1" CURB STOP
B7L6	LINCOLN STREET	116+06	40	1" CURB STOP
B7L7	LINCOLN STREET	116+47	40	1" CURB STOP
B7L8	LINCOLN STREET	117+02	40	1" CURB STOP
B8L2	LINCOLN STREET	114+53	-40	1" CURB STOP
B8L3	LINCOLN STREET	115+00	-40	1" CURB STOP
B8L4	LINCOLN STREET	115+57	-40	1" CURB STOP

CURB STOP SCHEDULE

NAME	ALIGNMENT	STATION	LOCATION	TYPE
B8L5	LINCOLN STREET	116+31	-40	1" CURB STOP
B8L6	185TH AVENUE	1003+59	-40	1" CURB STOP
B8L7	185TH AVENUE	1004+30	-40	1" CURB STOP
B8L8	185TH AVENUE	1005+01	-40	1" CURB STOP
B8L9	185TH AVENUE	1005+71	-40	1" CURB STOP
B9L1	185TH AVENUE	1007+06	-40	1" CURB STOP
B9L2	185TH AVENUE	1007+68	-40	1" CURB STOP
B9L3	185TH AVENUE	1008+30	-40	1" CURB STOP
B9L4	185TH AVENUE	1008+91	-40	1" CURB STOP
B9L5	185TH AVENUE	1009+55	-40	1" CURB STOP
B9L6	185TH AVENUE	1010+38	-40	1" CURB STOP
B9L7	185TH AVENUE	1011+22	-40	1" CURB STOP
B9L8	185TH AVENUE	1012+10	-40	1" CURB STOP
B9L9	185TH AVENUE	1012+71	-40	1" CURB STOP
B9L10	185TH AVENUE	1013+38	-40	1" CURB STOP
B9L11	185TH AVENUE	1014+02	-40	1" CURB STOP
B10L1	185TH AVENUE	1017+57	-40	1" CURB STOP
B10L2	185TH AVENUE	1018+20	-40	1" CURB STOP
B10L3	185TH AVENUE	1019+14	-40	1" CURB STOP
B11L1	IVANHOE STREET	305+41	40	1" CURB STOP
B11L2	IVANHOE STREET	305+94	40	1" CURB STOP
B11L3	IVANHOE STREET	306+44	40	1" CURB STOP
B11L4	IVANHOE STREET	307+00	40	1" CURB STOP
B11L5	IVANHOE STREET	307+54	40	1" CURB STOP
B11L6	IVANHOE STREET	308+32	40	1" CURB STOP
B11L7	IVANHOE STREET	309+43	40	1" CURB STOP
B11L8	IVANHOE STREET	310+24	40	1" CURB STOP
B11L9	IVANHOE STREET	311+14	40	1" CURB STOP
B11L10	IVANHOE STREET	311+93	40	1" CURB STOP
OUTLOT	ROAD H	1117+02	-40	1" CURB STOP

GENERAL NOTES:

- FOR DESIGN PURPOSES, THE SECTION OF ROADWAY BETWEEN THE IVANHOE/185TH INTERSECTION TO C.H. 40 WILL BE CONSIDERED AS AN EXTENSION OF IVANHOE STREET INSTEAD OF 185TH AS THE ROADWAYS ARE LABELED.
- FOR DESIGN PURPOSES, 186TH AVENUE HAS THE QUALIFIER OF "EAST" TO SEPARATE IT FROM THE SECTION OF 186TH AVE THAT WAS CONSTRUCTED DURING PHASE 1 AND IS CUT OFF BUT THE WETLAND TO REMAIN.

ISG

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JERREMY D. FOSS

DATE xxxx-xx-xx LIC. NO. 55871

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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
FILE NAME	26553 - 6.1 SCHEDULES (P2)
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	JDF
ORIGINAL ISSUE DATE	2024-08-26
CLIENT PROJECT NO.	-

TITLE

UTILITY SCHEDULES

SHEET

43

OF 115

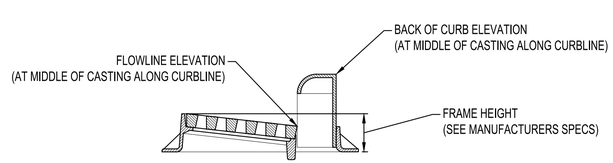
STORM DRAIN STRUCTURE SCHEDULE

STRUCTURE NO.	ALIGNMENT	STATION	LOCATION	STRUCTURE TYPE	STRUCTURE SIZE (IN)	STRUCTURE MATERIAL	CASTING	STRUCTURE HEIGHT (LN FT)	* TOP OF CASTING ELEVATION	SUMP ELEVATION	SUMP DEPTH	OUTLET INVERT	OUTLET PIPE
ST-1	BASIN B OUTLET	0+70	0'	MnDOT 4020	48 Ø	RC	NEENAH R-1733-C "STORM SEWER" STAMP	8.00	916.00	908.00	0.50'	908.50	P-1
ST-3	LINCOLN STREET	116+25	17' R	MnDOT 4020	60 Ø	RC	NEENAH R-3067-V	13.36	924.36	911.00	2.00'	913.00	P-3
ST-4	LINCOLN STREET	116+84	17' R	MnDOT 4020	60 Ø	RC	NEENAH R-3067-V	11.53	924.53	913.00	0.50'	913.50	P-4
ST-4A	LINCOLN STREET	116+25	17' L	MnDOT 4020	48 Ø	RC	NEENAH R-3067-V	4.80	924.36	919.56	0.50'	920.06	P-4A
ST-5	185TH AVENUE	1001+33	17' L	MnDOT 4020	48 Ø	RC	NEENAH R-3067-V	11.04	924.49	913.45	0.50'	913.95	P-5
ST-6	185TH AVENUE	1002+61	23' L	MnDOT 4020	48 Ø	RC	NEENAH R-1733-C "STORM SEWER" STAMP	8.88	923.36	914.49	0.50'	914.99	P-6
ST-6A	185TH AVENUE	1001+37	17' R	MnDOT 4020	48 Ø	RC	NEENAH R-3067-V	5.00	924.51	919.51	0.50'	920.01	P-6A
ST-7	185TH AVENUE	1003+07	160' L	MnDOT 4020	48 Ø	RC	NEENAH R-4342	3.44	919.05	915.61	0.50'	916.11	P-7
ST-9	NORTH SHORE TRAIL	11+16	93' L	MnDOT 4020	48 Ø	RC	NEENAH R-4342	3.62	914.67	911.05	0.50'	911.55	P-9
ST-10	BASIN J OUTLET	0+70	0'	MnDOT 4020	48 Ø	RC	NEENAH R-1733-C "STORM SEWER" STAMP	8.49	910.00	901.51	0.50'	902.01	P-10
ST-12	185TH AVENUE	1012+22	17' R	MnDOT 4020	48 Ø	RC	NEENAH R-3067-V	7.67	914.97	907.30	2.00'	909.30	P-12
ST-13	185TH AVENUE	1012+22	17' L	MnDOT 4020	60 Ø	RC	NEENAH R-3067-V	5.65	914.97	909.33	0.50'	909.83	P-13
ST-14	185TH AVENUE	1010+68	17' L	MnDOT 4020	48 Ø	RC	NEENAH R-3067-V	5.52	916.23	910.72	0.50'	911.22	P-14
ST-15	185TH AVENUE	1009+11	17' L	MnDOT 4020	60 Ø	RC	NEENAH R-3067-V	5.51	917.80	912.29	0.50'	912.79	P-15
ST-16	185TH AVENUE	1006+53	17' L	MnDOT 4020	48 Ø	RC	NEENAH R-3067-V	6.20	920.52	914.32	0.50'	914.82	P-16
ST-16A	185TH AVENUE	1009+11	17' R	MnDOT 4020	48 Ø	RC	NEENAH R-3067-V	4.80	917.80	913.00	0.50'	913.50	P-16A
ST-17	KENNEDY STREET	212+88	17' L	MnDOT 4020	48 Ø	RC	NEENAH R-3067-V	5.78	920.68	914.90	0.50'	915.40	P-17
ST-18	KENNEDY STREET	212+95	17' R	MnDOT 4020	48 Ø	RC	NEENAH R-3067-V	5.25	920.64	915.40	0.50'	915.90	P-18
ST-19	185TH AVENUE	1005+88	17' L	MnDOT 4020	48 Ø	RC	NEENAH R-3067-V	5.35	921.17	915.83	0.50'	916.33	P-19
ST-20	185TH AVENUE	1005+92	17' R	MnDOT 4020	48 Ø	RC	NEENAH R-3067-V	4.80	920.99	916.19	0.50'	916.69	P-20
ST-28	185TH AVENUE	1016+81	171' R	MnDOT 4020	48 Ø	RC	NEENAH R-1733-C "STORM SEWER" STAMP	6.35	915.05	908.69	2.00'	910.69	P-28
ST-29	185TH AVENUE	1016+82	17' R	MnDOT 4020	48 Ø	RC	NEENAH R-3067-V	5.36	922.11	916.75	0.50'	917.25	P-29
ST-30	185TH AVENUE	1016+82	17' L	MnDOT 4020	48 Ø	RC	NEENAH R-3067-V	5.00	922.11	917.11	0.50'	917.61	P-30
ST-31	IVANHOE STREET	305+27	89' L	MnDOT 4020	60 Ø	RC	NEENAH R-4342	9.13	922.45	913.32	0.50'	913.82	P-31
ST-32	IVANHOE STREET	306+46	177' L	MnDOT 4020	60 Ø	RC	NEENAH R-4342	7.79	921.82	914.03	0.50'	914.53	P-32
ST-33	IVANHOE STREET	307+99	191' L	MnDOT 4020	48 Ø	RC	NEENAH R-4342	7.37	922.04	914.67	0.50'	915.17	P-33
ST-34	IVANHOE STREET	308+61	208' L	MnDOT 4020	48 Ø	RC	NEENAH R-4342	6.95	922.27	915.32	0.50'	915.82	P-34
ST-35	IVANHOE STREET	309+29	256' L	MnDOT 4020	48 Ø	RC	NEENAH R-4342	6.48	922.54	916.07	0.50'	916.57	P-35
ST-36	IVANHOE STREET	312+22	161' R	MnDOT 4020	60 Ø	RC	NEENAH R-1733-C "STORM SEWER" STAMP	7.45	917.58	910.13	2.00'	912.13	P-36
ST-37	IVANHOE STREET	312+35	17' R	MnDOT 4020	72 Ø	RC	NEENAH R-3067-V	14.89	927.16	912.27	0.50'	912.77	P-37
ST-38	IVANHOE STREET	310+58	17' R	MnDOT 4020	48 Ø	RC	NEENAH R-3067-V	5.44	929.25	923.81	0.50'	924.31	P-38
ST-39	IVANHOE STREET	310+16	17' L	MnDOT 4020	48 Ø	RC	NEENAH R-3067-V	5.48	930.01	924.54	0.50'	925.04	P-39
ST-40	186TH AVENUE - EAST	801+33	17' R	MnDOT 4020	48 Ø	RC	NEENAH R-3067-V	5.26	930.23	924.98	0.50'	925.48	P-40
ST-41	186TH AVENUE - EAST	801+33	17' L	MnDOT 4020	48 Ø	RC	NEENAH R-3067-V	4.90	930.24	925.34	0.50'	925.84	P-41
ST-42	IVANHOE STREET	312+35	17' L	MnDOT 4020	60 Ø	RC	NEENAH R-3067-V	14.59	927.16	912.57	0.50'	913.07	P-42
ST-43	IVANHOE STREET	312+72	160' L	MnDOT 4020	60 Ø	RC	NEENAH R-4342	4.79	918.00	913.20	0.50'	913.70	P-43
ST-44	IVANHOE STREET	315+84	191' L	MnDOT 4020	48 Ø	RC	NEENAH R-4342	4.07	917.87	913.81	0.50'	914.31	P-44
ST-45	IVANHOE STREET	316+94	181' L	MnDOT 4020	48 Ø	RC	NEENAH R-4342	3.76	918.15	914.39	0.50'	914.89	P-45
ST-46	IVANHOE STREET	318+04	172' L	MnDOT 4020	48 Ø	RC	NEENAH R-4342	3.39	918.43	915.04	0.50'	915.54	P-46
ST-47	IVANHOE STREET	319+34	160' L	MnDOT 4020	48 Ø	RC	NEENAH R-4342	3.08	918.90	915.82	0.50'	916.32	P-47
ST-48	BASIN K OUTLET	0+82	0'	MnDOT 4020	48 Ø	RC	NEENAH R-1733-C "STORM SEWER" STAMP	6.98	912.76	905.78	0.50'	906.28	P-48
ST-50	IVANHOE STREET	320+93	17' R	MnDOT 4020	60 Ø	RC	NEEHNAH R-3067-V	9.64	922.48	912.84	2.00'	914.84	P-50
ST-51	IVANHOE STREET	320+46	17' R	MnDOT 4020	48 Ø	RC	NEENAH R-3501-TB	5.30	922.34	917.04	0.50'	917.54	P-51
ST-52	IVANHOE STREET	316+94	17' R	MnDOT 4020	48 Ø	RC	NEENAH R-3067-V	5.15	924.95	919.80	0.50'	920.30	P-52
ST-53	IVANHOE STREET	316+59	17' L	MnDOT 4020	48 Ø	RC	NEENAH R-3067-V	5.00	925.24	920.24	0.50'	920.74	P-53
ST-54	IVANHOE STREET	320+46	17' L	MnDOT 4020	48 Ø	RC	NEENAH R-3067-V	5.04	922.44	917.40	0.50'	917.90	P-54
ST-55	GRANT STREET	508+90	17' R	MnDOT 4020	48 Ø	RC	NEENAH R-3067-V	5.00	922.75	917.75	0.50'	918.25	P-55
ST-56	GRANT STREET	508+90	17' L	MnDOT 4020	60 Ø	RC	NEENAH R-3067-V	6.01	922.79	916.78	0.50'	917.28	P-56
ST-61	IVANHOE STREET	326+52	17' R	MnDOT 4020	60 Ø	RC	NEENAH R-3067-V	10.07	910.81	900.74	2.00'	902.74	P-61
ST-62	IVANHOE STREET	326+52	17' L	MnDOT 4020	48 Ø	RC	NEENAH R-3067-V	8.21	910.81	902.60	0.50'	903.10	P-62
ST-63	IVANHOE STREET	329+56	35' R	MnDOT 4020	60 Ø	RC	NEENAH R-1733-C "STORM SEWER" STAMP	8.21	916.83	908.63	2.00'	910.63	P-63
ST-64	IVANHOE STREET	329+04	17' R	MnDOT 4020	60 Ø	RC	NEENAH R-3067-V	5.45	915.95	910.49	0.50'	910.99	P-64
ST-65	IVANHOE STREET	329+04	17' L	MnDOT 4020	48 Ø	RC	NEENAH R-3067-V	5.11	915.95	910.84	0.50'	911.34	P-65
ST-66	IVANHOE STREET	328+94	33' L	MnDOT 4020	48 Ø	RC	NEENAH R-3067-V	5.37	916.47	911.10	0.50'	911.60	P-66
ST-67	IVANHOE STREET	328+57	33' L	MnDOT 4020	48 Ø	RC	NEENAH R-3067-V	4.87	916.27	911.41	0.50'	911.91	P-67
ST-68	IVANHOE STREET	328+69	33' R	MnDOT 4020	48 Ø	RC	NEENAH R-3067-V	5.30	916.20	910.90	0.50'	911.40	P-68
ST-69	IVANHOE STREET	328+34	33' R	MnDOT 4020	48 Ø	RC	NEENAH R-3067-V	5.23	916.50	911.27	0.50'	911.77	P-69
ST-70	IVANHOE STREET	329+91	38' L	MnDOT 4020	48 Ø	RC	NEENAH R-1733-C "STORM SEWER" STAMP	5.98	919.00	913.02	0.50'	913.52	P-70
ST-72	IVANHOE STREET	328+68	54' R	MnDOT 4020	48 Ø	RC	NEENAH R-1733-C "STORM SEWER" STAMP	8.10	916.35	908.25	0.50'	908.75	P-73
ST-73	IVANHOE STREET	328+39	18' R	MnDOT 4020	48 Ø	RC	NEENAH R-1733-C "STORM SEWER" STAMP	7.73	915.74	908.01	0.50'	908.51	P-74

NOTES:
- STRUCTURE "PAY HEIGHT" DOES NOT INCLUDE BASE PLATE THICKNESS.
- A MINIMUM SUMP DEPTH OF 6" HAS BEEN ADDED TO STRUCTURES TO ACCOUNT FOR PIPE THICKNESS.
- RIM ELEVATION FOR BEEHIVE STYLE CASTINGS REFER TO THE TOPMOST ADJUSTING RING ELEVATION.
- SUMP ELEVATION IS THE TOP OF THE BASE PLATE ELEVATION.

STORM DRAIN APRON SCHEDULE

APRON NO.	ALIGNMENT	STATION	LOCATION	APRON SIZE (IN)	APRON MATERIAL	INVERT ELEVATION	PIPE NO.
FES-1	BASIN B OUTLET	1+24	0'	18	RC	908.23	P-1
FES-2	BASIN B OUTLET	0+56	0'	12	RC	913.50	P-2
FES-3	LINCOLN STREET	116+25	183' R	24	RC	912.00	P-3
FES-9	NORTH SHORE TRAIL	11+23	68' L	18	RC	911.41	P-9
FES-10	BASIN J OUTLET	1+37	0'	18	RC	901.00	P-10
FES-11	BASIN J OUTLET	0+55	0'	18	RC	907.20	P-11
FES-12	185TH AVENUE	1012+22	193' R	24	RC	906.00	P-12
FES-21	BASIN I OUTLET	0+80	2' R	12	RC	908.93	P-21
FES-21A	BASIN I OUTLET	0+55	2' R	12	RC	910.20	P-21
FES-22	BASIN I OUTLET	0+80	2' L	12	RC	908.93	P-22
FES-22A	BASIN I OUTLET	0+55	2' L	12	RC	910.20	P-22
FES-23	185TH AVENUE	1016+06	494' R	24	RC	902.50	P-23
FES-23A	185TH AVENUE	1016+06	444' R	24	RC	902.75	P-23
FES-24	185TH AVENUE	1016+14	494' R	24	RC	902.50	P-24
FES-24A	185TH AVENUE	1016+13	444' R	24	RC	902.75	P-24
FES-25	185TH AVENUE	1016+09	160' R	24	RC	904.52	P-25
FES-25A	185TH AVENUE	1016+06	97' L	24	RC	905.80	P-25
FES-26	185TH AVENUE	1016+03	160' R	24	RC	904.52	P-26
FES-26A	185TH AVENUE	1016+01	92' L	24	RC	906.90	P-26
FES-27	185TH AVENUE	1015+97	147' R	24	RC	907.85	P-27
FES-27A	185TH AVENUE	1015+96	83' L	24	RC	909.00	P-27
FES-28	185TH AVENUE	1017+11	192' R	15	RC	910.00	P-28
FES-36	IVANHOE STREET	311+98	194' R	36	RCP	912.00	P-36
FES-48	BASIN K OUTLET	1+67	0'	18	RC	905.00	P-48
FES-49	BASIN K OUTLET	0+54	0'	18	RC	911.10	P-49
FES-50	IVANHOE STREET	320+93	189' R	24	RC	910.00	P-50
FES-58	BASIN O OUTLET	1+34	0'	12	RC	909.58	P-58
FES-58A	BASIN O OUTLET	0+56	0'	12	RC	913.50	P-58
FES-61	IVANHOE STREET	326+19	50' R	30	RCP	902.50	P-61
FES-63	IVANHOE STREET	329+56	77' R	30	RCP	910.50	P-63
FES-70	IVANHOE STREET	329+89	67' R	18	RC	913.00	P-70
FES-71	IVANHOE STREET	329+91	56' L	18	RC	916.30	P-71
FES-72	IVANHOE STREET	329+17	75' R	18	RC	912.00	P-72



GENERAL NOTES:
- FOR DESIGN PURPOSES, THE SECTION OF ROADWAY BETWEEN THE IVANHOE/185TH INTERSECTION TO C.H. 40 WILL BE CONSIDERED AS AN EXTENSION OF IVANHOE STREET INSTEAD OF 185TH AS THE ROADWAYS ARE LABELED.
- FOR DESIGN PURPOSES, 186TH AVENUE HAS THE QUALIFIER OF "EAST" TO SEPARATE IT FROM THE SECTION OF 186TH AVE THAT WAS CONSTRUCTED DURING PHASE 1 AND IS CUT OFF BUT THE WETLAND TO REMAIN.

ISG

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JERREMY D. FOSS

DATE xxxx-xx-xx LIC. NO. 55871

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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
FILE NAME	26553 - 6.1 SCHEDULES (P2)
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	JDF
ORIGINAL ISSUE DATE	2024-08-26
CLIENT PROJECT NO.	-

TITLE

UTILITY SCHEDULES

SHEET

44

OF 115

STORM DRAIN PIPE SCHEDULE

PIPE NO.	ALIGNMENT	STATION	LOCATION	DRAIN FROM	INLET ELEVATION	DRAIN TO	OUTLET ELEVATION	PIPE SIZE (IN)	MATERIAL	PIPE CLASS	PIPE GRADE	PIPE LENGTH (FT)
P-1	BASIN B OUTLET	0+70 to 1+24	0' to 0'	ST-1	908.50	FES-1	908.23	18	RCP	CLIII	0.50%	54
P-2	BASIN B OUTLET	0+56 to 0+70	0' to 0'	FES-2	913.50	ST-1	913.22	12	RCP	CLIII	2.00%	14
P-3	LINCOLN STREET	116+25 to 116+25	16' R to 183' R	ST-3	913.00	FES-3	912.00	24	RCP	CLIII	0.60%	167
P-4	LINCOLN STREET	116+84 to 116+25	16' R to 16' R	ST-4	913.50	ST-3	913.20	21	RCP	CLIII	0.50%	60
P-4A	LINCOLN STREET	116+25 to 116+25	16' L to 16' R	ST-4A	920.06	ST-3	919.90	15	RCP	CLIII	0.50%	32
P-5	185TH AVENUE	1001+33 to 1000+84	16' L to 5' L	ST-5	913.95	ST-4	913.70	21	RCP	CLIII	0.50%	50
P-6	185TH AVENUE	1002+61 to 1001+33	23' L to 16' L	ST-6	914.99	ST-5	914.15	18	RCP	CLIII	0.65%	128
P-6A	185TH AVENUE	1001+37 to 1001+33	16' R to 16' L	ST-6A	920.01	ST-5	919.85	15	RCP	CLIII	0.50%	33
P-7	185TH AVENUE	1003+07 to 1002+61	160' L to 23' L	ST-7	916.11	ST-6	915.19	18	RCP	CLIII	0.65%	141
P-9	NORTH SHORE TRAIL	11+16 to 11+23	93' L to 68' L	ST-9	911.55	FES-9	911.41	18	RCP	CLIII	0.50%	27
P-10	BASIN J OUTLET	0+70 to 1+37	0' to 0'	ST-10	902.01	FES-10	901.00	18	RCP	CLIII	1.50%	67
P-11	BASIN J OUTLET	0+55 to 0+70	0' to 0'	FES-11	907.20	ST-10	906.44	18	RCP	CLIII	5.00%	15
P-12	185TH AVENUE	1012+22 to 1012+22	16' R to 193' R	ST-12	909.30	FES-12	906.00	24	RCP	CLIII	1.87%	177
P-13	185TH AVENUE	1012+22 to 1012+22	16' L to 16' R	ST-13	909.83	ST-12	909.50	24	RCP	CLIII	1.00%	32
P-14	185TH AVENUE	1010+68 to 1012+22	16' L to 16' L	ST-14	911.22	ST-13	910.03	24	RCP	CLIII	0.80%	149
P-15	185TH AVENUE	1009+11 to 1010+68	16' L to 16' L	ST-15	912.79	ST-14	911.42	24	RCP	CLIII	0.90%	152
P-16	185TH AVENUE	1006+53 to 1009+11	16' L to 16' L	ST-16	914.82	ST-15	912.99	21	RCP	CLIII	0.70%	262
P-16A	185TH AVENUE	1009+11 to 1009+11	16' R to 16' L	ST-16A	913.50	ST-15	913.33	15	RCP	CLIII	0.50%	32
P-17	KENNEDY STREET	212+88 to 213+05	16' L to 35' L	ST-17	915.40	ST-16	915.02	18	RCP	CLIII	1.50%	25
P-18	KENNEDY STREET	212+95 to 212+88	16' R to 16' L	ST-18	915.90	ST-17	915.60	15	RCP	CLIII	0.90%	33
P-18A	KENNEDY STREET	211+62 to 212+88	16' L to 16' L	18" CAP	916.22	ST-17	915.60	18	RCP	CLIII	0.50%	126
P-19	185TH AVENUE	1005+88 to 1006+05	16' L to 31' L	ST-19	916.33	ST-18	916.10	15	RCP	CLIII	1.00%	23
P-20	185TH AVENUE	1005+92 to 1005+88	16' R to 16' L	ST-20	916.69	ST-19	916.53	15	RCP	CLIII	0.50%	33
P-21	BASIN I OUTLET	0+55 to 0+80	2' R to 2' R	FES-21A	910.20	FES-21	908.93	12	RCP	CLIII	5.00%	25
P-22	BASIN I OUTLET	0+55 to 0+80	2' L to 2' L	FES-22A	910.20	FES-22	908.93	12	RCP	CLIII	5.00%	25
P-23	185TH AVENUE	1016+06 to 1016+06	444' R to 494' R	FES-23A	902.75	FES-23	902.50	24	RCP	CLIII	0.50%	50
P-24	185TH AVENUE	1016+13 to 1016+14	444' R to 494' R	FES-24A	902.75	FES-24	902.50	24	RCP	CLIII	0.50%	50
P-25	185TH AVENUE	1016+06 to 1016+09	97' L to 160' R	FES-25A	905.80	FES-25	904.52	24	RCP	CLIII	0.50%	257
P-26	185TH AVENUE	1016+01 to 1016+03	92' L to 160' R	FES-26A	906.90	FES-26	904.52	24	RCP	CLIII	0.94%	252
P-27	185TH AVENUE	1015+96 to 1015+97	83' L to 147' R	FES-27A	909.00	FES-27	907.85	24	RCP	CLIII	0.50%	231
P-28	185TH AVENUE	1016+81 to 1017+11	171' R to 192' R	ST-28	910.69	FES-28	910.00	15	RCP	CLIII	2.00%	35
P-29	185TH AVENUE	1016+82 to 1016+81	16' R to 171' R	ST-29	917.25	ST-28	910.89	15	RCP	CLIII	4.12%	154
P-30	185TH AVENUE	1016+82 to 1016+82	16' L to 16' R	ST-30	917.61	ST-29	917.45	15	RCP	CLIII	0.50%	33
P-31	IVANHOE STREET	305+27 to 305+07	89' L to 42' L	ST-31	913.82	EX P-39B	913.58	30	RCP	CLIII	0.50%	49
P-32	IVANHOE STREET	306+46 to 305+27	177' L to 89' L	ST-32	914.53	ST-31	914.02	30	RCP	CLIII	0.50%	101
P-33	IVANHOE STREET	307+99 to 306+46	191' L to 177' L	ST-33	915.17	ST-32	914.73	24	RCP	CLIII	0.50%	88
P-34	IVANHOE STREET	308+61 to 307+99	208' L to 191' L	ST-34	915.82	ST-33	915.37	24	RCP	CLIII	0.50%	89
P-35	IVANHOE STREET	309+29 to 308+61	256' L to 208' L	ST-35	916.57	ST-34	916.02	24	RCP	CLIII	0.50%	109
P-36	IVANHOE STREET	312+22 to 311+98	161' R to 194' R	ST-36	912.13	FES-36	912.00	36	RCP	CLIII	0.30%	44
P-37	IVANHOE STREET	312+35 to 312+22	16' R to 161' R	ST-37	912.77	ST-36	912.33	36	RCP	CLIII	0.30%	146
P-38	IVANHOE STREET	310+58 to 312+35	16' R to 16' R	ST-38	924.31	ST-37	922.58	18	RCP	CLIII	1.00%	173
P-39	IVANHOE STREET	310+16 to 310+58	16' L to 16' R	ST-39	925.04	ST-38	924.51	15	RCP	CLIII	1.00%	53
P-40	186TH AVENUE - EAST	801+33 to 801+15	16' R to 33' R	ST-40	925.48	ST-39	925.24	15	RCP	CLIII	1.00%	24
P-41	186TH AVENUE - EAST	801+33 to 801+33	16' L to 16' R	ST-41	925.84	ST-40	925.68	15	RCP	CLIII	0.50%	32
P-42	IVANHOE STREET	312+35 to 312+35	16' L to 16' R	ST-42	913.07	ST-37	912.97	30	RCP	CLIII	0.30%	32
P-43	IVANHOE STREET	312+72 to 312+35	160' L to 16' L	ST-43	913.70	ST-42	913.27	30	RCP	CLIII	0.30%	146
P-44	IVANHOE STREET	315+84 to 312+72	191' L to 160' L	ST-44	914.31	ST-43	913.90	21	RCP	CLIII	0.30%	135
P-45	IVANHOE STREET	316+94 to 315+84	181' L to 191' L	ST-45	914.89	ST-44	914.51	18	RCP	CLIII	0.35%	110
P-46	IVANHOE STREET	318+04 to 316+94	172' L to 181' L	ST-46	915.54	ST-45	915.09	15	RCP	CLIII	0.40%	110
P-47	IVANHOE STREET	319+34 to 318+04	160' L to 172' L	ST-47	916.32	ST-46	915.73	12	RCP	CLIII	0.45%	130
P-48	BASIN K OUTLET	0+82 to 1+67	0' to 0'	ST-48	906.28	FES-48	905.00	18	RCP	CLIII	1.50%	85
P-49	BASIN K OUTLET	0+54 to 0+82	0' to 0'	FES-49	911.10	ST-48	909.17	18	RCP	CLIII	7.00%	28
P-50	IVANHOE STREET	320+93 to 320+93	16' R to 189' R	ST-50	914.84	FES-50	910.00	24	RCP	CLIII	2.80%	173
P-51	IVANHOE STREET	320+46 to 320+93	16' R to 16' R	ST-51	917.54	ST-50	916.86	18	RCP	CLIII	1.50%	46
P-52	IVANHOE STREET	316+94 to 320+46	16' R to 16' R	ST-52	920.30	ST-51	917.84	15	RCP	CLIII	0.70%	352
P-53	IVANHOE STREET	316+59 to 316+94	16' L to 16' R	ST-53	920.74	ST-52	920.50	15	RCP	CLIII	0.50%	48
P-54	IVANHOE STREET	320+46 to 320+46	16' L to 16' R	ST-54	917.90	ST-51	917.74	15	RCP	CLIII	0.50%	32
P-55	GRANT STREET	508+90 to 509+08	16' R to 40' R	ST-55	918.25	ST-54	918.10	15	RCP	CLIII	0.50%	30
P-56	GRANT STREET	508+90 to 509+39	16' L to 7' L	ST-56	917.28	ST-50	916.63	24	RCP	CLIII	1.30%	50
P-57	GRANT STREET	507+54 to 508+90	16' L to 16' L	24" CAP	919.29	ST-56	917.48	24	RCP	CLIII	1.30%	140
P-58	BASIN O OUTLET	0+56 to 1+34	0' to 0'	FES-58A	913.50	FES-58	909.58	12	RCP	CLIII	5.00%	78
P-61	IVANHOE STREET	326+52 to 326+19	16' R to 50' R	ST-61	902.74	FES-61	902.50	30	RCP	CLIII	0.50%	48
P-62	IVANHOE STREET	326+52 to 326+52	16' L to 16' R	ST-62	903.10	ST-61	902.94	21	RCP	CLIII	0.50%	32
P-62A	IVANHOE STREET	326+52 to 326+52	40' L to 16' L	18" CAP	903.42	ST-62	903.30	18	RCP	CLIII	0.50%	24

STORM DRAIN PIPE SCHEDULE

PIPE NO.	ALIGNMENT	STATION	LOCATION	DRAIN FROM	INLET ELEVATION	DRAIN TO	OUTLET ELEVATION	PIPE SIZE (IN)	MATERIAL	PIPE CLASS	PIPE GRADE	PIPE LENGTH (FT)
P-63	IVANHOE STREET	329+56 to 329+56	35' R to 77' R	ST-63	910.63	FES-63	910.50	30	RCP	CLIII	0.30%	42
P-64	IVANHOE STREET	329+04 to 329+56	16' R to 35' R	ST-64	910.99	ST-63	910.83	30	RCP	CLIII	0.30%	56
P-65	IVANHOE STREET	329+04 to 329+04	16' L to 16' R	ST-65	911.34	ST-64	911.19	18	RCP	CLIII	0.45%	32
P-66	IVANHOE STREET	328+94 to 329+04	34' L to 16' L	ST-66	911.60	ST-65	911.54	18	RCP	CLIII	0.30%	20
P-67	IVANHOE STREET	328+57 to 328+94	33' L to 34' L	ST-67	911.91	ST-66	911.80	15	RCP	CLIII	0.30%	35
P-68	IVANHOE STREET	328+68 to 329+04	33' R to 16' R	ST-68	911.40	ST-64	911.19	24	RCP	CLIII	0.50%	40
P-69	IVANHOE STREET	328+35 to 328+68	34' R to 33' R	ST-69	911.77	ST-68	911.60	21	RCP	CLIII	0.50%	35
P-69A	IVANHOE STREET	328+27 to 328+35	59' R to 34' R	18" CAP	912.55	ST-69	911.97	18	RCP	CLIII	2.20%	27
P-70	IVANHOE STREET	329+91 to 329+89	38' L to 67' R	ST-70	913.52	FES-70	913.00	18	RCP	CLIII	0.50%	104
P-71	IVANHOE STREET	329+91 to 329+91	56' L to 38' L	FES-71	916.30	ST-70	915.40	18	RCP	CLIII	5.00%	18
P-72	IVANHOE STREET	329+17 to 328+68	75' R to 54' R	FES-72	912.00	ST-72	911.72	18	RCP	CLIII	0.50%	57
P-73	IVANHOE STREET	328+68 to 328+39	54' R to 18' R	ST-72	908.75	ST-73	908.51	18	RCP	CLIII	0.50%	47
P-74	IVANHOE STREET	328+39 to 326+52	18' R to 16' R	ST-73	908.51	ST-61	906.06	18	RCP	CLIII	1.30%	189

STORM DRAIN ARCH PIPE SCHEDULE

PIPE NO.	ALIGNMENT	STATION	LOCATION	DRAIN FROM	INLET ELEVATION	DRAIN TO	OUTLET ELEVATION	PIPE SIZE WxH (IN)	MATERIAL	PIPE CLASS	PIPE GRADE	PIPE LENGTH (FT)
P-59	IVANHOE STREET	325+07 to 325+07	30' L to 30' R	HW-59A	904.35	HW-59	903.45	28x18	RC ARCH	CLIIA	1.50%	60
P-60	IVANHOE STREET	325+20 to 325+20	30' L to 30' R	HW-60A	902.10	HW-60	901.20	73x45	RC ARCH	CLIIA	1.50%	60

ROADWAY CLEANOUT SCHEDULE

STRUCTURE NO.	ALIGNMENT	STATION	LOCATION	STRUCTURE SIZE (IN)	STRUCTURE MATERIAL	PAY HEIGHT (LN FT)	TOP OF CASTING ELEVATION	INVERT ELEVATION
CO-1	LINCOLN STREET	114+69	18' R	6 Ø	PVC	3.50	925.06	921.56
CO-2	LINCOLN STREET	114+69	18' L	6 Ø	PVC	3.50	925.04	921.54
CO-3	LINCOLN STREET	117+41	18' R	6 Ø	PVC	3.50	925.06	921.56
CO-4	LINCOLN STREET	117+41	18' L	6 Ø	PVC	3.50	924.83	921.33
CO-5	185TH AVENUE	1001+73	18' L	6 Ø	PVC	3.50	924.60	921.10
CO-6	185TH AVENUE	1001+73	18' R	6 Ø	PVC	3.50	924.57	921.07
CO-7	185TH AVENUE	1002+23	18' L	6 Ø	PVC	3.50	924.60	921.10
CO-8	185TH AVENUE	1002+23	18' R	6 Ø	PVC	2.87	924.57	921.70
CO-9	185TH AVENUE	1015+57	18' L	6 Ø	PVC	3.50	921.56	918.06
CO-10	185TH AVENUE	1015+57	18' R	6 Ø	PVC	3.50	921.56	918.06
CO-11	185TH AVENUE	1019+92	18' L	6 Ø	PVC	3.50	926.83	923.33
CO-12	185TH AVENUE	1019+93	18' R	6 Ø	PVC	3.50	927.00	923.50
CO-13	IVANHOE STREET	308+80	18' R	6 Ø	PVC	3.50	930.72	927.22
CO-14	IVANHOE STREET	308+92	18' L	6 Ø	PVC	3.50	930.75	927.25
CO-15	IVANHOE STREET	309+53	18' R	6 Ø	PVC	3.50	930.60	927.10
CO-16	IVANHOE STREET	309+45	18' L	6 Ø	PVC	3.50	930.64	927.14
CO-17	IVANHOE STREET	313+19	18' R	6 Ø	PVC	3.50	927.53	924.03
CO-18	IVANHOE STREET	313+02	18' L	6 Ø	PVC	3.50	927.45	923.95
CO-19	IVANHOE STREET	314+01	18' R	6 Ø	PVC	3.50	927.43	923.93
CO-20	IVANHOE STREET	313+69	18' L	6 Ø	PVC	3.50	927.53	924.03
CO-21	IVANHOE STREET	321+15	18' L	6 Ø	PVC	3.50	922.64	919.14

GENERAL NOTES:

- FOR DESIGN PURPOSES, THE SECTION OF ROADWAY BETWEEN THE IVANHOE/185TH INTERSECTION TO C.H. 40 WILL BE CONSIDERED AS AN EXTENSION OF IVANHOE STREET INSTEAD OF 185TH AS THE ROADWAYS ARE LABELED.
- FOR DESIGN PURPOSES, 186TH AVENUE HAS THE QUALIFIER OF "EAST" TO SEPARATE IT FROM THE SECTION OF 186TH AVE THAT WAS CONSTRUCTED DURING PHASE 1 AND IS CUT OFF BUT THE WETLAND TO REMAIN.

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JERREMY D. FOSS
DATE XXXX-XX-XX LIC. NO. 55871

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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
FILE NAME	26553 - 6.1 SCHEDULES (P2)
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	JDF
ORIGINAL ISSUE DATE	2024-08-26
CLIENT PROJECT NO.	-

TITLE

UTILITY SCHEDULES

SHEET

45

OF 115

BASIN SUBDRAIN SCHEDULE

PIPE NO.	AREA	DRAIN FROM	INLET ELEVATION	DRAIN TO	OUTLET ELEVATION	PIPE SIZE (IN)	MATERIAL	PIPE CLASS	PIPE GRADE	PIPE LENGTH (FT)
SD-B1	BASIN B	6" TEE	909.00	ST-1	909.00	6"	PVC	PVC	0.00%	24
SD-B2	BASIN B	CO-B2	909.00	6" TEE	909.00	6"	PVC	PVC	0.00%	180
SD-B3	BASIN B	6" TEE	909.00	6" TEE	909.00	6"	PVC	PVC	0.00%	25
SD-B4	BASIN B	CO-B4	909.00	6" TEE	909.00	6"	PVC	PVC	0.00%	186
SD-B5	BASIN B	CO-B5	909.00	6" TEE	909.00	6"	PVC	PVC	0.00%	42
SD-H1	BASIN H	6" TEE	909.00	HW-H1	909.00	6"	PVC	PVC	0.00%	75
SD-H2	BASIN H	CO-H2	909.00	6" TEE	909.00	6"	PVC	PVC	0.00%	472
SD-H3	BASIN H	6" CROSS	909.00	6" TEE	909.00	6"	PVC	PVC	0.00%	25
SD-H4	BASIN H	CO-H4	909.00	6" CROSS	909.00	6"	PVC	PVC	0.00%	469
SD-H5	BASIN H	6" CROSS	909.00	6" CROSS	909.00	6"	PVC	PVC	0.00%	25
SD-H6	BASIN H	CO-H6	909.00	6" CROSS	909.00	6"	PVC	PVC	0.00%	119
SD-H7	BASIN H	CO-H7	909.00	6" CROSS	909.00	6"	PVC	PVC	0.00%	230
SD-H8	BASIN H	6" CROSS	909.00	6" CROSS	909.00	6"	PVC	PVC	0.00%	25
SD-H9	BASIN H	CO-H9	909.00	6" CROSS	909.00	6"	PVC	PVC	0.00%	153
SD-H10	BASIN H	CO-H10	909.00	6" CROSS	909.00	6"	PVC	PVC	0.00%	148
SD-H11	BASIN H	CO-H11	909.00	6" CROSS	909.00	6"	PVC	PVC	0.00%	39
SD-H12	BASIN H	CO-H12	909.00	6" CROSS	909.00	6"	PVC	PVC	0.00%	150
SD-I1	BASIN I	6" CROSS	906.00	HW-I1	906.00	6"	PVC	PVC	0.00%	69
SD-I2	BASIN I	CO-I2	906.00	6" CROSS	906.00	6"	PVC	PVC	0.00%	92
SD-I3	BASIN I	CO-I3	906.00	6" CROSS	906.00	6"	PVC	PVC	0.00%	81
SD-I4	BASIN I	6" CROSS	906.00	6" CROSS	906.00	6"	PVC	PVC	0.00%	25
SD-I5	BASIN I	CO-I5	906.00	6" CROSS	906.00	6"	PVC	PVC	0.00%	70
SD-I6	BASIN I	CO-I6	906.00	6" CROSS	906.00	6"	PVC	PVC	0.00%	71
SD-I7	BASIN I	6" CROSS	906.00	6" CROSS	906.00	6"	PVC	PVC	0.00%	25
SD-I8	BASIN I	CO-I8	906.00	6" CROSS	906.00	6"	PVC	PVC	0.00%	55
SD-I9	BASIN I	CO-I9	906.00	6" CROSS	906.00	6"	PVC	PVC	0.00%	63
SD-I10	BASIN I	CO-I10	906.00	6" CROSS	906.00	6"	PVC	PVC	0.00%	129

BASIN CLEANOUT SCHEDULE

STRUCTURE NO.	AREA	STRUCTURE SIZE (IN)	STRUCTURE MATERIAL	PAY HEIGHT (LN FT)	TOP OF CASTING ELEVATION	INVERT ELEVATION
CO-B2	BASIN B	6 Ø	PVC	7.00	916.00	909.00
CO-B4	BASIN B	6 Ø	PVC	7.05	916.05	909.00
CO-B5	BASIN B	6 Ø	PVC	7.36	916.36	909.00
CO-H2	BASIN H	6 Ø	PVC	3.00	912.00	909.00
CO-H4	BASIN H	6 Ø	PVC	3.00	912.00	909.00
CO-H6	BASIN H	6 Ø	PVC	6.84	915.84	909.00
CO-H7	BASIN H	6 Ø	PVC	7.14	916.14	909.00
CO-H9	BASIN H	6 Ø	PVC	6.48	915.48	909.00
CO-H10	BASIN H	6 Ø	PVC	7.22	916.22	909.00
CO-H11	BASIN H	6 Ø	PVC	7.27	916.27	909.00
CO-H12	BASIN H	6 Ø	PVC	6.25	915.25	909.00
CO-I2	BASIN I	6 Ø	PVC	6.00	912.00	906.00
CO-I3	BASIN I	6 Ø	PVC	6.40	912.40	906.00
CO-I5	BASIN I	6 Ø	PVC	6.00	912.00	906.00
CO-I6	BASIN I	6 Ø	PVC	6.28	912.28	906.00
CO-I8	BASIN I	6 Ø	PVC	6.00	912.00	906.00
CO-I9	BASIN I	6 Ø	PVC	6.18	912.18	906.00
CO-I10	BASIN I	6 Ø	PVC	6.69	912.69	906.00

HEADWALL SCHEDULE

APRON NO.	AREA	APRON SIZE (IN)	APRON MATERIAL	INVERT ELEVATION	PIPE NO.
HW-H1	BASIN H	6	CONCRETE	909.00	SD-H1
HW-I1	BASIN I	6	CONCRETE	906.00	SD-I1

GENERAL NOTES:

- FOR DESIGN PURPOSES, THE SECTION OF ROADWAY BETWEEN THE IVANHOE/185TH INTERSECTION TO C.H. 40 WILL BE CONSIDERED AS AN EXTENSION OF IVANHOE STREET INSTEAD OF 185TH AS THE ROADWAYS ARE LABELED.
- FOR DESIGN PURPOSES, 186TH AVENUE HAS THE QUALIFIER OF "EAST" TO SEPARATE IT FROM THE SECTION OF 186TH AVE THAT WAS CONSTRUCTED DURING PHASE 1 AND IS CUT OFF BUT THE WETLAND TO REMAIN.

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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
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DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	JDF
ORIGINAL ISSUE DATE	2024-08-26
CLIENT PROJECT NO.	-

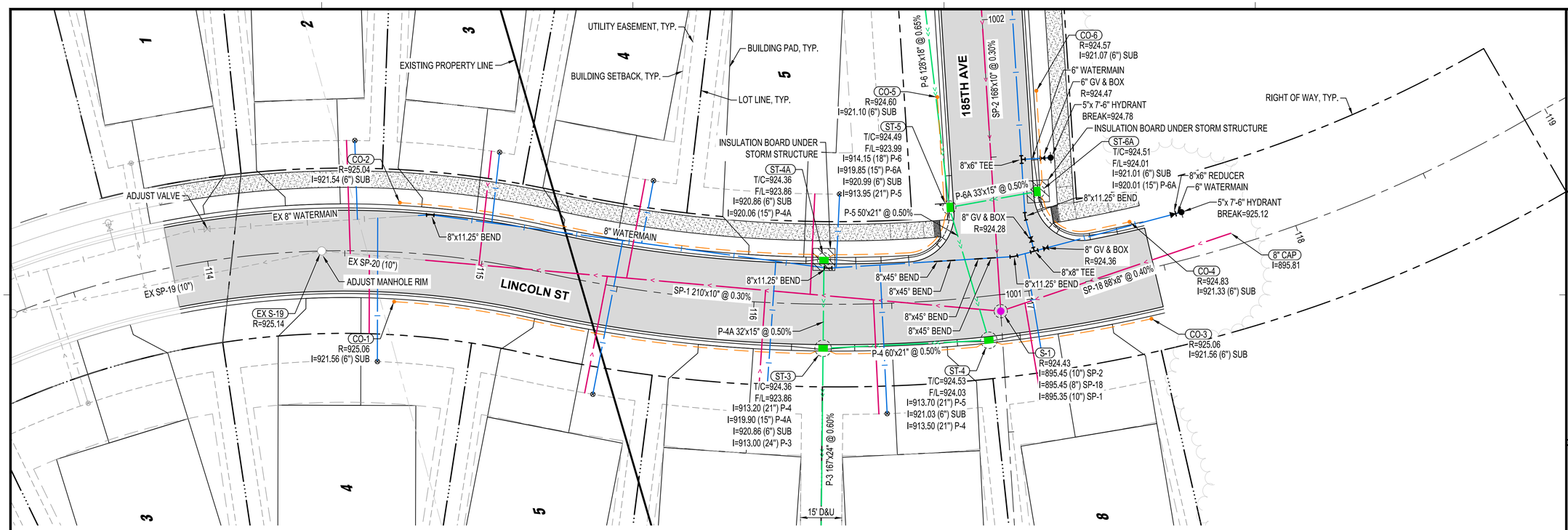
TITLE

UTILITY SCHEDULES

SHEET

46

OF 115



LINCOLN ST STATION 113+50 TO 118+75

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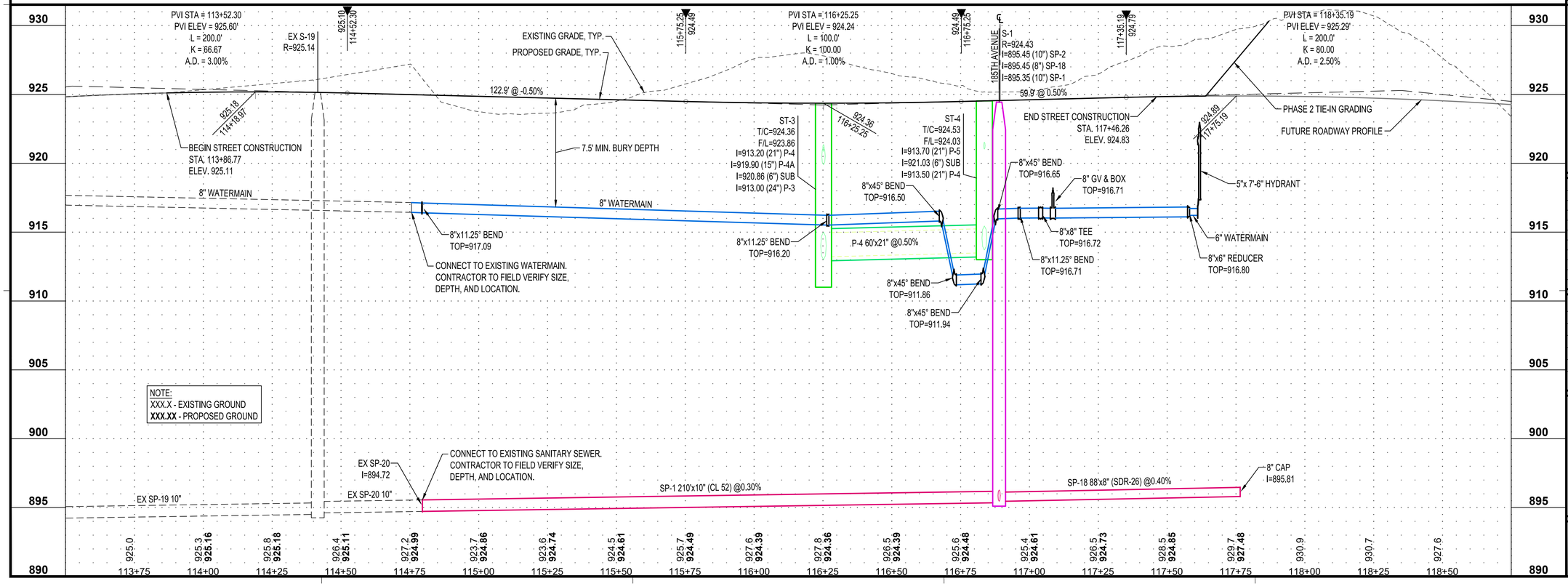
SCALE IN FEET



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ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

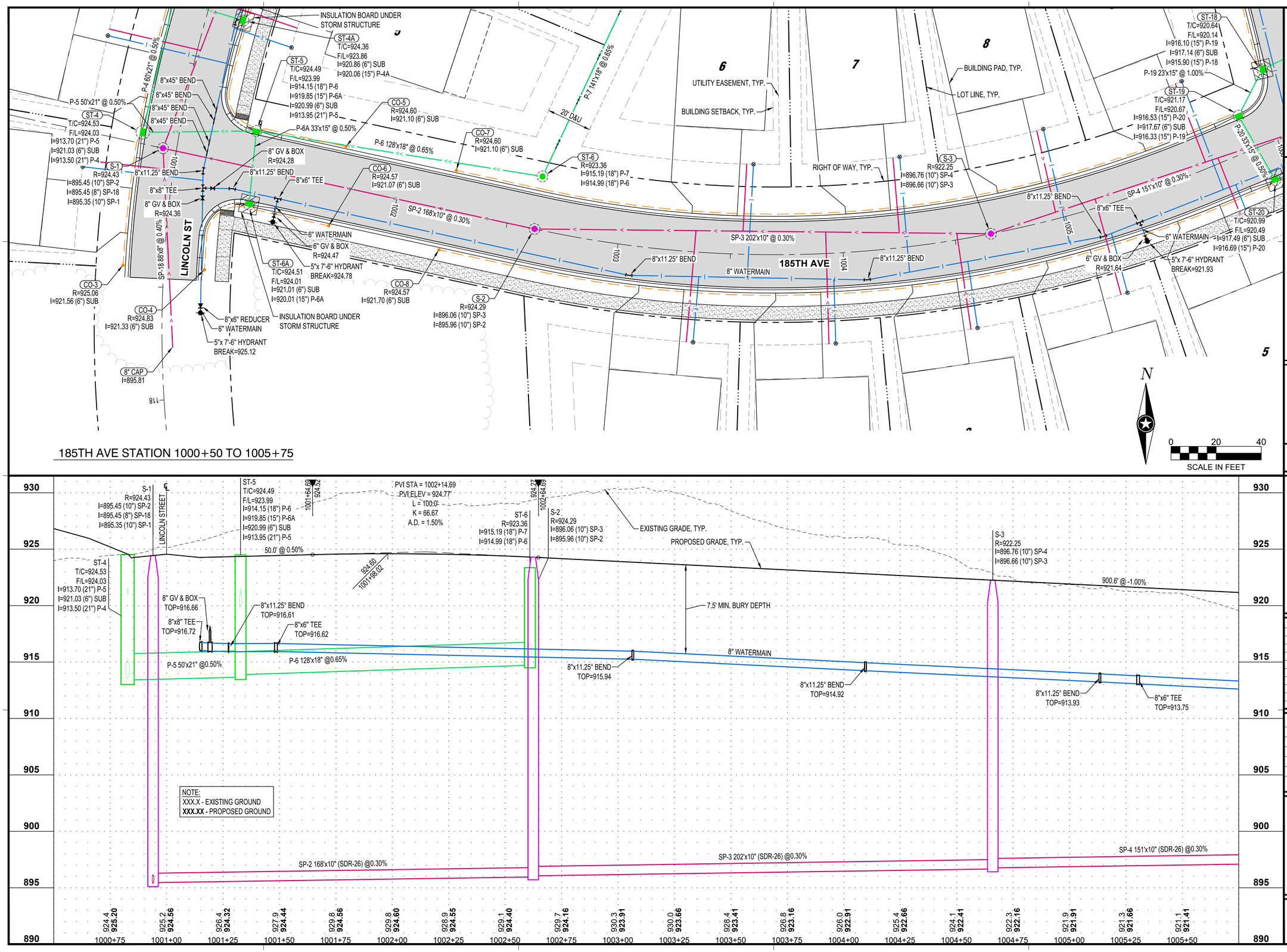
PROJECT NO.	22-26553
FILE NAME	26553 - 7.1 P&P - LINCOLN ST (P2)
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	JDF
ORIGINAL ISSUE DATE	2024-08-26
CLIENT PROJECT NO.	-

TITLE

PLANNED ROAD & UTILITY CONSTRUCTION

SHEET

47 OF 115



185TH AVE STATION 1000+50 TO 1005+75

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PROJECT

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BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
FILE NAME	26553 - 7.2 P&P - 185TH AVE (P2)
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	JDF
ORIGINAL ISSUE DATE	2024-08-26
CLIENT PROJECT NO.	-

TITLE

PLANNED ROAD & UTILITY CONSTRUCTION

SHEET

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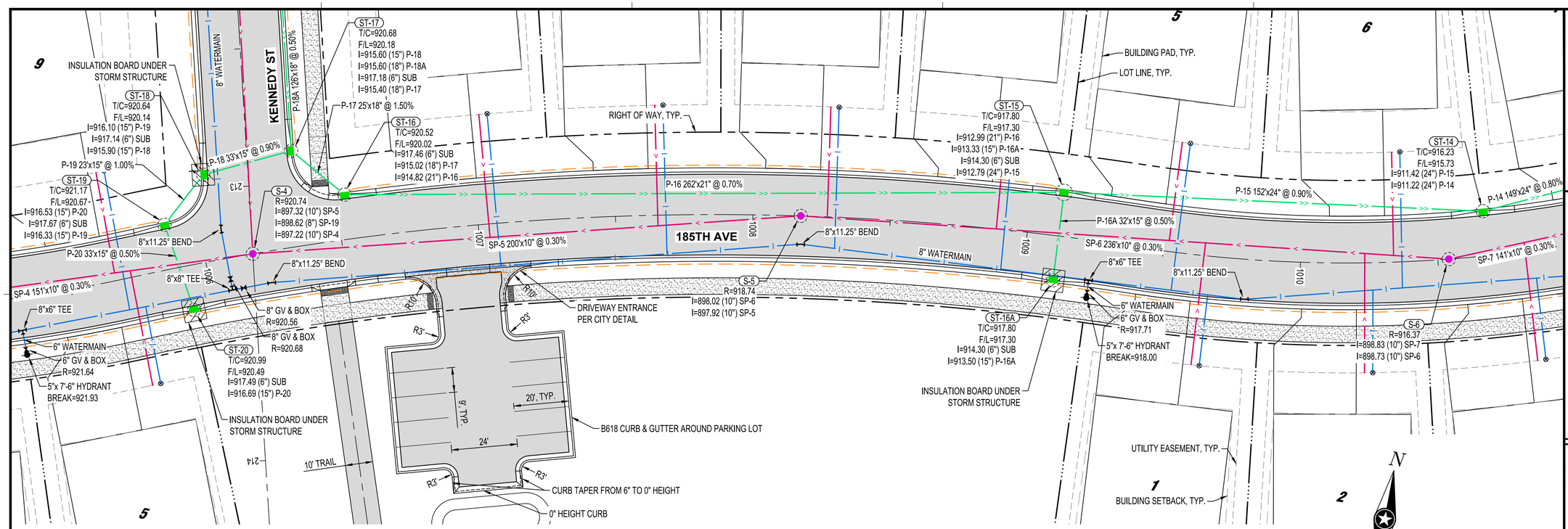
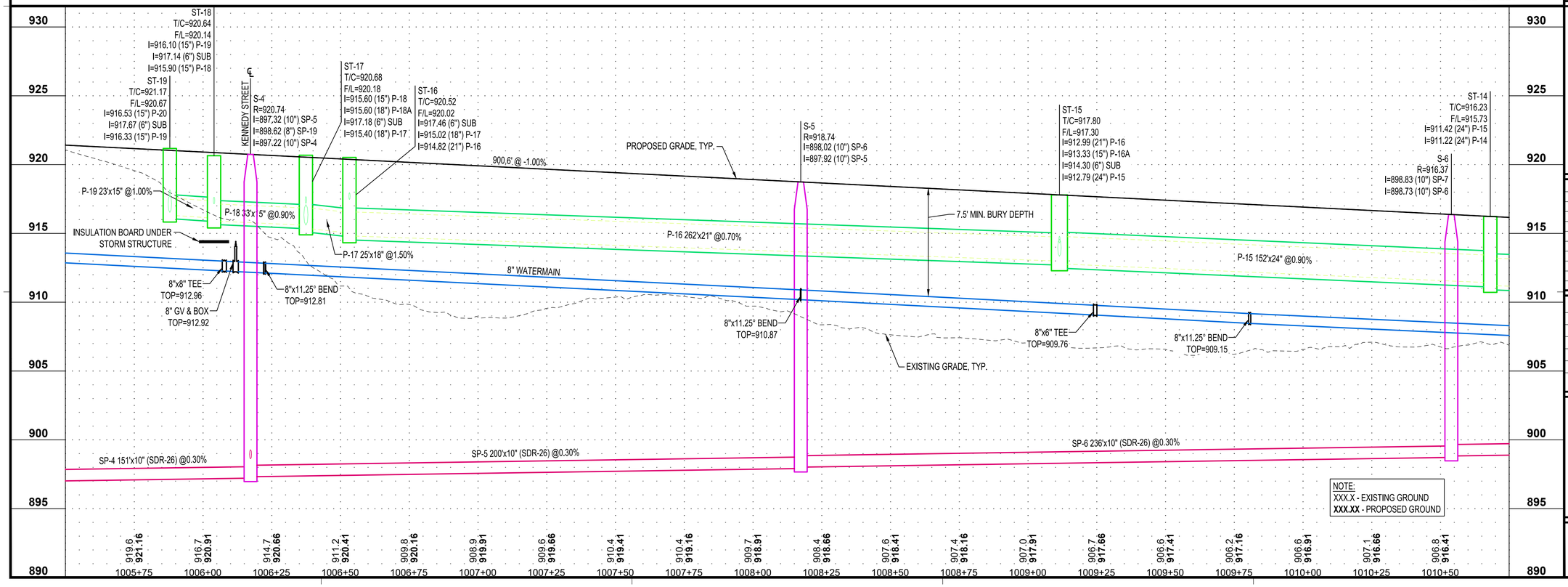


185TH AVE STATION 1005+50 TO 1010+75



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BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

REVISION SCHEDULE

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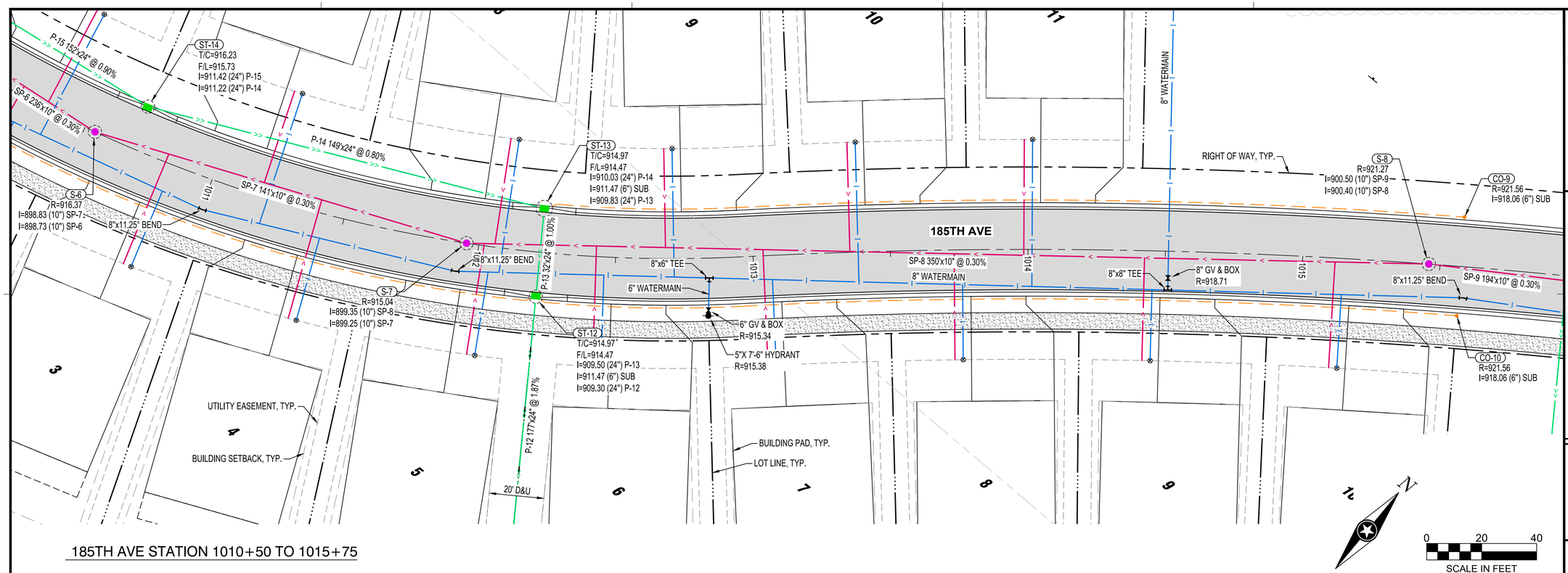
PROJECT NO.	22-26553
FILE NAME	26553 - 7.2 P&P - 185TH AVE (P2)
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	JDF
ORIGINAL ISSUE DATE	2024-08-26
CLIENT PROJECT NO.	-

TITLE

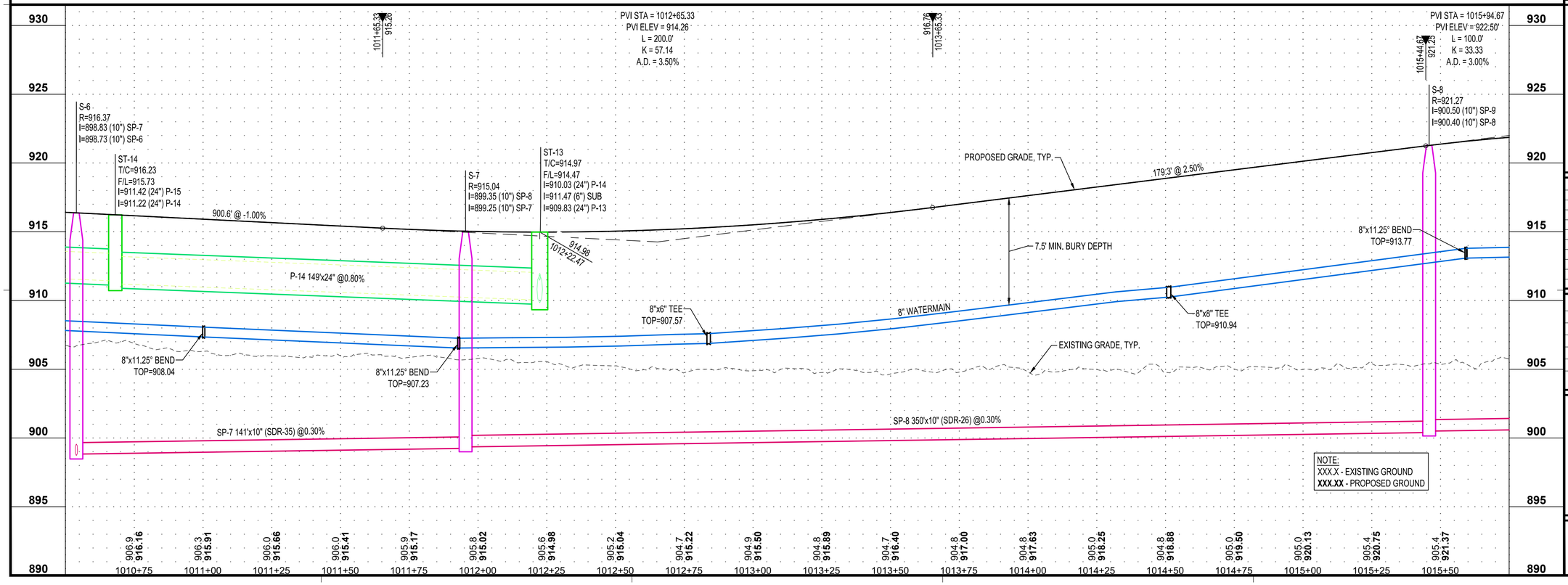
PLANNED ROAD & UTILITY CONSTRUCTION

SHEET

49 OF 115



185TH AVE STATION 1010+50 TO 1015+75



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REVISION SCHEDULE

DATE	DESCRIPTION	BY

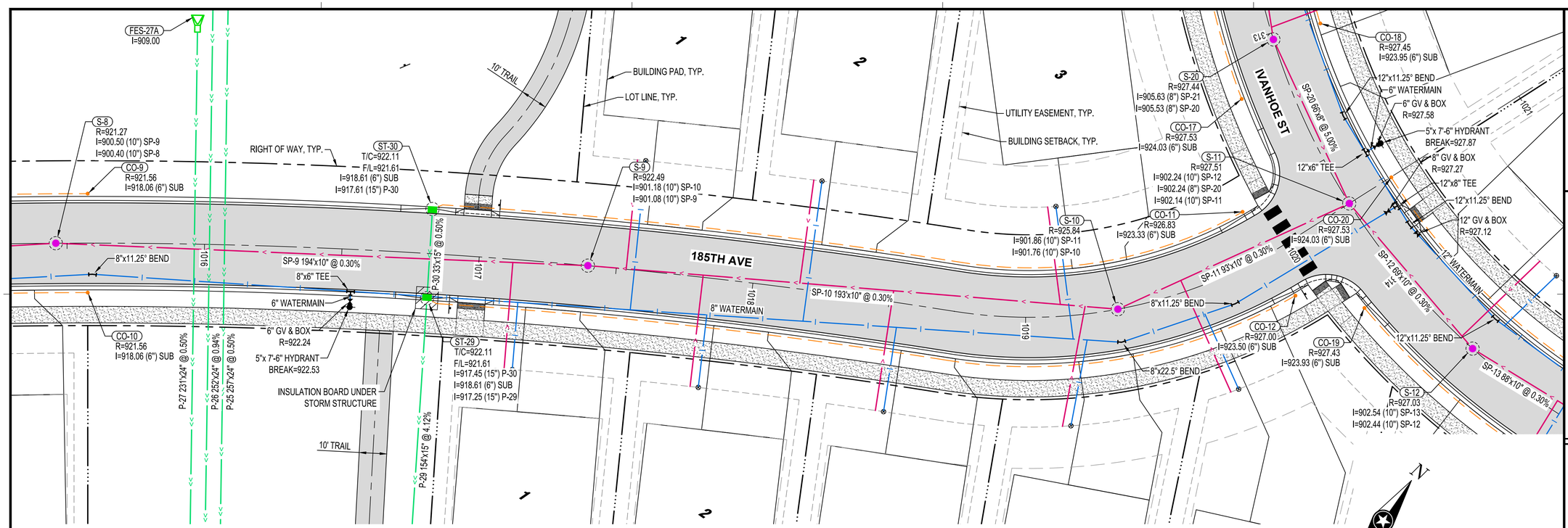
PROJECT NO.	22-26553
FILE NAME	26553 - 7.2 P&P - 185TH AVE (P2)
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	JDF
ORIGINAL ISSUE DATE	2024-08-26
CLIENT PROJECT NO.	-

TITLE

PLANNED ROAD & UTILITY CONSTRUCTION

SHEET

50 OF 115



185TH AVE STATION 1015+50 TO 1020+75

0 20 40
SCALE IN FEET

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JERREMY D. FOSS

DATE XXXX-XX-XX LIC. NO. 55871

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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

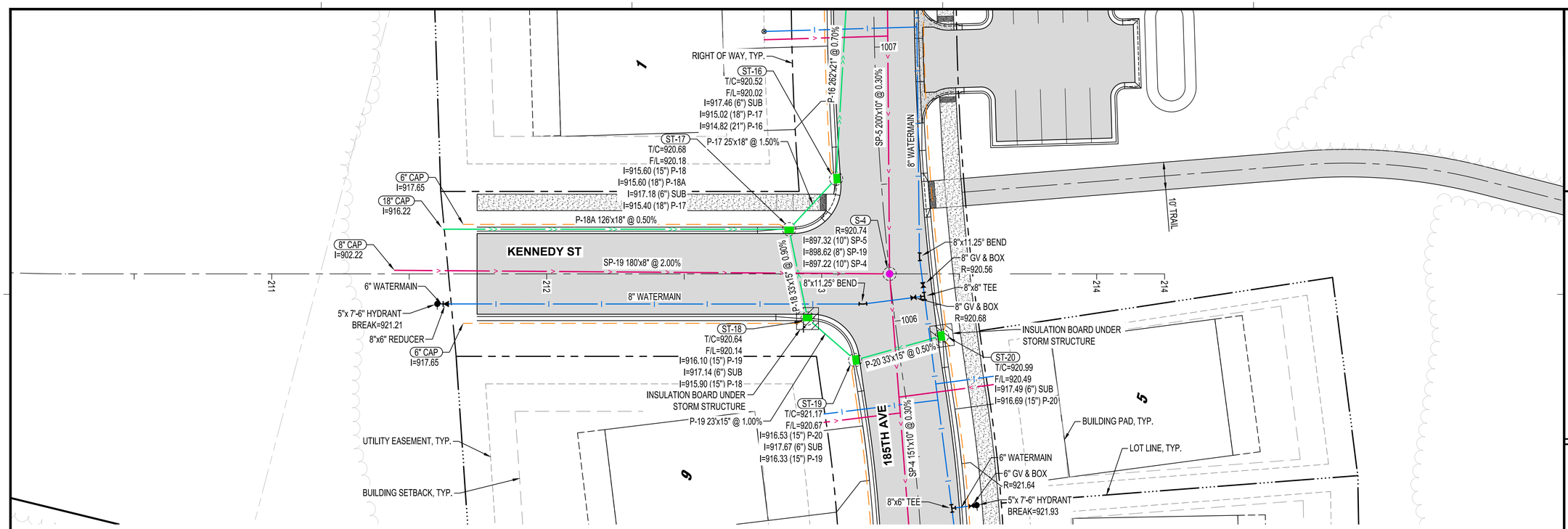
PROJECT NO.	22-26553
FILE NAME	26553 - 7.2 P&P - 185TH AVE (P2)
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	JDF
ORIGINAL ISSUE DATE	2024-08-26
CLIENT PROJECT NO.	-

TITLE

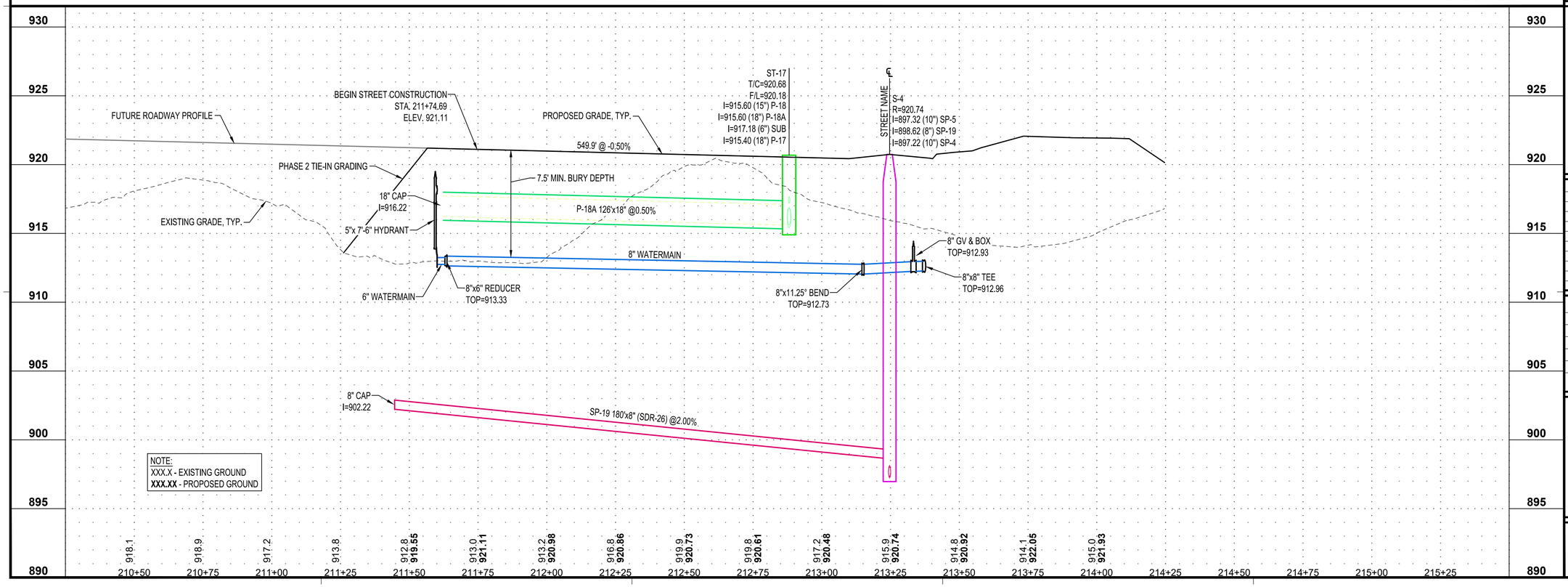
PLANNED ROAD & UTILITY CONSTRUCTION

SHEET

51 OF 115



KENNEDY ST STATION 210+25 TO 215+50



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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

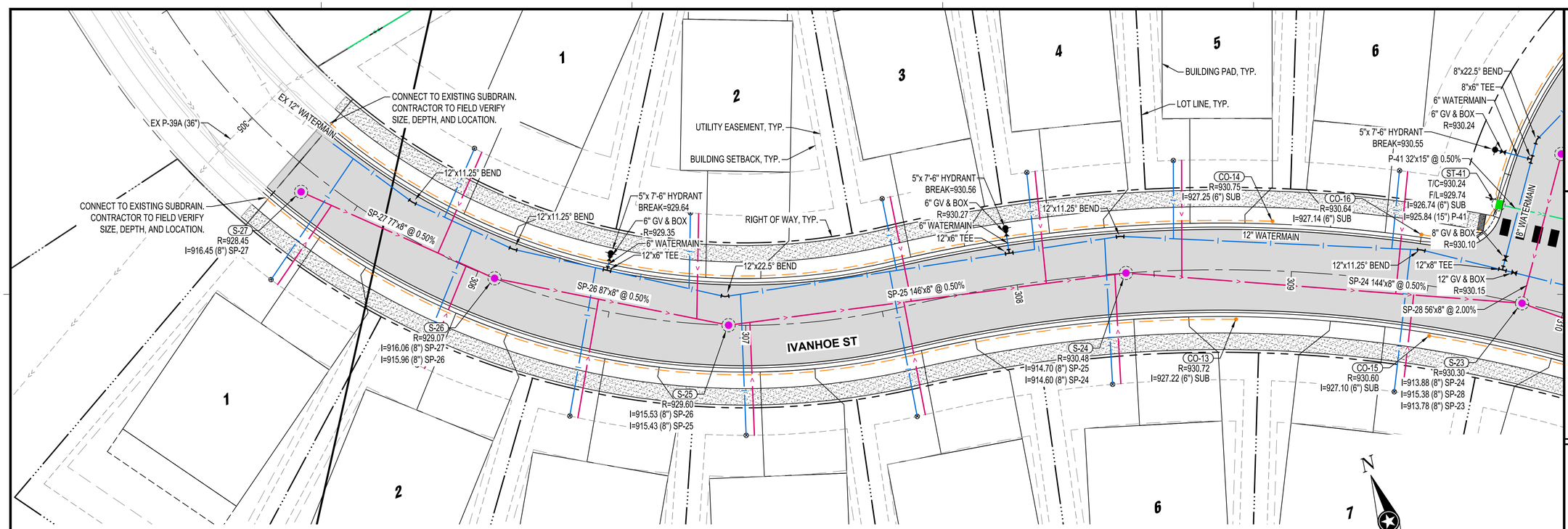
PROJECT NO.	22-26553
FILE NAME	26553 - 7.3 P&P - KENNEDY ST (P2)
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	JDF
ORIGINAL ISSUE DATE	2024-08-26
CLIENT PROJECT NO.	-

TITLE

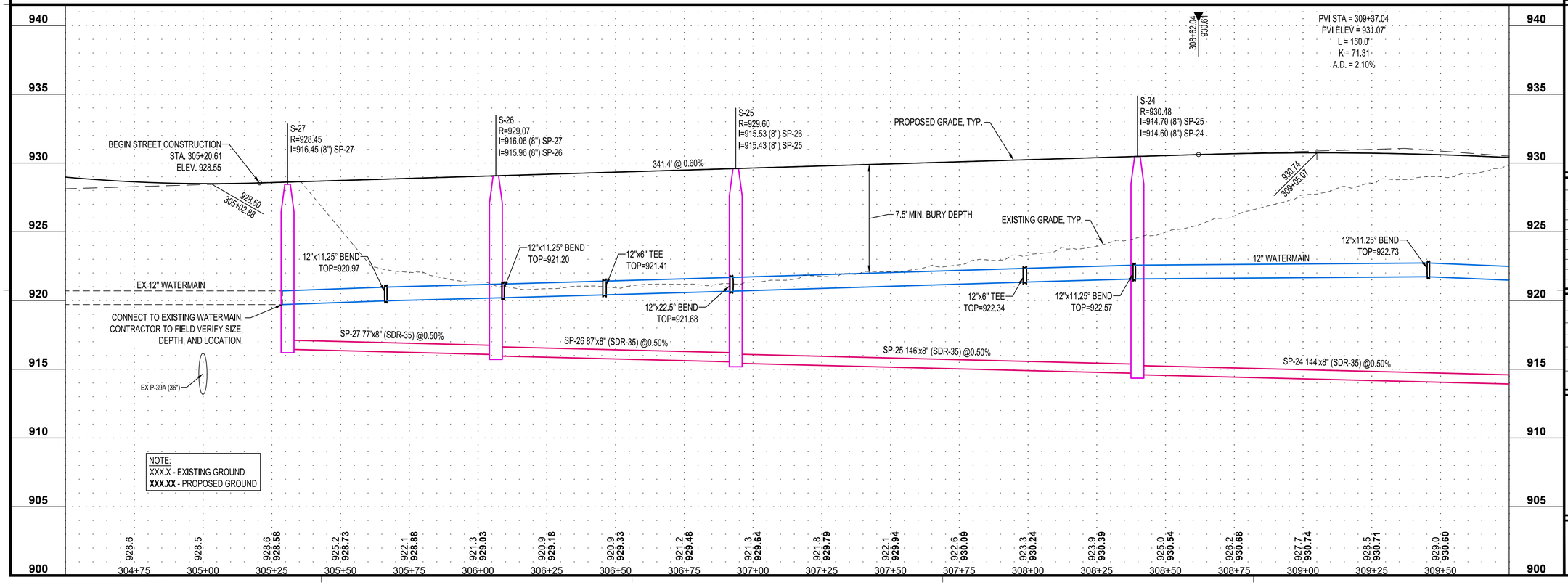
PLANNED ROAD & UTILITY CONSTRUCTION

SHEET

52 OF 115



IVANHOE ST STATION 304+50 TO 309+75



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PROJECT

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BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

REVISION SCHEDULE

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PROJECT NO.	22-26553
FILE NAME	26553 - 7.4 P&P - IVANHOE ST (P2)
DRAWN BY	TTK
DESIGNED BY	TTK
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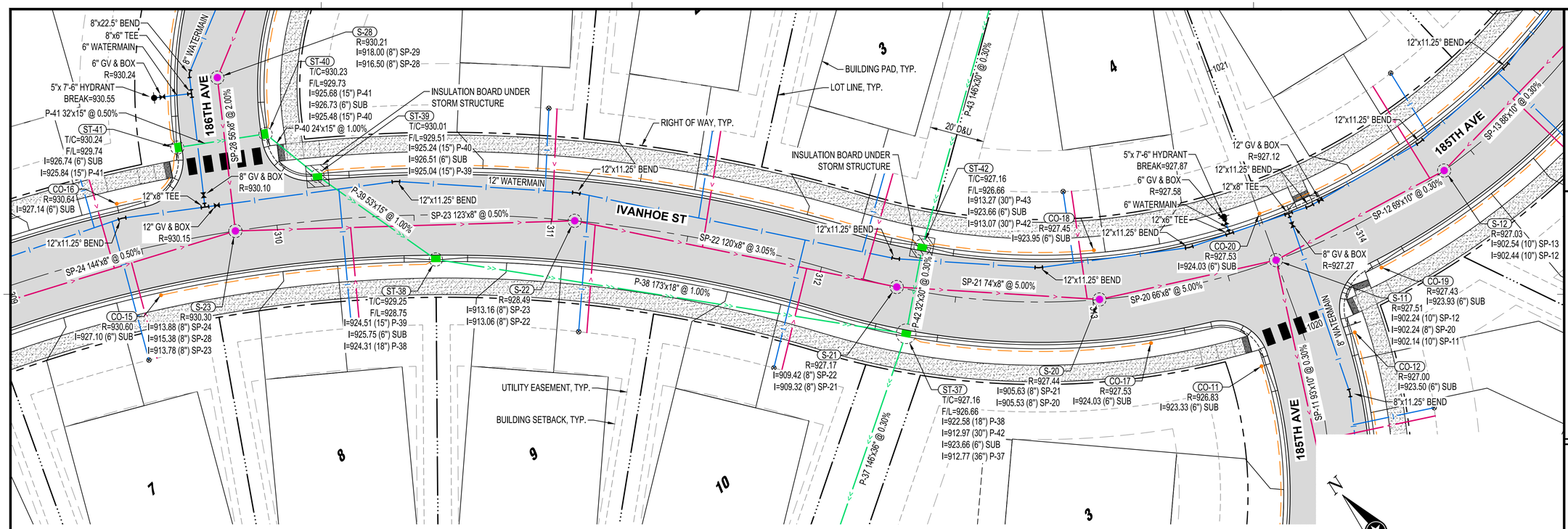
ORIGINAL ISSUE DATE	2024-08-26
CLIENT PROJECT NO.	-

TITLE

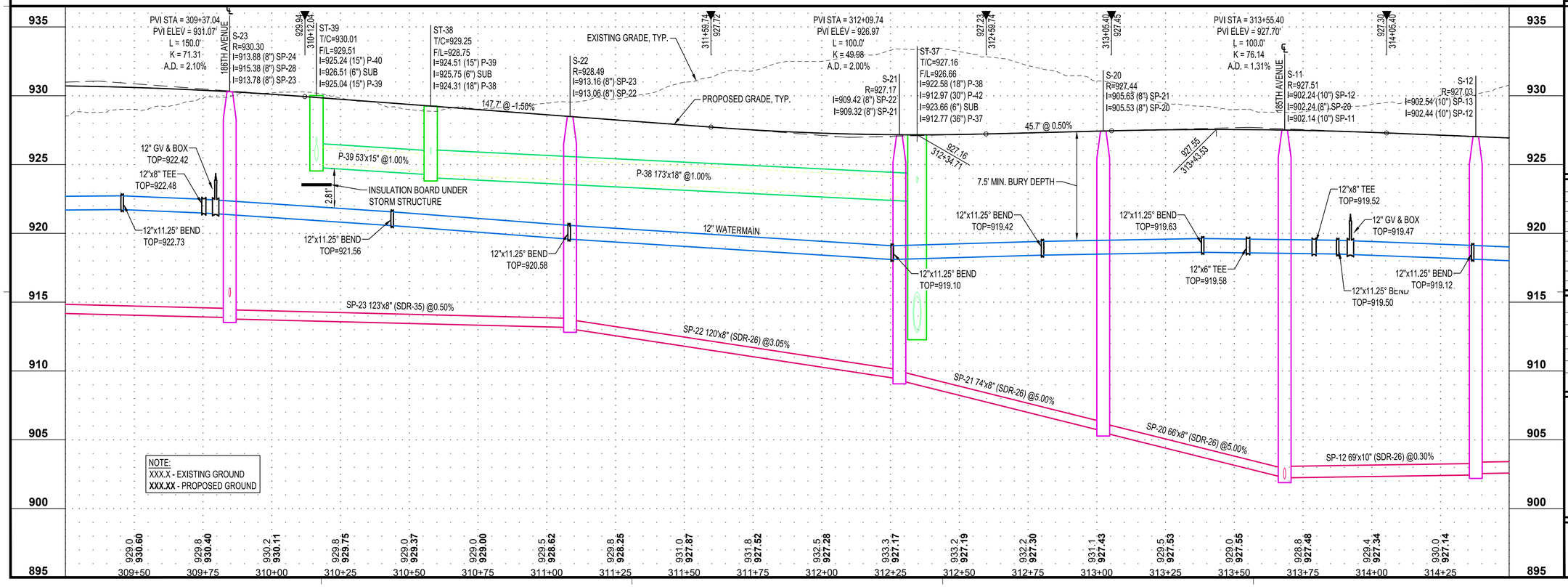
PLANNED ROAD & UTILITY CONSTRUCTION

SHEET

53 OF 115



IVANHOE ST STATION 309+25 TO 314+50



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PROJECT

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BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

REVISION SCHEDULE

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PROJECT NO.	22-26553
FILE NAME	26553 - 7.4 P&P - IVANHOE ST (P2)
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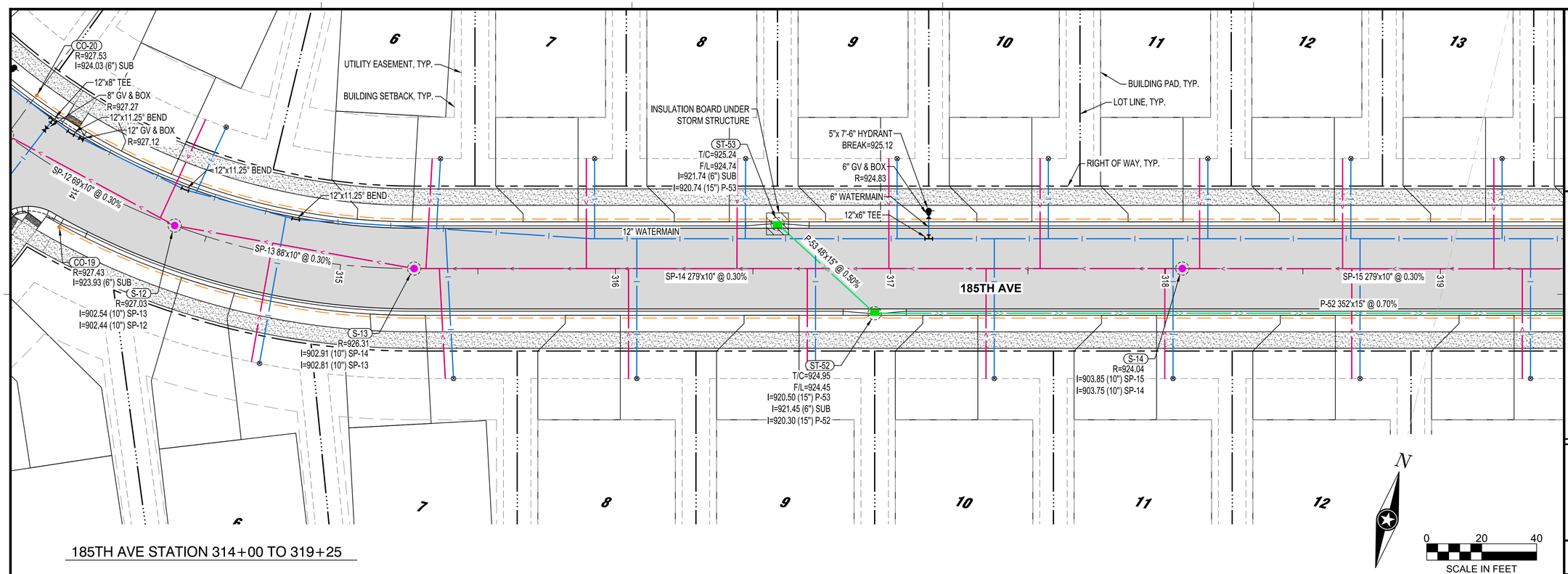
ORIGINAL ISSUE DATE	2024-08-26
CLIENT PROJECT NO.	-

TITLE

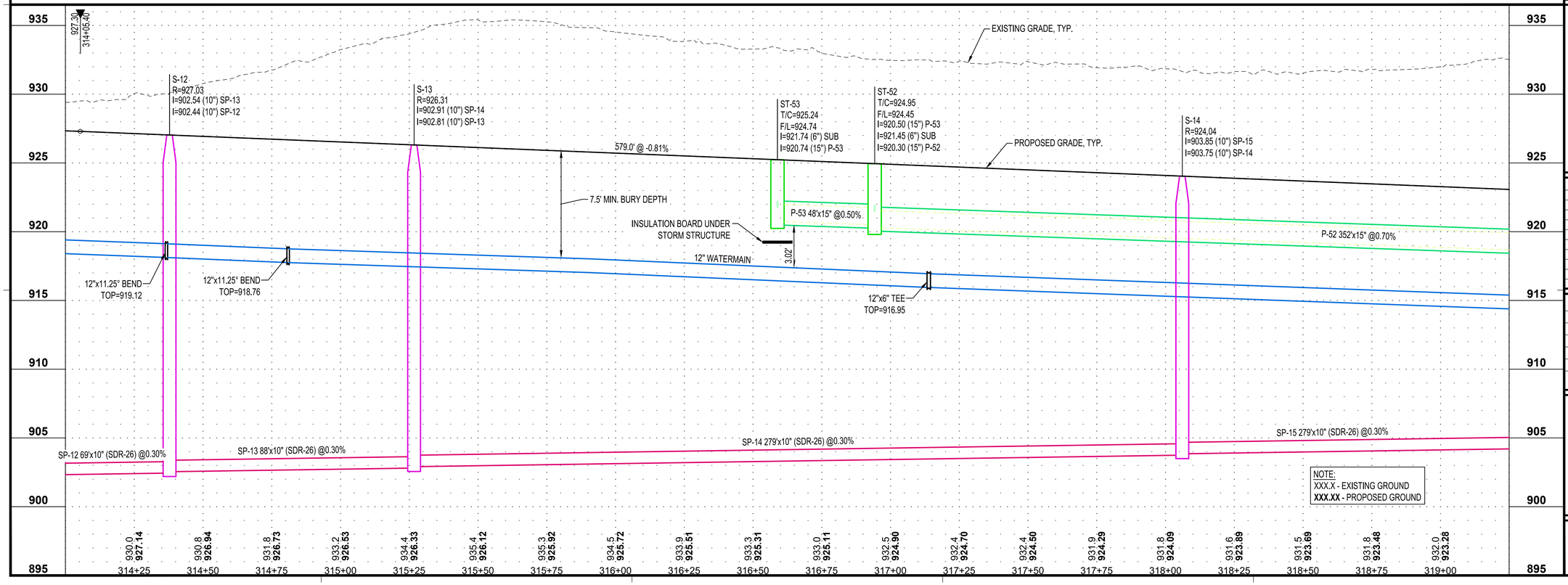
PLANNED ROAD & UTILITY CONSTRUCTION

SHEET

54 OF 115



185TH AVE STATION 314+00 TO 319+25



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BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

REVISION SCHEDULE

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PROJECT NO.	22-26553
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ORIGINAL ISSUE DATE	2024-08-26
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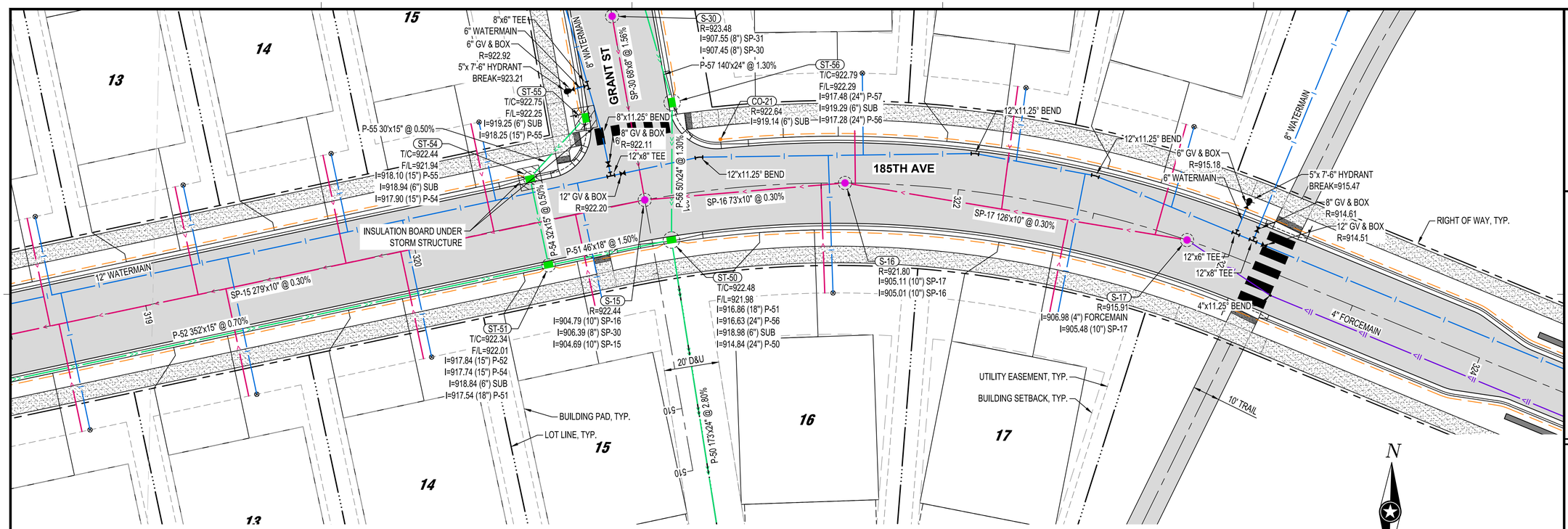
TITLE

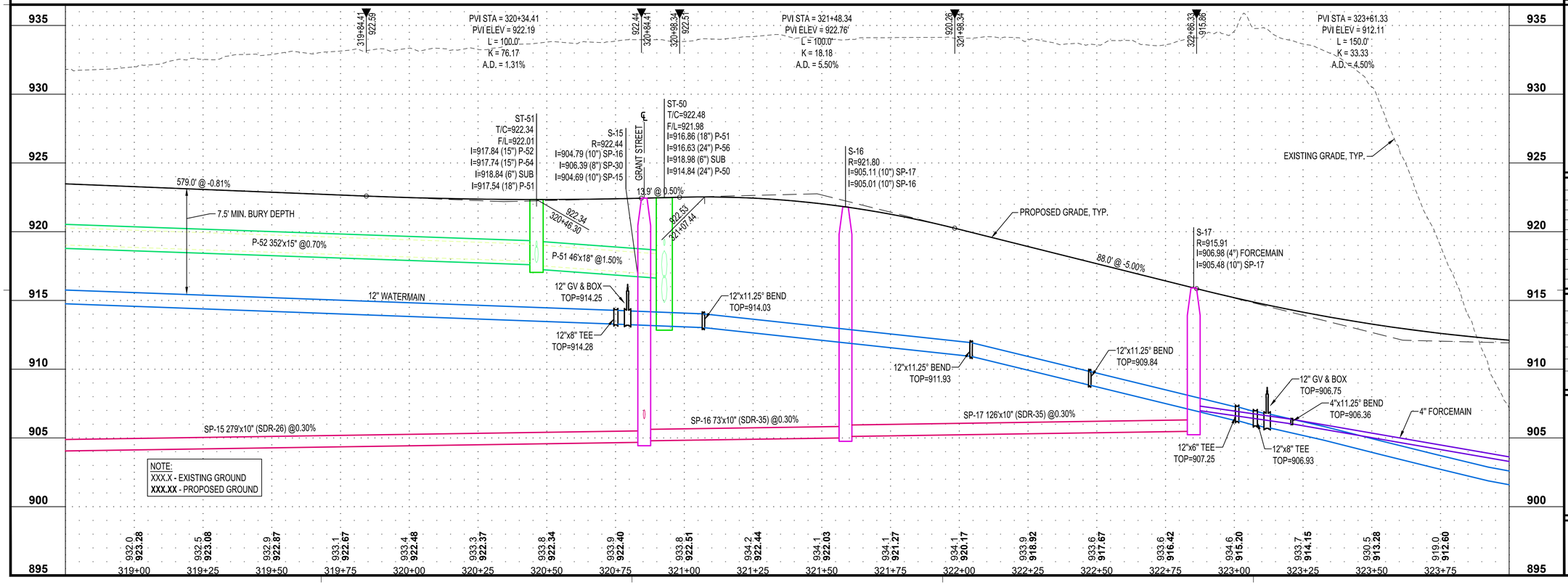
PLANNED ROAD & UTILITY CONSTRUCTION

SHEET

55 OF 115



185TH AVE STATION 318+75 TO 324+00



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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

REVISION SCHEDULE

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PROJECT NO.	22-26553
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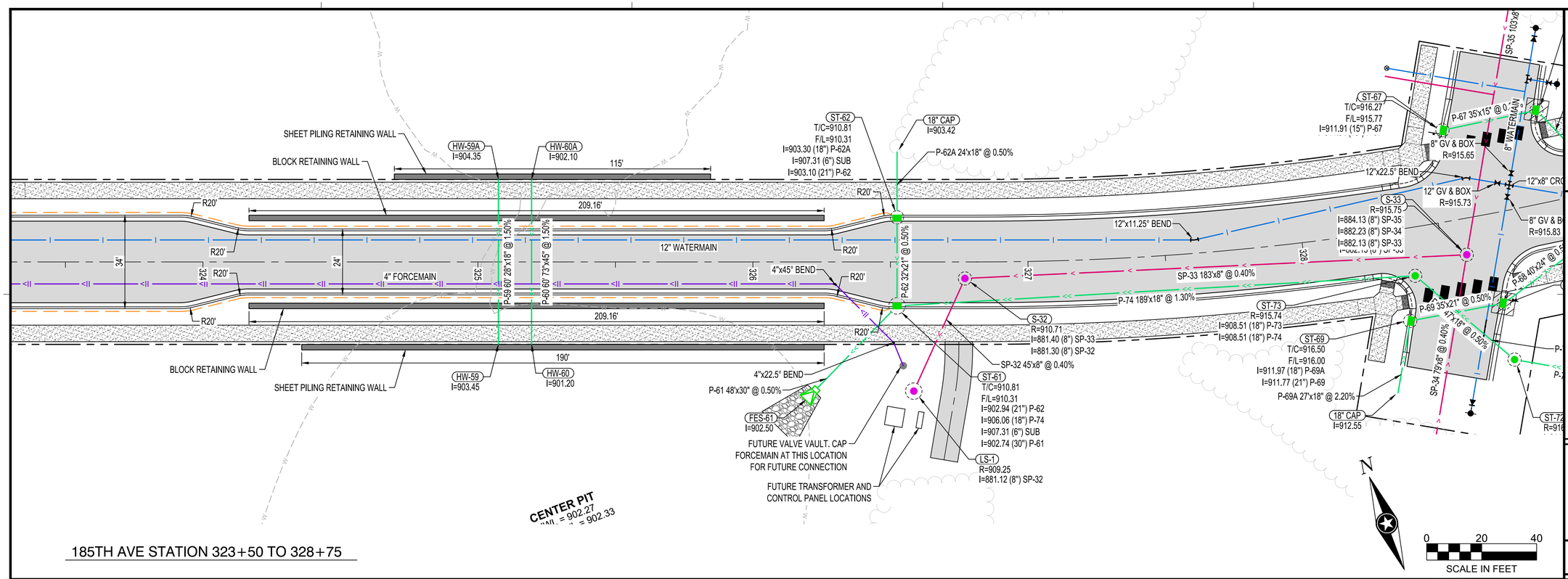
CLIENT PROJECT NO.	-

TITLE

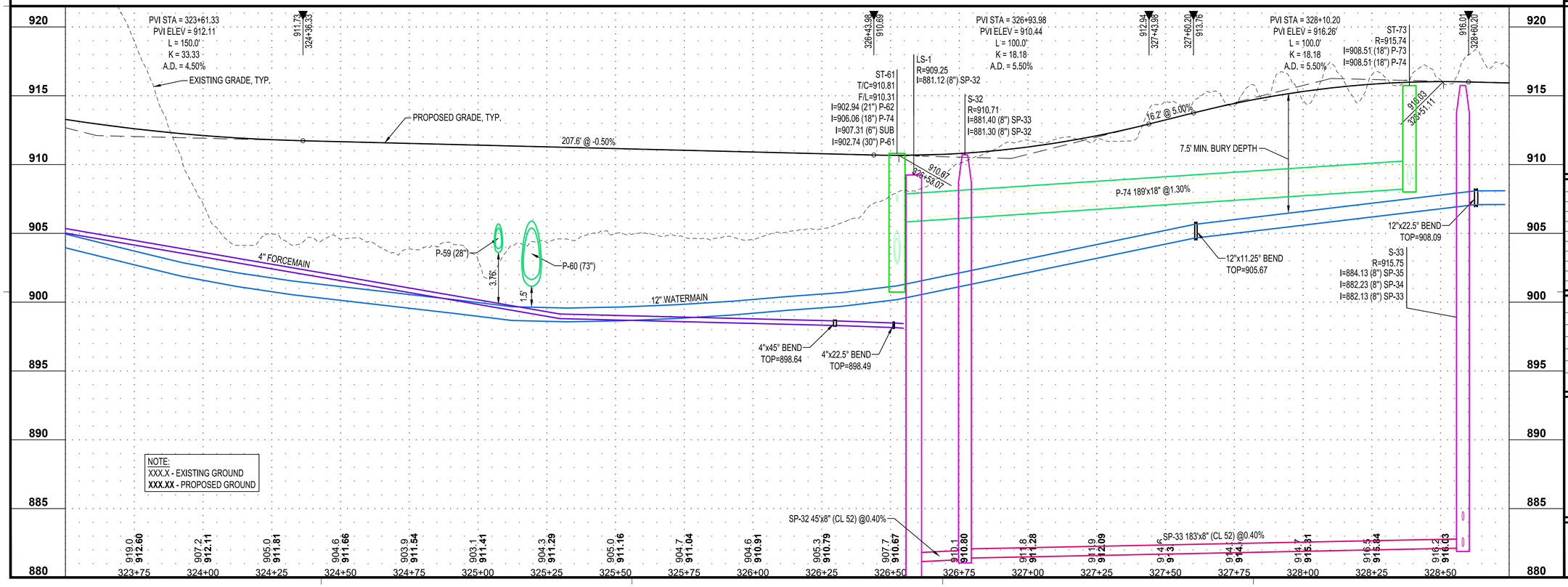
PLANNED ROAD & UTILITY CONSTRUCTION

SHEET

56 OF 115



185TH AVE STATION 323+50 TO 328+75



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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
FILE NAME	26553 - 7.4 P&P - IVANHOE ST (P2)
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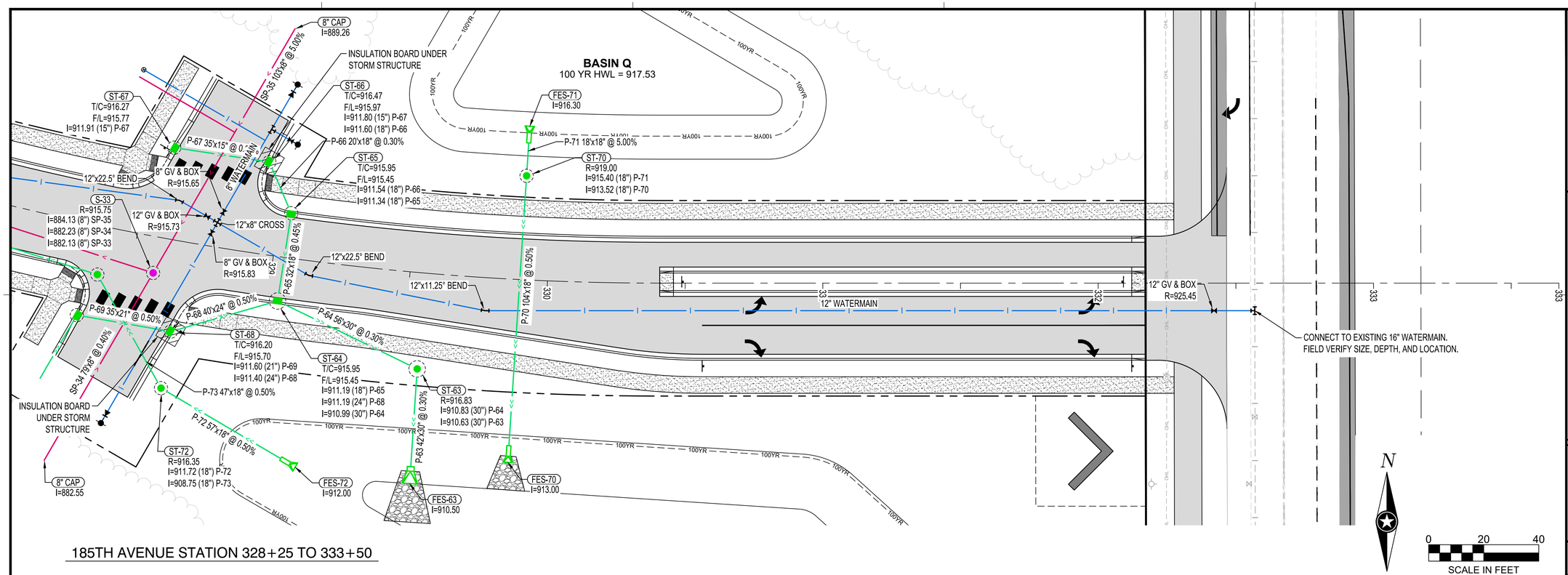
CLIENT PROJECT NO.	-

TITLE

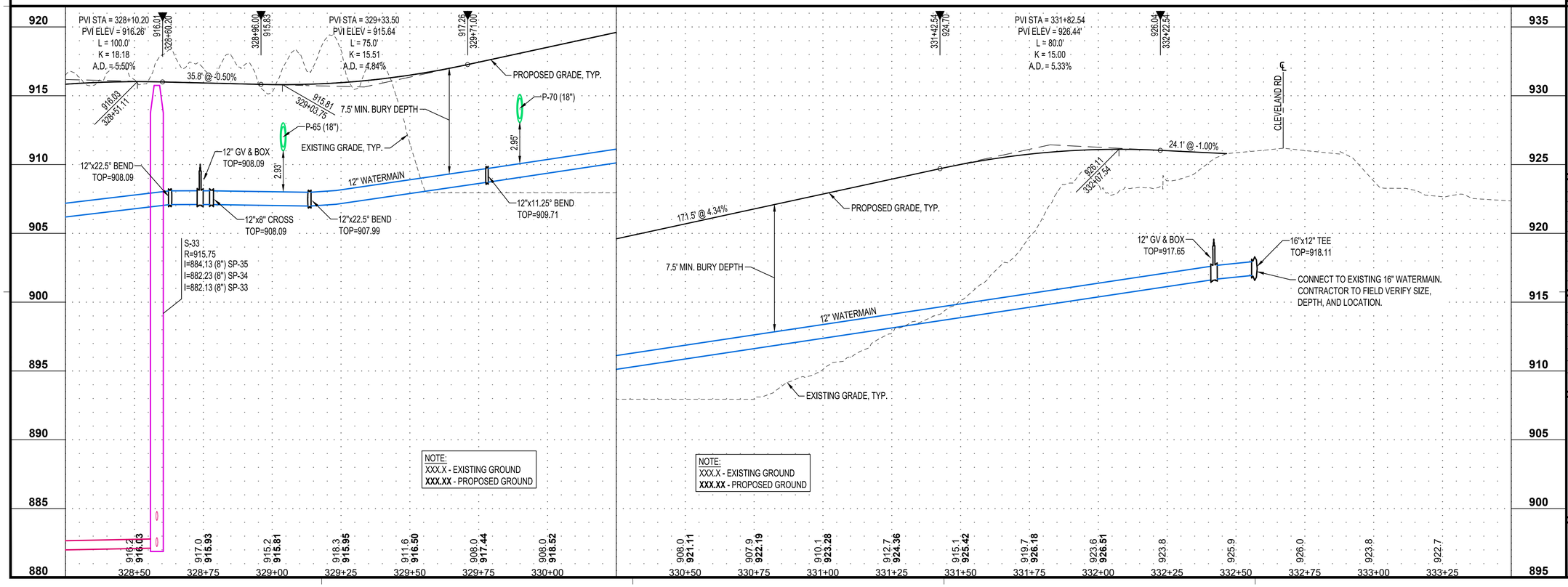
PLANNED ROAD & UTILITY CONSTRUCTION

SHEET

57 OF 115



185TH AVENUE STATION 328+25 TO 333+50



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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

REVISION SCHEDULE

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PROJECT NO.	22-26553
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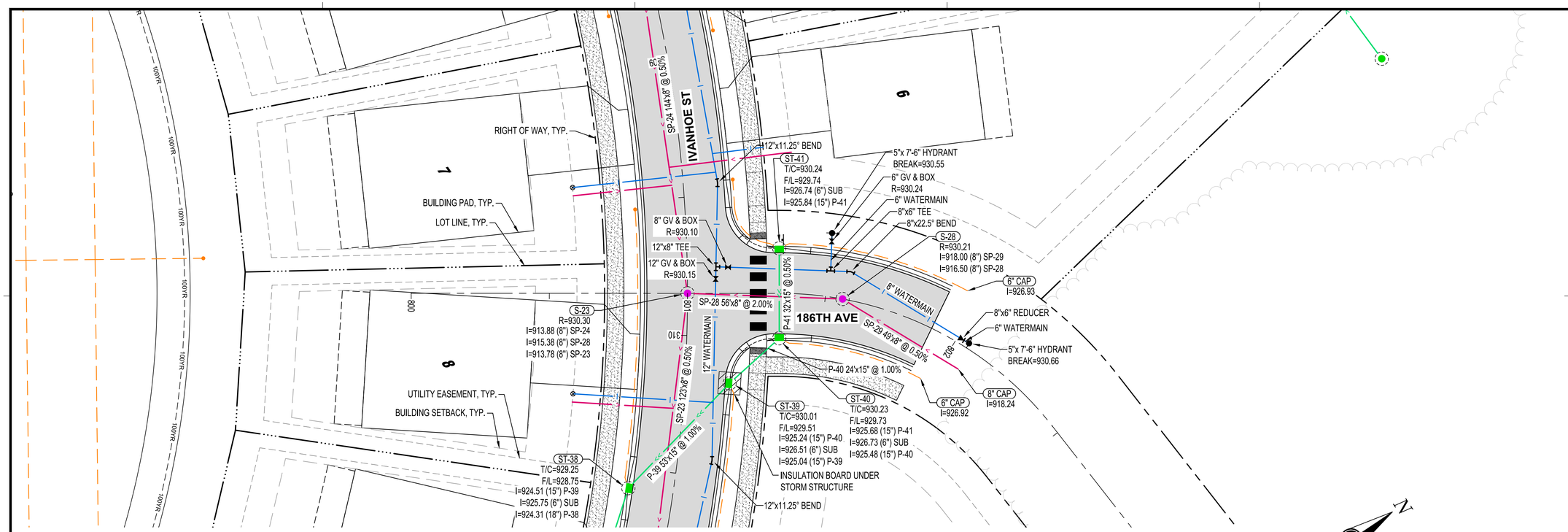
CLIENT PROJECT NO.	-

TITLE

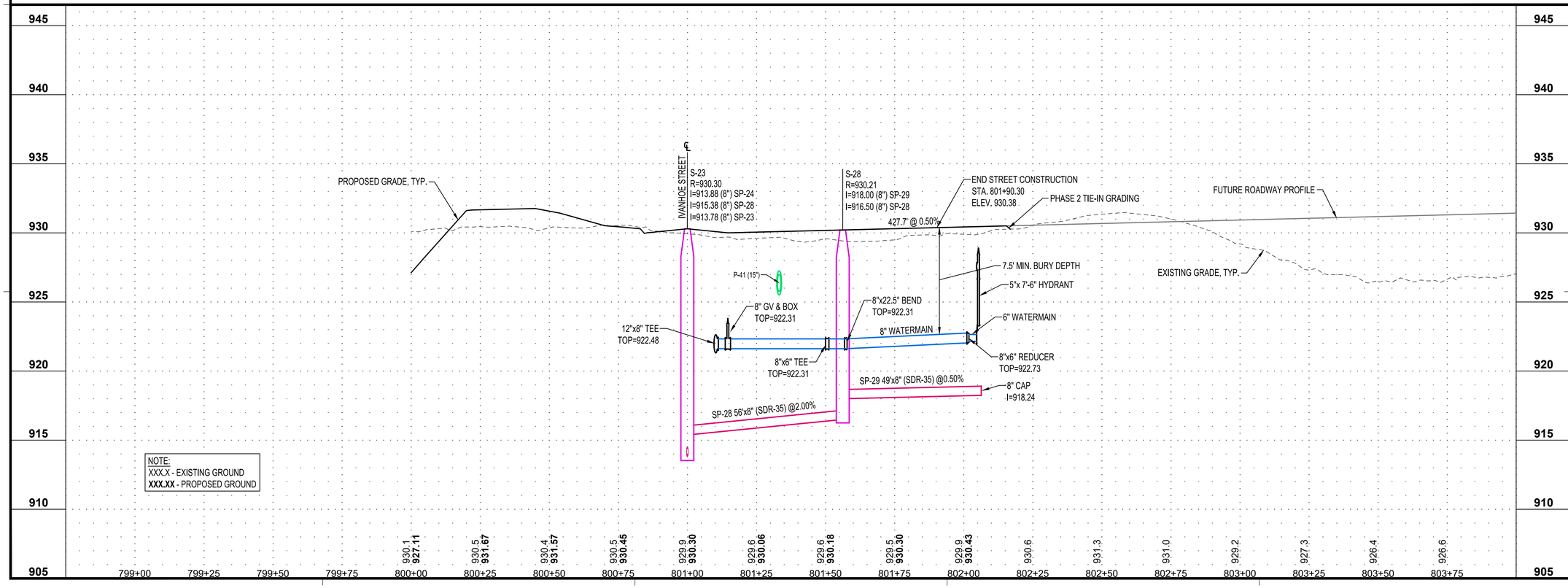
PLANNED ROAD & UTILITY CONSTRUCTION

SHEET

58 OF 115



186TH AVE STATION 798+75 TO 804+00



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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

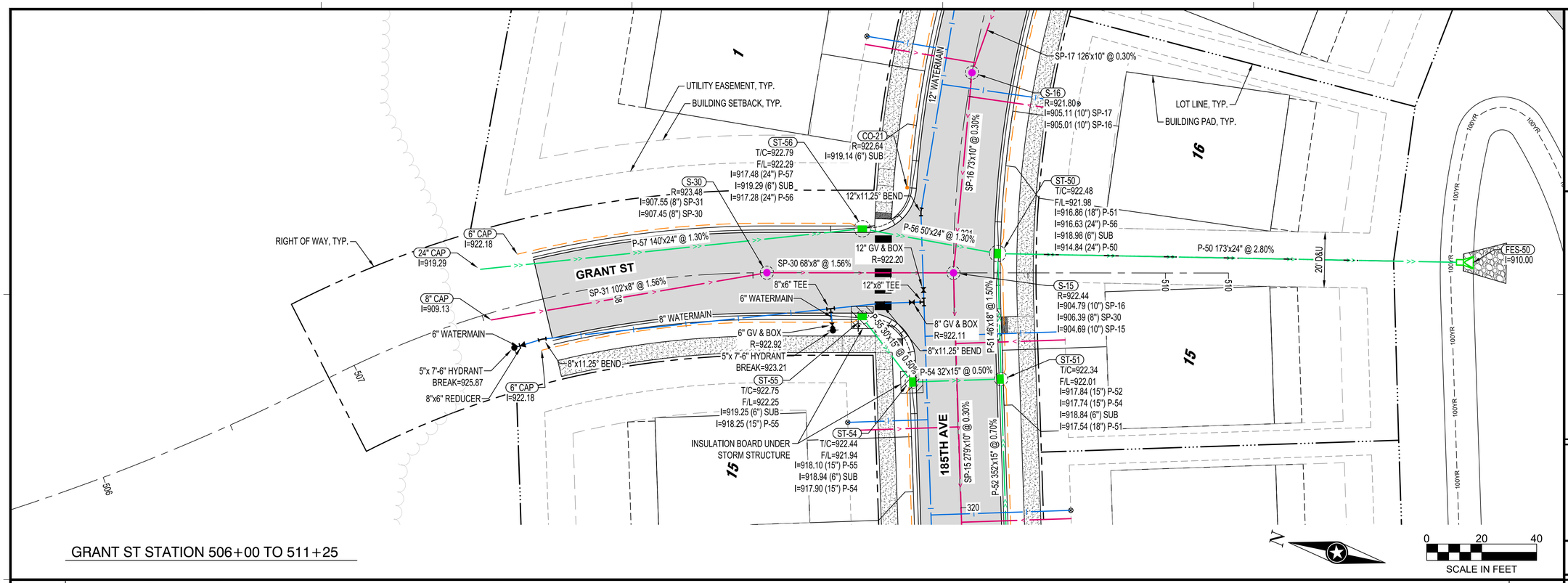
PROJECT NO.	22-26553
FILE NAME	26553 - 7.5 P&P - 186TH AVE (P2)
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	JDF
ORIGINAL ISSUE DATE	2024-08-26
CLIENT PROJECT NO.	-

TITLE

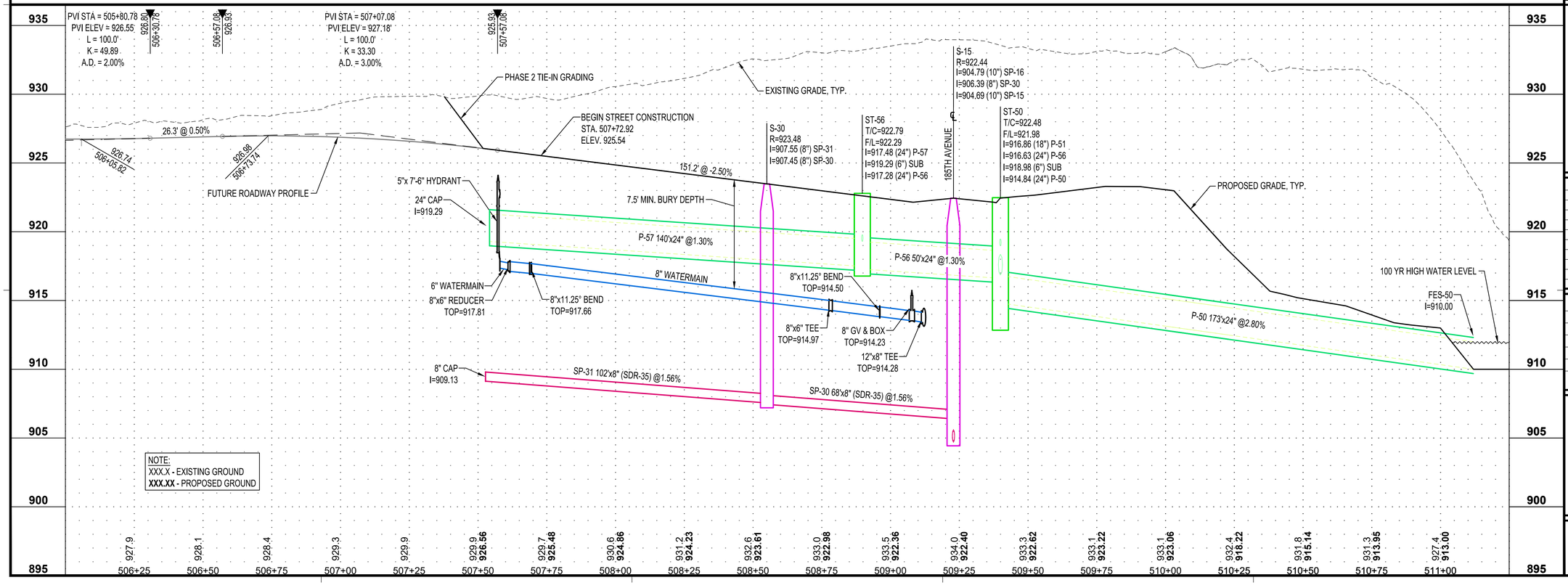
PLANNED ROAD & UTILITY CONSTRUCTION

SHEET

59 OF 115



GRANT ST STATION 506+00 TO 511+25



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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
FILE NAME	26553 - 7.6 P&P - GRANT ST (P2)
DRAWN BY	TTK
DESIGNED BY	TTK
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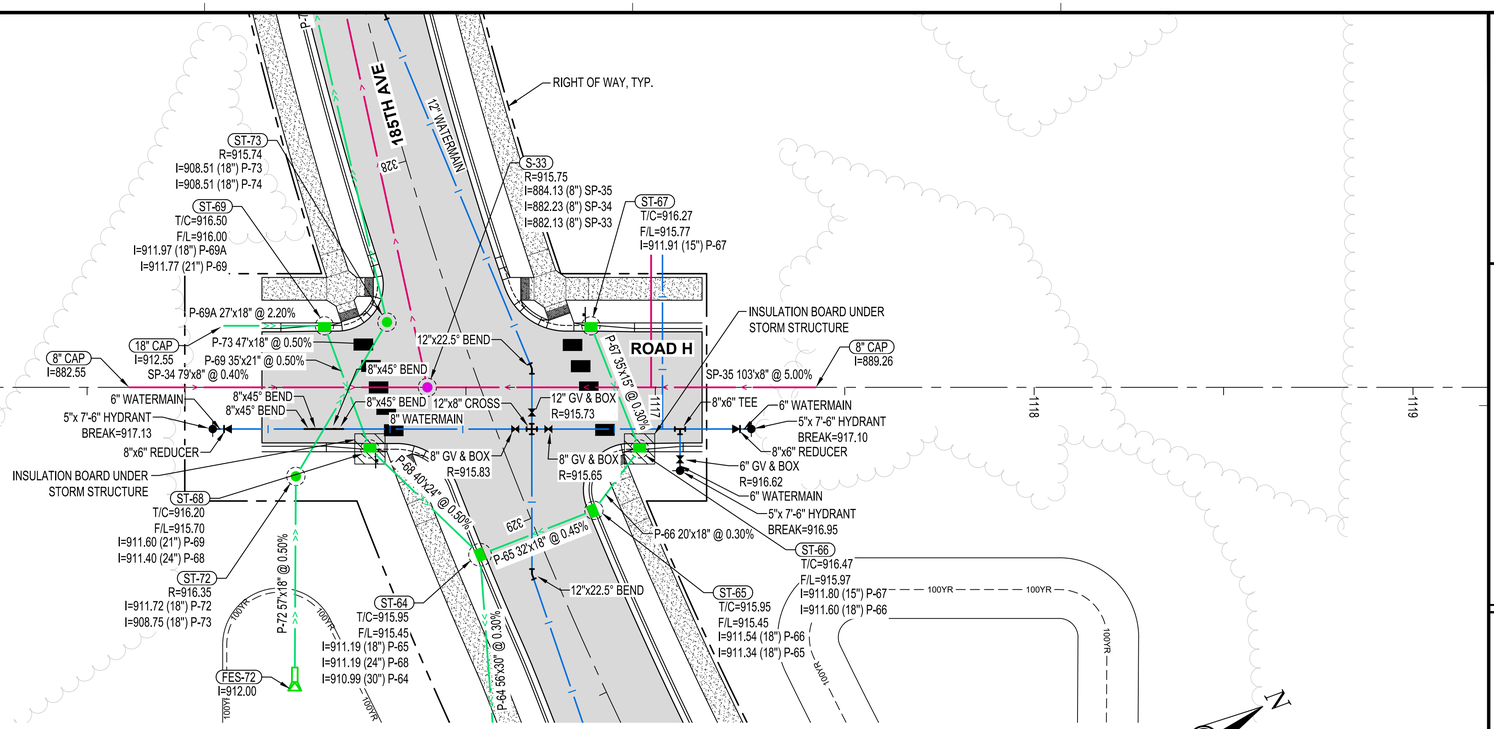
ORIGINAL ISSUE DATE	2024-08-26
CLIENT PROJECT NO.	-

TITLE

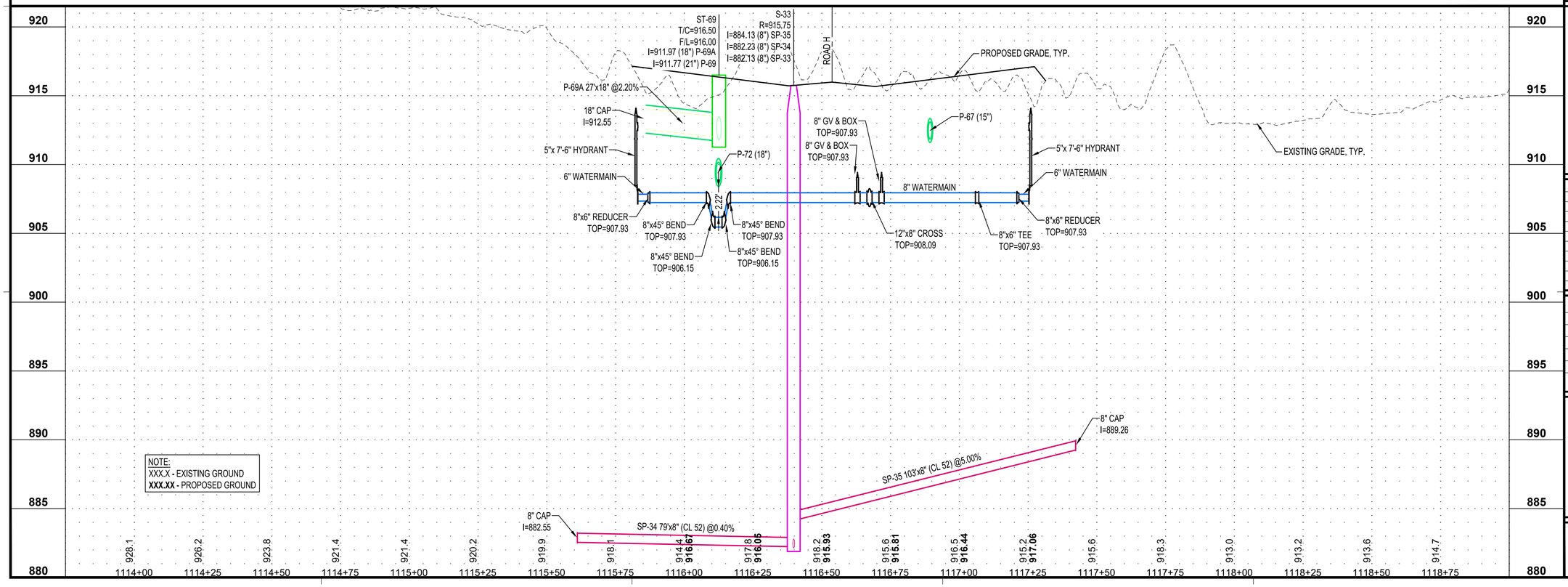
PLANNED ROAD & UTILITY CONSTRUCTION

SHEET

60 OF 115



ROAD H STATION 1113+75 TO 1119+00



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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

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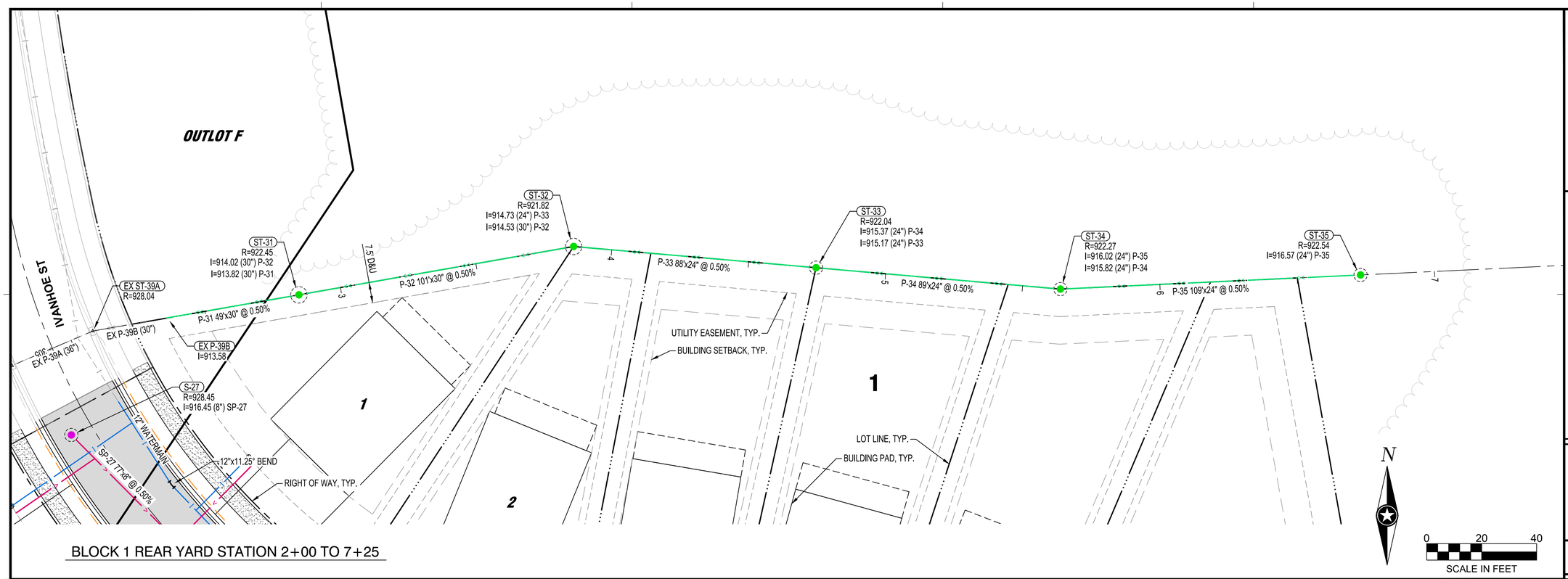
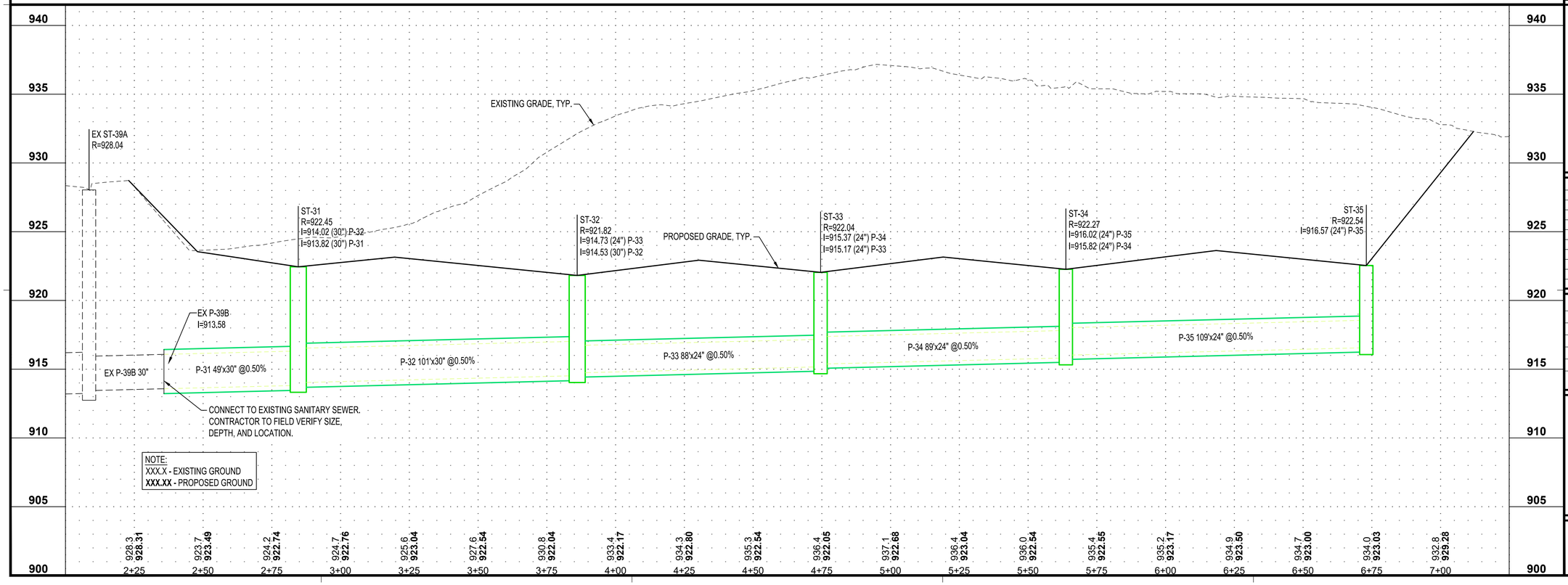
PLANNED ROAD & UTILITY CONSTRUCTION

SHEET

61 OF 115



BLOCK 1 REAR YARD STATION 2+00 TO 7+25



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DRAWN BY	TTK
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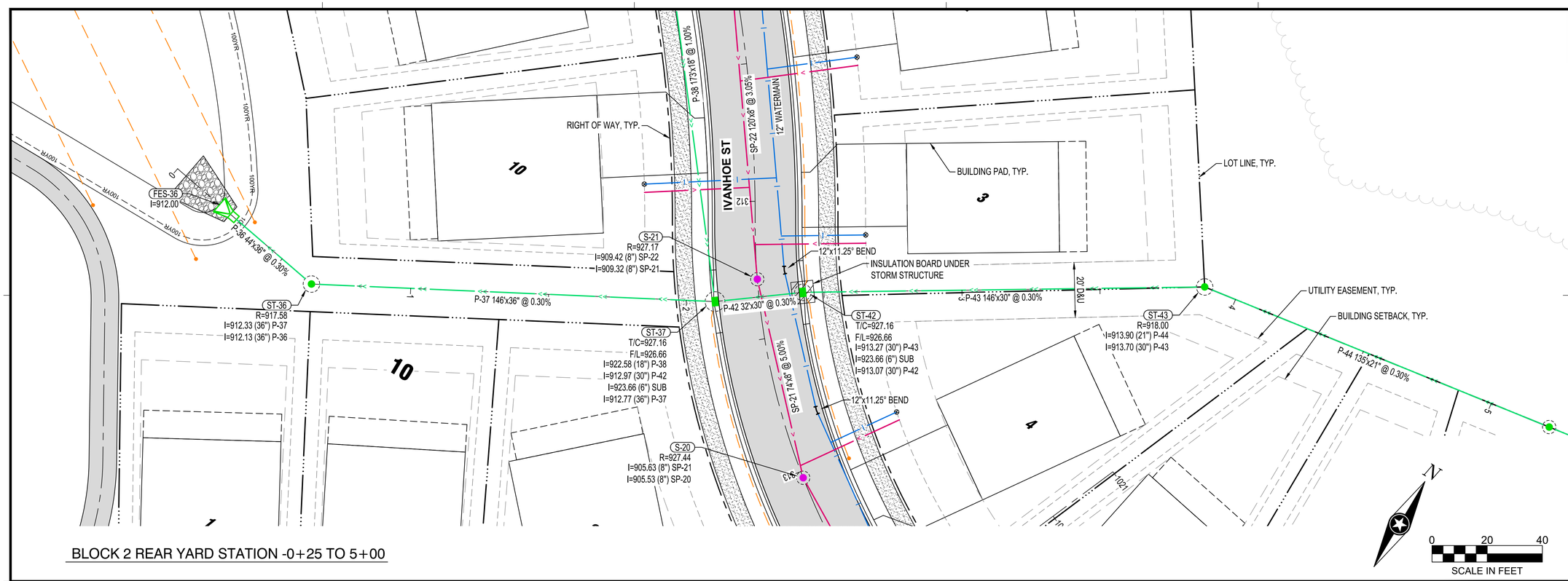
CLIENT PROJECT NO.	-

TITLE

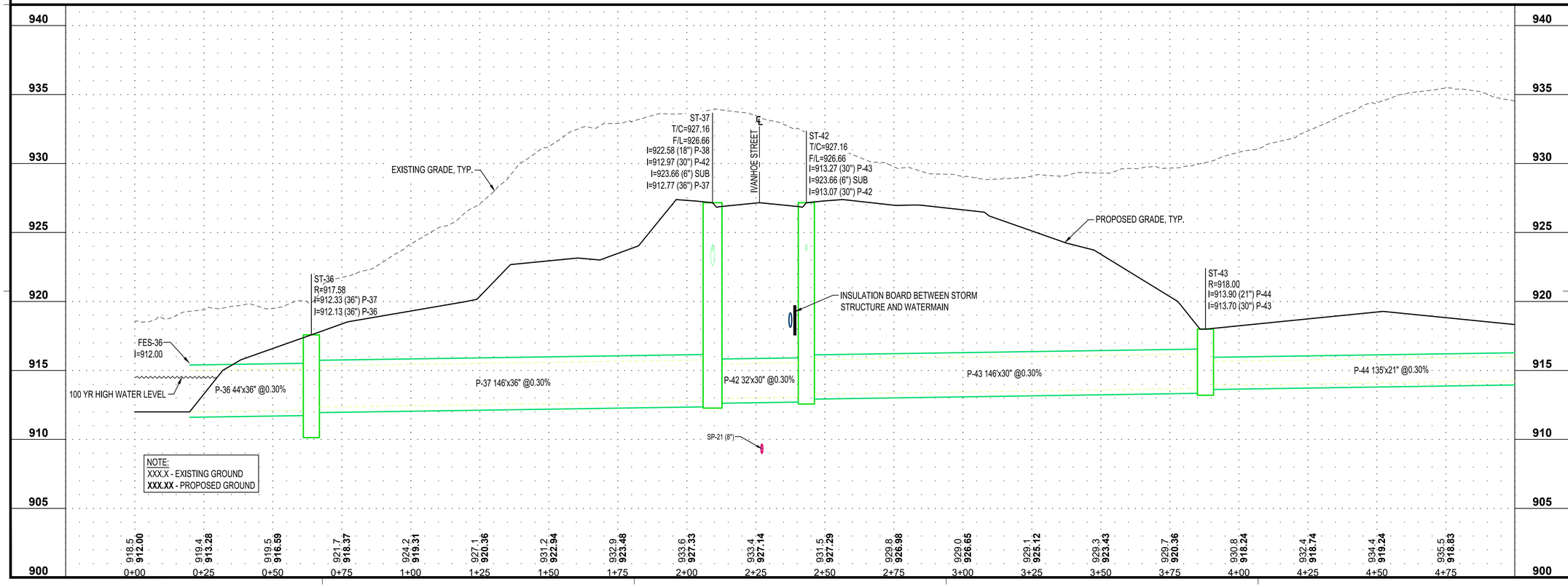
PLANNED UTILITY CONSTRUCTION

SHEET

62 OF 115



BLOCK 2 REAR YARD STATION -0+25 TO 5+00



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JERREMY D. FOSS

DATE xxxx-xx-xx LIC. NO. 55871

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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

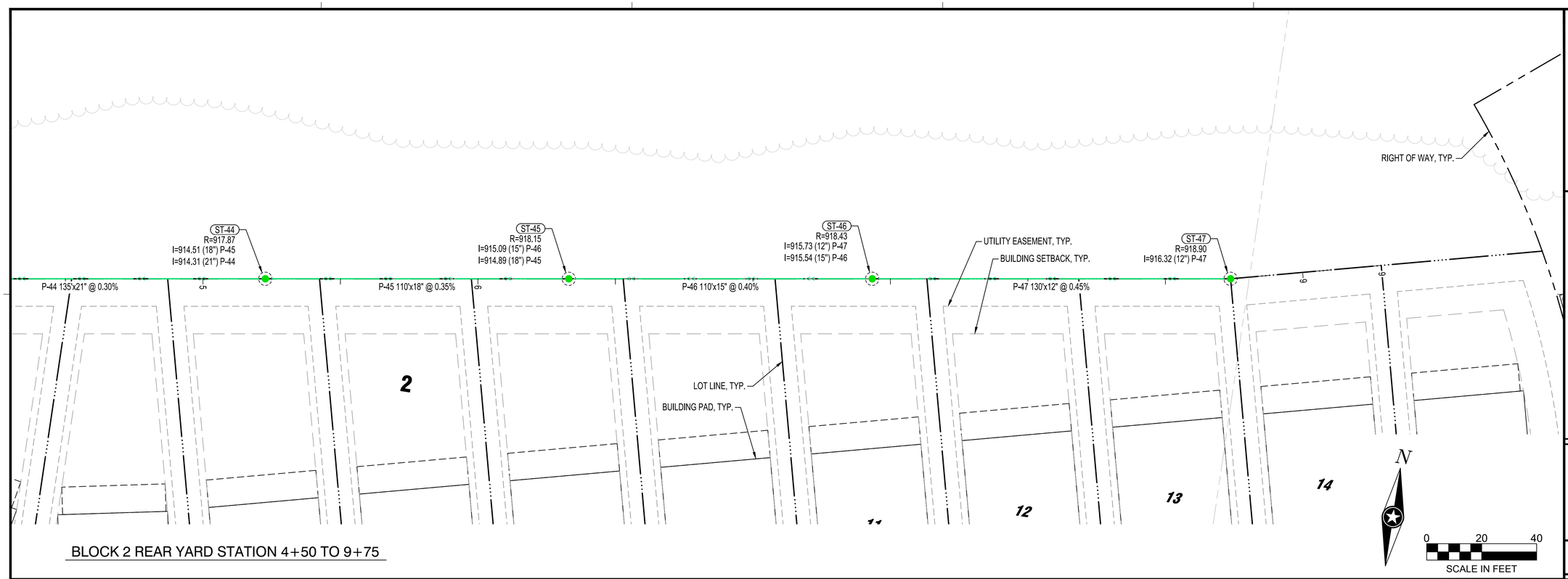
PROJECT NO.	22-26553
FILE NAME	26553 - 7.7 P&P - REAR YARDS (P2)
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	JDF
ORIGINAL ISSUE DATE	2024-08-26
CLIENT PROJECT NO.	-

TITLE

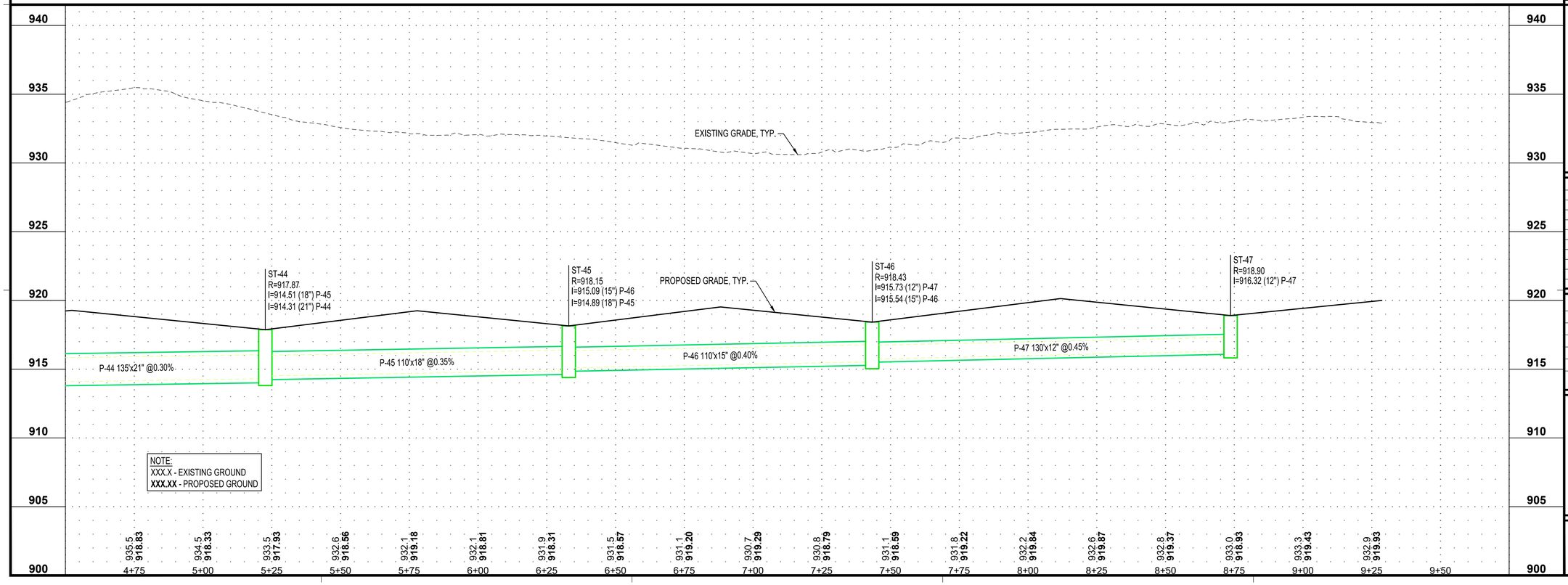
PLANNED UTILITY CONSTRUCTION

SHEET

63 OF 115



BLOCK 2 REAR YARD STATION 4+50 TO 9+75



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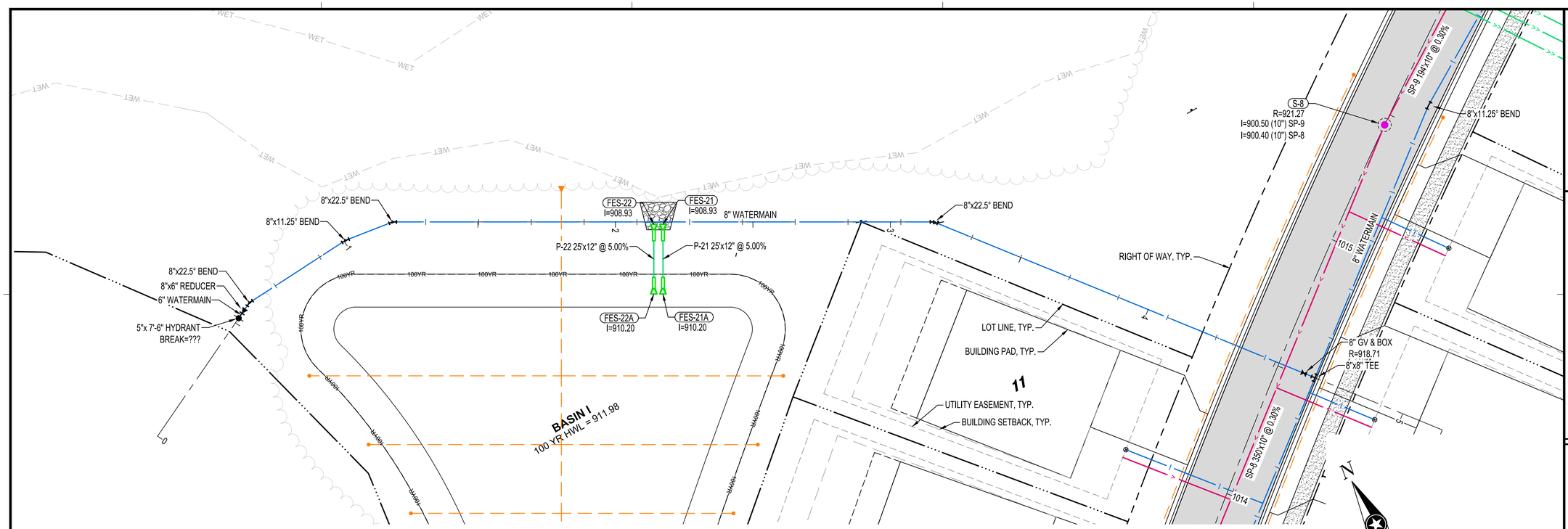
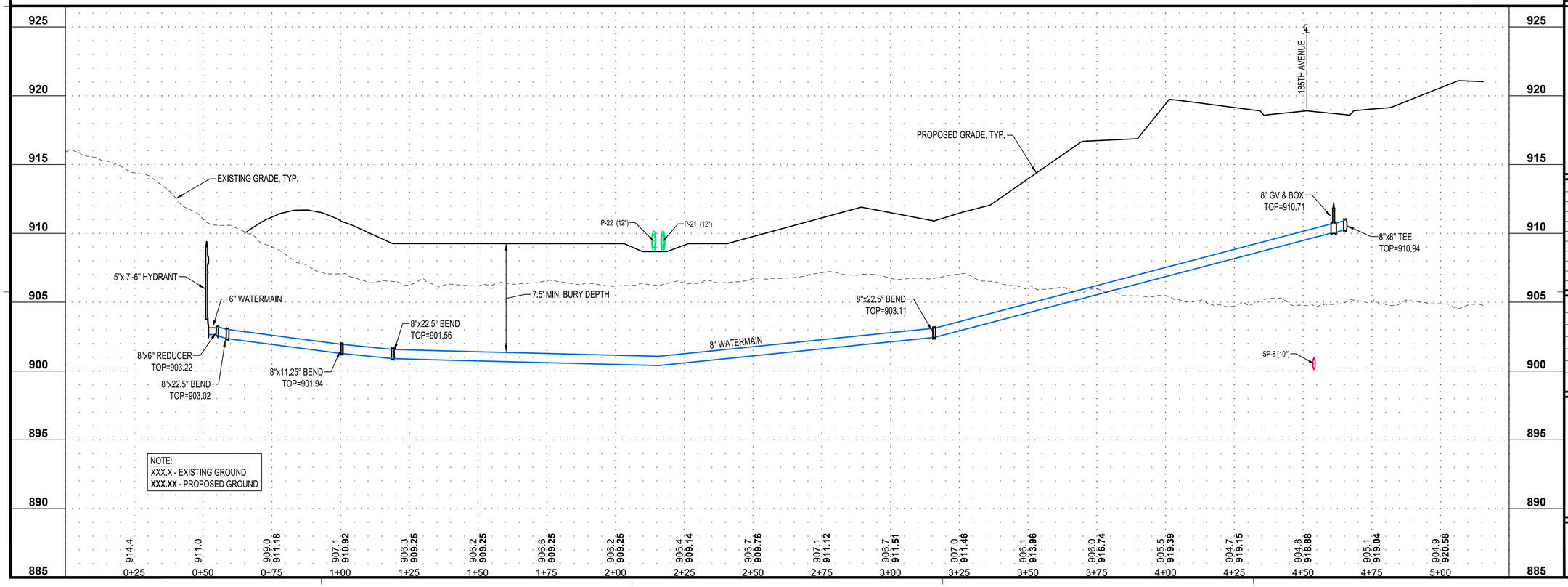


OUTLOT E WATERMAIN STATION 0+00 TO 5+25



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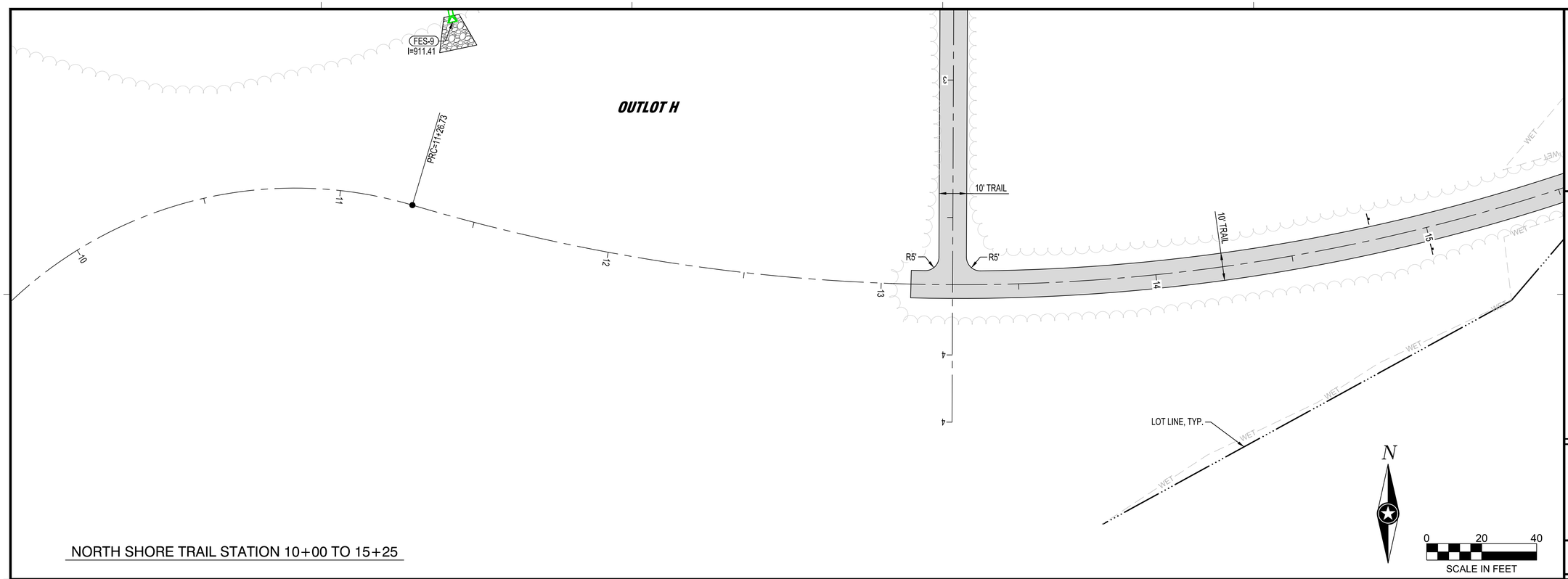
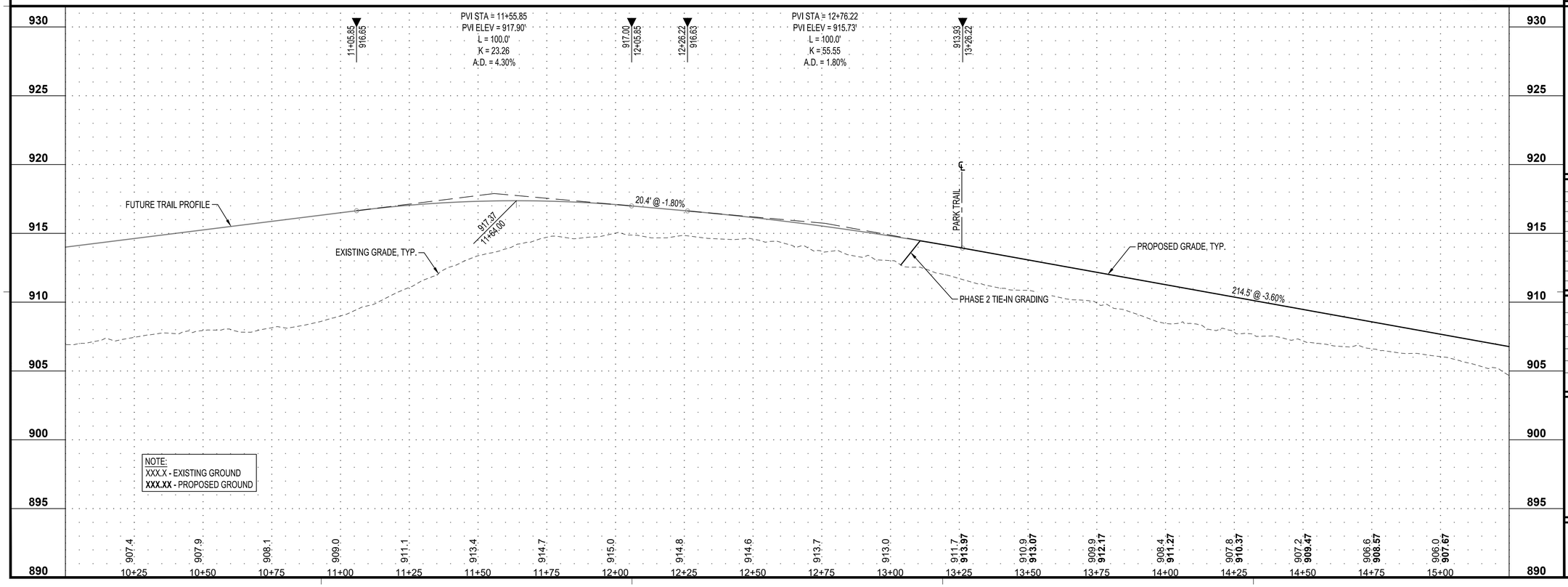


NORTH SHORE TRAIL STATION 10+00 TO 15+25



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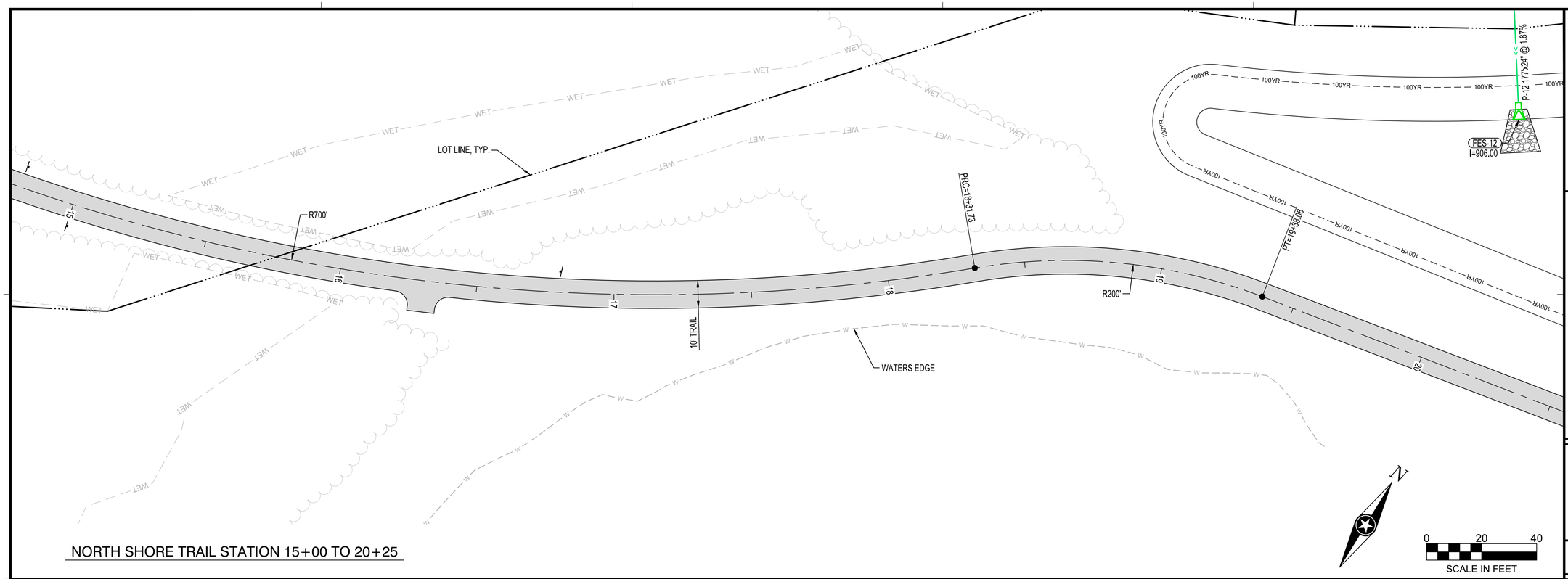
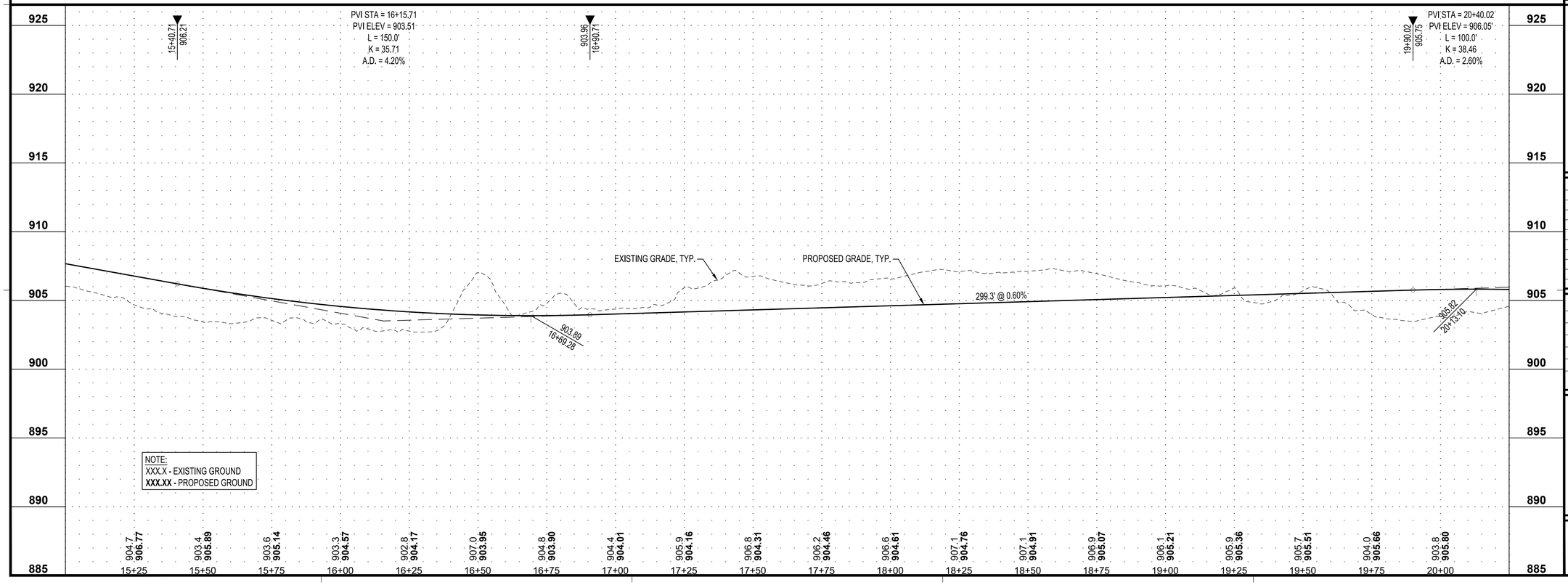


NORTH SHORE TRAIL STATION 15+00 TO 20+25



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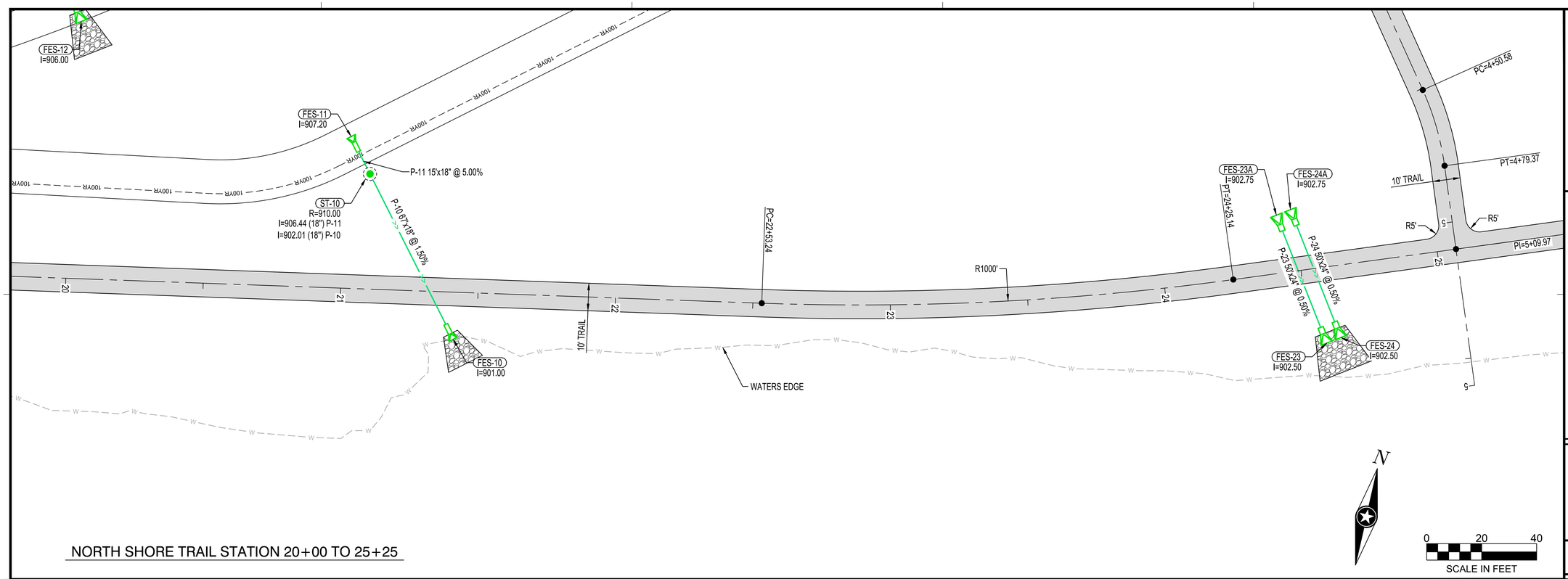
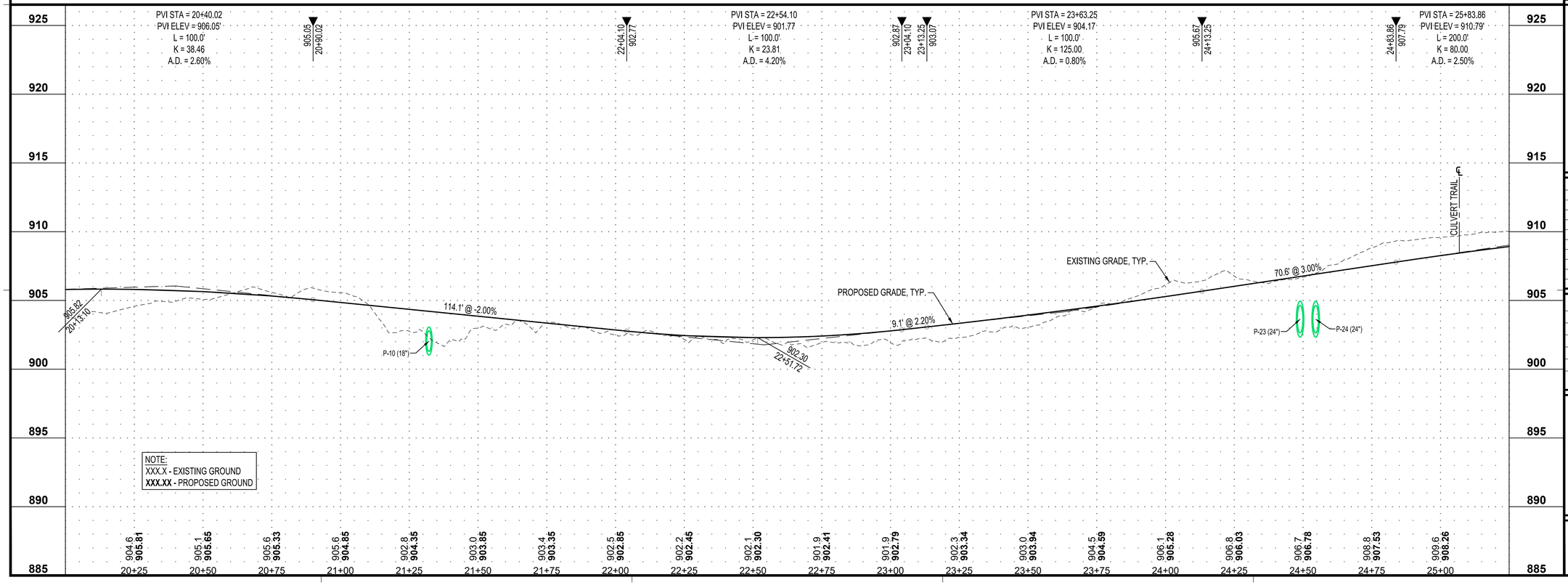


NORTH SHORE TRAIL STATION 20+00 TO 25+25



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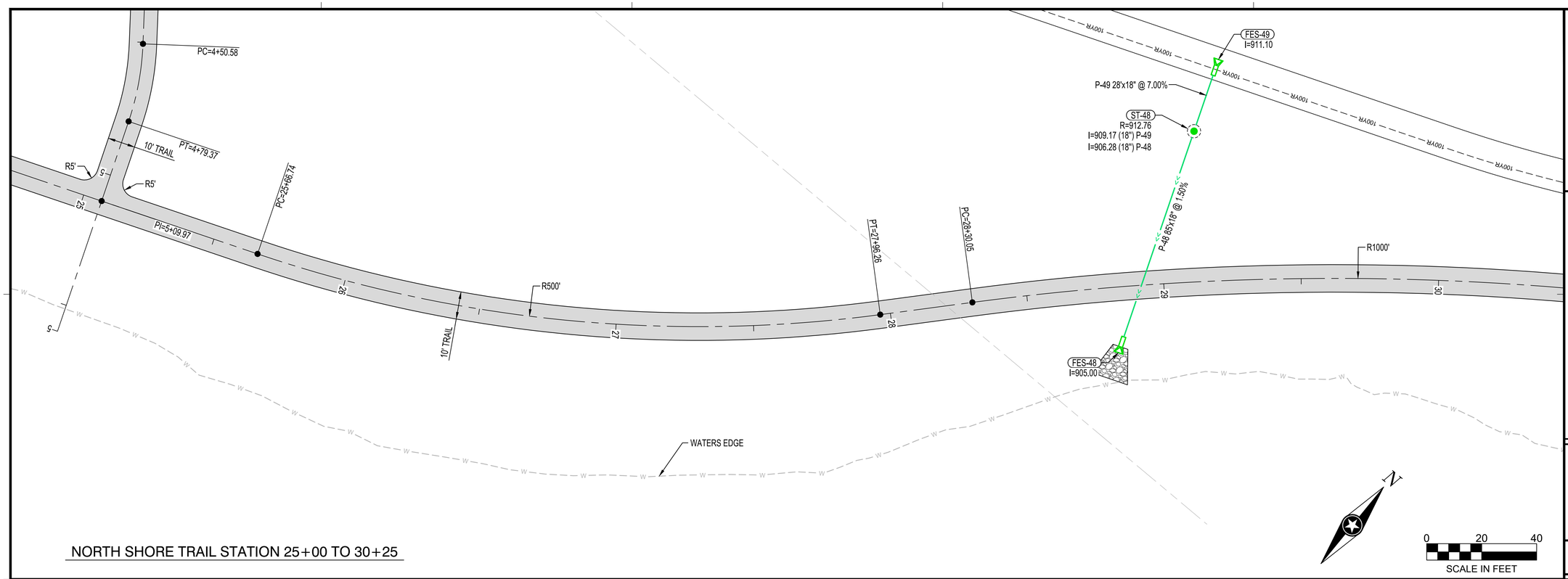
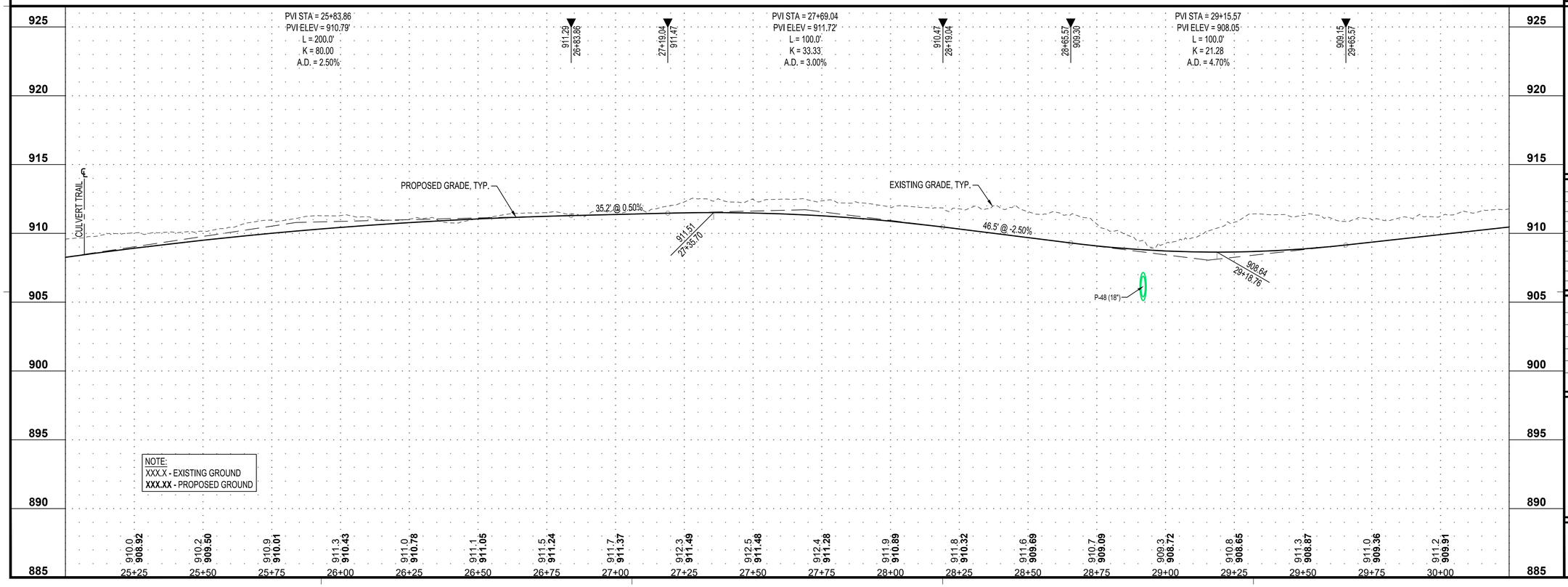


NORTH SHORE TRAIL STATION 25+00 TO 30+25



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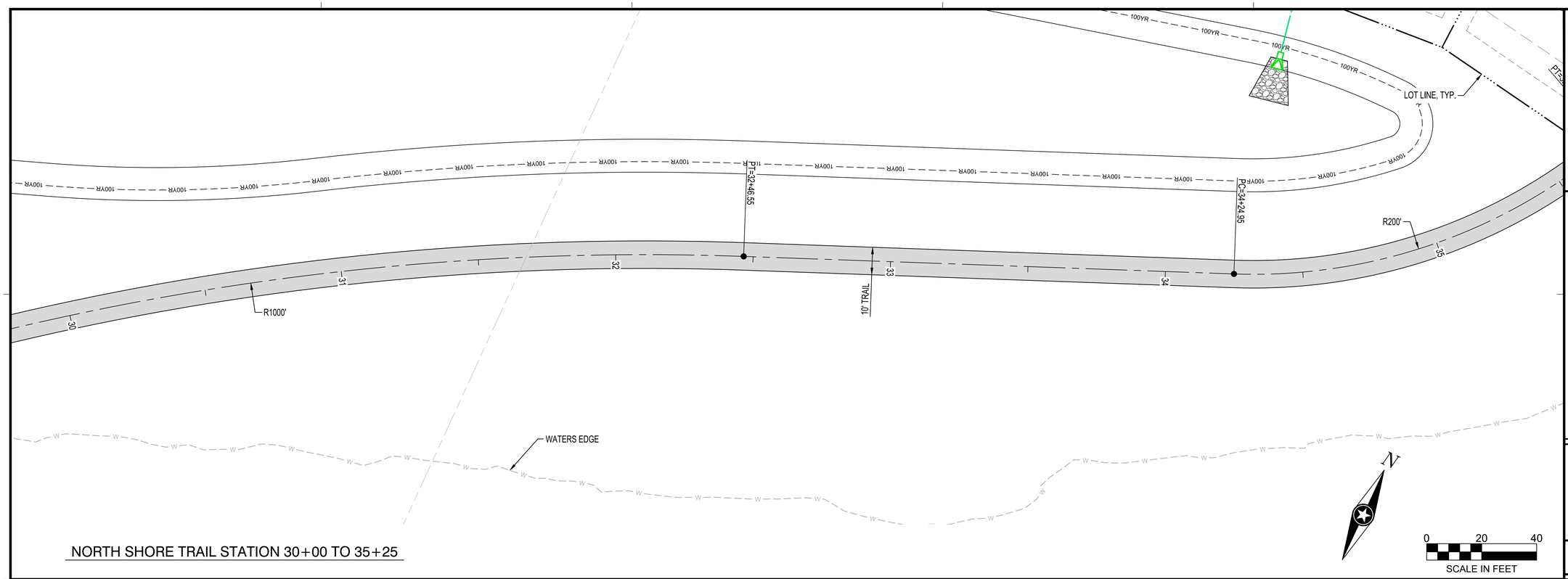
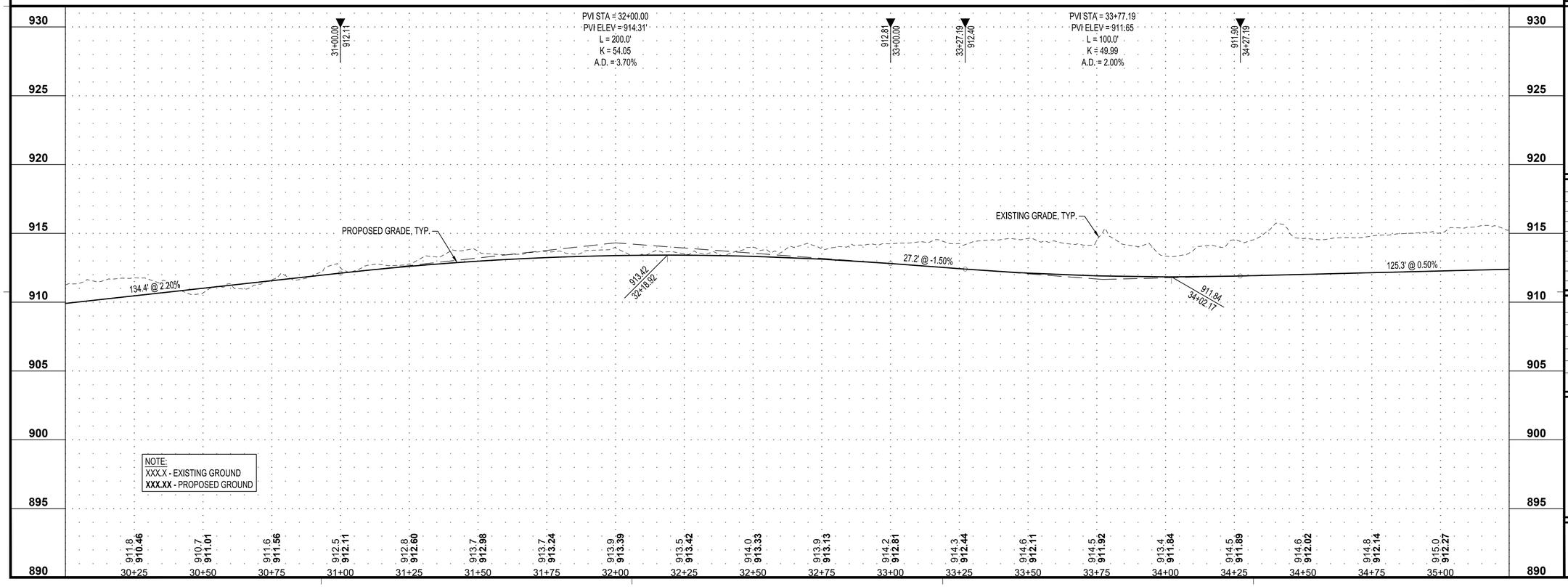


NORTH SHORE TRAIL STATION 30+00 TO 35+25



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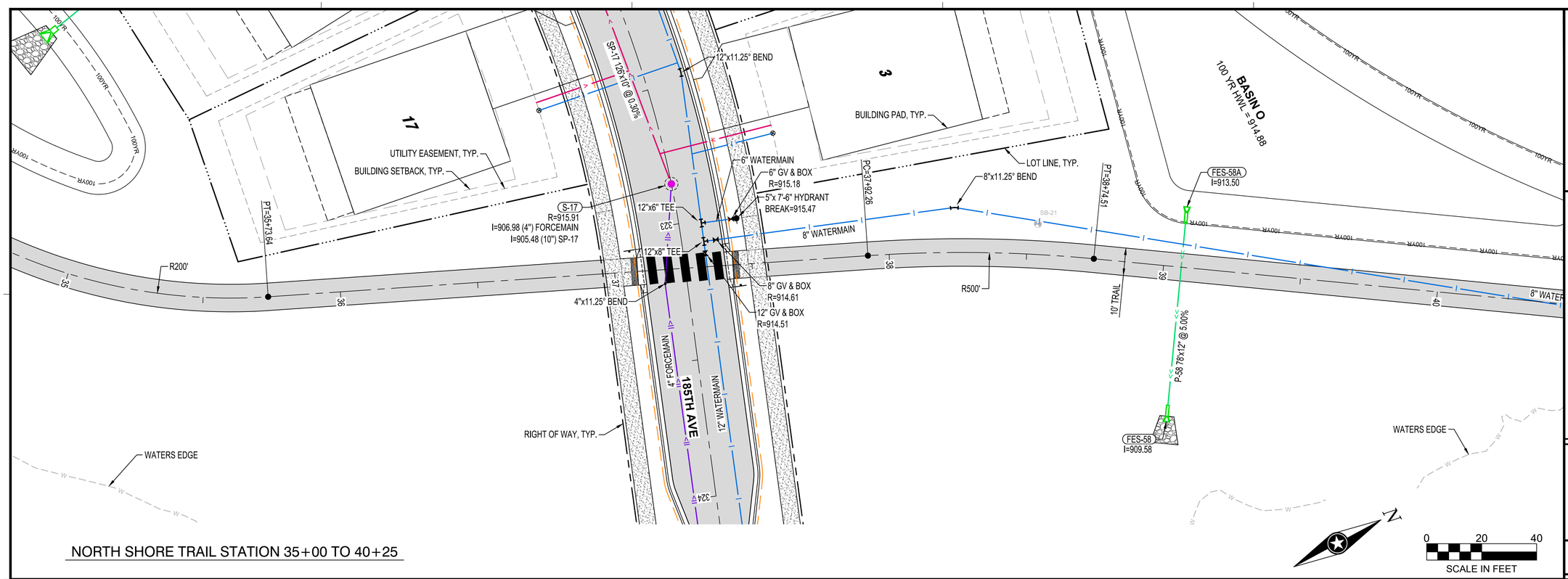

NORTH SHORE TRAIL STATION 35+00 TO 40+25

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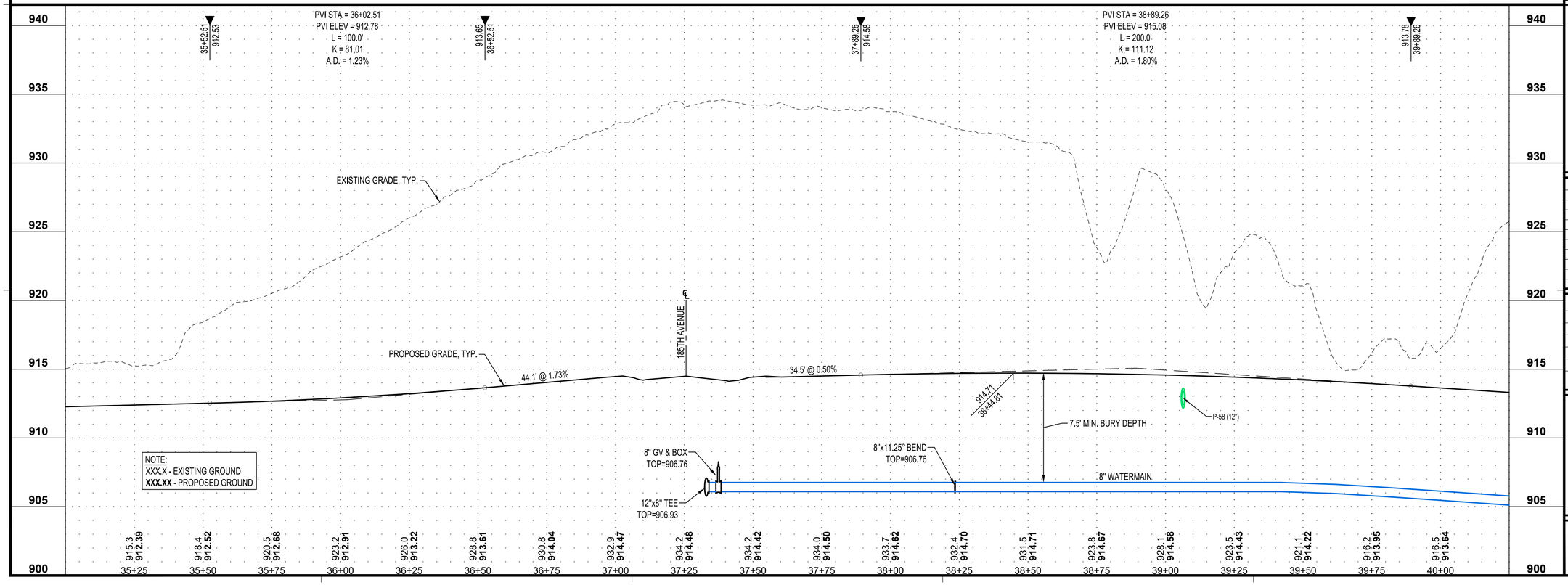
SCALE IN FEET



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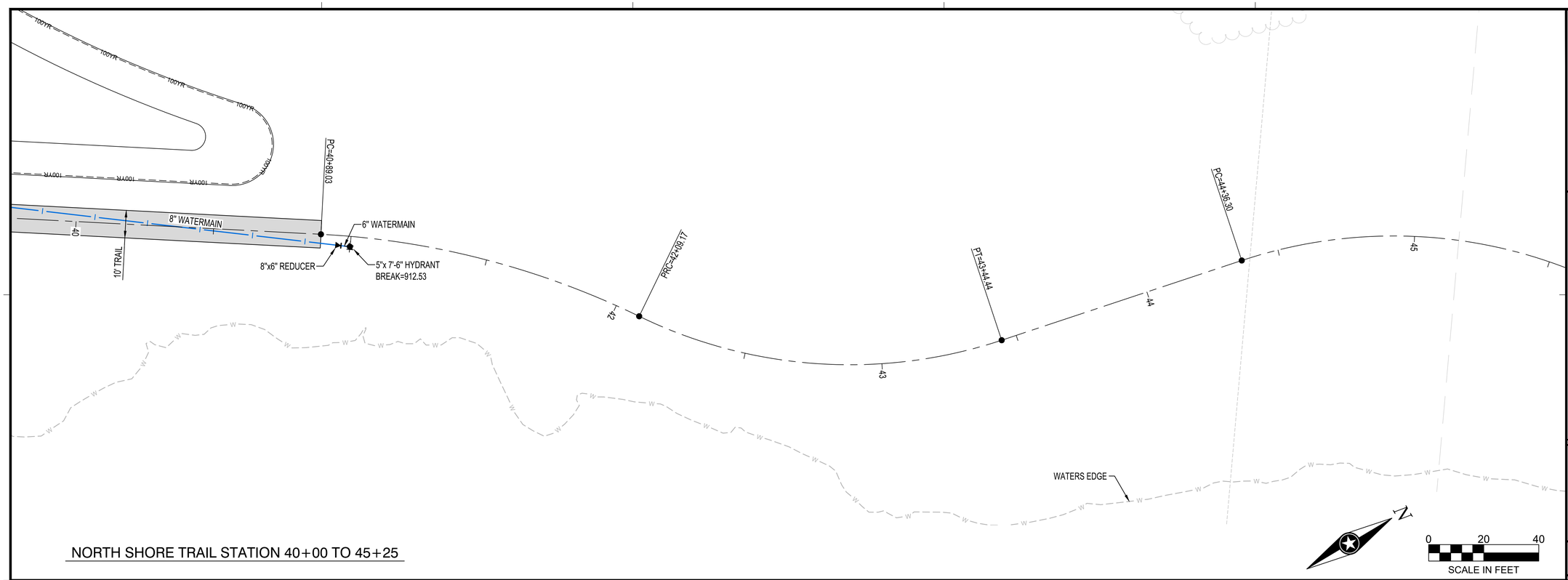
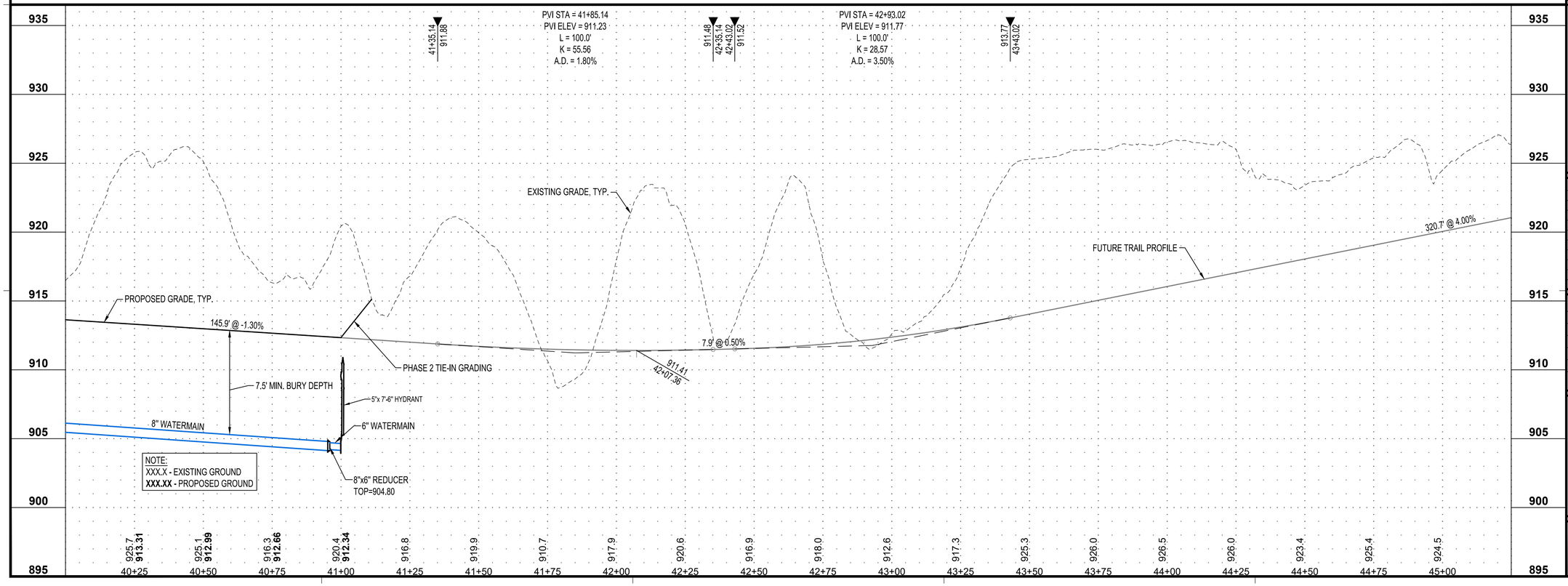


NORTH SHORE TRAIL STATION 40+00 TO 45+25



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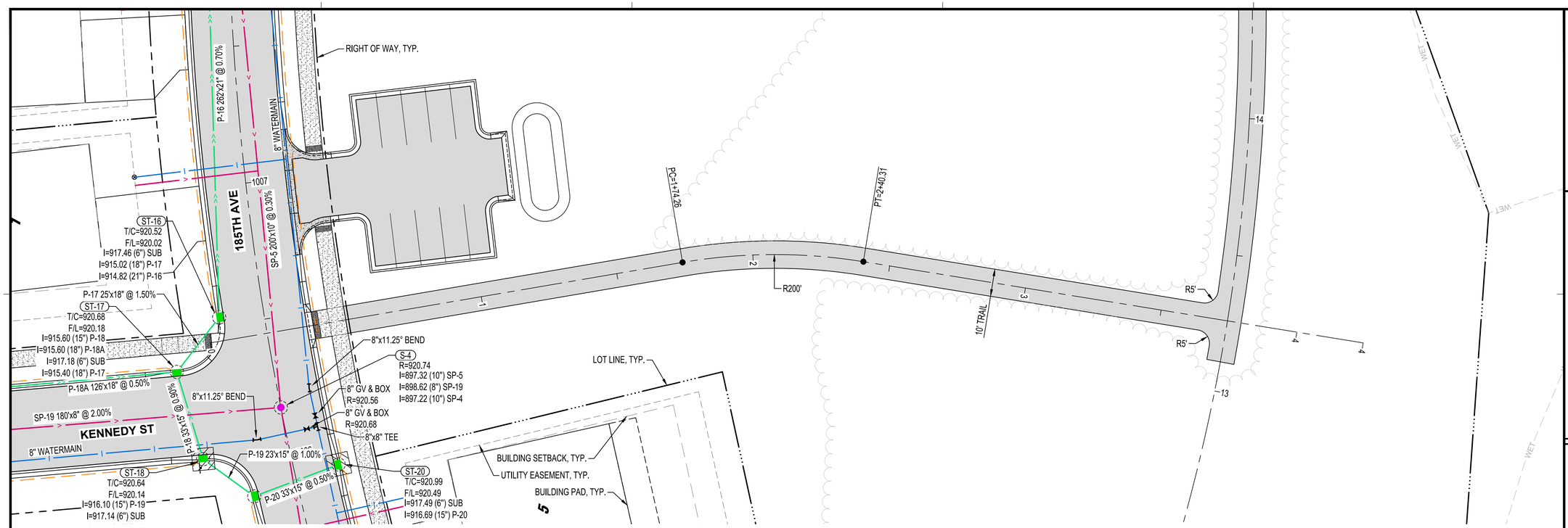
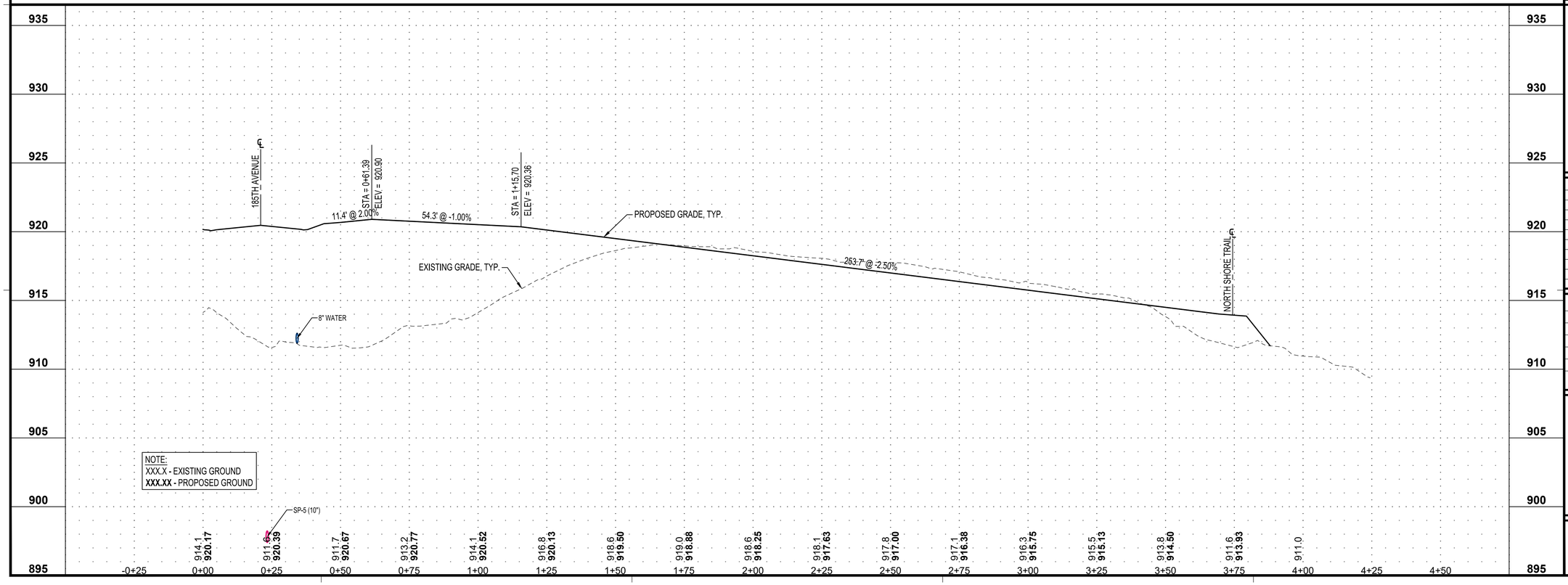


PARK TRAIL STATION -0+50 TO 4+75



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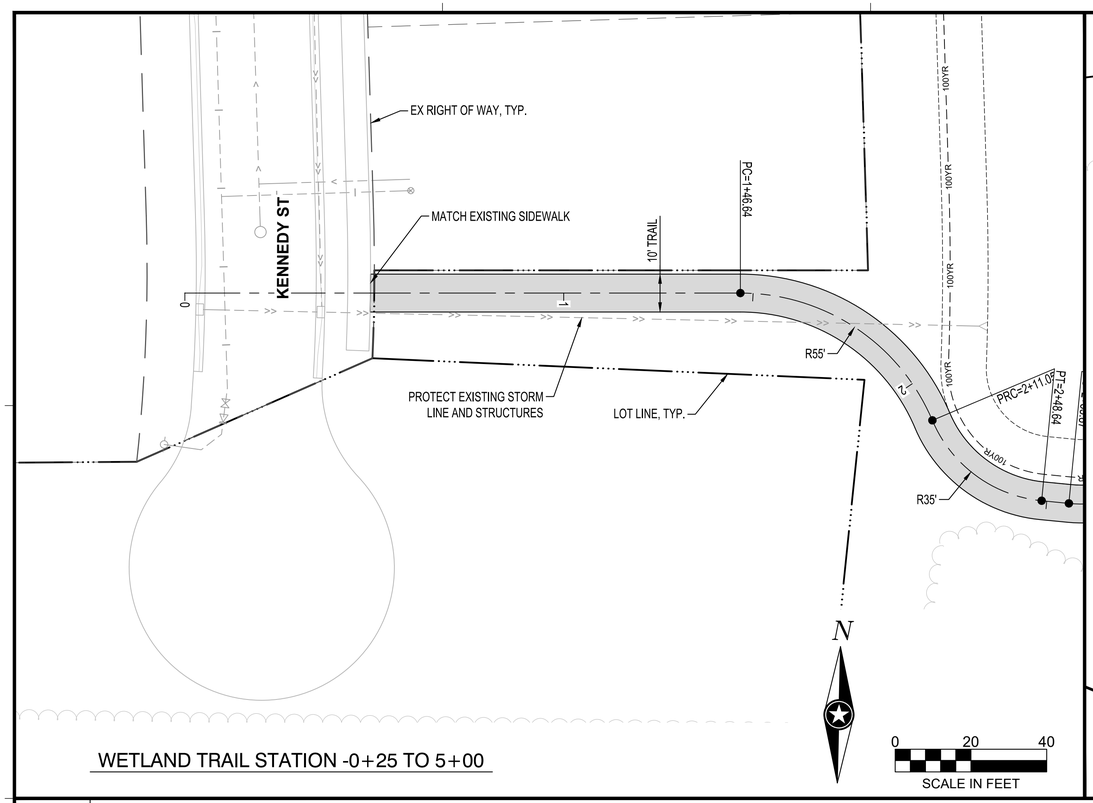
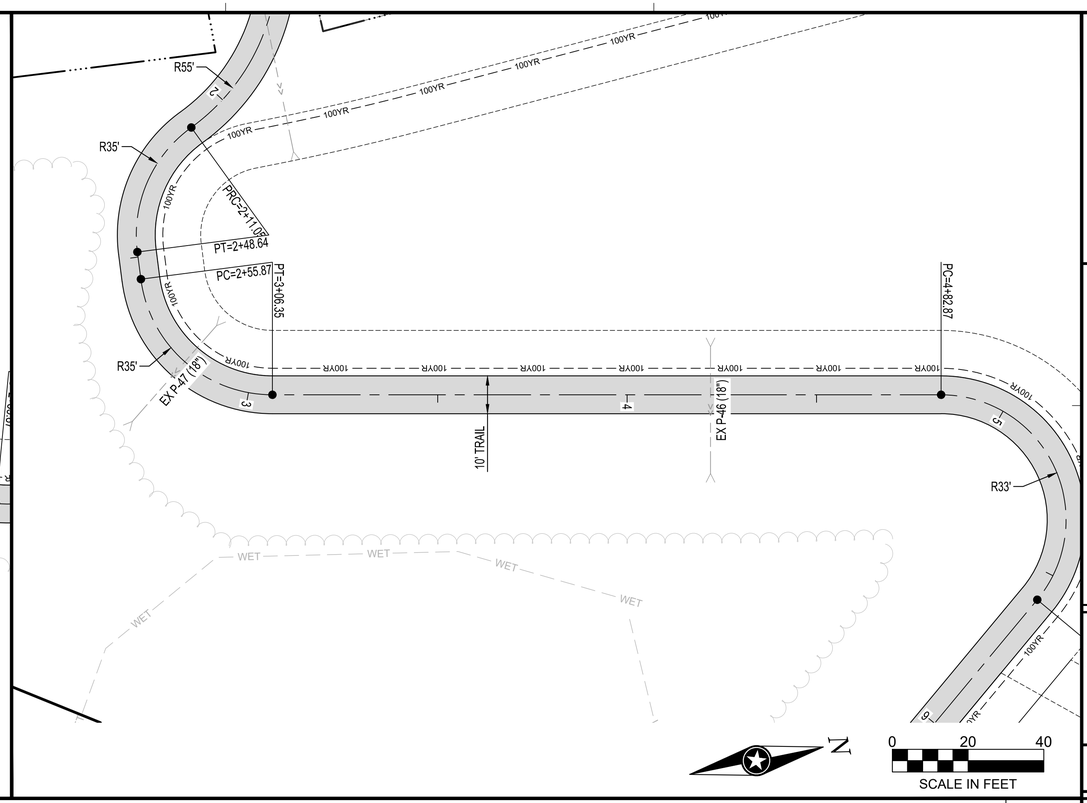
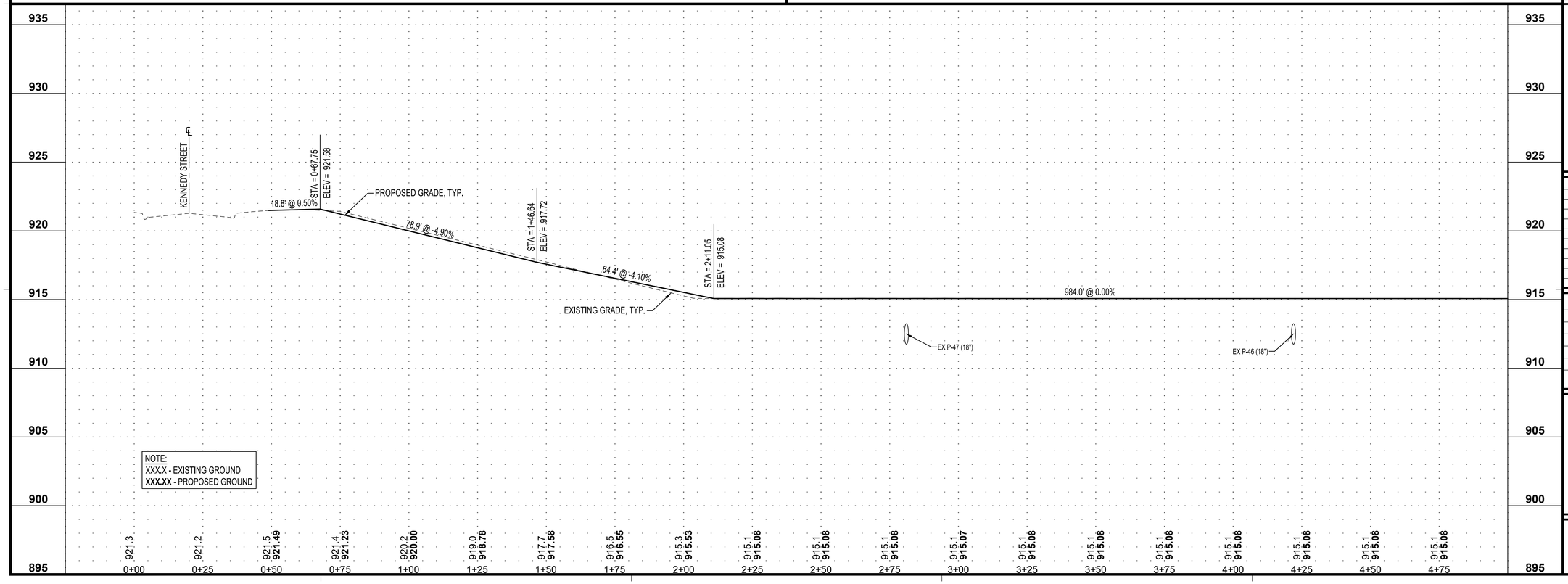


WETLAND TRAIL STATION -0+25 TO 5+00





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SHEET

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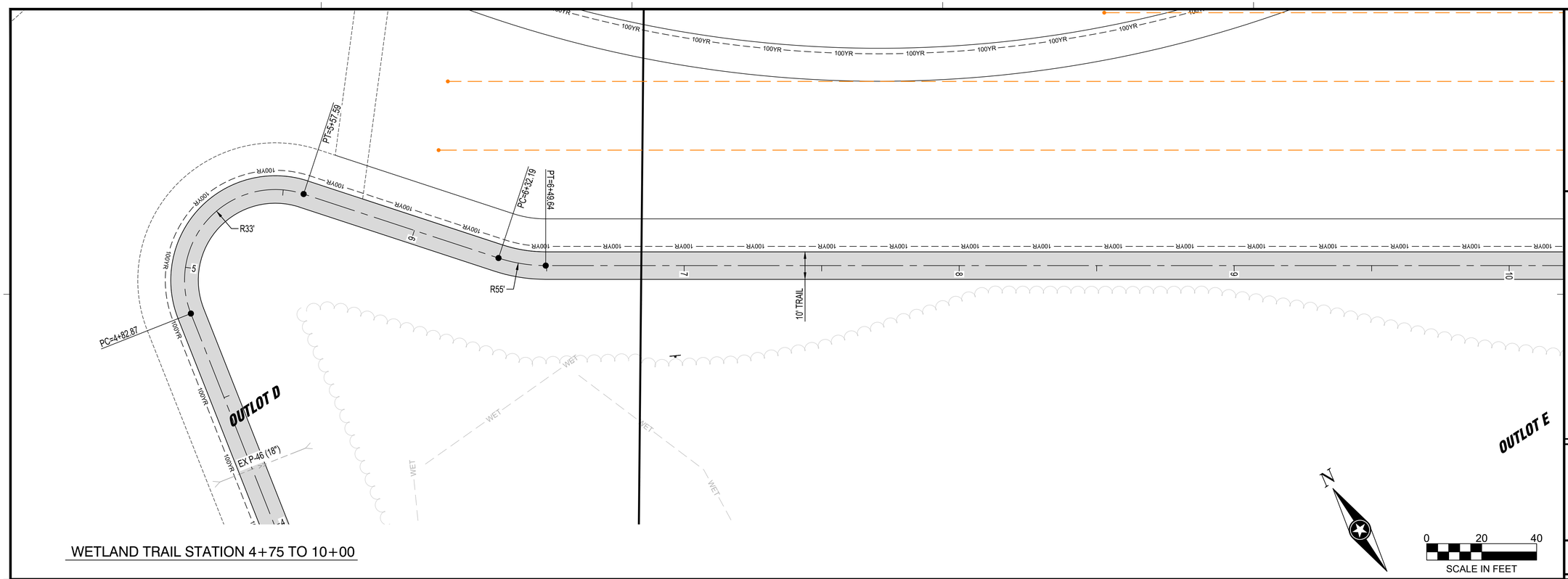
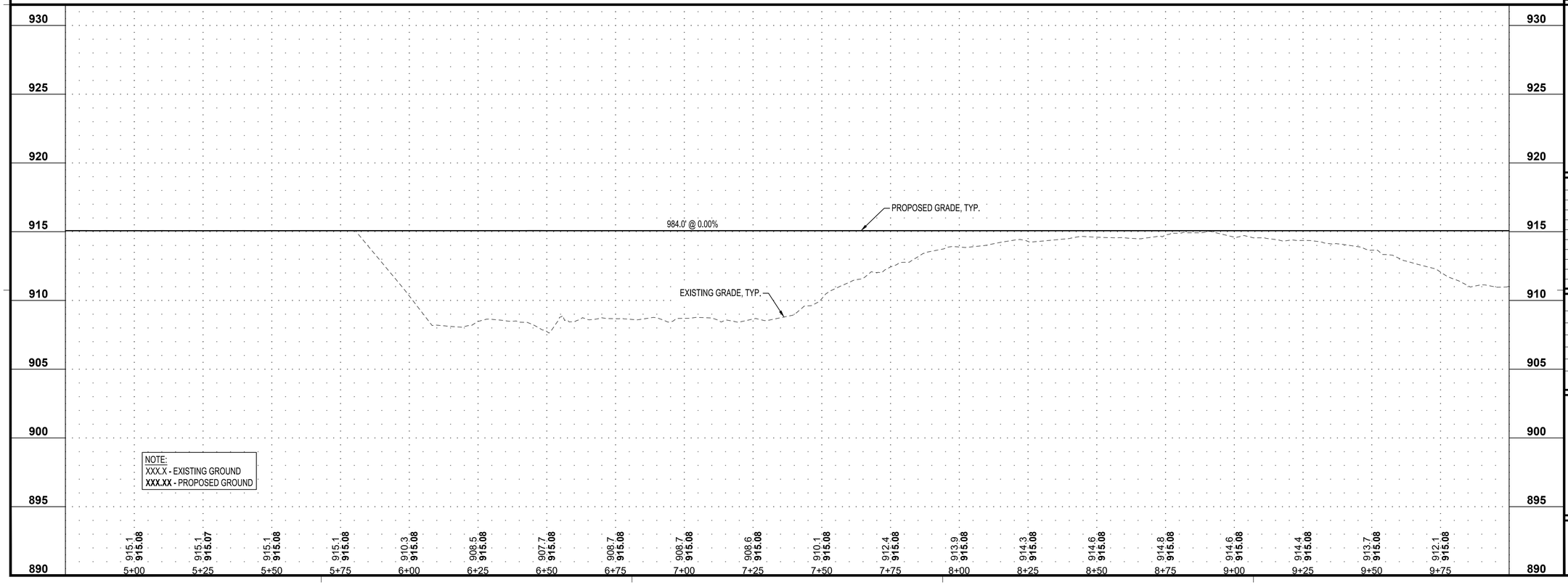


WETLAND TRAIL STATION 4+75 TO 10+00

0 20 40
SCALE IN FEET



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JERREMY D. FOSS

DATE xxxx-xx-xx LIC. NO. 55871

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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

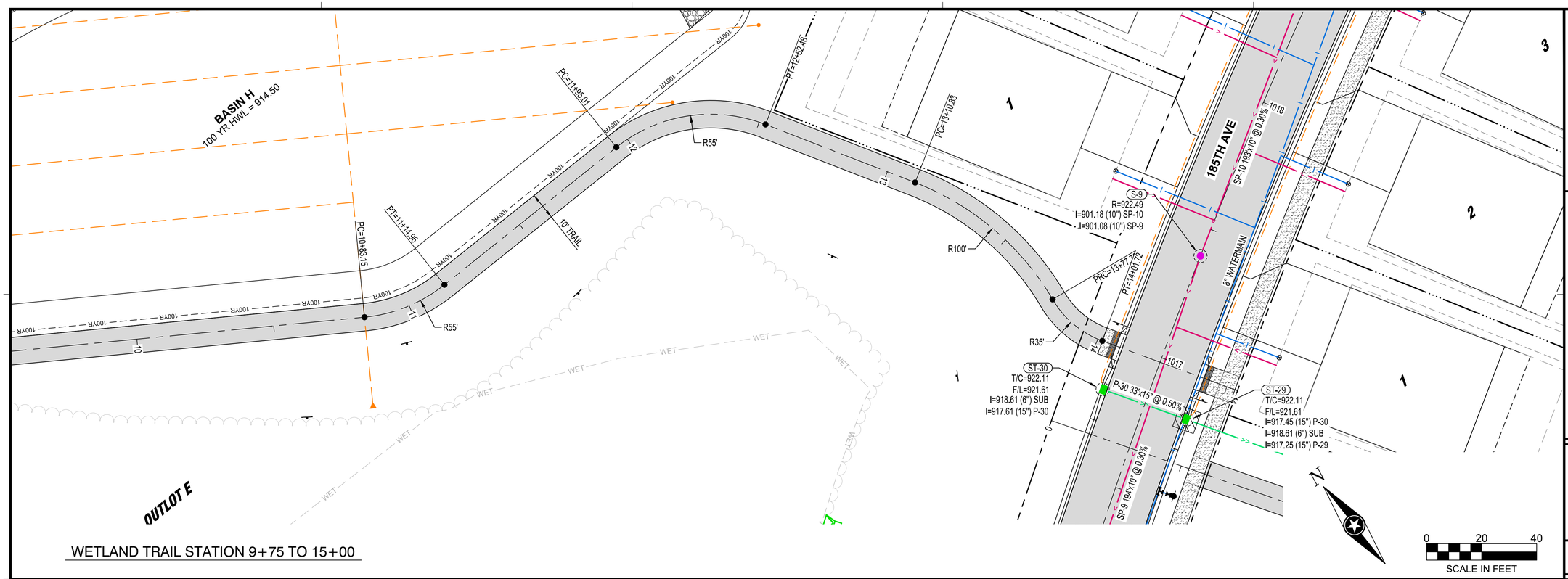
PROJECT NO.	22-26553
FILE NAME	26553 - 7.8 P&P - TRAILS (P2)
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	JDF
ORIGINAL ISSUE DATE	2024-08-26
CLIENT PROJECT NO.	-

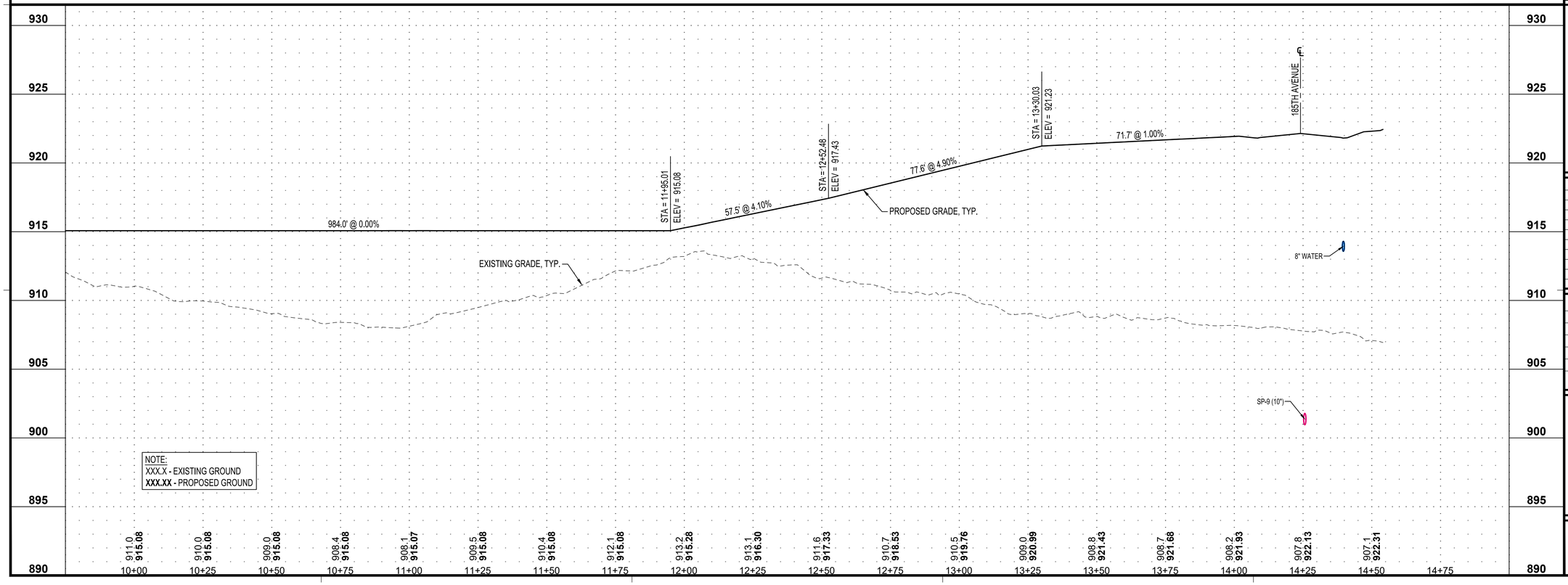
TITLE

PLANNED TRAIL CONSTRUCTION

SHEET

75 OF 115





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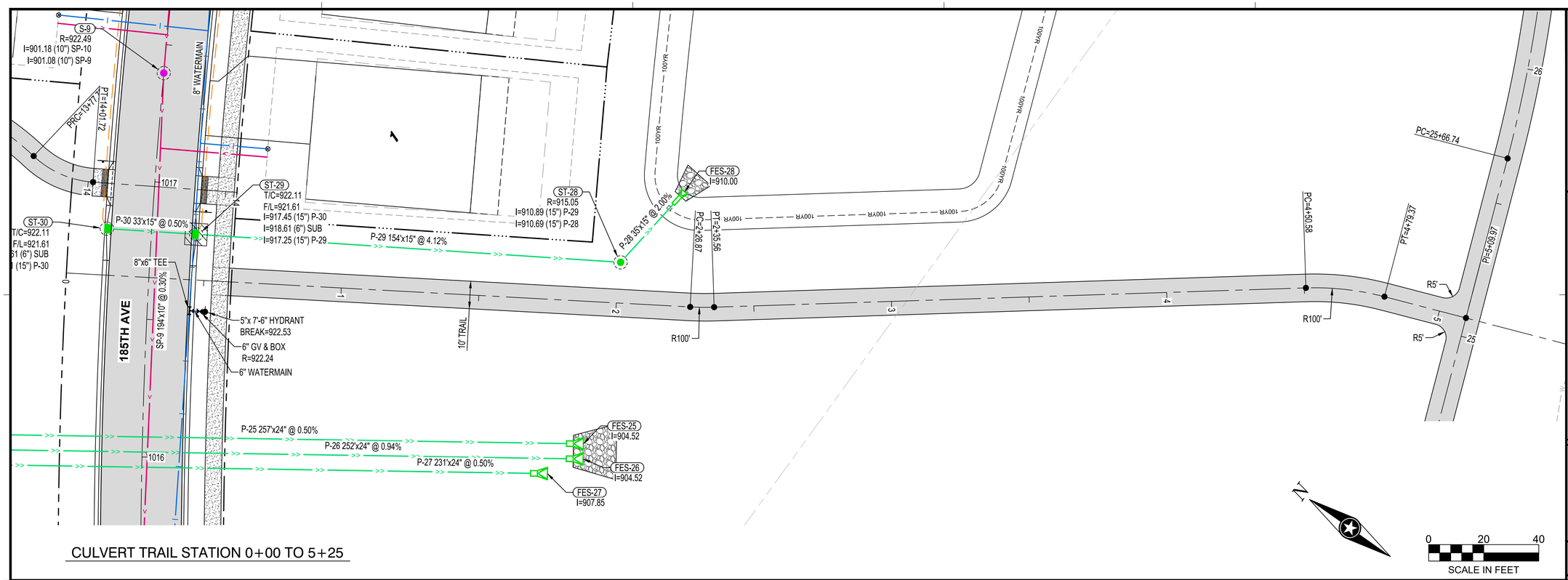
TITLE

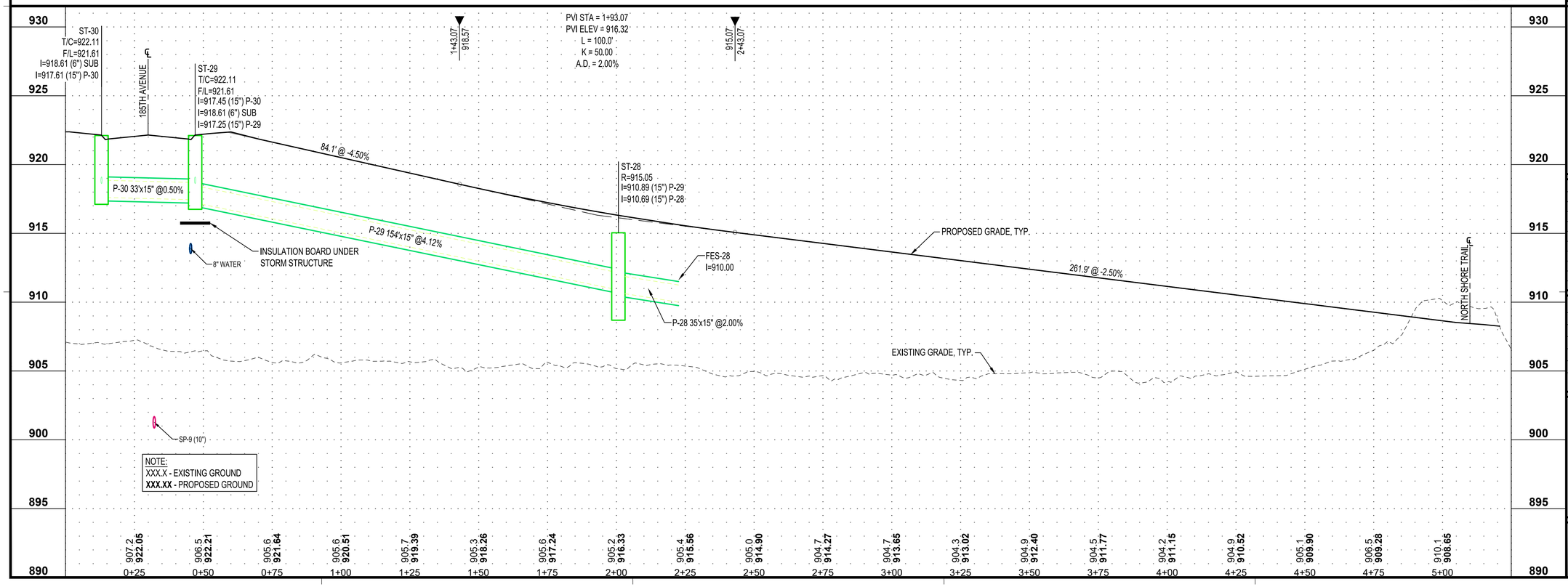
PLANNED TRAIL CONSTRUCTION

SHEET

76 OF 115



CULVERT TRAIL STATION 0+00 TO 5+25



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PLANNED TRAIL CONSTRUCTION

SHEET

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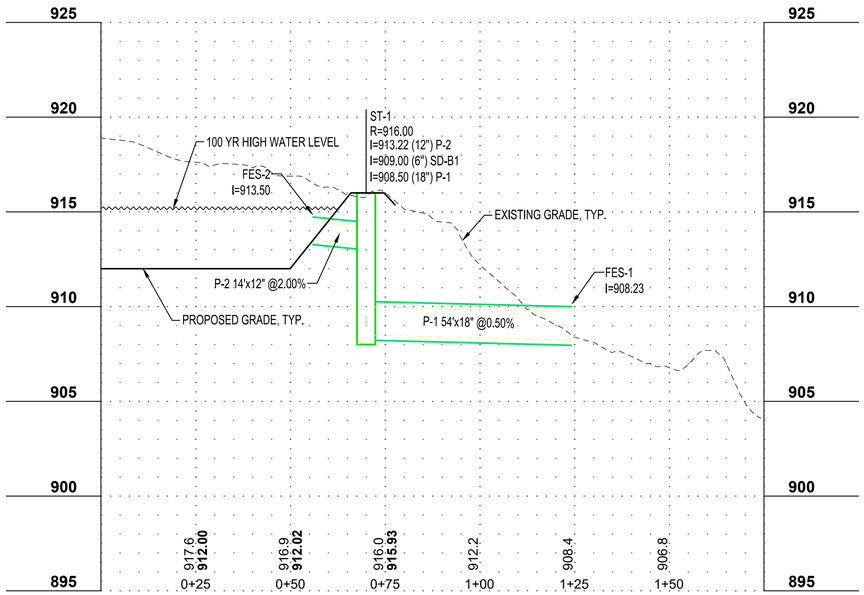
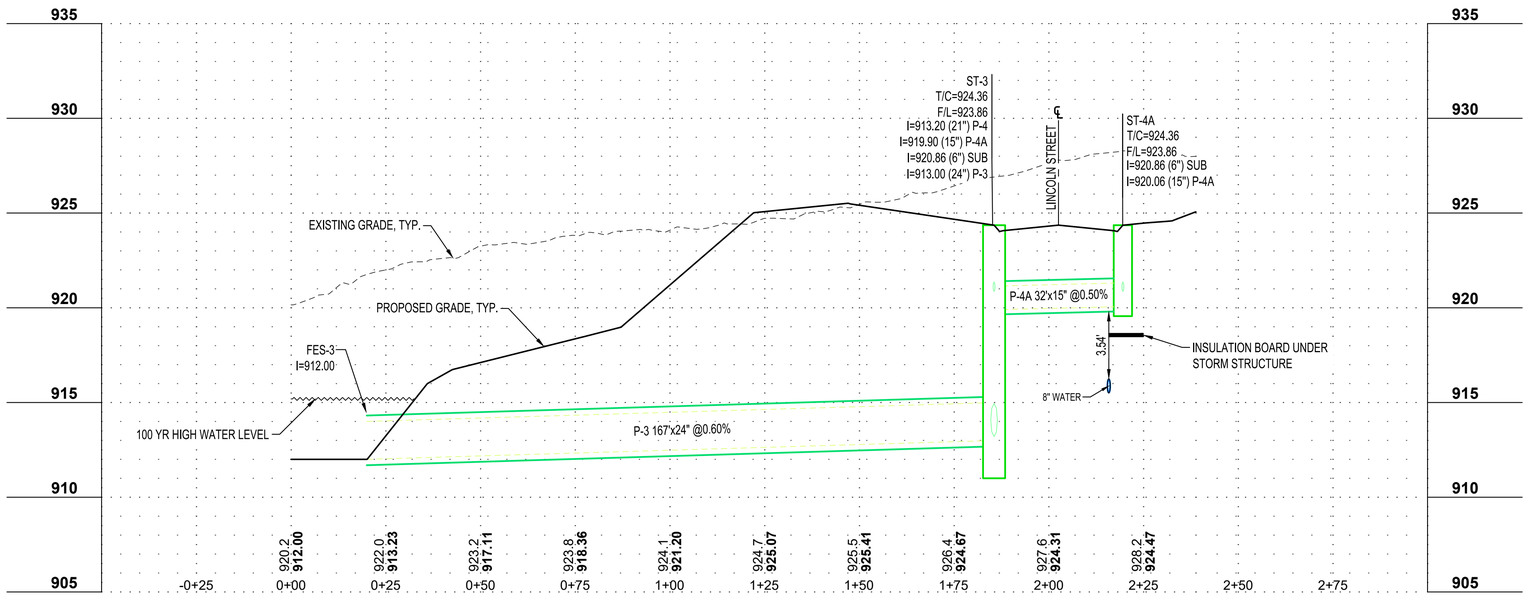
OF 115



FES-2, ST-1, AND FES-1



FES-3, ST-3, AND ST-4A

ISG

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ELK RIVER MINNESOTA

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CLIENT PROJECT NO.	-

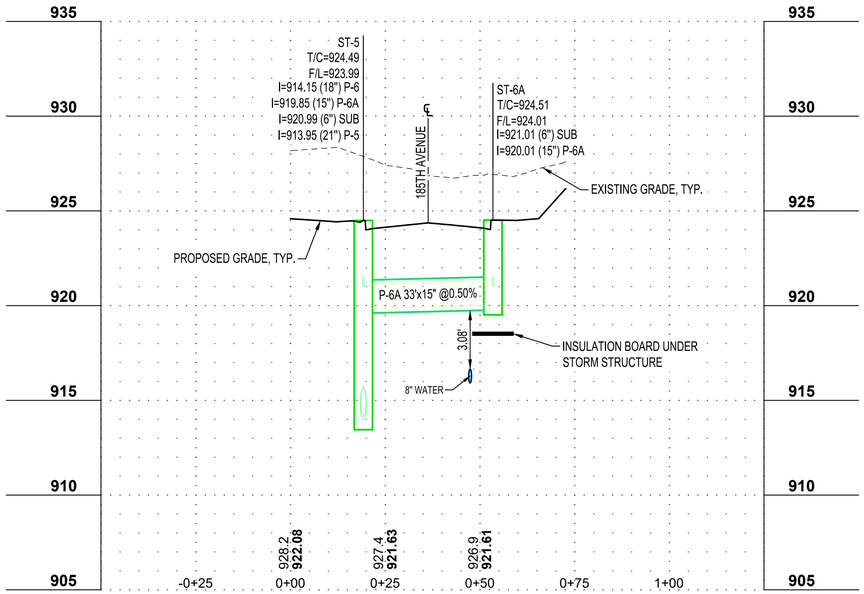
TITLE

STORM SEWER CROSS SECTIONS

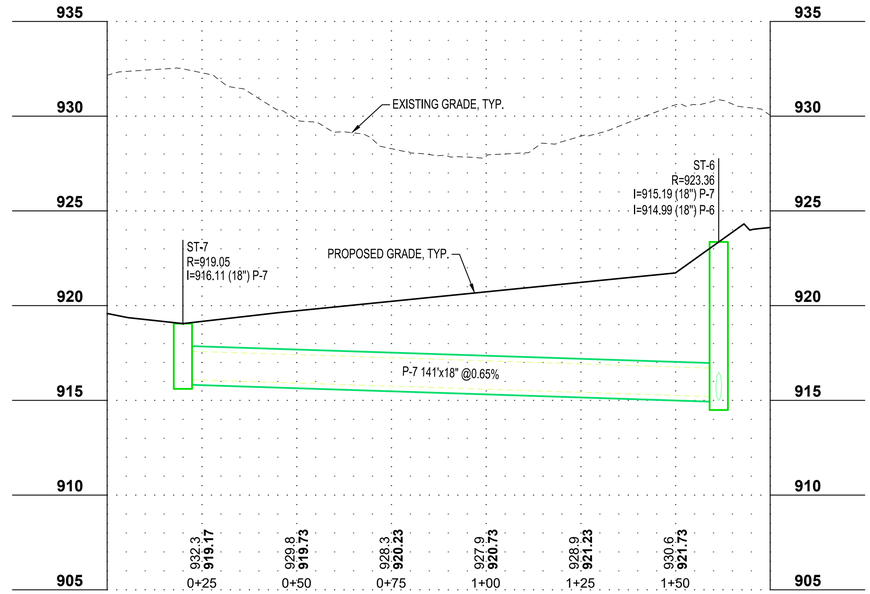
SHEET

78

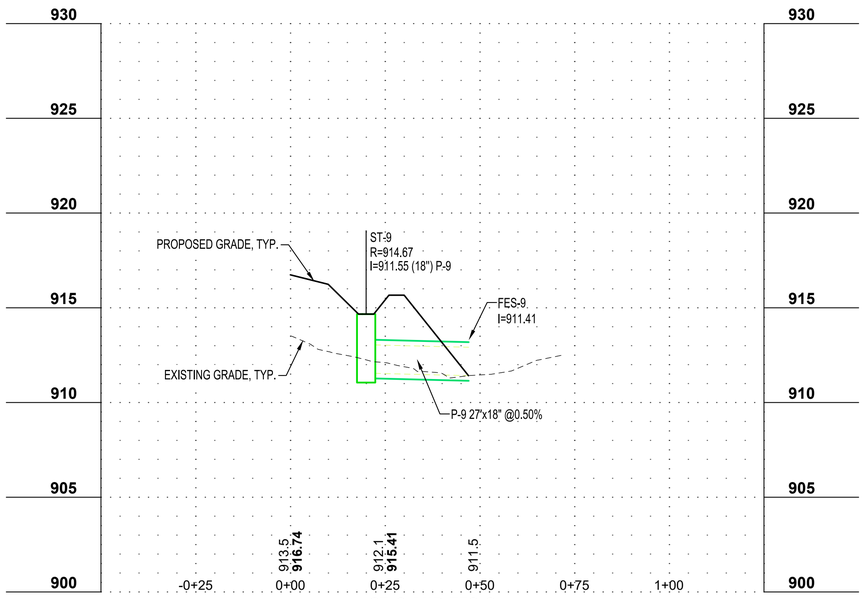
OF 115



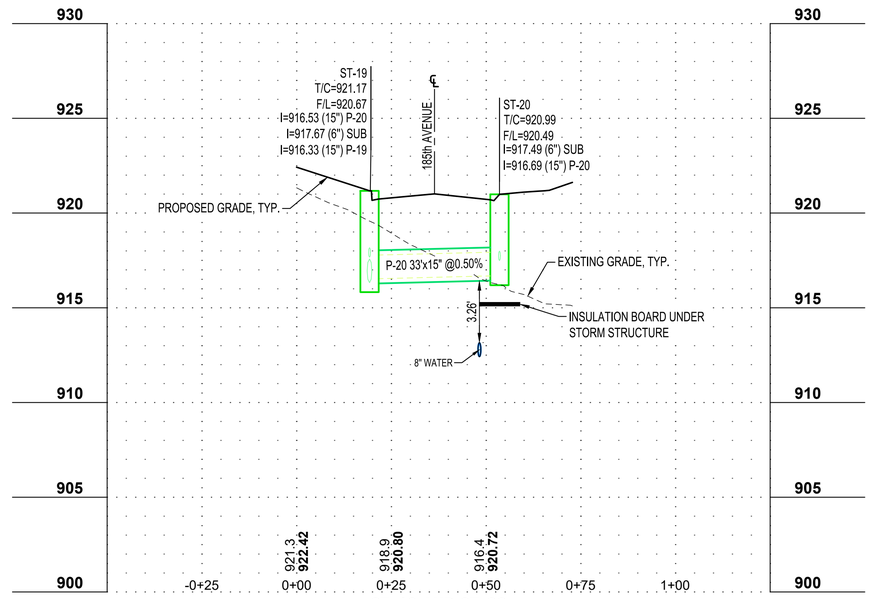
ST-5 AND ST-6A



ST-7 AND ST-6



ST-9 AND FES-9



ST-19 AND ST-20

ISG

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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
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DRAWN BY	TTK
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REVIEWED BY	JDF
ORIGINAL ISSUE DATE	2024-08-26
CLIENT PROJECT NO.	-

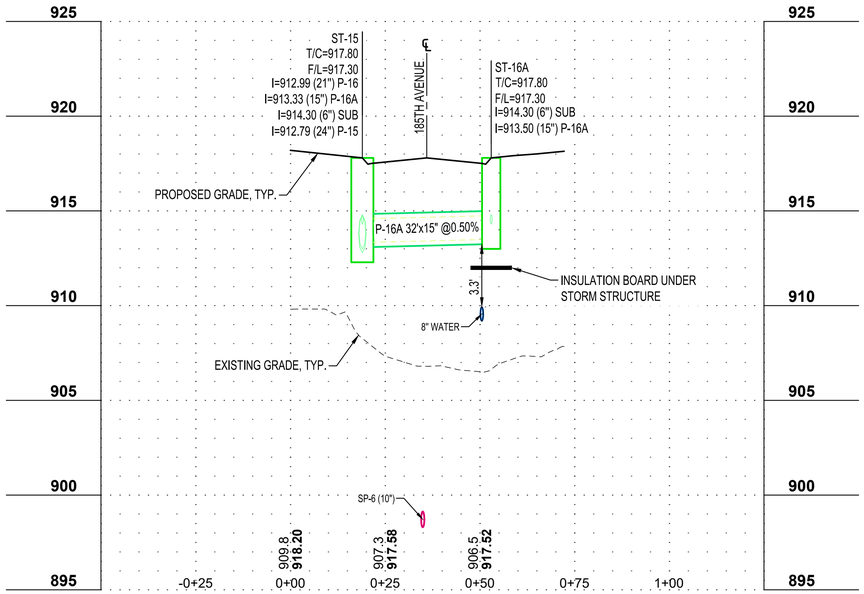
TITLE

STORM SEWER CROSS SECTIONS

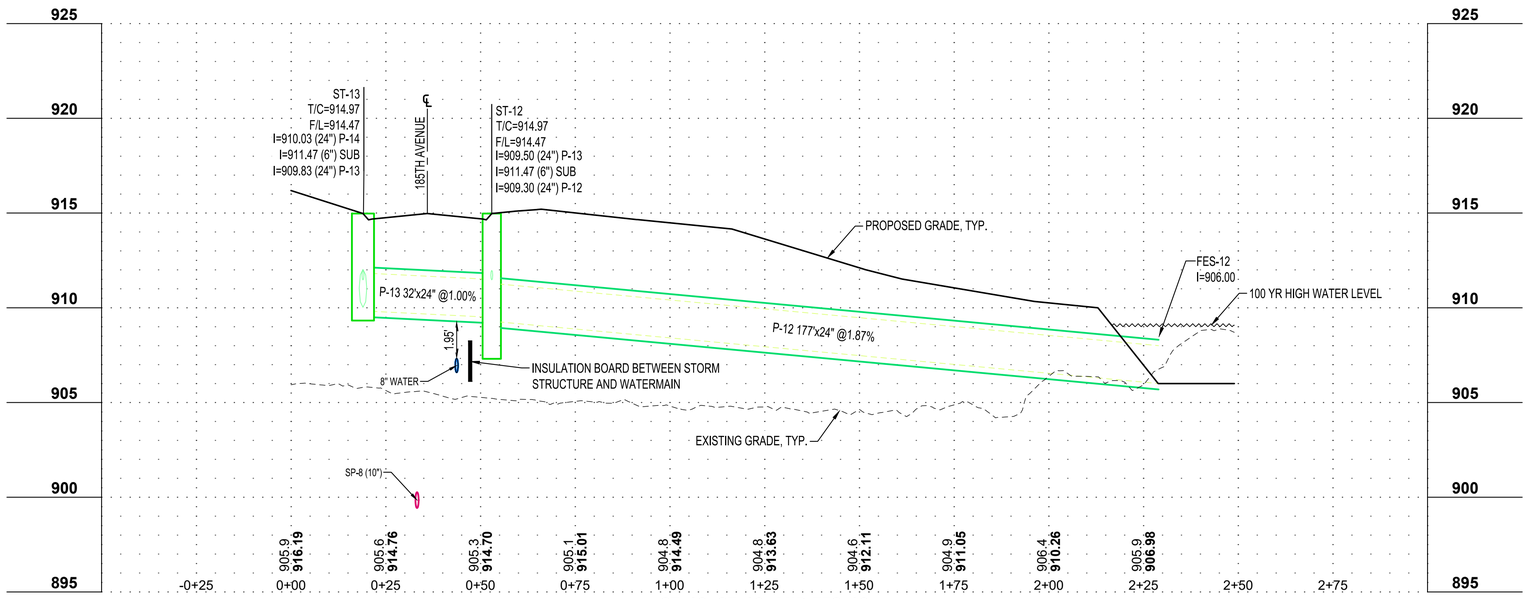
SHEET

79

OF 115



ST-15 AND ST-16A



ST-13, ST-12, AND FES-12

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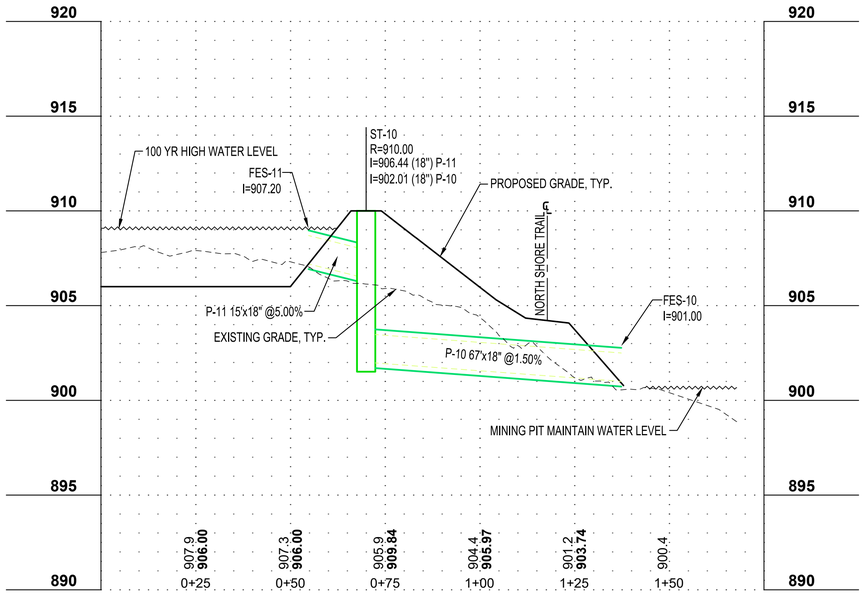
TITLE

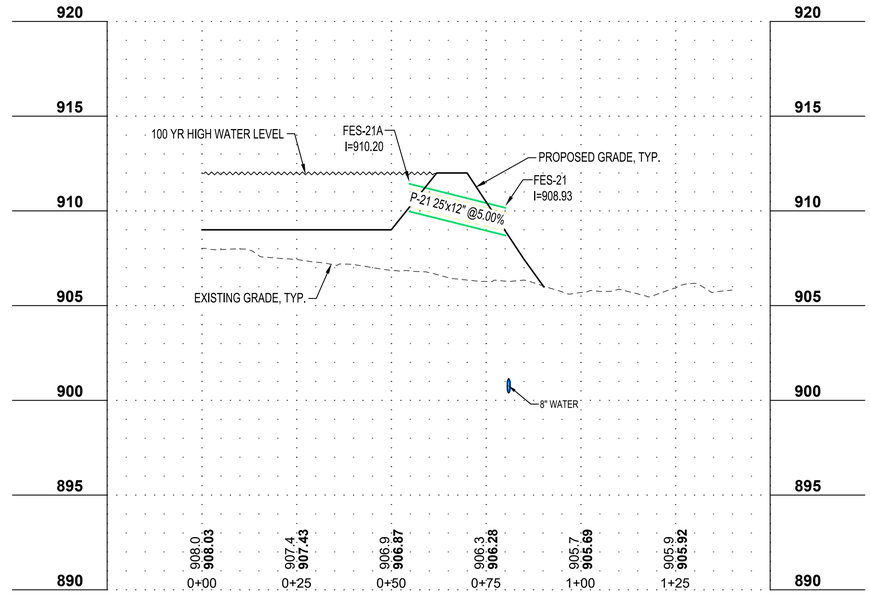
STORM SEWER CROSS SECTIONS

SHEET

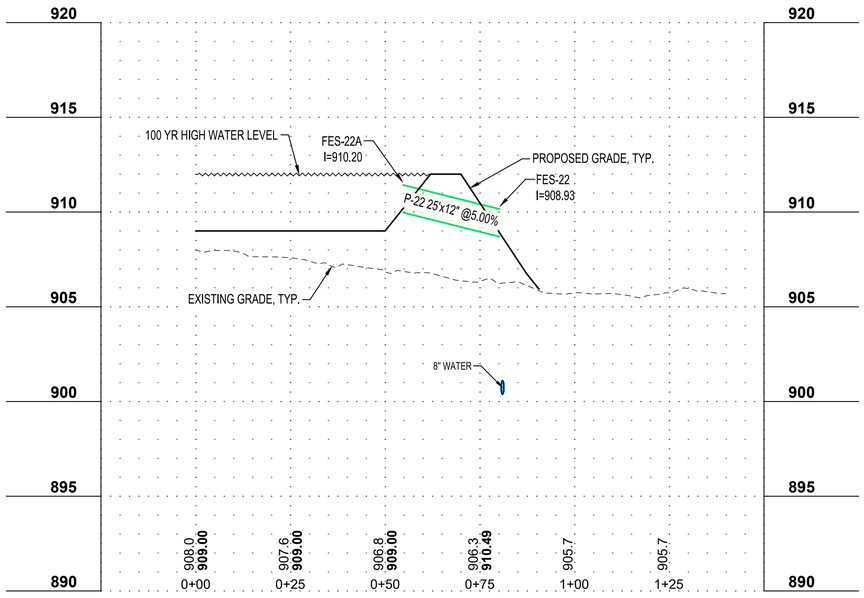
80 OF 115



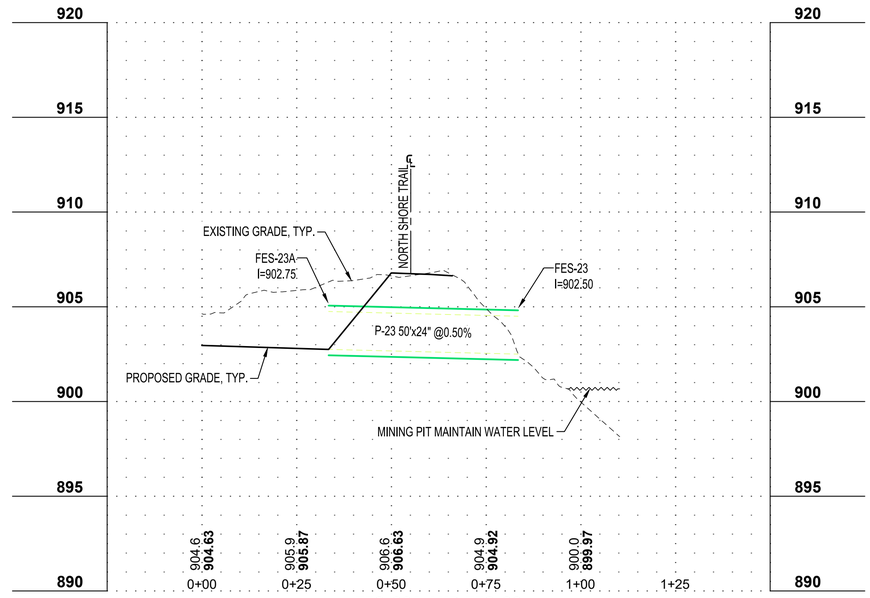
FES-11, ST-10, AND FES-10



FES-21A AND FES-21



FES-22A AND FES-22



FES-23A AND FES-23

ISG

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BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

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DATE	DESCRIPTION	BY

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ORIGINAL ISSUE DATE	2024-08-26
CLIENT PROJECT NO.	-

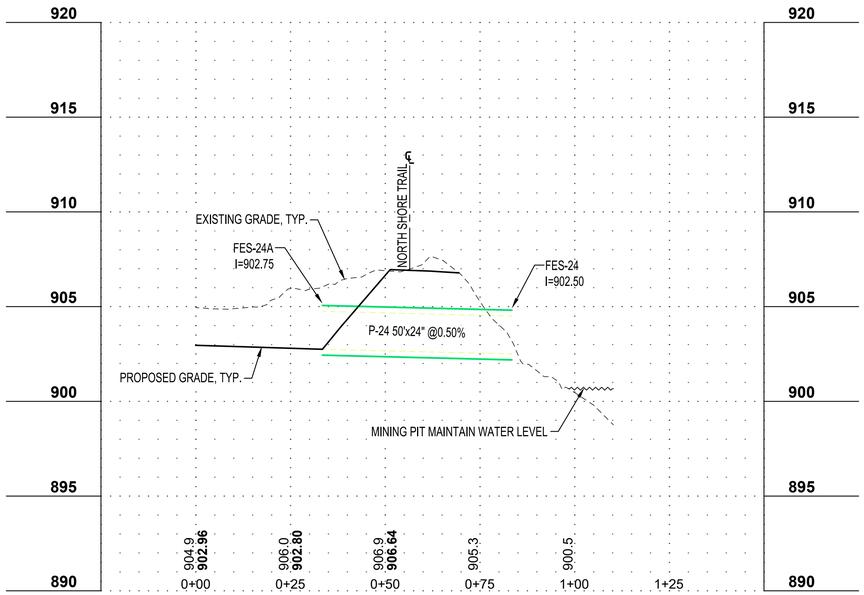
TITLE

STORM SEWER CROSS SECTIONS

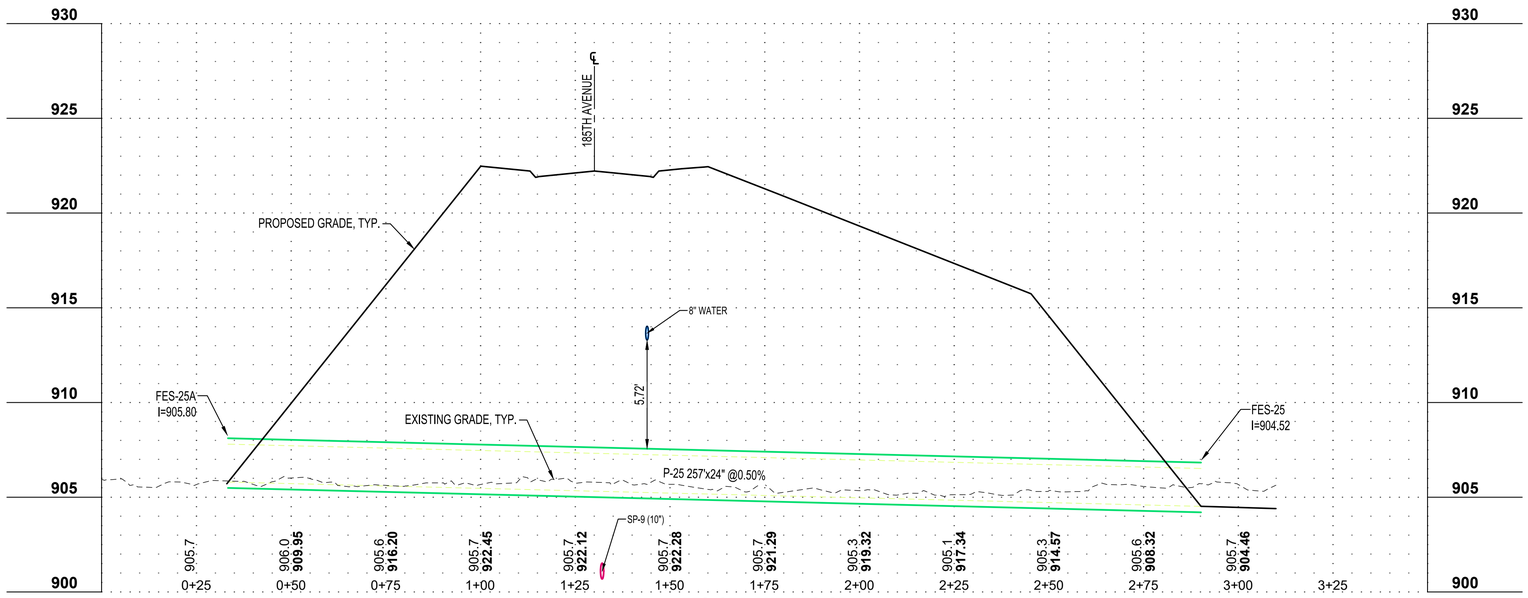
SHEET

81

OF 115



FES-24A AND FES-24



FES-25A AND FES-25

ISG

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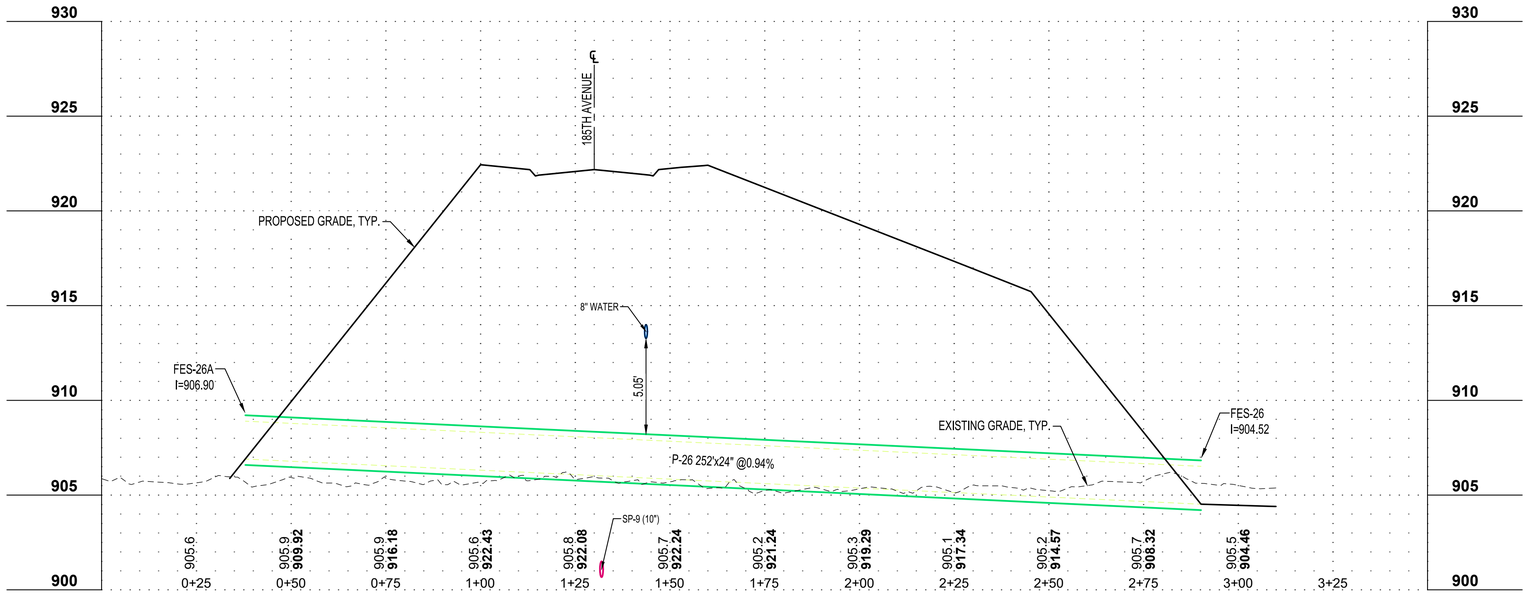
STORM SEWER CROSS SECTIONS

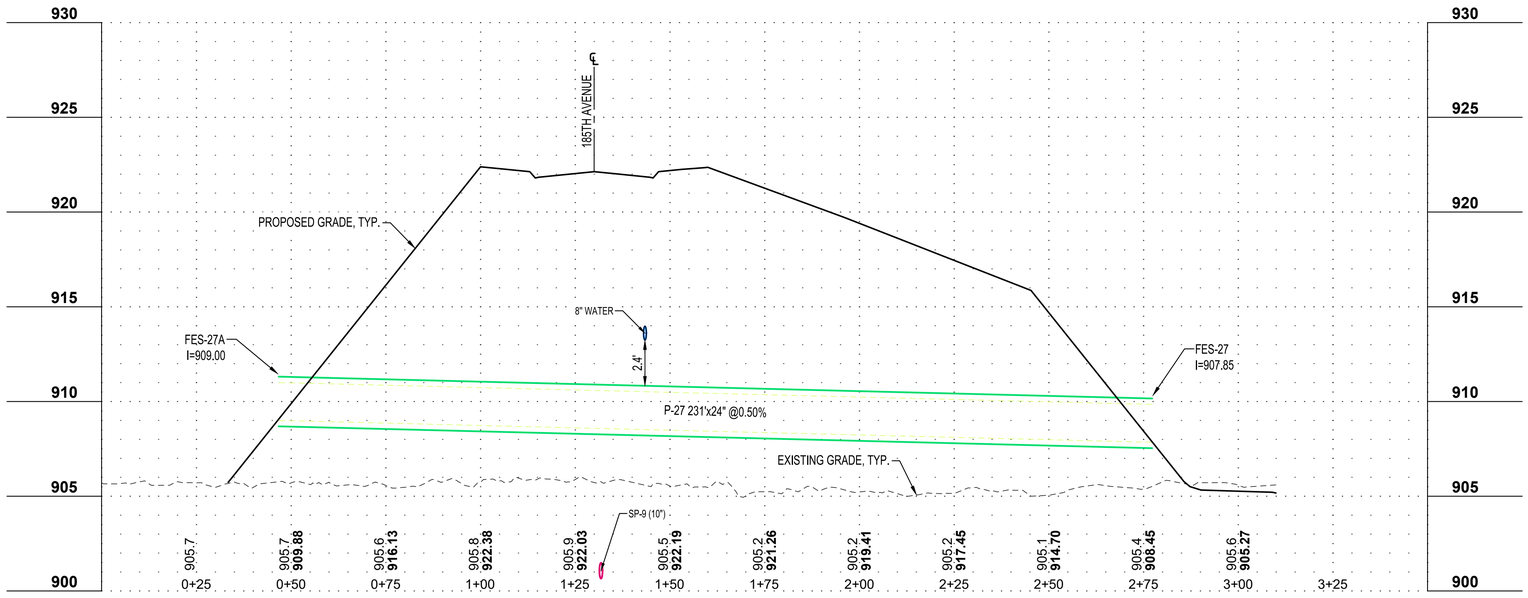
SHEET

82

OF 115



FES-26A AND FES-26



FES-27A AND FES-27

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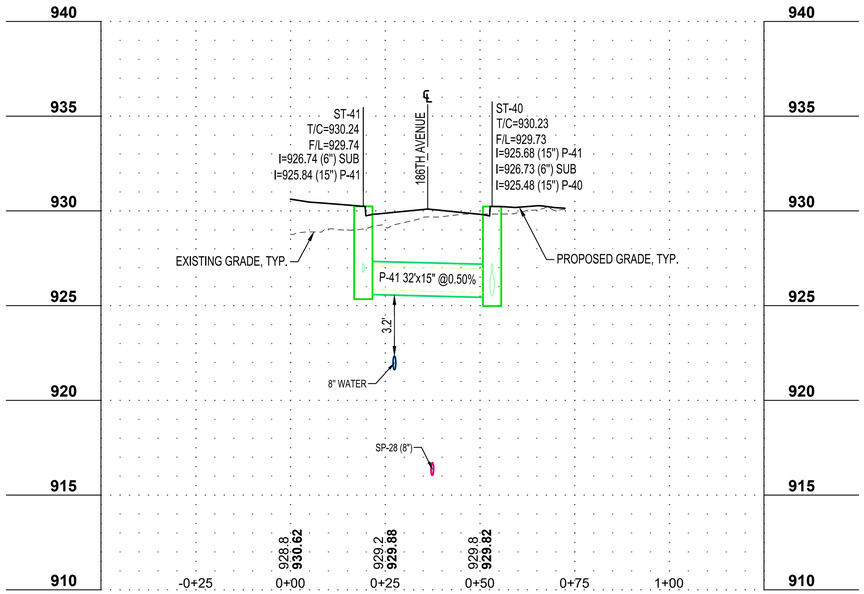
STORM SEWER CROSS SECTIONS

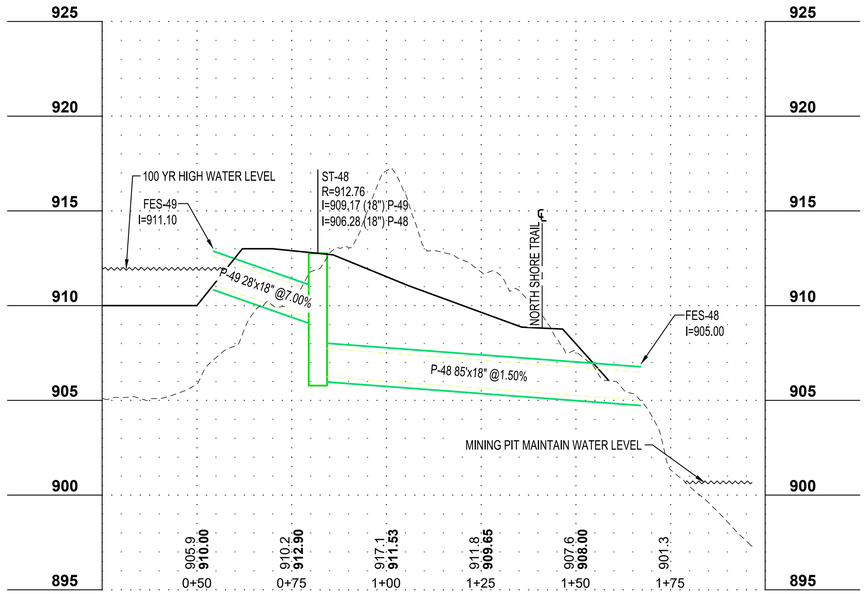
SHEET

83

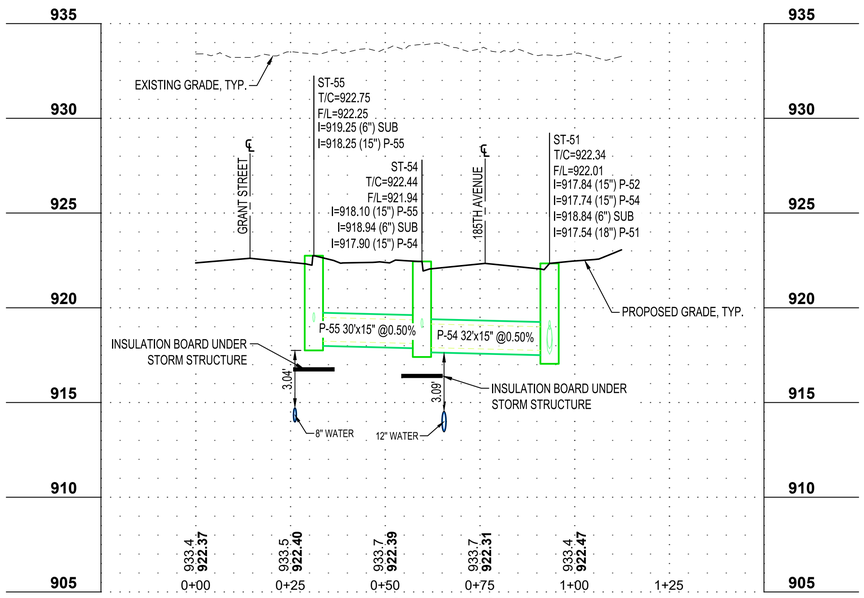
OF 115



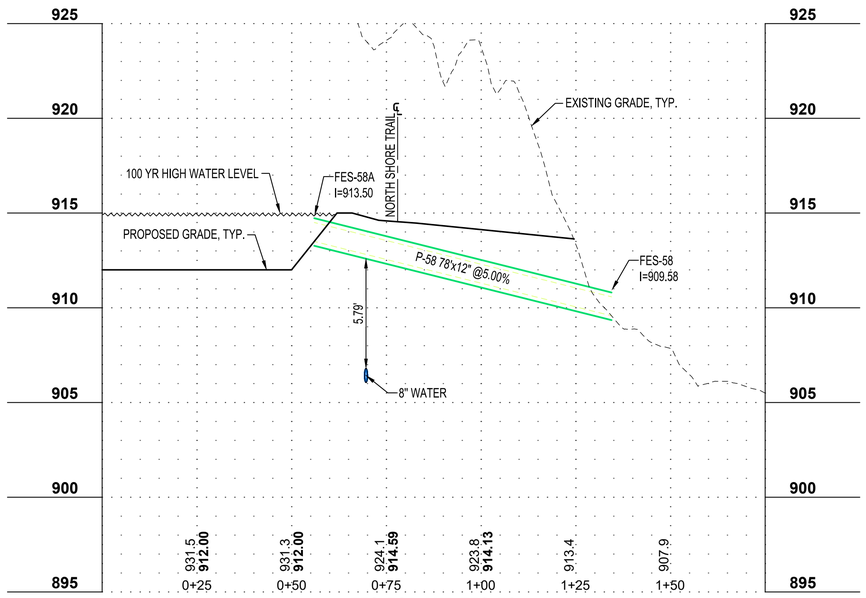
ST-41 AND ST-40



FES-49, ST-48, AND FES-48



ST-55, ST-54, AND ST-51



FES-58A AND FES-58

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BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

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CLIENT PROJECT NO.	-

TITLE

STORM SEWER CROSS SECTIONS

SHEET

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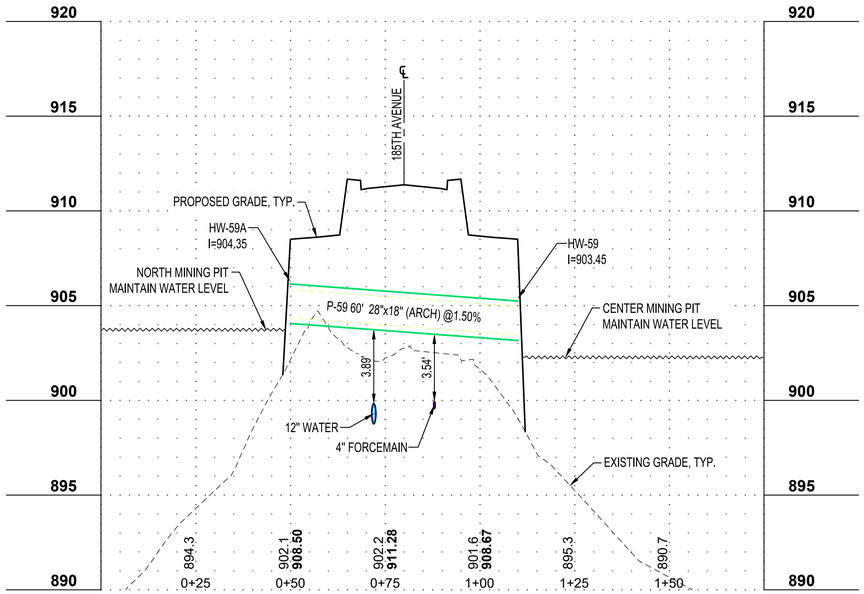
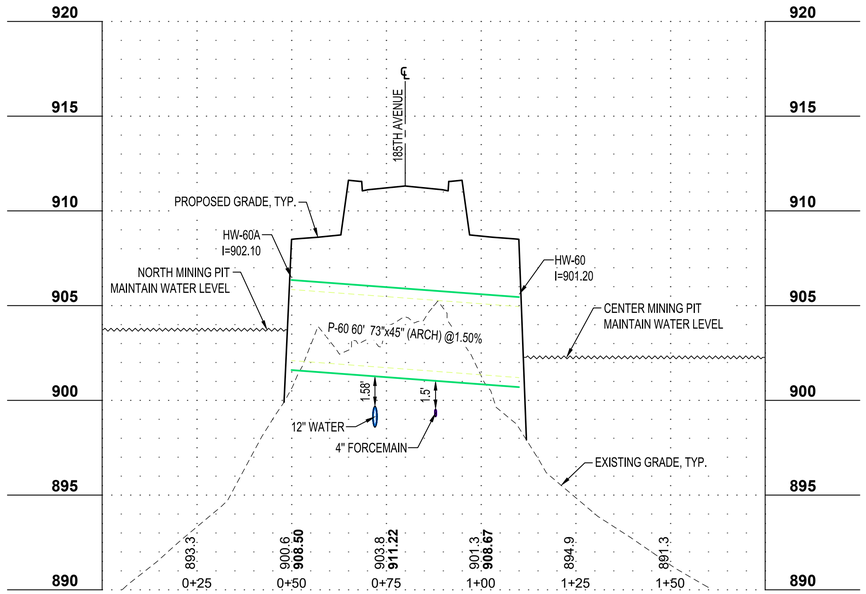
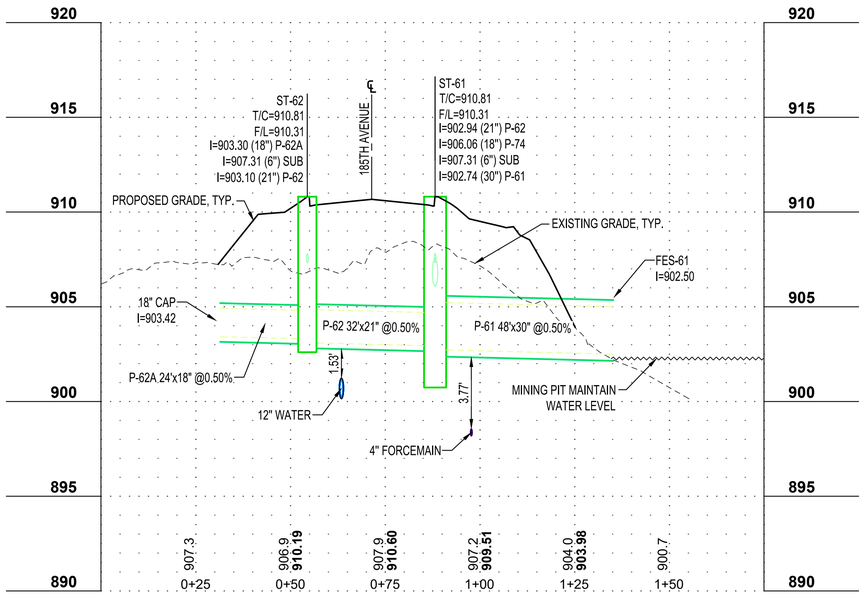


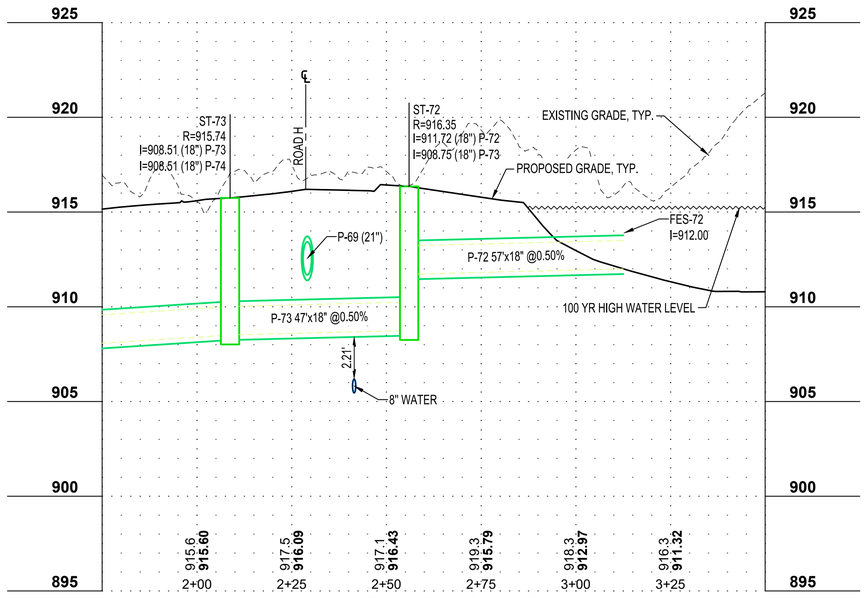
P-59



P-60



ST-62, ST-61, AND FES-61



ST-73, ST-72, AND FES-72

ISG

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JERREMY D. FOSS

DATE xxxx-xx-xx LIC. NO. 55871

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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
FILE NAME	26553 - 7.9 X SECTIONS (P2)
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	JDF
ORIGINAL ISSUE DATE	2024-08-26
CLIENT PROJECT NO.	-

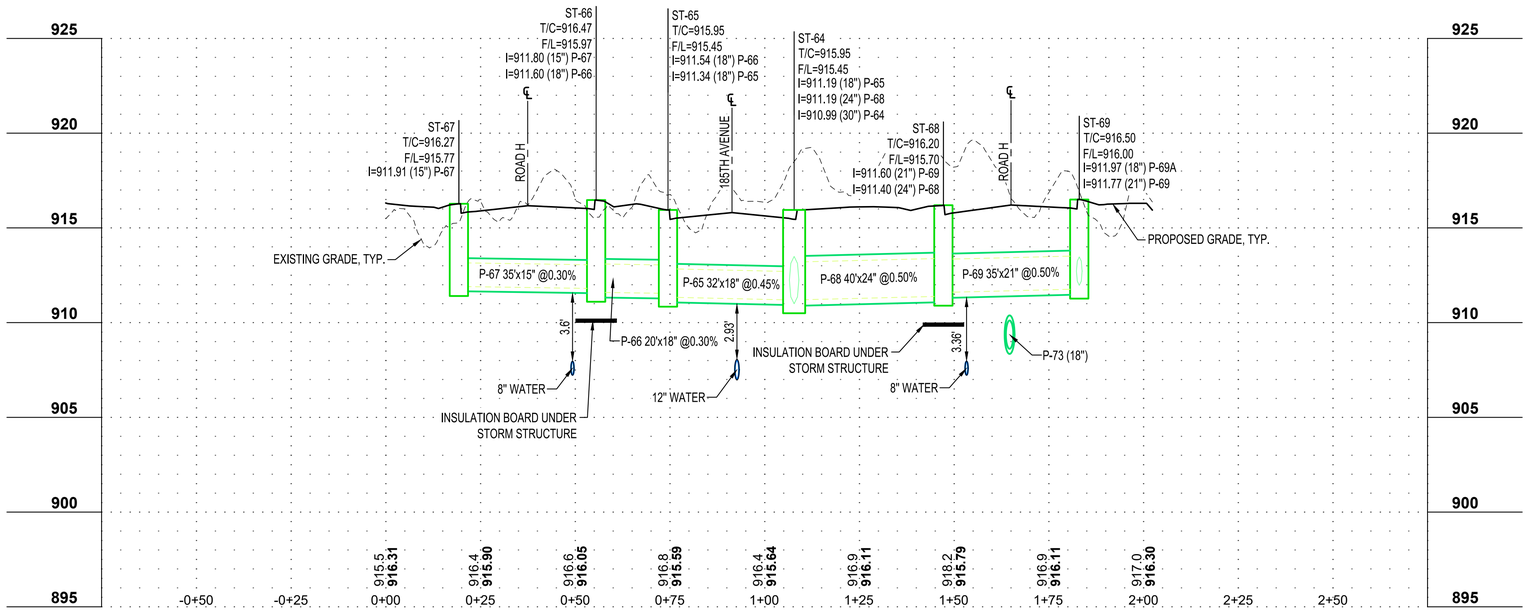
TITLE

STORM SEWER CROSS SECTIONS

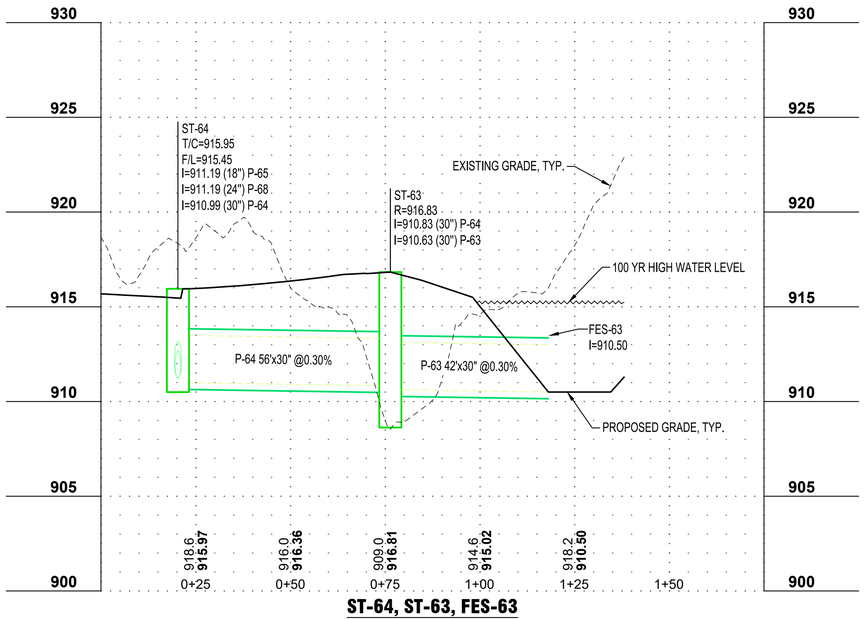
SHEET

85

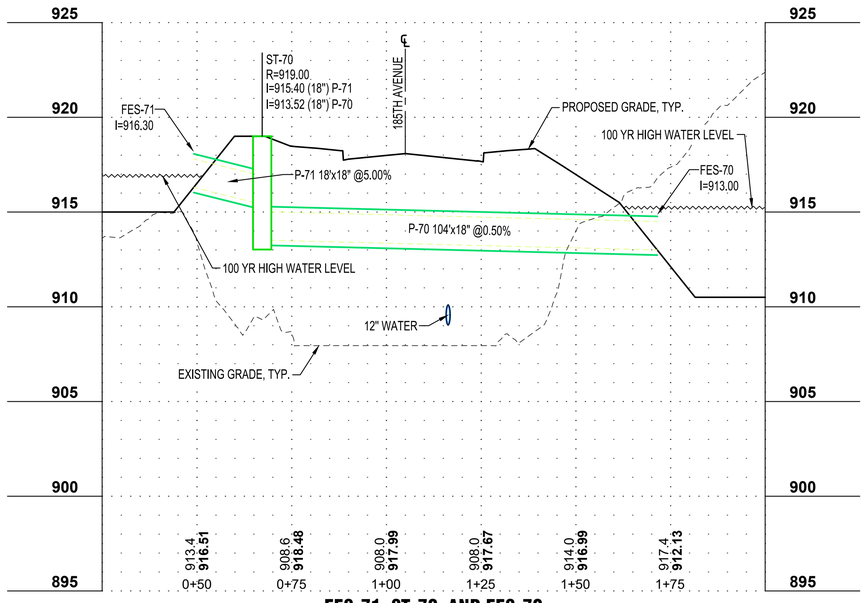
OF 115



ST-67, ST-66, ST-65, ST-64, ST-68, AND ST-69



ST-64, ST-63, FES-63



FES-71, ST-70, AND FES-70

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86

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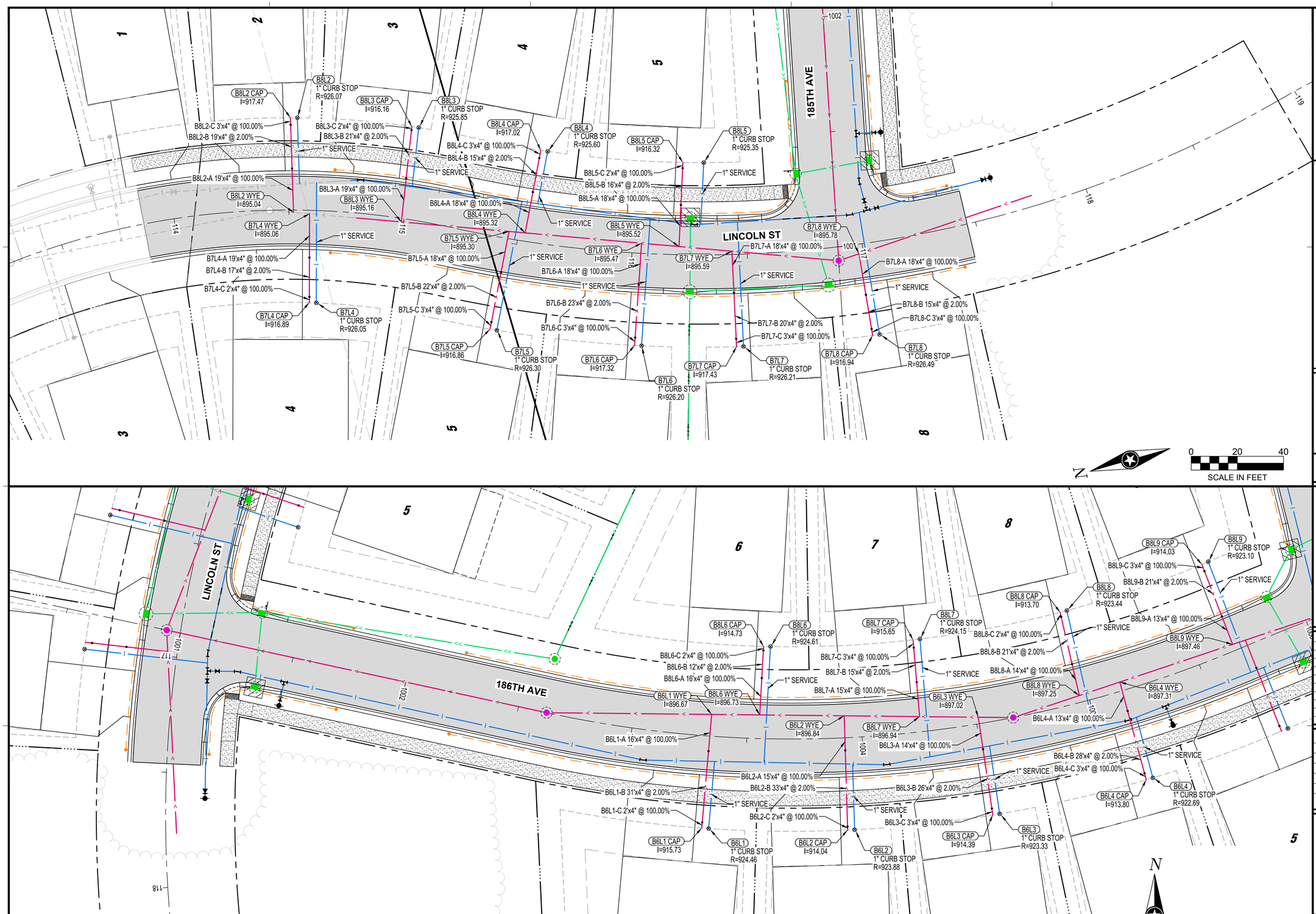

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TITLE

UTILITY SERVICES CONSTRUCTION

SHEET

87

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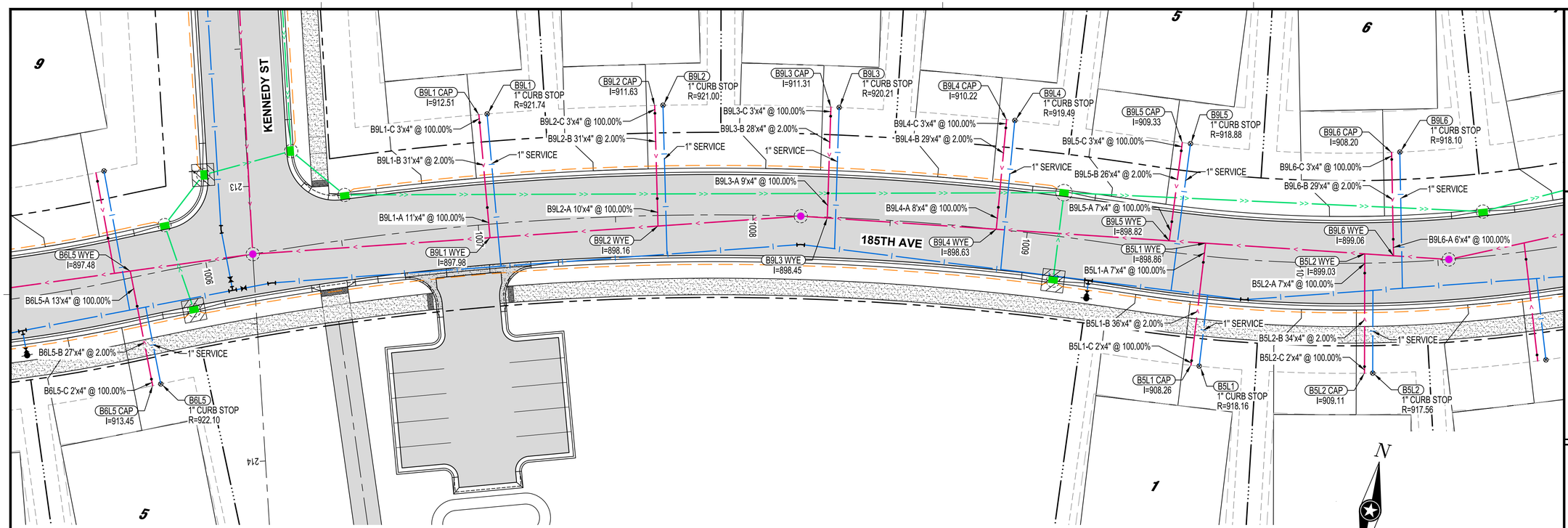

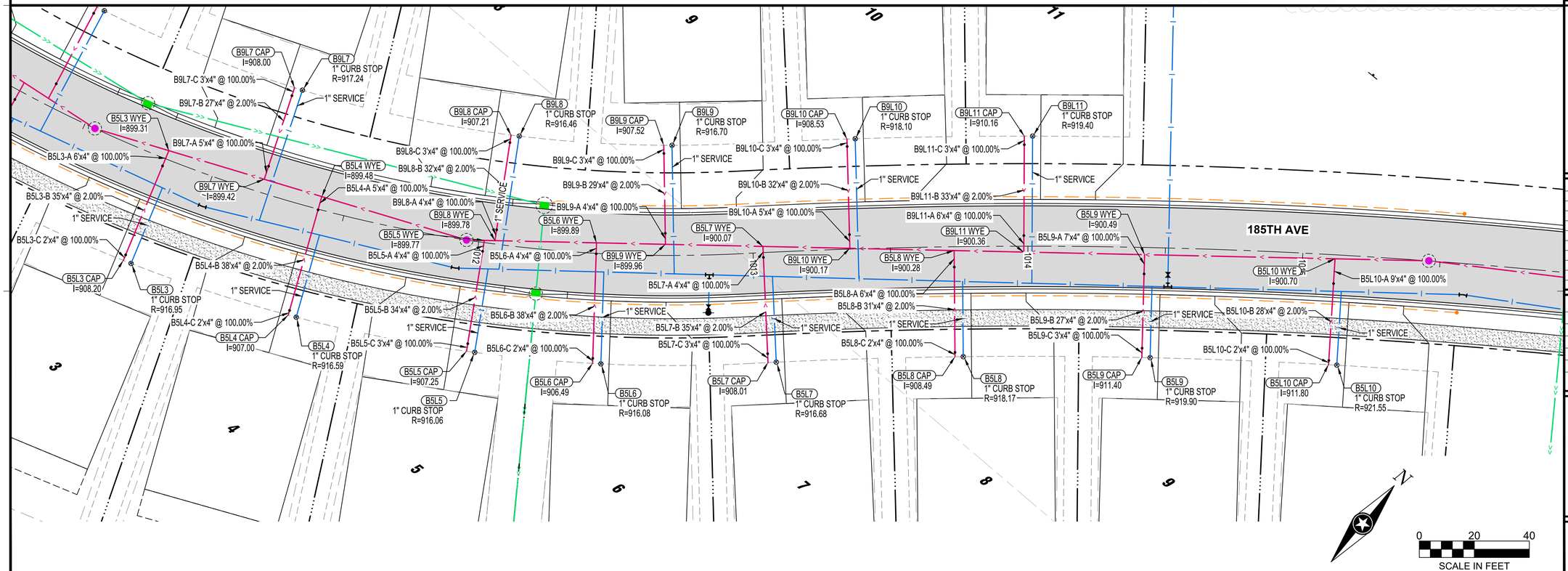

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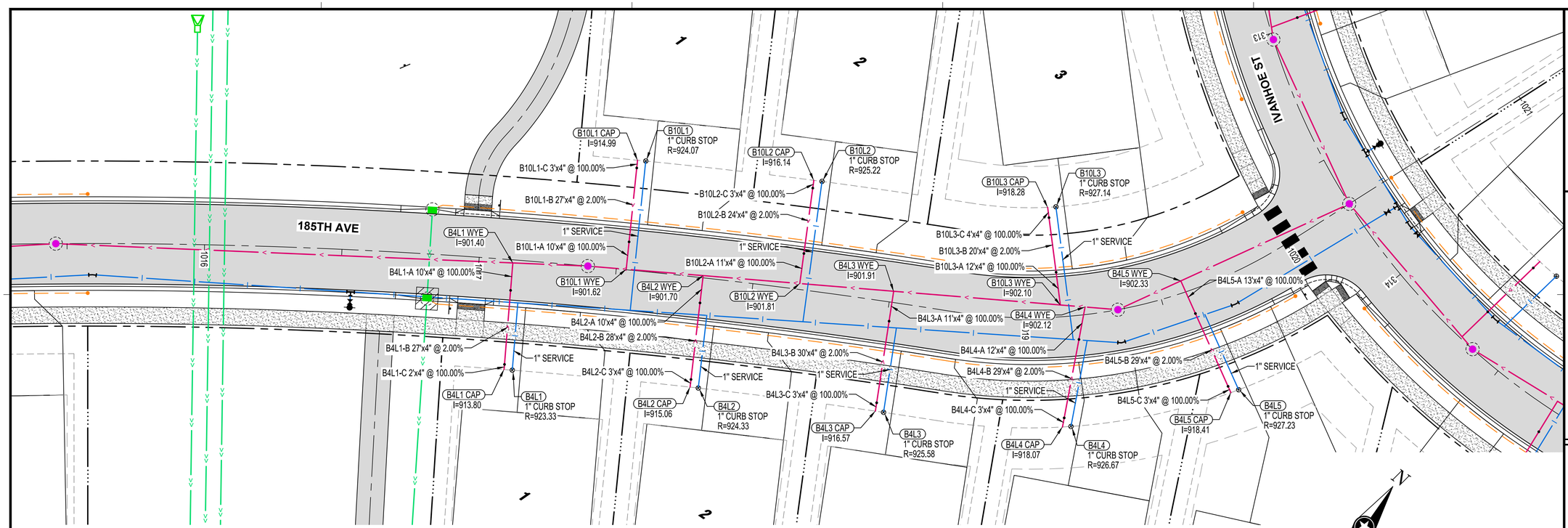

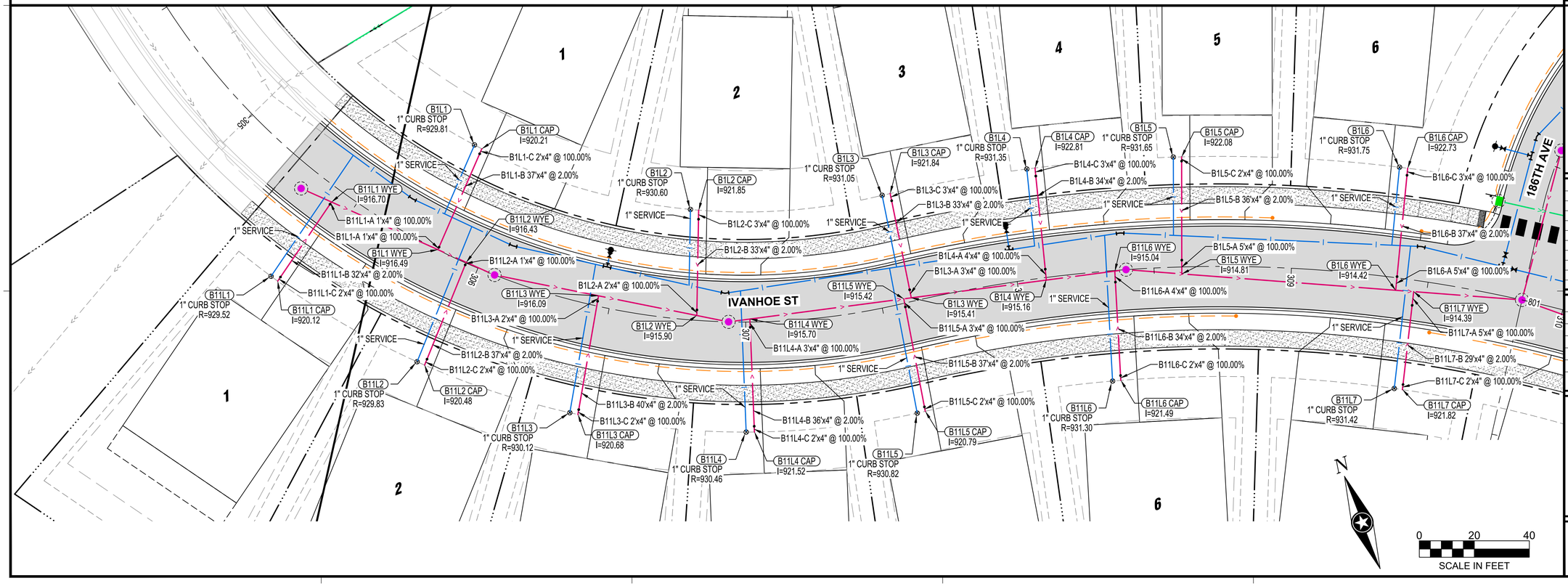

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UTILITY SERVICES CONSTRUCTION

SHEET

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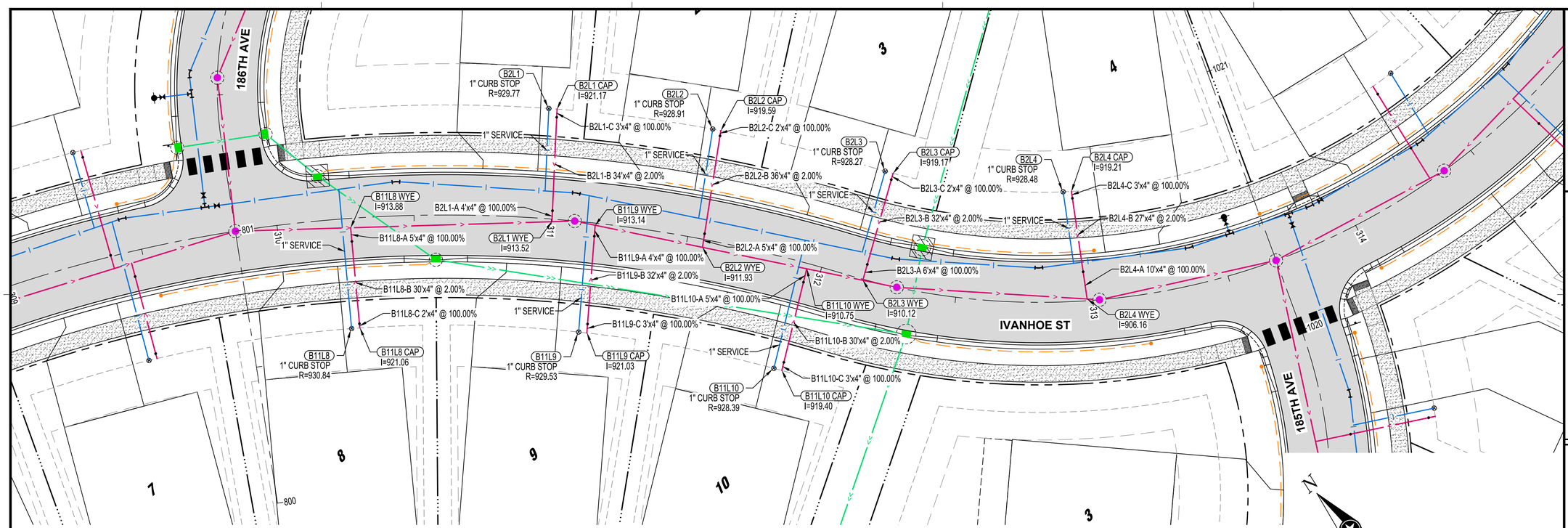
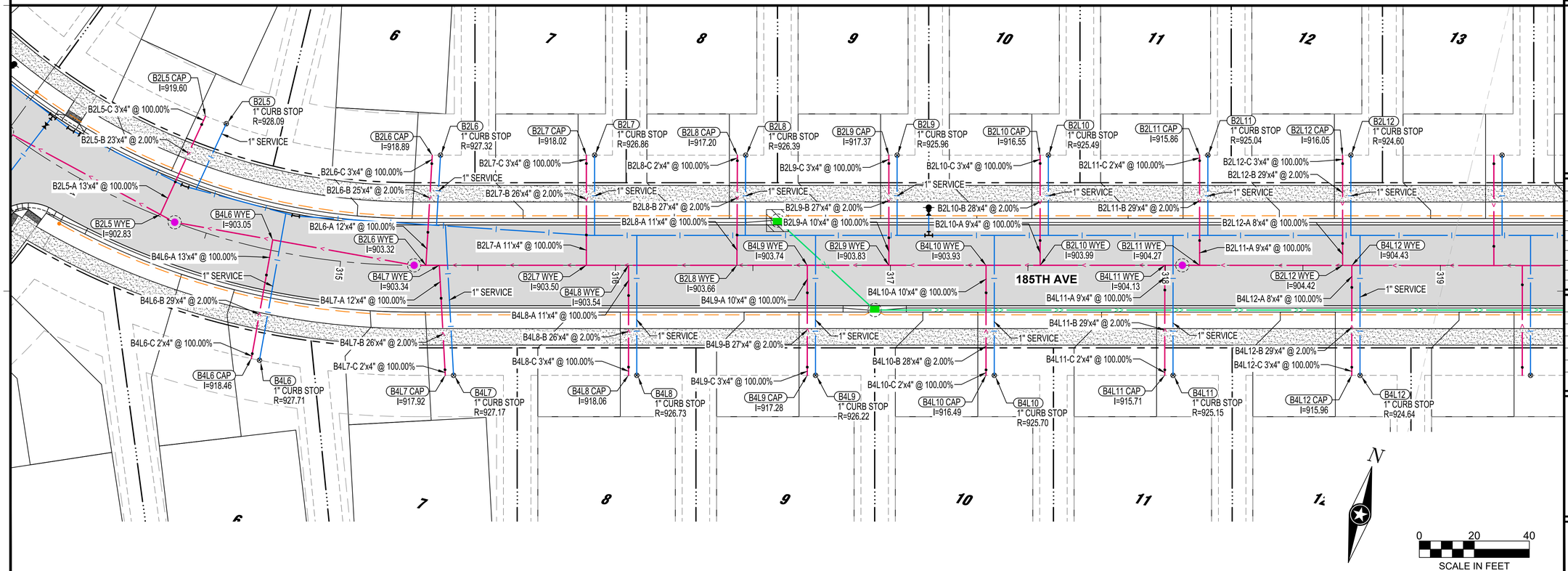
OF 115





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TITLE

UTILITY SERVICES CONSTRUCTION

SHEET

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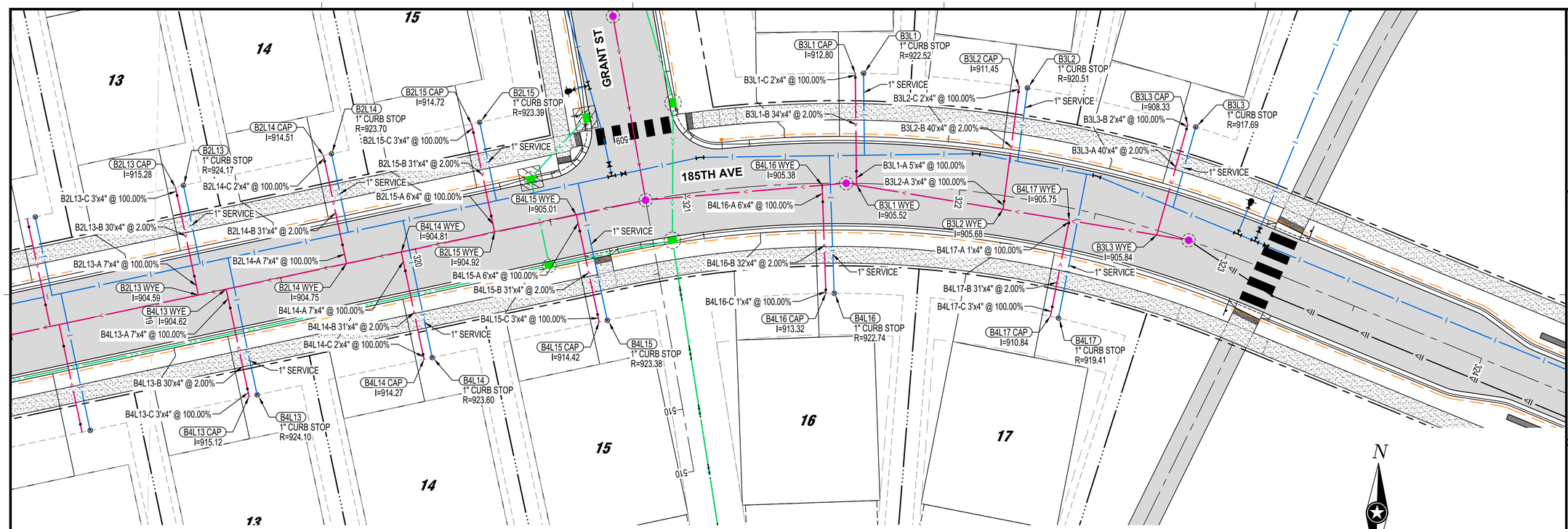
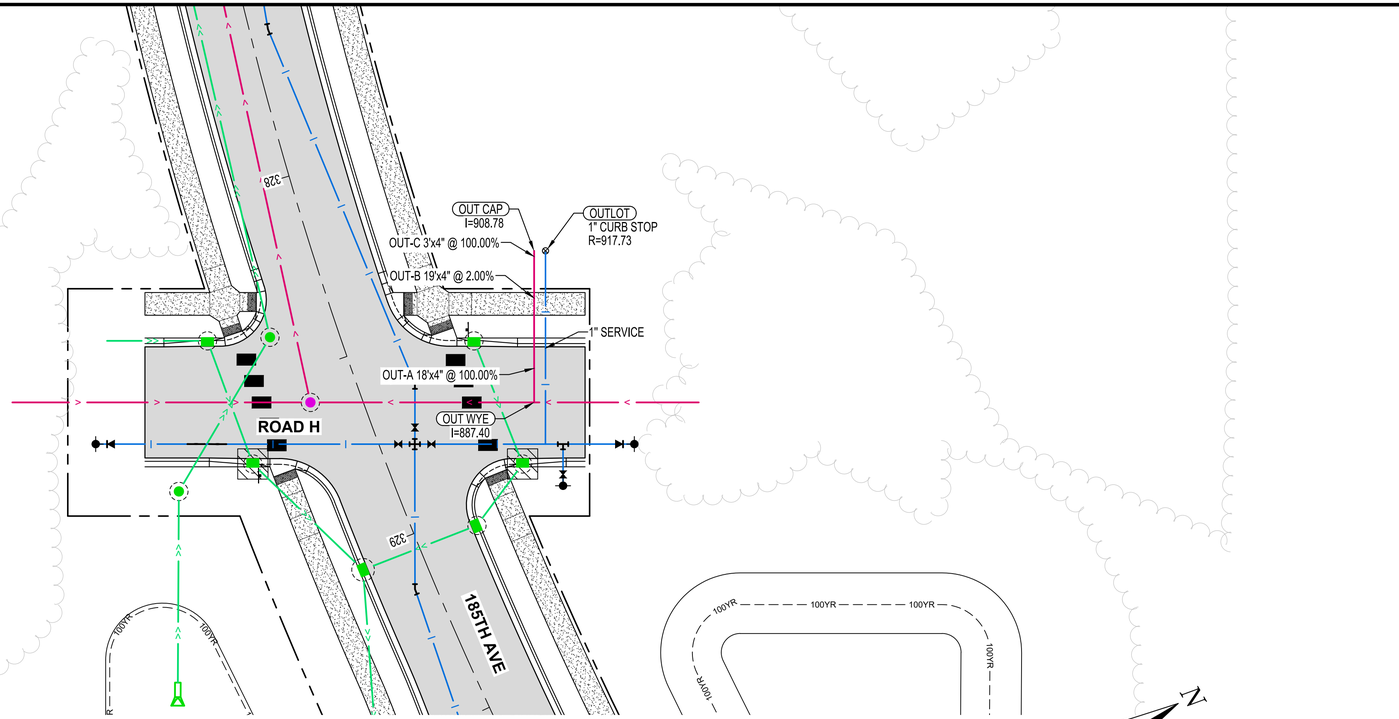
OF 115





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ELK RIVER MINNESOTA

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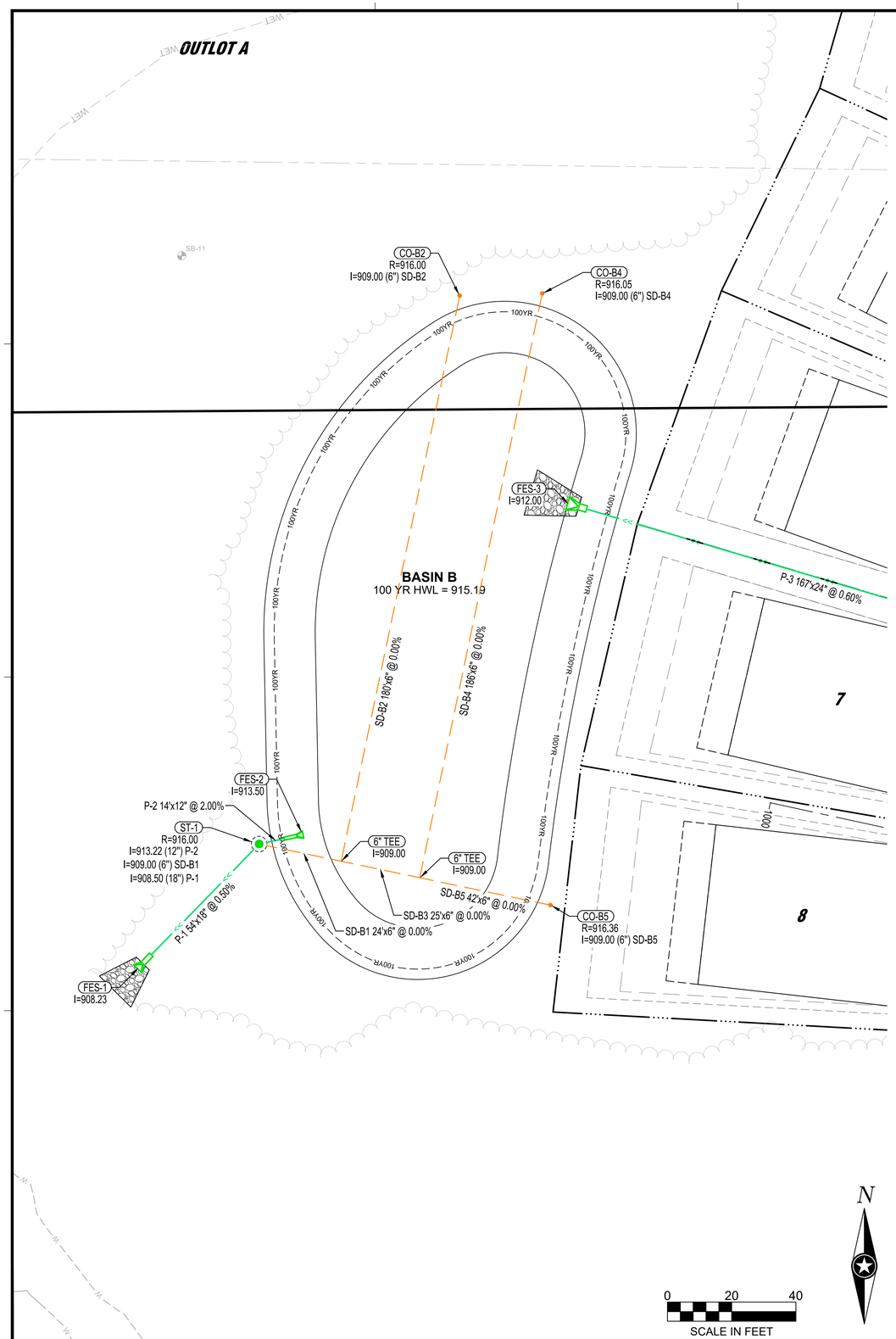
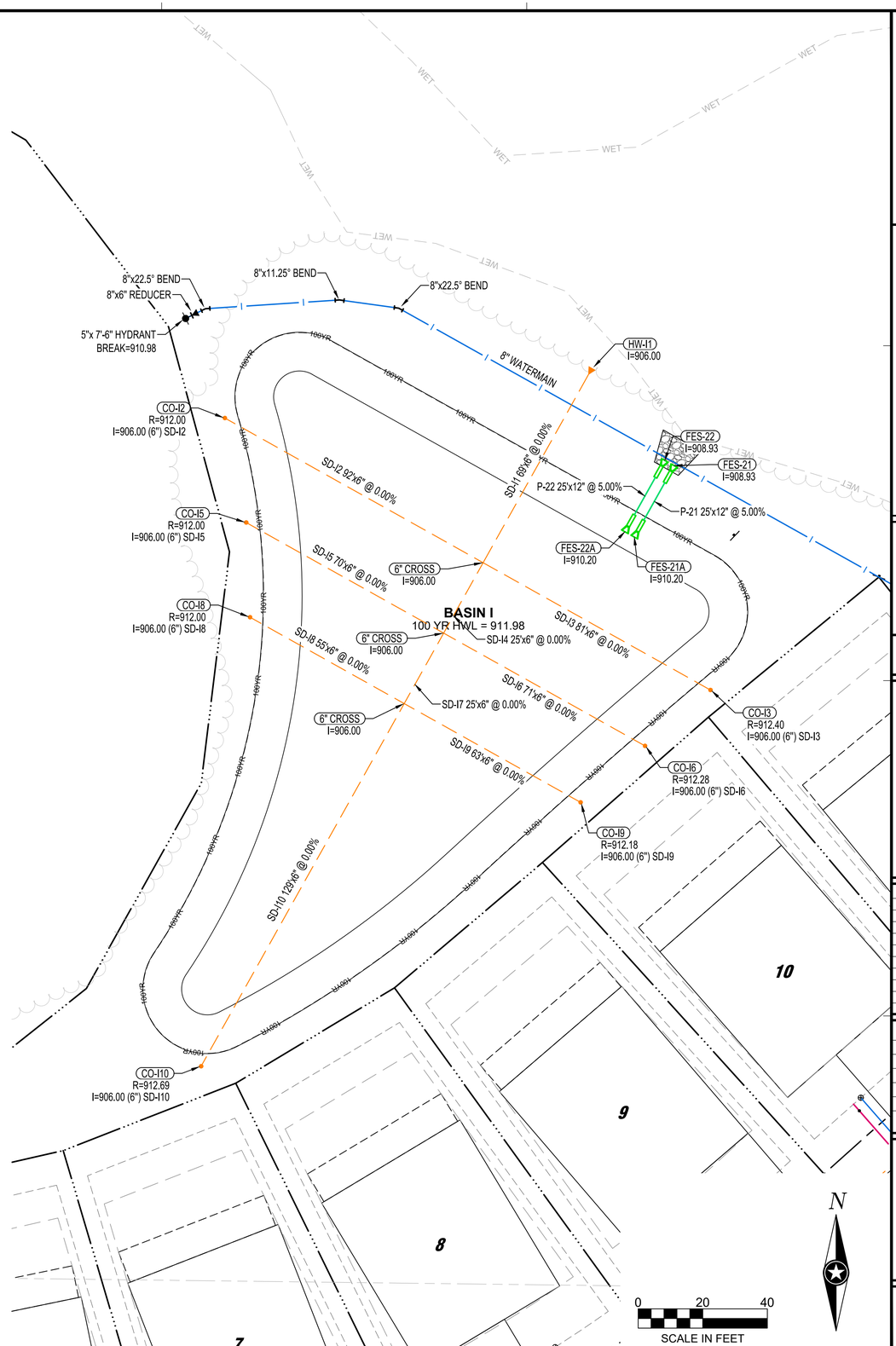
UTILITY SERVICES CONSTRUCTION

SHEET

91

OF 115





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ELK RIVER MINNESOTA

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REVIEWED BY	JDF
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CLIENT PROJECT NO.	-

TITLE

BASIN UTILITY CONSTRUCTION

SHEET

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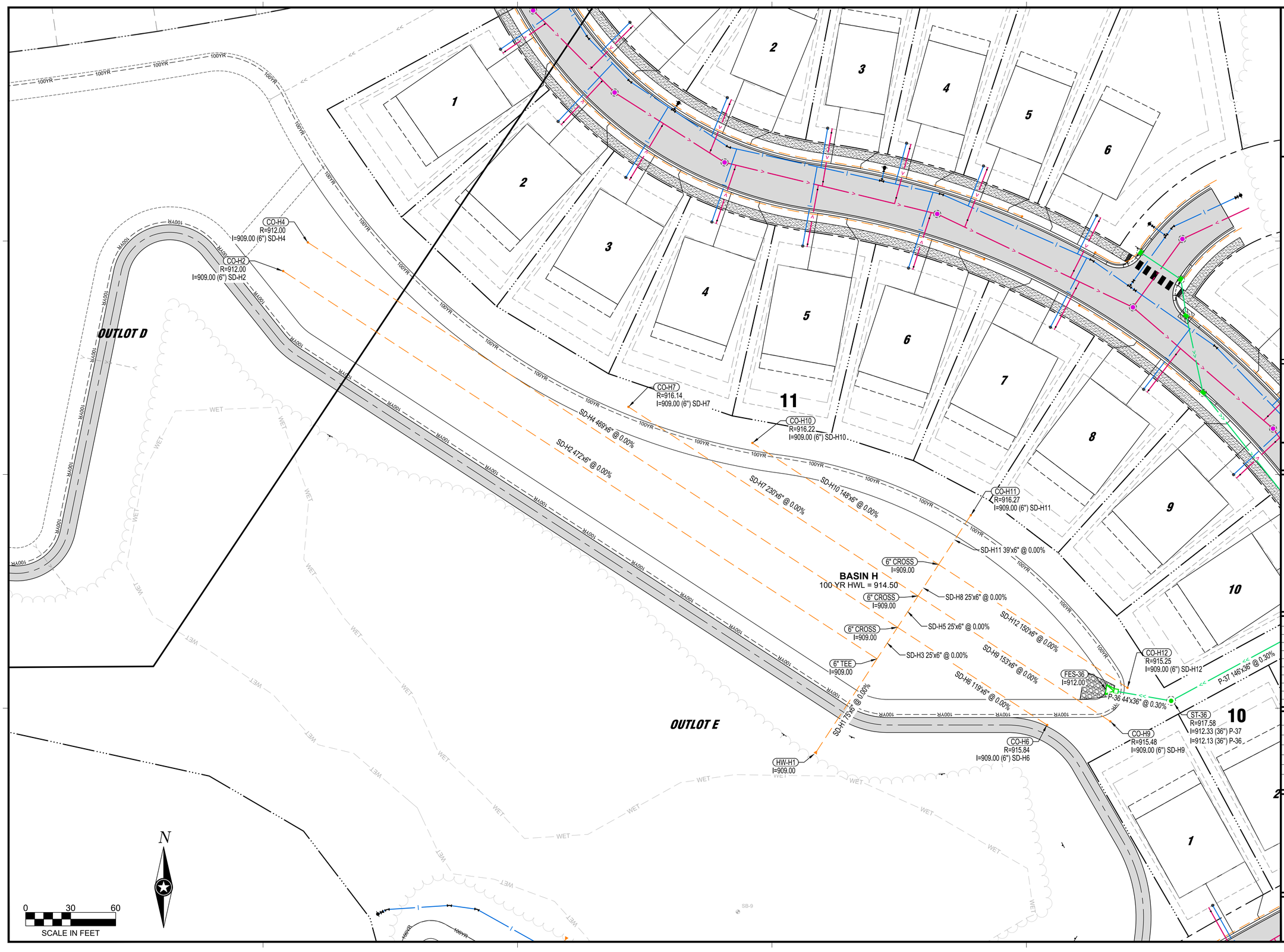

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TITLE

BASIN UTILITY CONSTRUCTION

SHEET

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GRADING LEGEND

101	EXISTING CONTOUR (MINOR INTERVAL)
100	EXISTING CONTOUR (MAJOR INTERVAL)
101	PROPOSED CONTOUR (MINOR INTERVAL)
100	PROPOSED CONTOUR (MAJOR INTERVAL)
XXX.XX	PROPOSED SPOT ELEVATION
XXX.XX	PROPOSED TOP BACK OF CURB / TOP OF TURNDOWN WALK SPOT ELEVATION
-X.X%	SURFACE GRADE / DIRECTION

GENERAL GRADING NOTES

PROPOSED CONTOURS SHOW FINISHED GRADE ELEVATIONS. BUILDING PAD AND PAVEMENT HOLD DOWNS ARE NOT INCLUDED. WHEN CONSTRUCTING BUILDING PADS WITH A HOLD DOWN, GRADE AREAS TO ENSURE POSITIVE BUILDING PAD DRAINAGE.

OUTLOT F
OUTLOT G
OUTLOT D
OUTLOT B
OUTLOT C
OUTLOT A
OUTLOT H
OUTLOT E
OUTLOT J
IVANHOE ST
KENNEDY ST
LINCOLN ST
185TH AVE
186TH AVE
185TH AVE
185TH AVE
BASIN H
100 YR HWL = 914.56
BASIN I
100 YR HWL = 911.96
BASIN K
100 YR HWL = 911.94
BASIN J
100 YR HWL = 909.08
BASIN G
100 YR HWL = 914.88
NORTH PIT
NWL = 903.73
100 YR HWL = 904.19
CENTER PIT
NWL = 902.27
100 YR HWL = 902.33
BASIN S
100 YR HWL = 907.05
BASIN R
100 YR HWL = 911.46
SOUTH PIT
NWL = 900.67
100 YR HWL = 902.08
FP100
Parcel 1

N

0 150 300
SCALE IN FEET

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CLIENT PROJECT NO.	-

TITLE

OVERALL GRADING PLAN

SHEET

94

OF 115

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TITLE

DETAILED GRADING PLAN

SHEET

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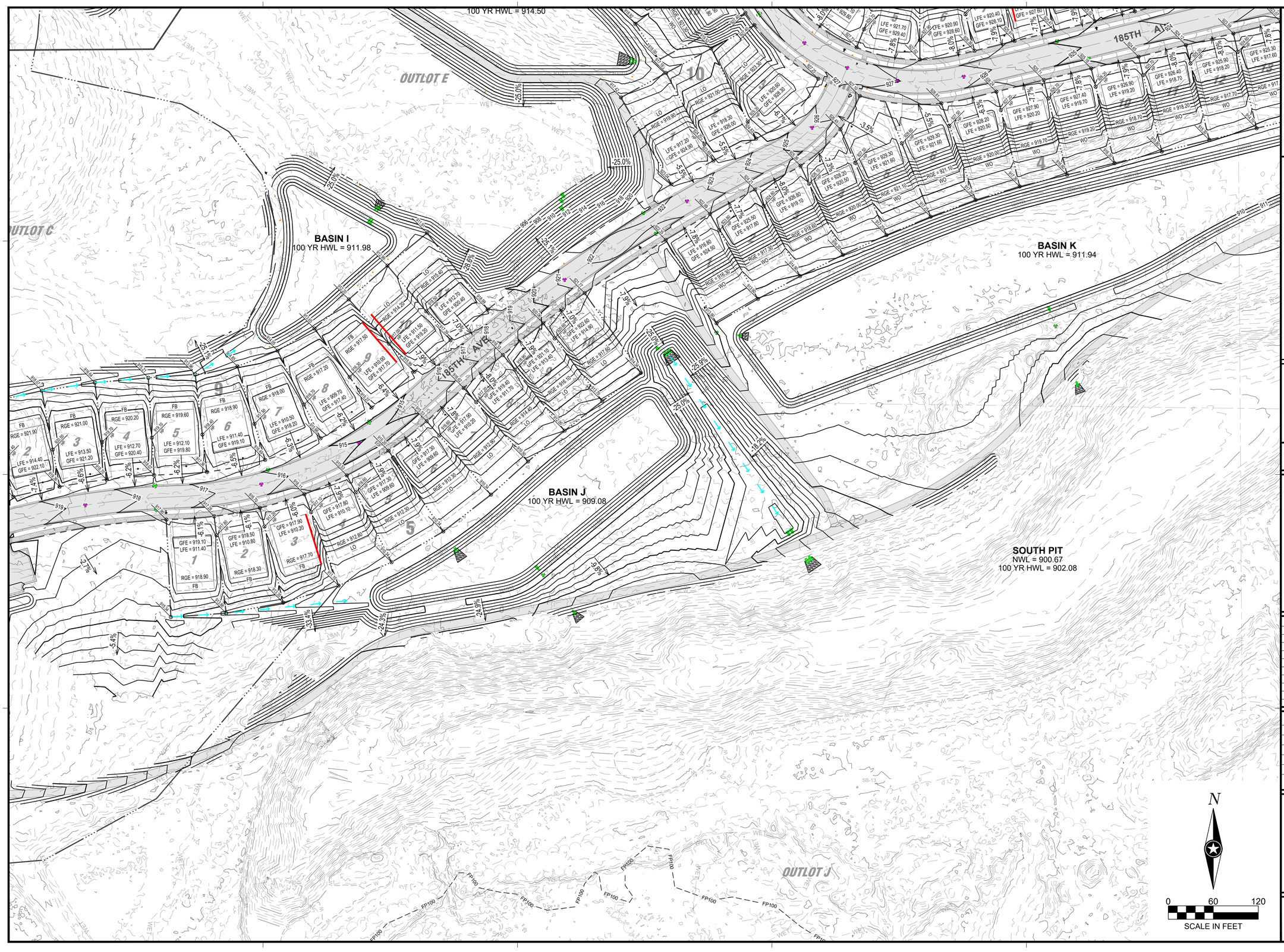
OF 115



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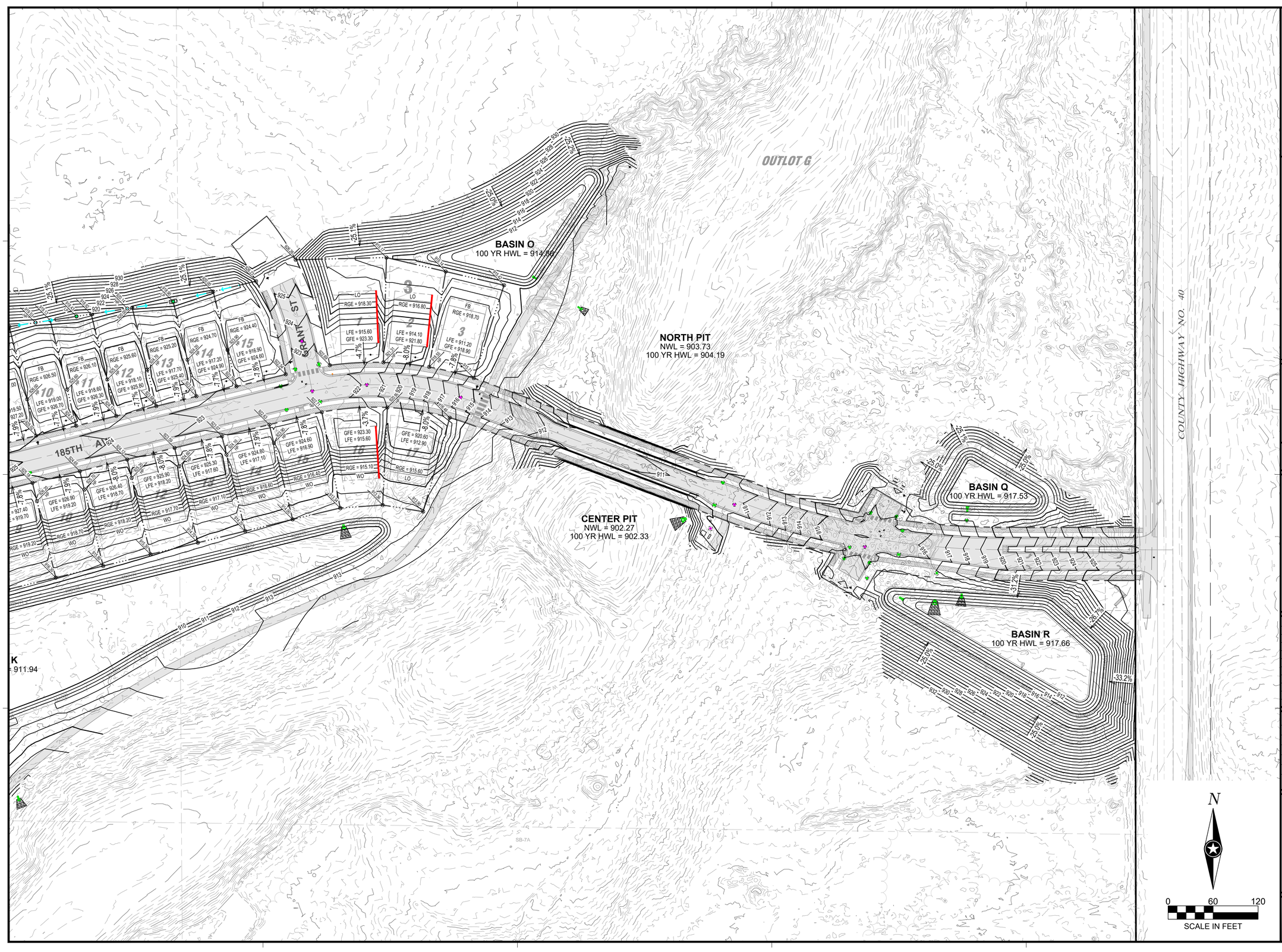

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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
FILE NAME	26553 - 8.1 DET GRADE (P2)
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	JDF
ORIGINAL ISSUE DATE	2024-08-26
CLIENT PROJECT NO.	-

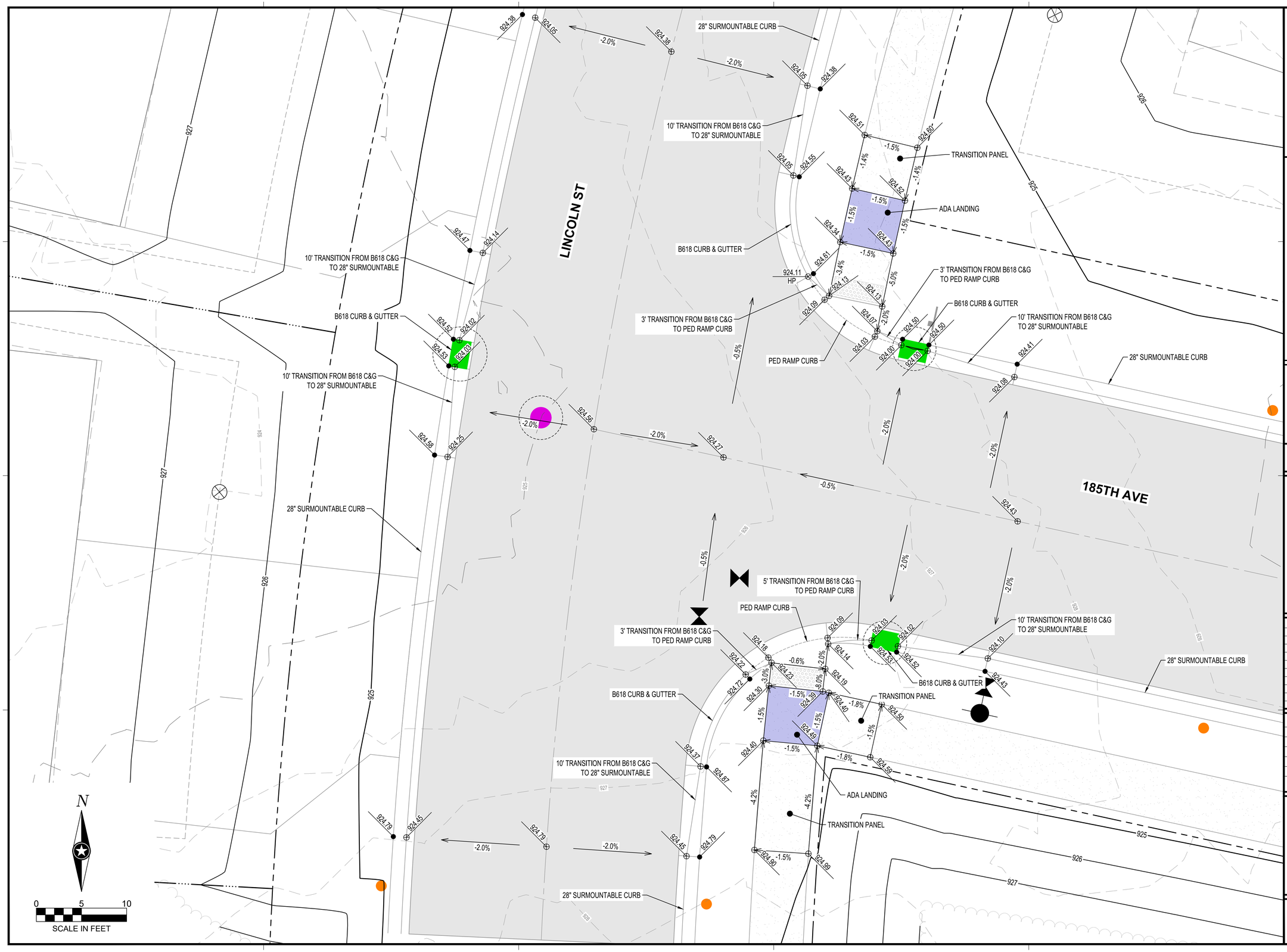
TITLE

DETAILED GRADING PLAN

SHEET

98

OF 115



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ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
FILE NAME	26553 - 8.2 INTER GRADE (P2)
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	JDF
ORIGINAL ISSUE DATE	2024-08-26
CLIENT PROJECT NO.	-

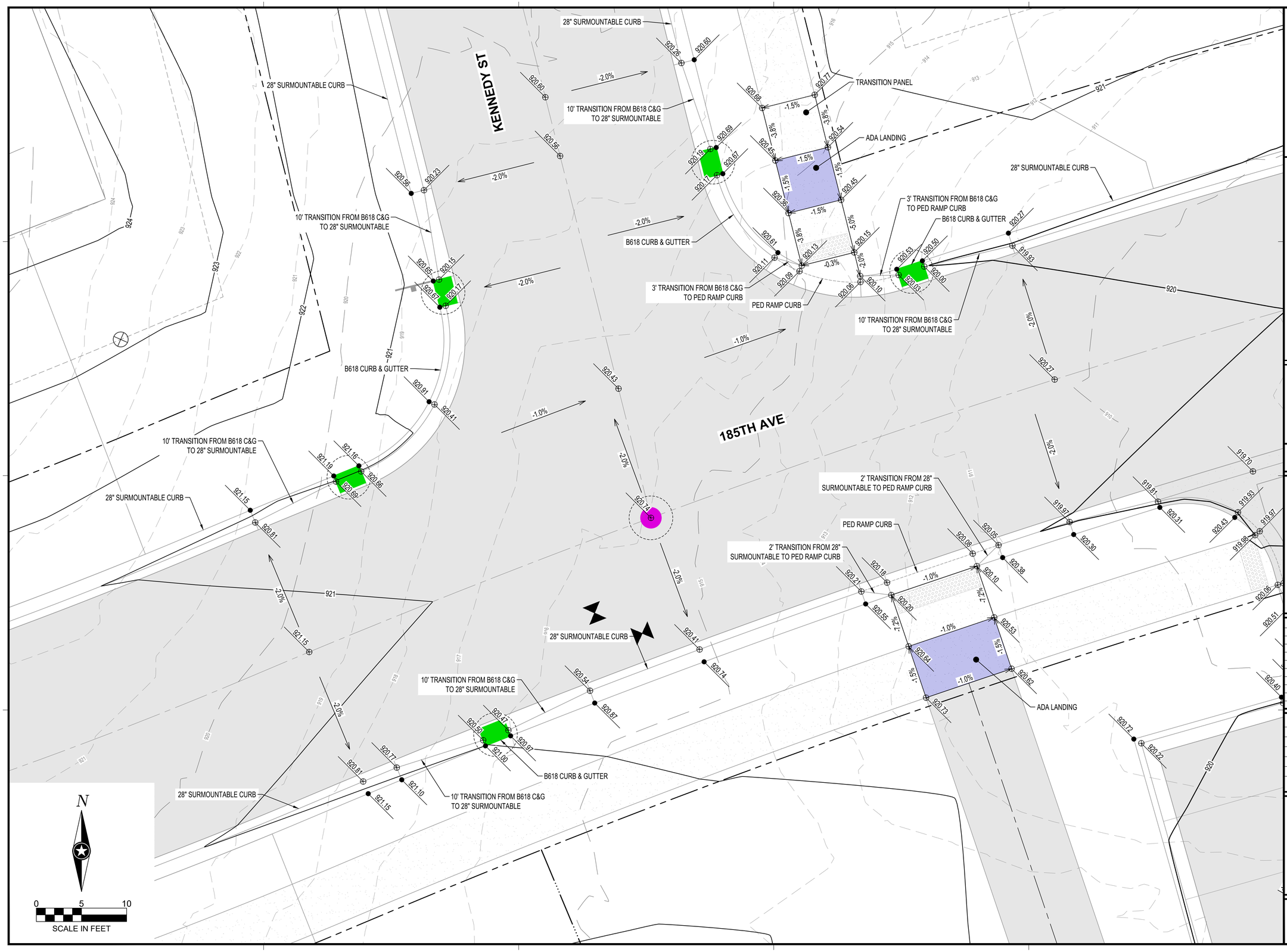
TITLE

INTERSECTION GRADING

SHEET

99

OF 115



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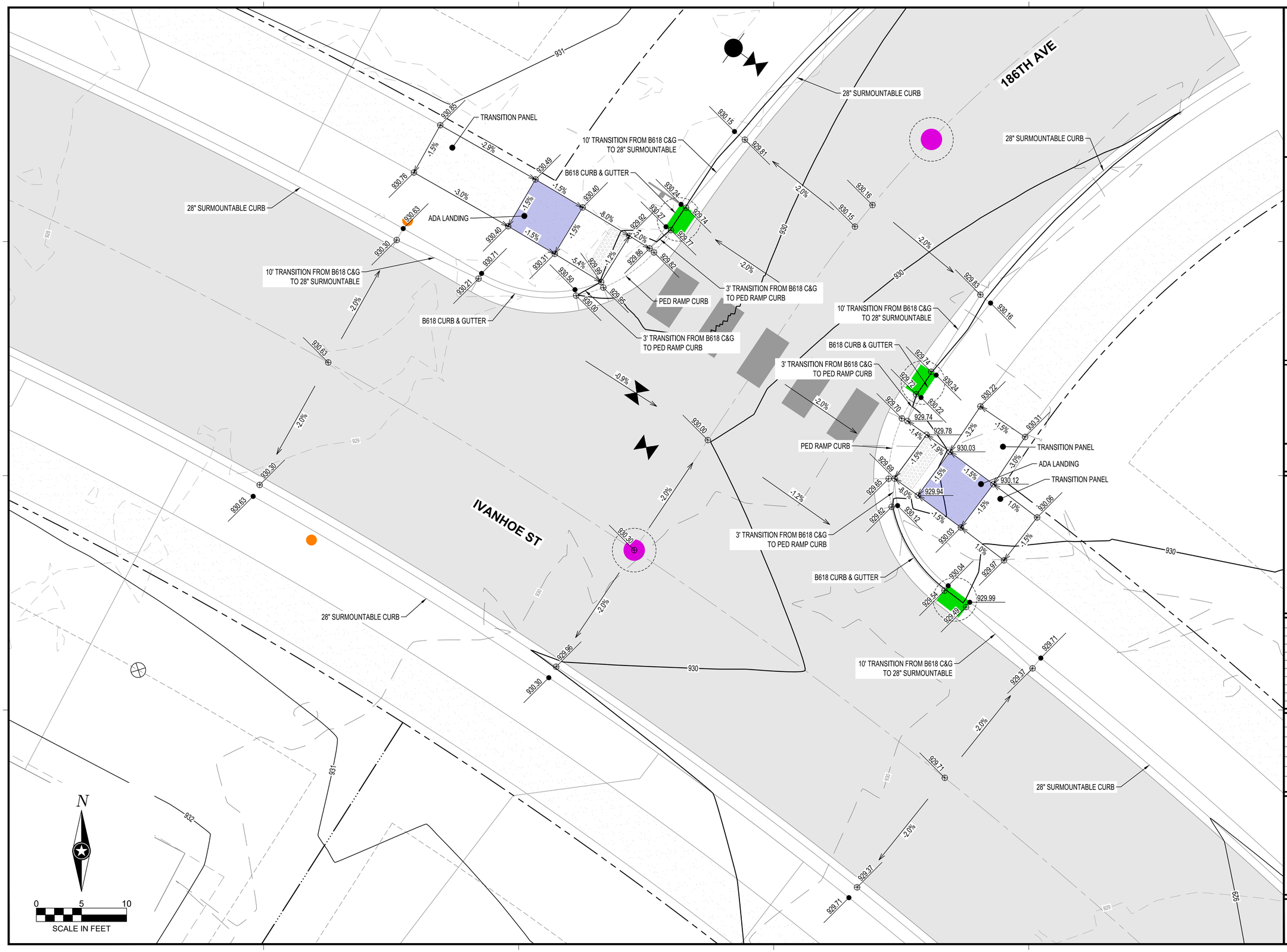
INTERSECTION GRADING

SHEET

100 OF 115



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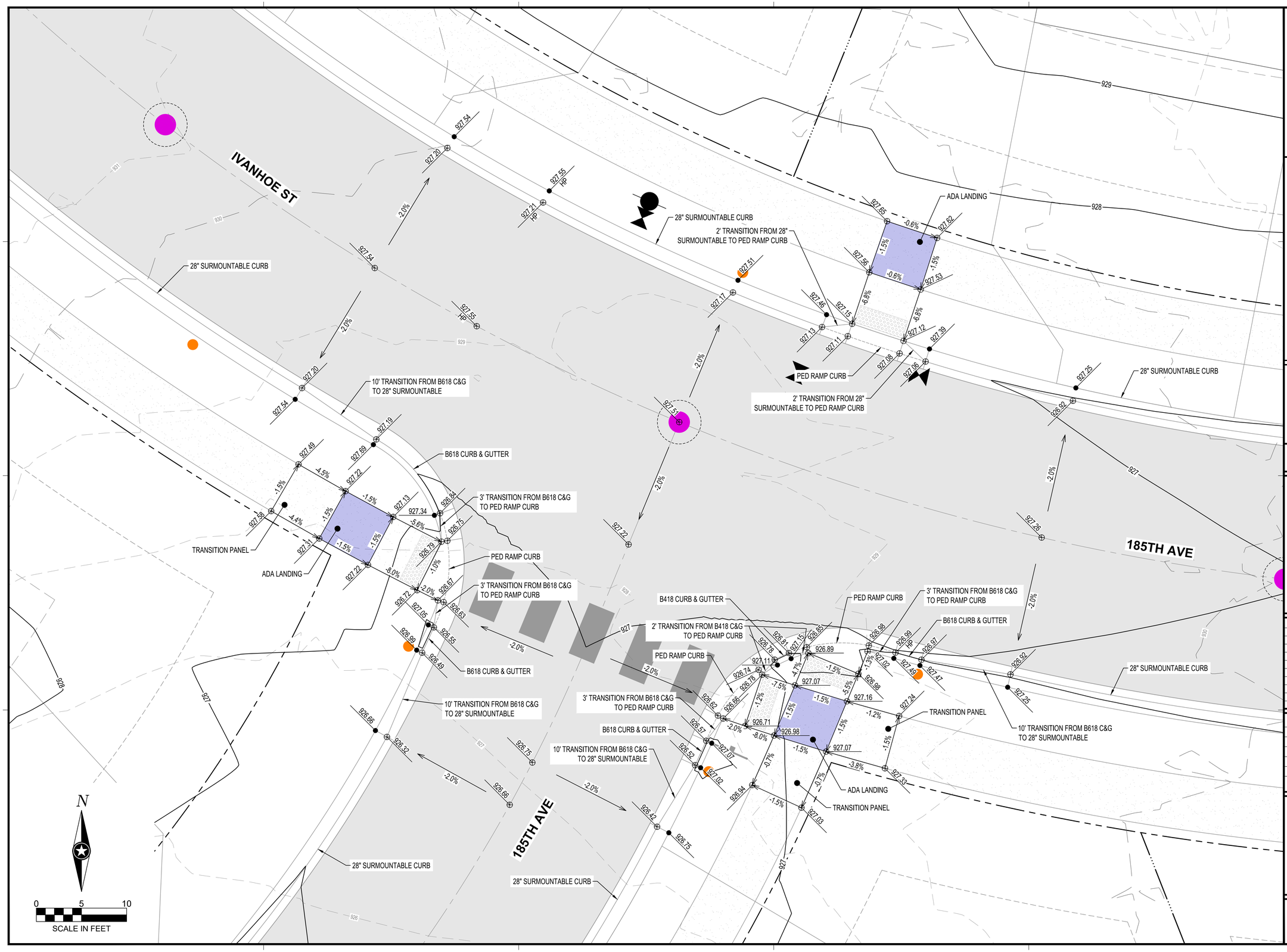
INTERSECTION GRADING

SHEET

101 OF 115



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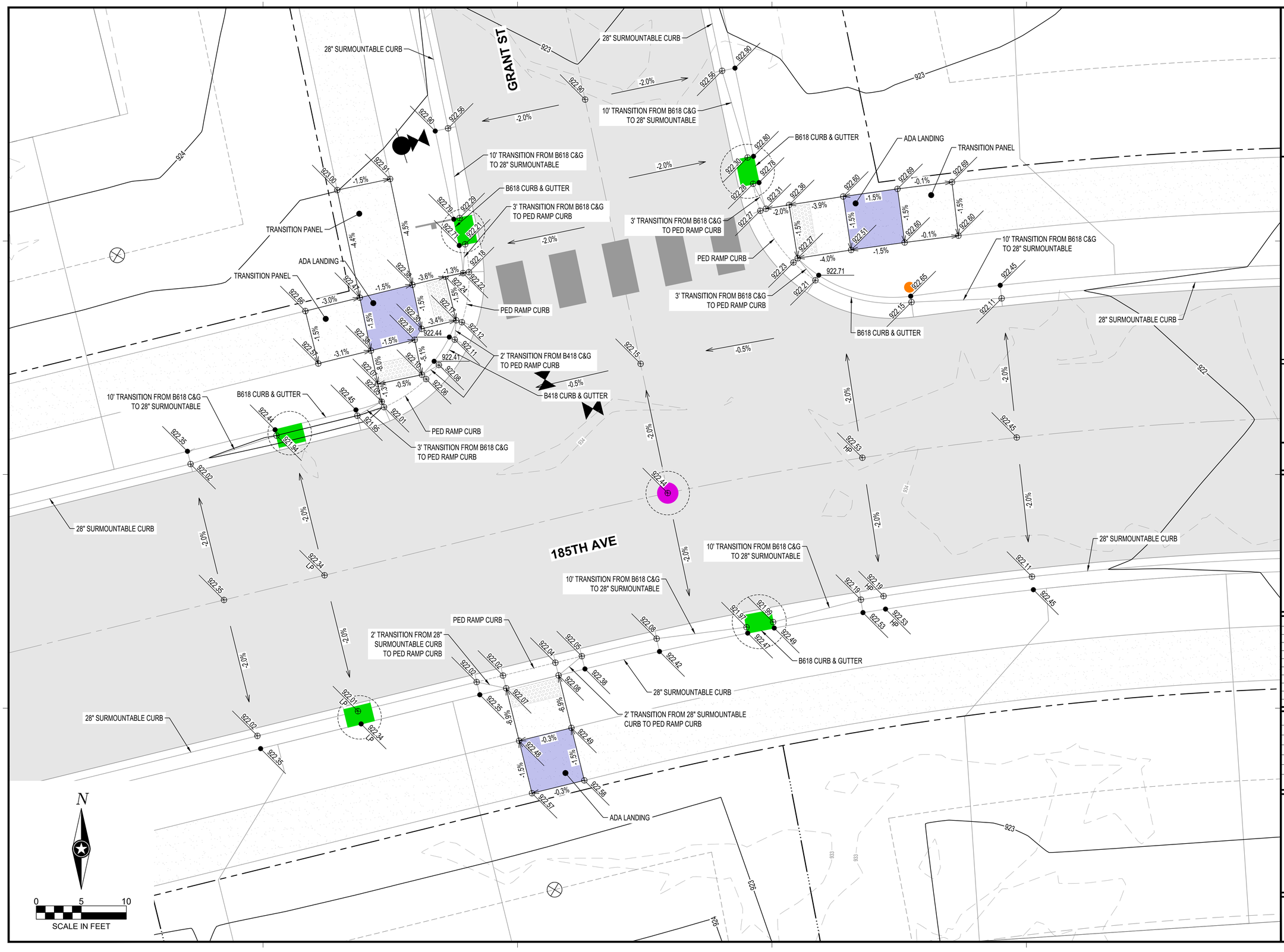
INTERSECTION GRADING

SHEET

102

OF 115



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INTERSECTION GRADING

SHEET

103

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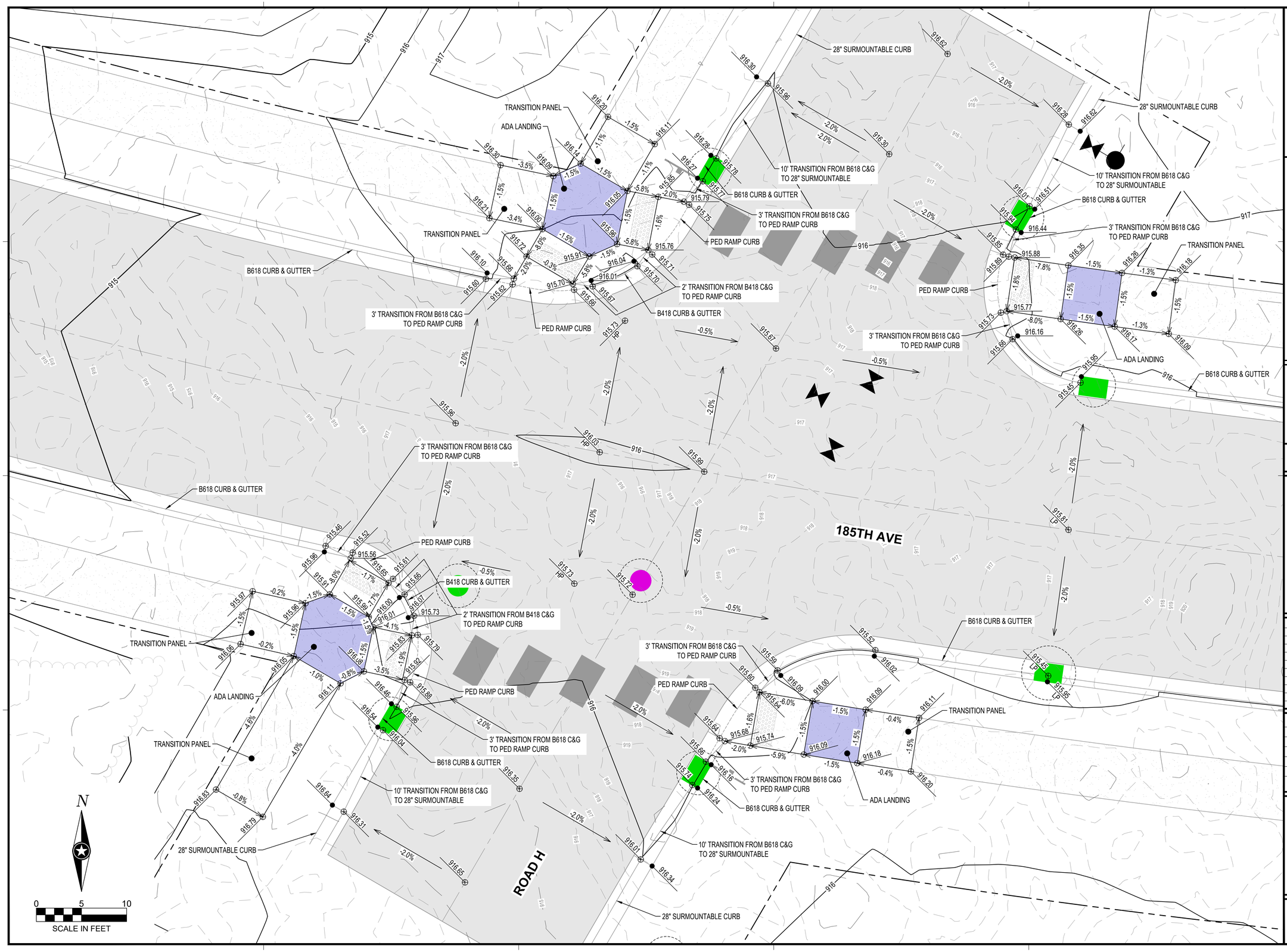

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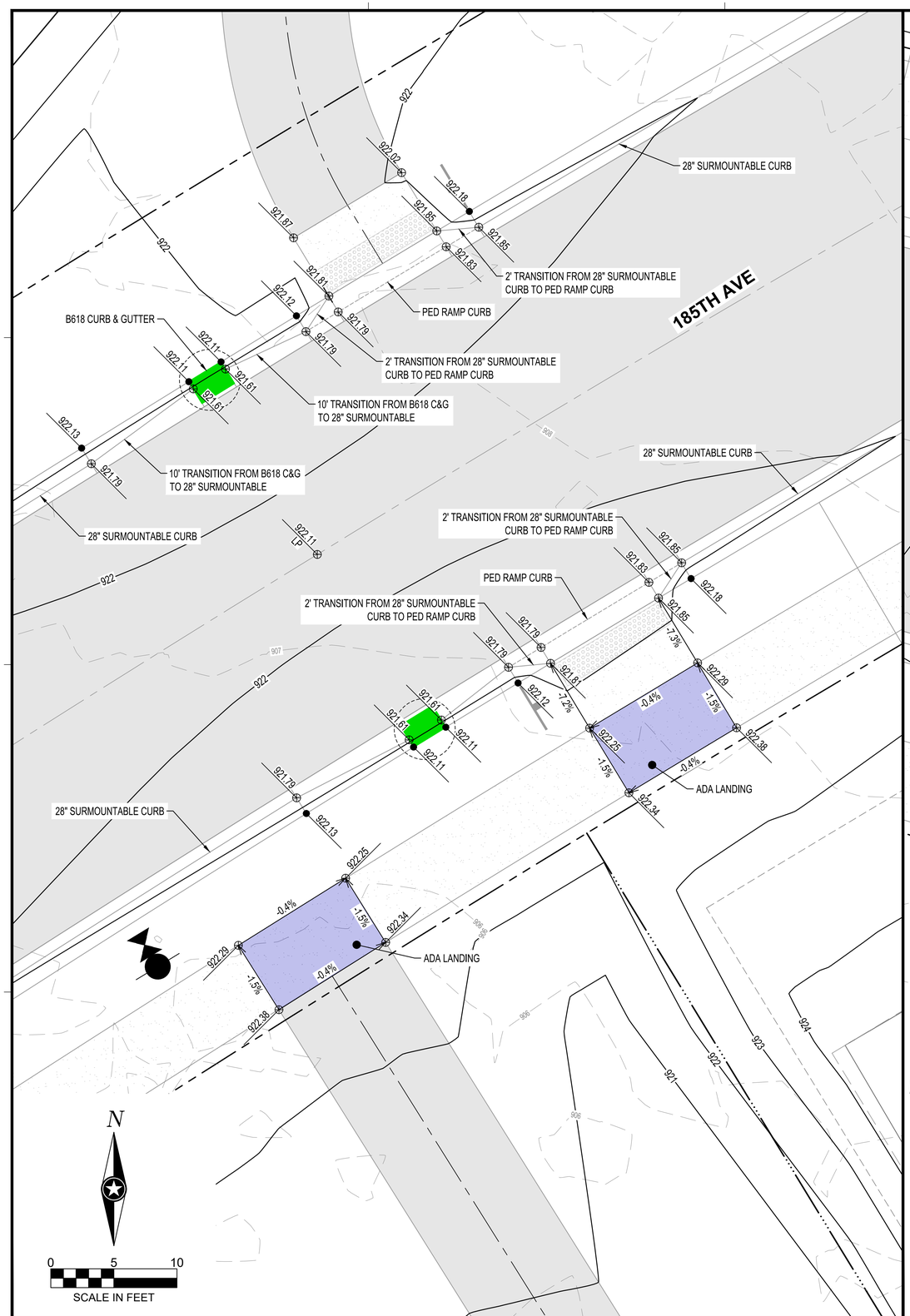
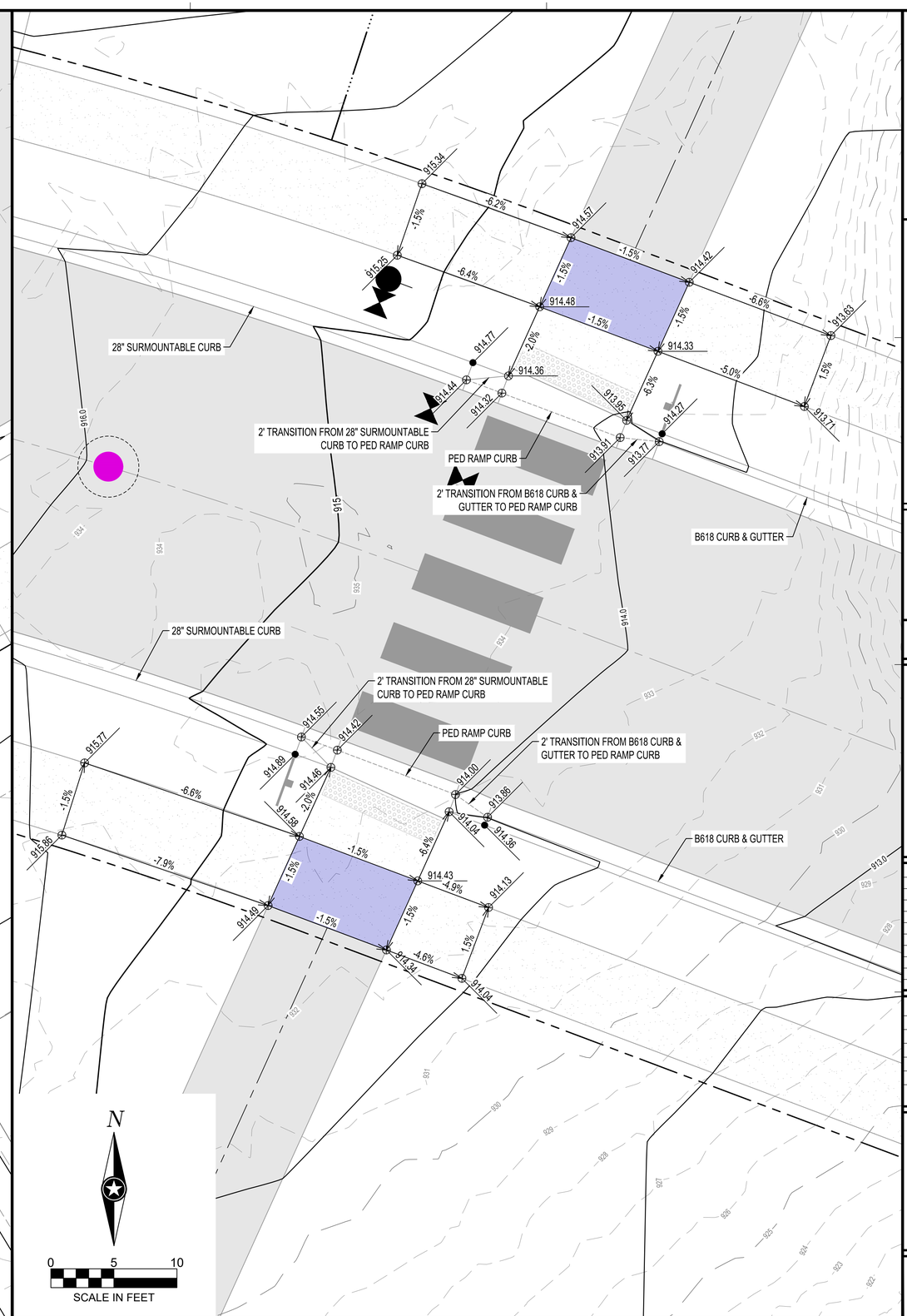
TITLE

INTERSECTION GRADING

SHEET

104 OF 115





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TITLE

TRAIL CROSSING GRADING

SHEET

105 OF 115

185TH AVE

CONCRETE "V" GUTTER, SEE DETAIL

28" SURMOUNTABLE CURB

10' TRANSITION FROM B618 C&G TO 28" SURMOUNTABLE

B618 CURB & GUTTER

3' TRANSITION FROM B618 C&G TO PED RAMP CURB

PED RAMP CURB

R3'

6' TRANSITION FROM B618 C&G TO 0" HEIGHT CURB

0" HEIGHT CURB

24'

20', TYP.

9', TYP.

SEDIMENT BASIN / SNOW STORAGE

N

0 5 10

SCALE IN FEET

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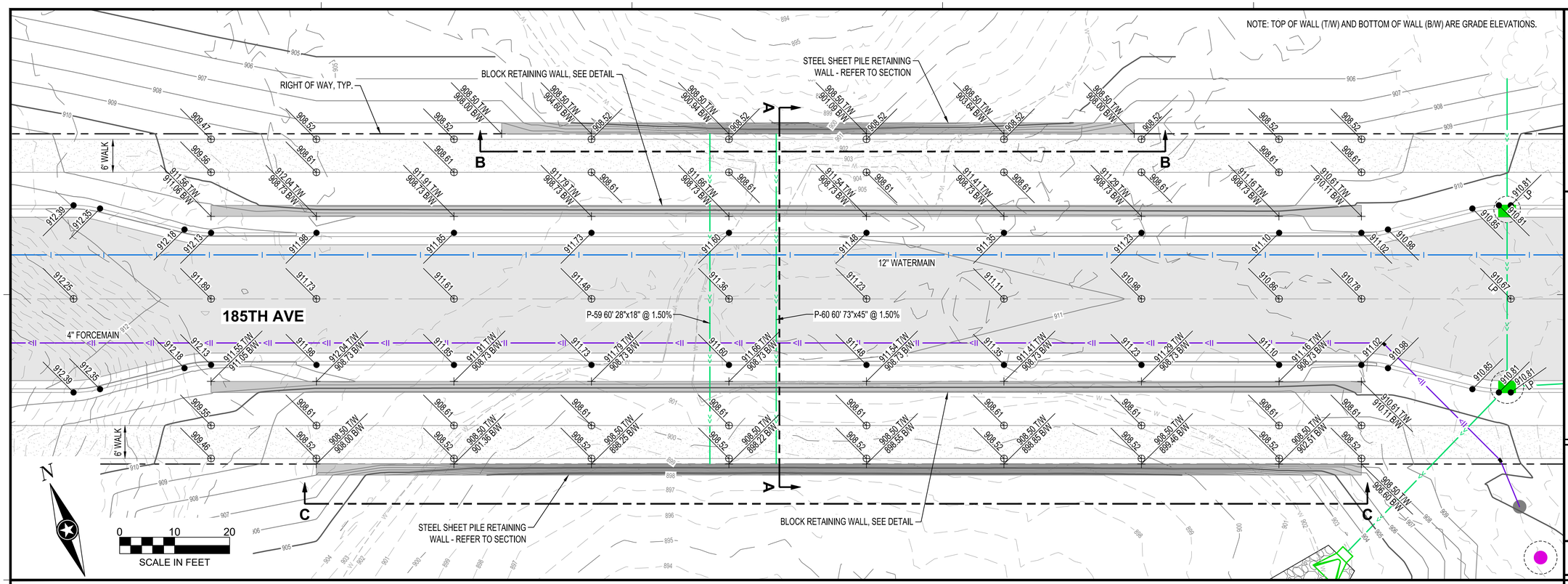
CLIENT PROJECT NO.	-

TITLE

PARKING LOT GRADING

SHEET

106 OF 115

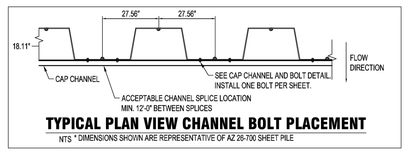


STEEL SHEET PILE NOTES:

- SHEET PILES SHALL BE INSTALLED PER MANUFACTURER'S RECOMMENDATIONS.
- AFTER INSTALLATION, ANY HOLES LEFT IN SHEET PILE (LIFTING HOOKS, ETC.) SHALL BE CLOSED OFF.
- ALL SHEETS TO BE MARKED AND NUMBERED AT 1' INCREMENTS PRIOR TO INSTALLATION.
- THE CONTRACTOR SHALL KEEP A LOG TO VERIFY THAT CORRECT DEPTH IS ACHIEVED FOR ALL SHEETS INSTALLED. THIS LOG SHALL BE DELIVERED TO THE ENGINEER FOR REVIEW PRIOR TO ACCEPTANCE.
- CONTRACTOR IS RESPONSIBLE TO CONFIRM AND PROVIDE INSTALLATION EQUIPMENT THAT IS COMPATIBLE WITH THE SHEETING TO BE USED. SOME INSTALLATION METHODS MAY WORK BETTER WITH HEAVIER SHEET PILE.
- CONTRACTOR SHALL SUBMIT SHOP DRAWINGS OF SELECTED SHEET PILE FOR APPROVAL PRIOR TO CONSTRUCTION.

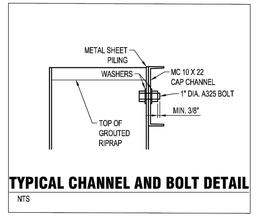
SHEET PILING REQUIREMENTS:

- MINIMUM SHEET PILE ELASTIC SECTION MODULUS - Sx = _____
- MINIMUM GRADE OF STEEL - ASTM A572 GR. 60
- SHEET PILING LENGTH = _____
- MINIMUM MOMENT OF INERTIA - Ix = _____



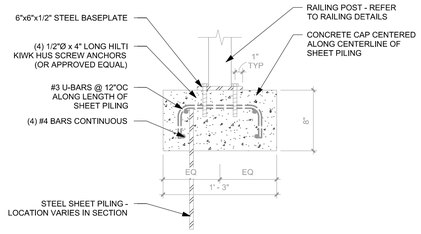
TYPICAL PLAN VIEW CHANNEL BOLT PLACEMENT

NTS * DIMENSIONS SHOWN ARE REPRESENTATIVE OF AZ 26-700 SHEET PILE



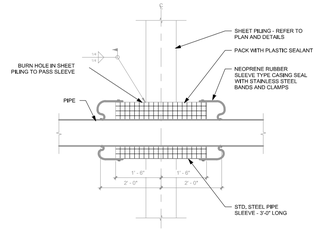
TYPICAL CHANNEL AND BOLT DETAIL

NTS



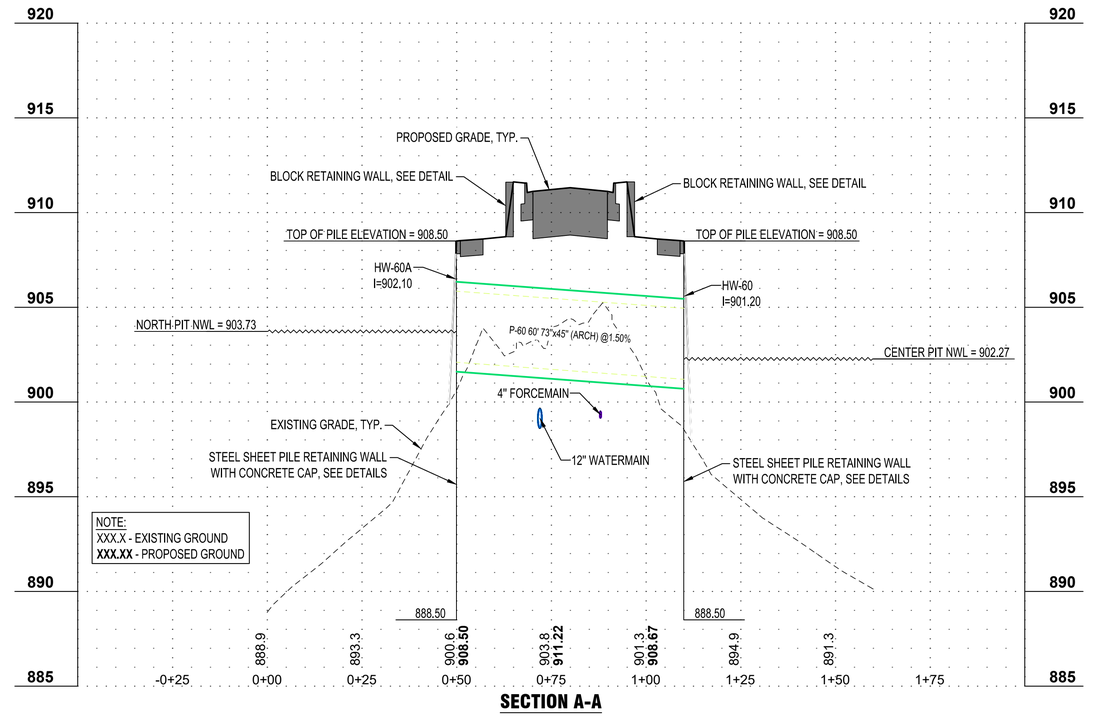
TYPICAL PILE CAP DETAIL

NTS



PIPE THRU SHEET PILING DETAIL

NTS



SECTION A-A

ISG

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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
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DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	JDF
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CLIENT PROJECT NO.	-

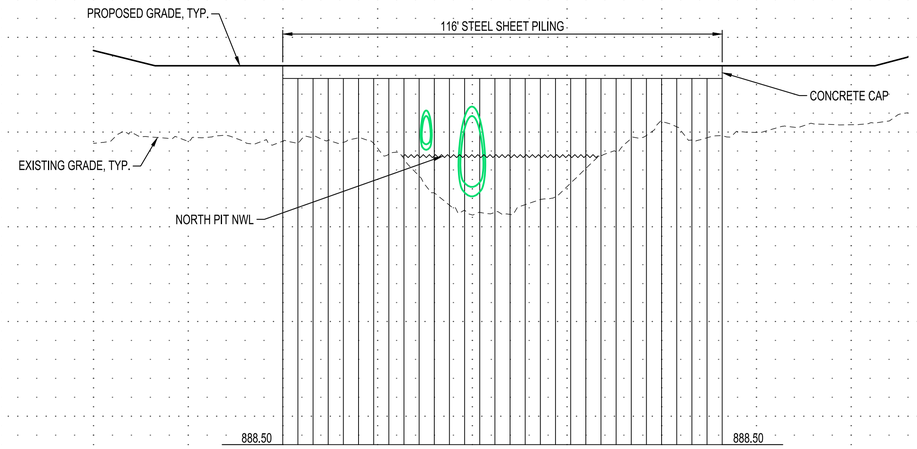
TITLE

PIT CROSSING GRADING

SHEET

107

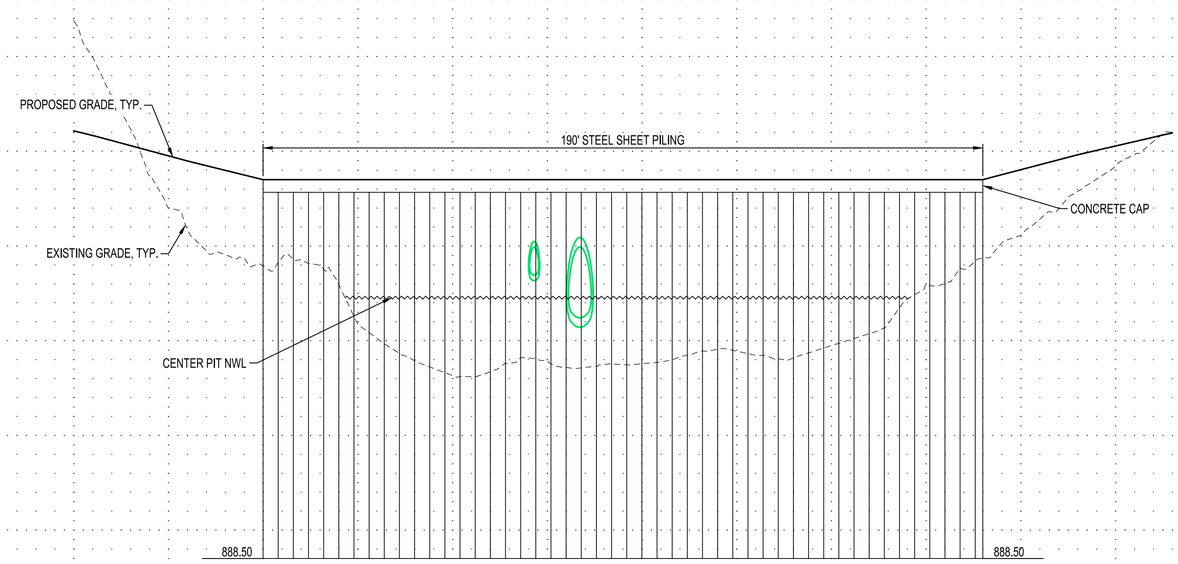
OF 115



NOTE:
XXX.X - EXISTING GROUND
XXX.XX - PROPOSED GROUND

-1+25	-1+00	-0+75	-0+50	-0+25	0+00	0+25	0+50	0+75	1+00	1+25	1+50	1+75	2+00	2+25	2+50	2+75	3+00	3+25	3+50
					904.4 **909.31**	904.5 **908.50**	904.5 **908.50**	904.2 **908.50**	900.6 **908.50**	902.1 **908.50**	905.6 **908.50**	905.0 **908.50**	905.4 **908.50**						

SECTION B-B (NORTH WALL)



NOTE:
XXX.X - EXISTING GROUND
XXX.XX - PROPOSED GROUND

-1+00	-0+75	-0+50	-0+25	0+00	0+25	0+50	0+75	1+00	1+25	1+50	1+75	2+00	2+25	2+50	2+75	3+00	3+25	3+50	3+75
				916.9 **911.08**	907.0 **909.76**	903.9 **908.50**	900.9 **908.50**	898.2 **908.50**	898.9 **908.50**	898.8 **908.50**	899.4 **908.50**	899.7 **908.50**	903.0 **908.50**	905.6 **909.02**	909.2 **910.27**				

SECTION C-C (SOUTH WALL)

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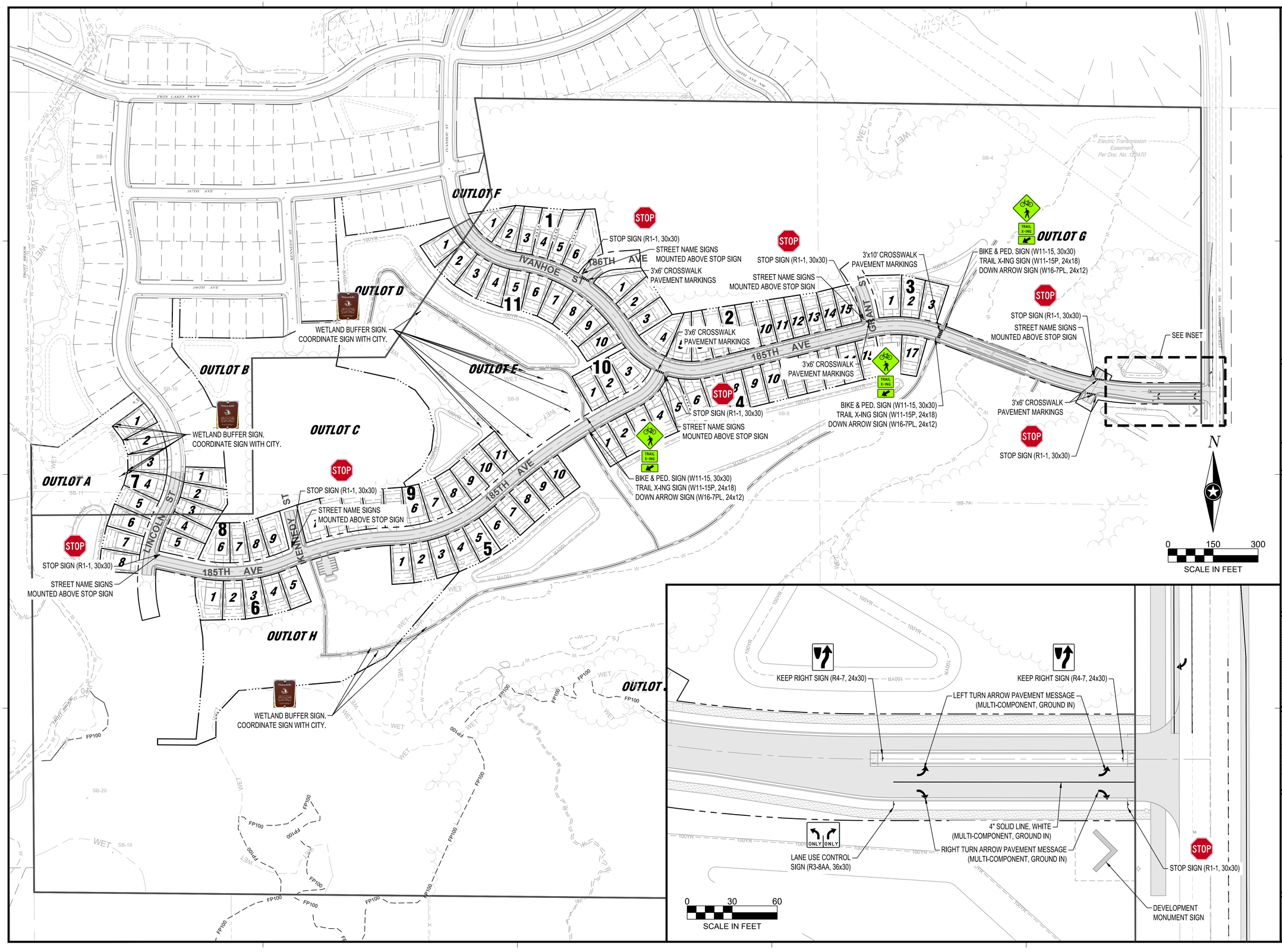
TITLE

SHEET PILE WALL SECTIONS

SHEET

108

OF 115



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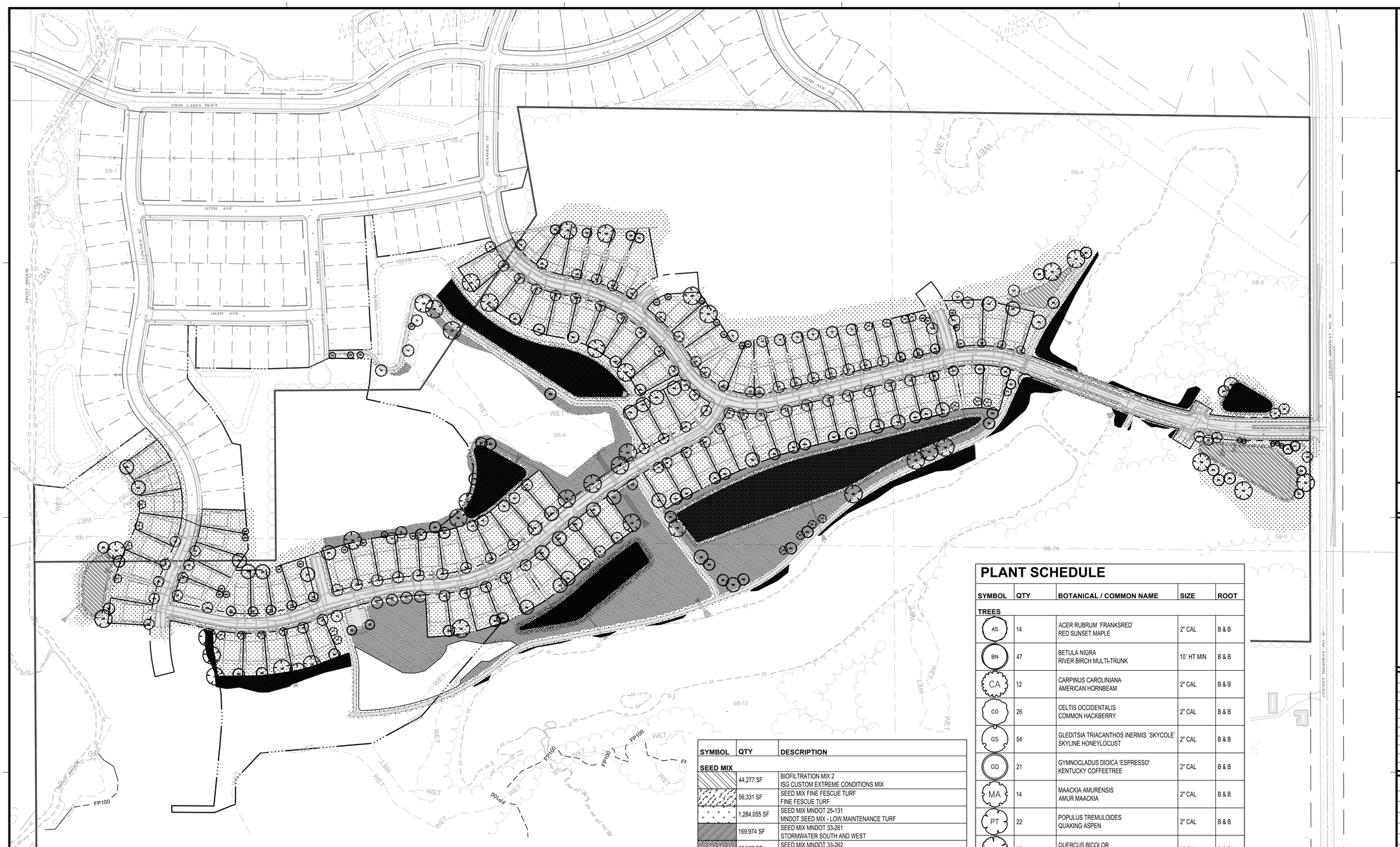
TITLE

SIGNAGE & STRIPING PLAN

SHEET

109 OF 115



SYMBOL	QTY	DESCRIPTION
SEED MIX		
	44,277 SF	BIOFILTRATION MIX 2 ISG CUSTOM EXTREME CONDITIONS MIX
	56,331 SF	SEED MIX FINE FESCUE TURF FINE FESCUE TURF
	1,284,055 SF	SEED MIX MNDOT 25-131 MNDOT SEED MIX - LOW MAINTENANCE TURF
	169,974 SF	SEED MIX MNDOT 33-261 STORMWATER SOUTH AND WEST
	93,657 SF	SEED MIX MNDOT 33-262 DRY SWALE / POND MIX
	331,369 SF	SEED MIX MNDOT 35-241 MNDOT SEED MIX - MESIC PRAIRIE GENERAL

CITY LANDSCAPE REQUIREMENTS

GENERAL LANDSCAPE REQUIREMENTS

ALL SUBDIVISIONS SHALL BE PLANNED, DESIGNED AND MAINTAINED CONSISTENT WITH THE FOLLOWING:

- TREES SHALL HAVE A TRUNK DIAMETER OF NOT LESS THAN TWO (2) INCHES, AND SHALL BE PLANTED IN NOT LESS THAN ONE CUBIC YARD OF GOOD GROWING SOIL WITH SUITABLE AMOUNT OF FERTILIZER.
- BOULEVARD TREES SHALL BE PLANTED AT INTERVALS OF AT LEAST ONE TREE PER LOT AT A DISTANCE OF AT LEAST SIX (6) FEET BUT LESS THAN TWELVE (12) FEET FROM BEHIND THE CURB.
- YARD TREES SHALL BE PLANTED IN INTERVALS OF ONE TREE PER LOT AND LOCATED BETWEEN THE EDGE OF THE RIGHT-OF-WAY AND FRONT OF THE HOUSE.
- CORNER LOTS SHALL REQUIRE TWO BOULEVARD TREES, ONE PER STREET FRONTAGE.

LANDSCAPE REQUIREMENTS

PLANT TYPE	REQUIRED	ADDITIONAL	TOTAL
DECIDUOUS TREES	306	0	306
EVERGREEN TEES	7	0	7

PLANT SCHEDULE

SYMBOL	QTY	BOTANICAL / COMMON NAME	SIZE	ROOT
TREES				
AS	14	ACER RUBRUM `FRANKSRED` RED SUNSET MAPLE	2" CAL	B & B
BN	47	BETULA NIGRA RIVER BIRCH MULTI-TRUNK	10` HT MIN	B & B
CA	12	CARPINUS CAROLINIANA AMERICAN HORNBEAM	2" CAL	B & B
CO	26	CELTIS OCCIDENTALIS COMMON HACKBERRY	2" CAL	B & B
GS	54	GLEDITSIA TRIACANTHOS INERMIS `SKYCOLE` SKYLINE HONEYLOCUST	2" CAL	B & B
GD	21	GYMNOCLADUS DIOICA 'ESPRESSO' KENTUCKY COFFEETREE	2" CAL	B & B
MA	14	MAACKIA AMURENSIS AMUR MAACKIA	2" CAL	B & B
PT	22	POPULUS TREMULOIDES QUAKING ASPEN	2" CAL	B & B
QB	38	QUERCUS BICOLOR SWAMP WHITE OAK	2" CAL	B & B
QM	33	QUERCUS X MACDANIELI `CLEMONS` TM HERITAGE OAK	2" CAL	B & B
TA	21	TILIA AMERICANA `MCKSENTRY` SENTRY LINDEN	2" CAL	B & B
UH	4	ULMUS X `PATRIOT` PATRIOT ELM	2" CAL	B & B
EVERGREEN TREES				
PA	2	PICEA ABIES NORWAY SPRUCE	12` HT MIN	B & B
PD	5	PICEA GLAUCA 'DENSATA' BLACK HILLS SPRUCE	12` HT MIN	B & B

N

0 150 300

SCALE IN FEET

ISG

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DATE XXXX-XX-XX LIC. NO. XXXXX

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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
FILE NAME	26553 - 10 LANDSCAPE (P2)
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	JDF
ORIGINAL ISSUE DATE	2024-08-26
CLIENT PROJECT NO.	-

TITLE

OVERALL PLANTING PLAN

SHEET

110

OF 115

PLANT SCHEDULE

SYMBOL	BOTANICAL / COMMON NAME	SIZE	ROOT
TREES			
AS	ACER RUBRUM `FRANKSRED` RED SUNSET MAPLE	2" CAL	B & B
BN	BETULA NIGRA RIVER BIRCH MULTI-TRUNK	10` HT MIN	B & B
CA	CARPINUS CAROLINIANA AMERICAN HORNBEAM	2" CAL	B & B
CO	CELTIS OCCIDENTALIS COMMON HACKBERRY	2" CAL	B & B
GS	GLEDITSIA TRIACANTHOS INERMIS `SKYCOLE` SKYLINE HONEYLOCUST	2" CAL	B & B
GD	GYMNOCLADUS DIOICA 'ESPRESSO' KENTUCKY COFFEETREE	2" CAL	B & B
MA	MAACKIA AMURENSIS AMUR MAACKIA	2" CAL	B & B
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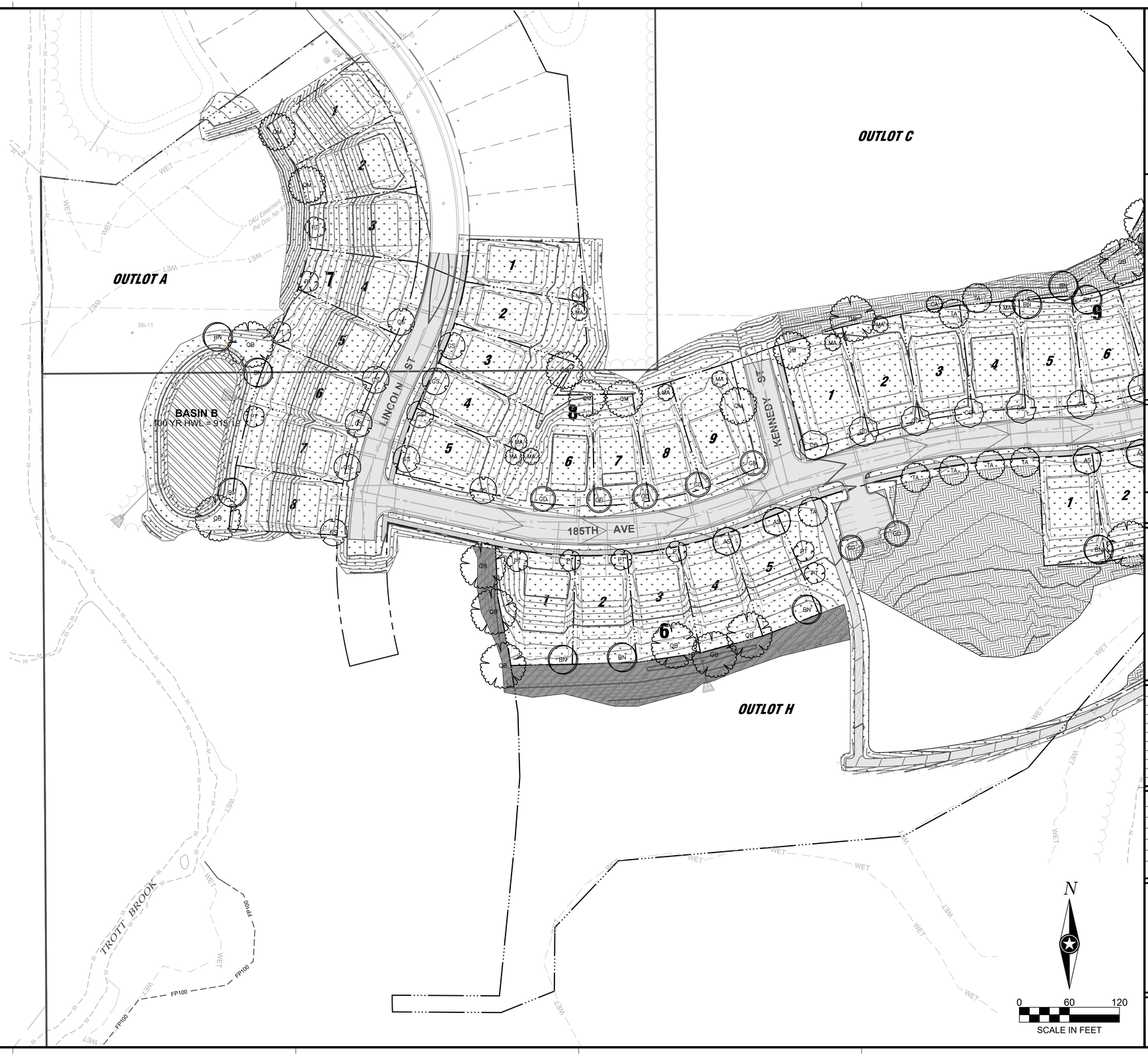
UH	ULMUS X `PATRIOT` PATRIOT ELM	2" CAL	B & B
EVERGREEN TREES			
PA	PICEA ABIES NORWAY SPRUCE	12` HT MIN	B & B
PD	PICEA GLAUCA 'DENSATA' BLACK HILLS SPRUCE	12` HT MIN	B & B

SYMBOL	DESCRIPTION
SEED MIX	
	BIOFILTRATION MIX 2 ISG CUSTOM EXTREME CONDITIONS MIX
	SEED MIX FINE FESCUE TURF FINE FESCUE TURF
	SEED MIX MNDOT 25-131 MNDOT SEED MIX - LOW MAINTENANCE TURF
	SEED MIX MNDOT 33-261 STORMWATER SOUTH AND WEST
	SEED MIX MNDOT 33-262 DRY SWALE / POND MIX
	SEED MIX MNDOT 35-241 MNDOT SEED MIX - MESIC PRAIRIE GENERAL



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ELK RIVER MINNESOTA

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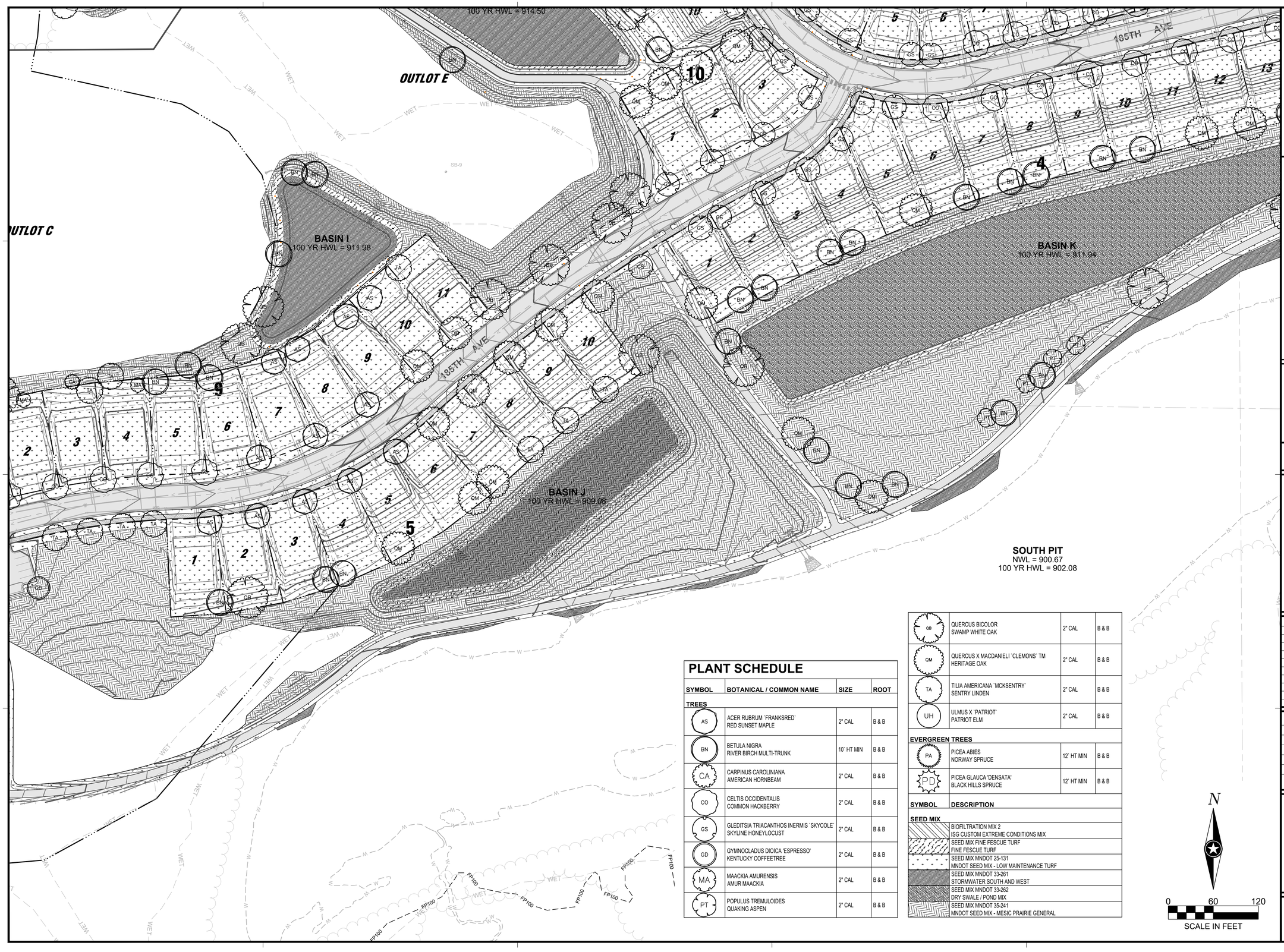
TITLE

PLANTING PLAN

SHEET

111

OF 115



PLANT SCHEDULE

SYMBOL	BOTANICAL / COMMON NAME	SIZE	ROOT
TREES			
AS	ACER RUBRUM `FRANKSRED` RED SUNSET MAPLE	2" CAL	B & B
BN	BETULA NIGRA RIVER BIRCH MULTI-TRUNK	10` HT MIN	B & B
CA	CARPINUS CAROLINIANA AMERICAN HORNBEAM	2" CAL	B & B
CO	CELTIS OCCIDENTALIS COMMON HACKBERRY	2" CAL	B & B
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MA	MAACKIA AMURENSIS AMUR MAACKIA	2" CAL	B & B
PT	POPULUS TREMULOIDES QUAKING ASPEN	2" CAL	B & B
QB	QUERCUS BICOLOR SWAMP WHITE OAK	2" CAL	B & B
QM	QUERCUS X MACDANIELI `CLEMONS` TM HERITAGE OAK	2" CAL	B & B
TA	TILIA AMERICANA `MCKSENTRY` SENTRY LINDEN	2" CAL	B & B
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EVERGREEN TREES			
PA	PICEA ABIES NORWAY SPRUCE	12` HT MIN	B & B
PD	PICEA GLAUCA `DENSATA` BLACK HILLS SPRUCE	12` HT MIN	B & B

SYMBOL	DESCRIPTION
SEED MIX	
	BIOFILTRATION MIX 2 ISG CUSTOM EXTREME CONDITIONS MIX
	SEED MIX FINE FESCUE TURF FINE FESCUE TURF
	SEED MIX MNDOT 25-131 MNDOT SEED MIX - LOW MAINTENANCE TURF
	SEED MIX MNDOT 33-261 STORMWATER SOUTH AND WEST
	SEED MIX MNDOT 33-262 DRY SWALE / POND MIX
	SEED MIX MNDOT 35-241 MNDOT SEED MIX - MESIC PRAIRIE GENERAL

N

0 60 120

SCALE IN FEET

ISG

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LENNAR HOMES

BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

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CLIENT PROJECT NO.	-

TITLE

PLANTING PLAN

SHEET

112

OF 115

SYMBOL	DESCRIPTION
SEED MIX	
	BIOFILTRATION MIX 2 ISG CUSTOM EXTREME CONDITIONS MIX
	SEED MIX FINE FESCUE TURF FINE FESCUE TURF
	SEED MIX MNDOT 25-131 MNDOT SEED MIX - LOW MAINTENANCE TURF
	SEED MIX MNDOT 33-261 STORMWATER SOUTH AND WEST
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	SEED MIX MNDOT 35-241 MNDOT SEED MIX - MESIC PRAIRIE GENERAL

PLANT SCHEDULE

SYMBOL	BOTANICAL / COMMON NAME	SIZE	ROOT
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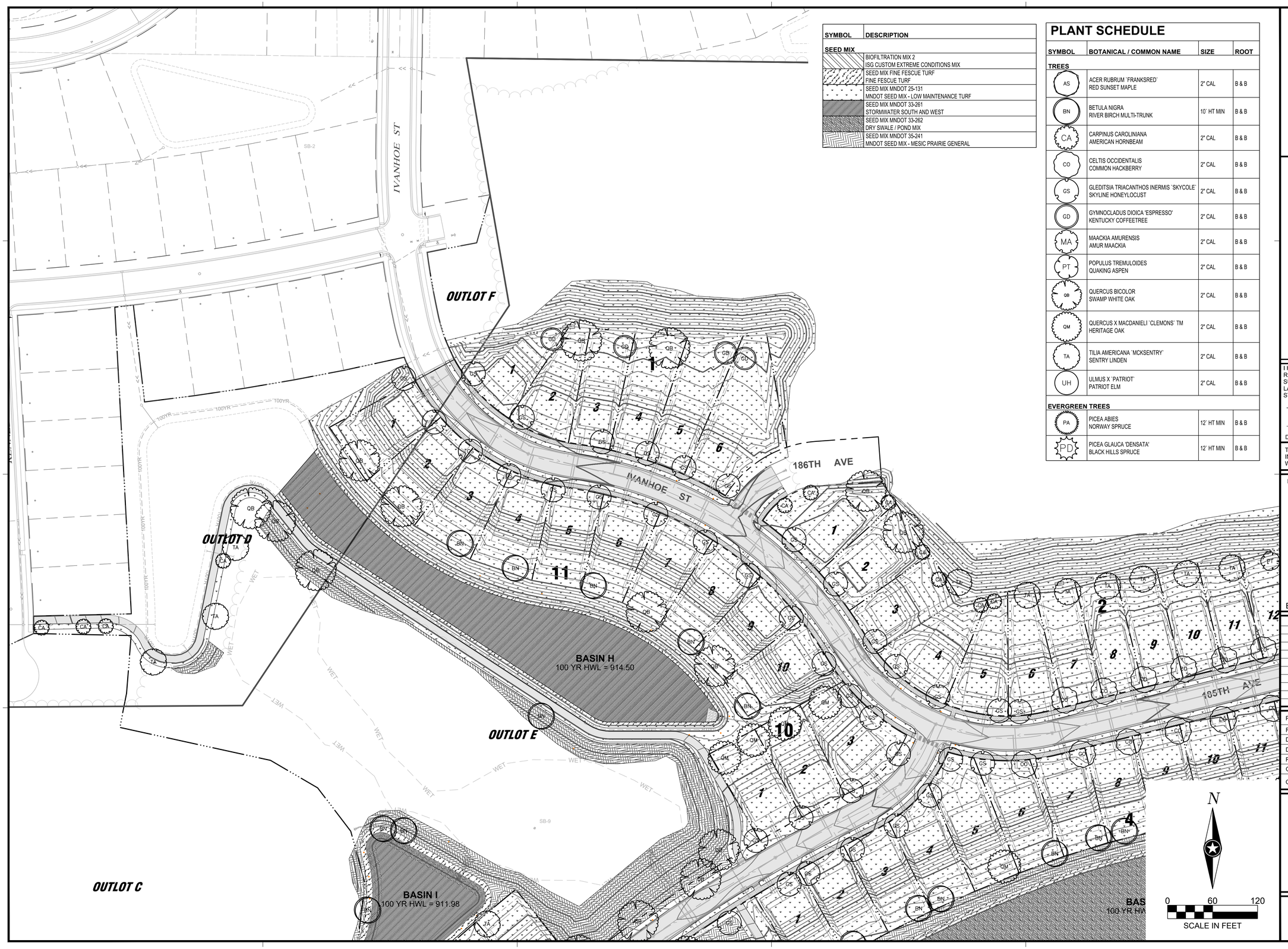

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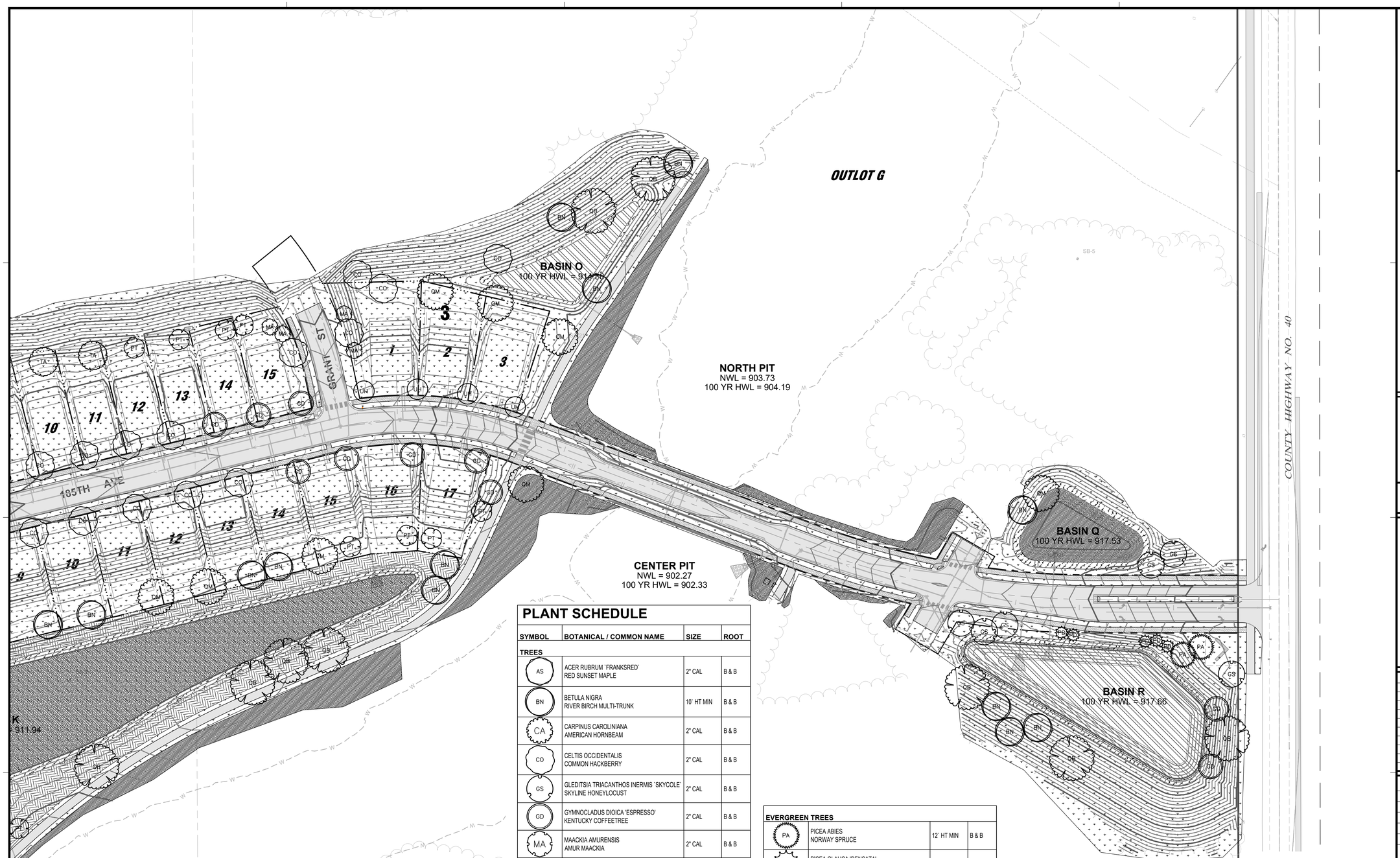
PLANTING PLAN

SHEET

113

OF 115



PLANT SCHEDULE

SYMBOL	BOTANICAL / COMMON NAME	SIZE	ROOT
TREES			
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SYMBOL	DESCRIPTION
SEED MIX	
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	SEED MIX FINE FESCUE TURF FINE FESCUE TURF
	SEED MIX MNDOT 25-131 MNDOT SEED MIX - LOW MAINTENANCE TURF
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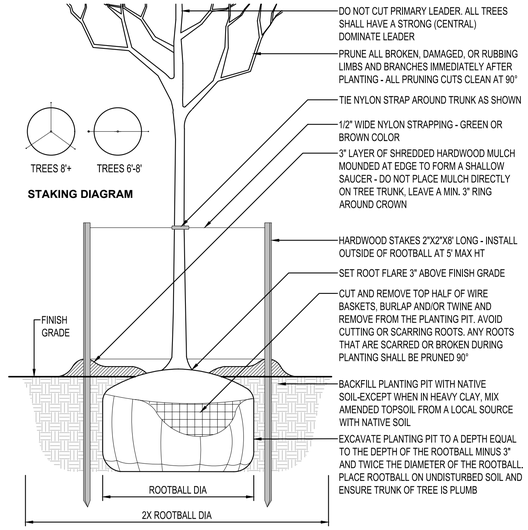
TITLE

PLANTING PLAN

SHEET

114

OF 115

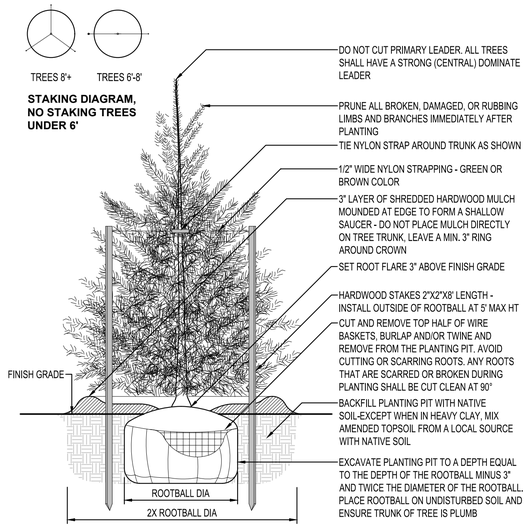


DECIDUOUS TREE PLANTING

NTS LD705

PLANTING NOTES

1. COORDINATE LOCATION OF ALL UTILITIES (LINES, DUCTS, CONDUITS, SLEEVES, FOOTINGS, ETC.) WITH LOCATIONS OF PROPOSED LANDSCAPE ELEMENTS (FENCE, FOOTINGS, TREE ROOTBALLS, ETC.). CONTRACTOR SHALL REPORT ANY DISCREPANCIES TO OWNER'S REPRESENTATIVE PRIOR TO CONTINUING WORK.
2. SAVE AND PROTECT ALL EXISTING TREES NOT NOTED TO BE REMOVED.
3. REMOVE ALL CONSTRUCTION DEBRIS AND MATERIALS INJURIOUS TO PLANT GROWTH FROM PLANTING PITS AND BEDS PRIOR TO BACKFILLING WITH PLANTING MIX.
4. REFER TO PLANTING DETAILS FOR AMENDED SOIL DEPTH IN PLANTING BEDS AND SURROUNDING TREES.
5. FIELD STAKE PLANTINGS ACCORDING TO PLAN. OWNER'S REPRESENTATIVE SHALL APPROVE ALL PLANT LOCATIONS PRIOR TO INSTALLATION. OWNER'S REPRESENTATIVE RESERVES THE RIGHT TO REVISE PLANTING LAYOUT AT TIME OF INSTALLATION.
6. ALL PLANT MATERIALS SHALL BE TRUE TO THEIR SCIENTIFIC NAME AND SIZE AS INDICATED IN THE PLANT SCHEDULE.
7. IF DISCREPANCIES EXIST BETWEEN THE NUMBER OF PLANTS DRAWN ON THE PLANTING PLAN AND THE NUMBER OF PLANTS IN THE SCHEDULE, THE PLANTING PLAN SHALL GOVERN.
8. ANY PROPOSED SUBSTITUTIONS OF PLANT SPECIES SHALL BE MADE WITH PLANTS OF EQUIVALENT OVERALL FORM, HEIGHT, BRANCHING HABIT, FLOWER, LEAF, COLOR, FRUIT AND CULTURE, AND ONLY AFTER WRITTEN APPROVAL OF THE OWNER'S REPRESENTATIVE.
9. ALL PLANT MATERIALS MUST CONFORM TO AMERICAN STANDARDS FOR NURSERY STOCK (ANSI Z60.1), LATEST EDITION PUBLISHED BY THE AMERICAN ASSOCIATION OF NURSERYMEN, WASHINGTON D.C. LARGER SIZED PLANT MATERIALS OF THE SPECIES LISTED MAY BE USED IF THE STOCK CONFORMS TO ANSI Z60.1.
10. ALL PLANT MATERIAL SHALL BE GUARANTEED BY THE CONTRACTOR TO BE IN A LIVE AND HEALTHY GROWING CONDITION FOR ONE FULL GROWING SEASON (ONE YEAR) AFTER FINAL PROJECT ACCEPTANCE OR SHALL BE REPLACED BY THE CONTRACTOR FREE OF CHARGE WITH THE SAME GRADE AND SPECIES.
11. ALL TREES SHALL HAVE A STRONG CENTRAL LEADER. ANY TREES DEEMED NOT TO HAVE A STRONG CENTRAL LEADER SHALL BE REJECTED.
12. CONTRACTOR IS RESPONSIBLE FOR ALL DAMAGE DUE TO CONSTRUCTION OPERATIONS. ANY AREAS THAT ARE DISTURBED SHALL BE RESTORED TO ITS ORIGINAL CONDITION AT NO ADDITIONAL COST TO THE OWNER.
13. PROVIDE SHREDDED HARDWOOD MULCH SURROUNDING ALL PROPOSED TREES (5' Ø) AND WITHIN PLANTING BEDS TO A 3" MINIMUM DEPTH AS SHOWN IN TREE PLANTING DETAIL. DO NOT USE AN UNDERLAYMENT SUCH AS PLASTIC SHEET OR LANDSCAPE FABRIC. APPLY PRE-EMERGENT TO ALL PLANTING BEDS PRIOR TO MULCHING. REFER TO PLANS FOR ADDITIONAL DETAILS. REFER TO STORMWATER DETAILS FOR BASIN CONSTRUCTION AND MULCH APPLICATION.
14. MULCHING MATERIAL SHALL BE SHREDDED HARDWOOD MULCH, WITH NO INDIVIDUAL PIECES LARGER THAN 3", FREE OF GROWTH OR GERMINATION INHIBITING INGREDIENTS, 3" MINIMUM DEPTH. MINIMUM DEPTHS AT LOCATIONS INDICATED ON DRAWINGS.
15. CONTRACTOR SHALL PROVIDE SAMPLE OF MULCH TO BE APPROVED BY THE LANDSCAPE ARCHITECT.
16. INDICATED QUANTITIES ARE ESTIMATES AND SHALL BE CONFIRMED BY THE CONTRACTOR.
17. ADJUST SPACING OF PLANT MATERIALS AROUND ADJACENT UTILITY STRUCTURES.



EVERGREEN TREE PLANTING

NTS

ISG

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LENNAR HOMES

BRADFORD PARK DEVELOPMENT (PHASE 2)

ELK RIVER MINNESOTA

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CLIENT PROJECT NO.	-

TITLE

PLANTING NOTES AND DETAILS

SHEET

115

OF 115

Resolution 24-____

A Resolution of the City of Elk River Granting Final Plat Approval for Bradford Park Second Addition Case No. P 24-14

WHEREAS, application has been made for final plat approval, pursuant to Section 30-374 of the Elk River City Code of Ordinances, of the property legally described on attached Exhibit A and hereinafter referred to as "the Property"; and

WHEREAS, a preliminary plat of the Property was approved by the City Council on July 17, 2023; and

WHEREAS, the proposed final plat is consistent with the preliminary plat as approved by the City Council; and

WHEREAS, the proposed final plat complies with each of the conditions set forth by the City Council in its approval of the preliminary plat of the Property.

NOW, THEREFORE, BE IT RESOLVED

1. It is hereby determined by the City Council for the City of Elk River as follows:

   A. The proposed subdivision is consistent with the Chapter of 30 of the City Code of Ordinances and conforms with all of its requirements.

   B. The proposed subdivision is consistent with all applicable general and specialized city, county, and regional plans including, but not limited to, the City's Comprehensive Plan.

   C. The physical characteristics of the site, including, but not limited to, topography, soils, vegetation, susceptibility to erosion and siltation, susceptibility to flooding, and drainage are suitable for the type and density of development and uses contemplated.

   D. The proposed subdivision makes adequate provision for water supply, storm drainage, sewage transportation, erosion control and all other services, facilities and improvements otherwise required herein.

   E. The proposed subdivision will not cause substantial environmental damage.

F. The proposed subdivision will not conflict with easements of record or with easements established by judgment of a court.

G. The proposed subdivision will not have an undue or adverse impact on the reasonable development of neighboring land.

2. Final plat approval is hereby granted for the Property, subject to the conditions set forth in attached Exhibit B.

3. The officers of the City are hereby authorized, once the conditions set forth in Exhibit B are met and complied with, to sign the final plat for the Property and to issue a certified copy of this Resolution giving final approval of the plat.

4. The owner of the Property is authorized to record the final plat as required by law and shall file proof of said recording with the City. No building permits will be issued for the Property until the final plat is recorded.

5. This final plat approval shall expire two years from the date of this resolution if the final plat is not recorded within that time.

Passed and adopted this 17th day of October 2024.

_____
John J. Dietz, Mayor

ATTEST:

_____
Tina Allard, City Clerk

EXHIBIT A
LEGAL DESCRIPTION

Outlot C, Bradford Park, according to the recorded plat thereof, City of Elk River, Sherburne County, Minnesota.

AND

All that part of the South Half of the Northwest Quarter and that part of the North Half of the Southwest Quarter, all in Section 36, Township 33 North, Range 26 West, Sherburne County, Minnesota, described as follows:

Commencing at the West Quarter corner of said Section 36; thence South 00 degrees 22 minutes 24 seconds East (assumed bearing) on the west line of said Southwest Quarter, 79.88 feet to the point of beginning; thence South 00 degrees 22 minutes 24 seconds East on said west line, 1255.61 feet to the southwest corner of the North Half of the Southwest Quarter of said Section 36; thence South 89 degrees 28 minutes 17 seconds East on the south line of said North Half of the Southwest Quarter, 1468.83 feet; thence North 00 degrees 22 minutes 24 seconds West, 1101.21 feet; thence North 66 degrees 08 minutes 44 seconds East, 27.04 feet; thence North 27 degrees 12 minutes 25 seconds West, 130.00 feet; thence North 35 degrees 18 minutes 59 seconds West, 60.68 feet; thence North 26 degrees 09 minutes 48 seconds West, 130.00 feet; thence North 58 degrees 59 minutes 55 seconds East, 57.35 feet; thence North 49 degrees 43 minutes 44 seconds East, 60.05 feet; thence North 48 degrees 47 minutes 19 seconds East, 68.31 feet; thence North 50 degrees 36 minutes 03 seconds East, 68.31 feet; thence North 56 degrees 03 minutes 54 second West, 438.97 feet to a point on the southerly line of Bradford Park, according to the recorded plat thereof; thence South 89 degrees 37 minutes 36 seconds West on said southerly line, 443.76 feet; thence South 00 degrees 22 minutes 24 seconds East on the easterly line of said Bradford Park, 518.90 feet; thence South 89 degrees 37 minutes 36 seconds West on the southerly line of said Bradford Park, 737.27 feet to the point of beginning.

AND

All that part of the South Half of the Northwest Quarter; that part of the Southwest Quarter of the Northeast Quarter; that part of the North Half of the Southwest Quarter; that part of the Southwest Quarter of the Southeast Quarter; and that part of the Northwest Quarter of the Southeast Quarter, all in Section 36, Township 33 North, Range 26 West, Sherburne County, Minnesota, described as follows:

Commencing at the West Quarter corner of said Section 36; thence South 00 degrees 22 minutes 24 seconds East (assumed bearing) on the west line of said Southwest Quarter, 1335.49 feet to the southwest corner of the North Half of the Southwest Quarter of said Section 36; thence South 89 degrees 28 minutes 17 seconds East on the south line of said North Half of the Southwest Quarter, 1468.83 feet to the point of beginning; thence North 00 degrees 22 minutes 24 seconds West, 1101.21 feet; thence North 66 degrees 08 minutes 44 seconds East, 27.04 feet; thence North 27 degrees 12 minutes 25 seconds West, 130.00 feet; thence North 35 degrees 18 minutes 59 seconds West, 60.68 feet; thence North 26

POWERED BY NATURE

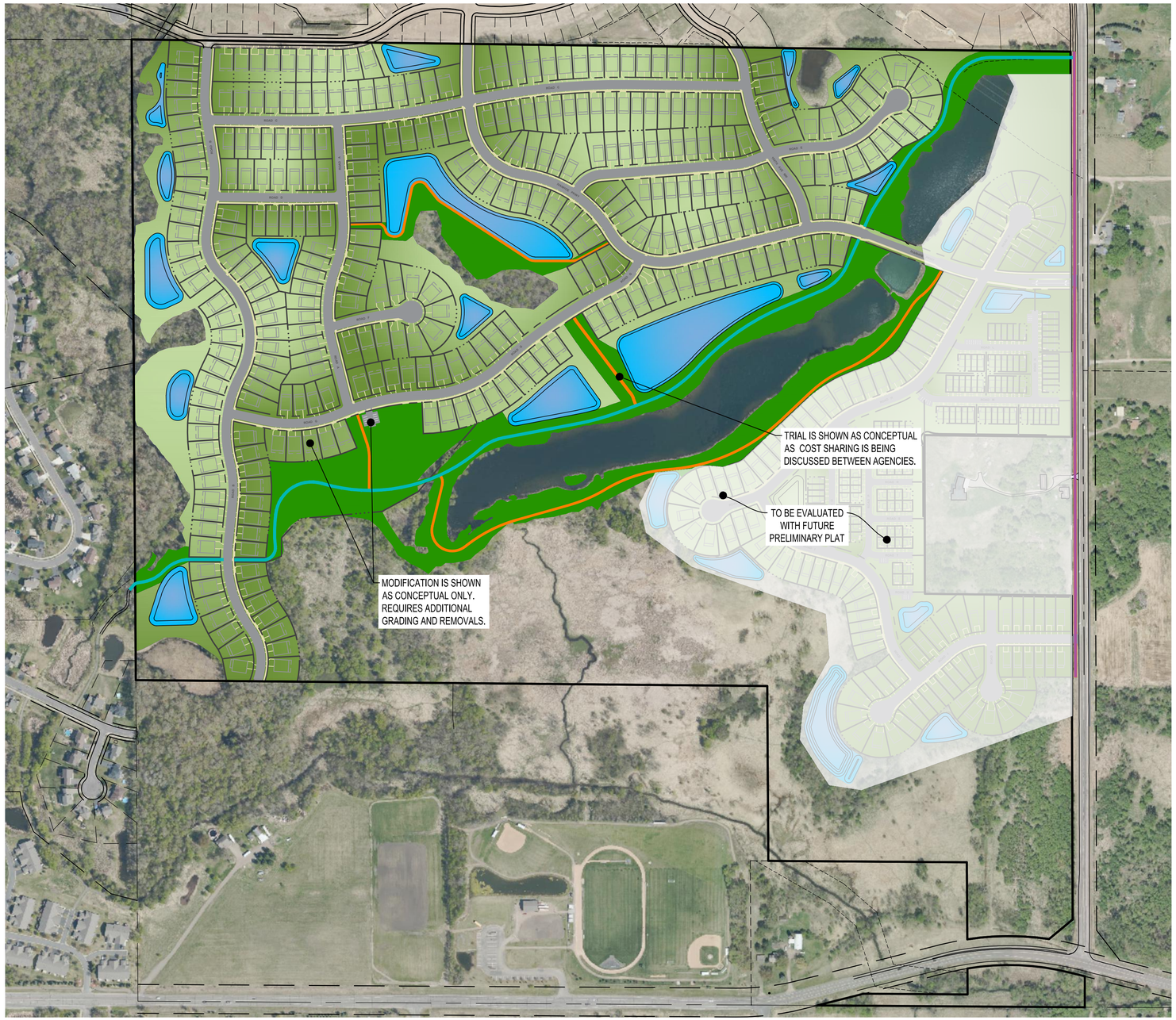
degrees 09 minutes 48 seconds West, 130.00 feet; thence North 58 degrees 59 minutes 55 seconds East, 57.35 feet; thence North 49 degrees 43 minutes 44 seconds East, 60.05 feet; thence North 48 degrees 47 minutes 19 seconds East, 68.31 feet; thence North 50 degrees 36 minutes 03 seconds East, 68.31 feet; thence North 56 degrees 03 minutes 54 second West, 438.97 feet to a point on the easterly line of Bradford Park, according to the recorded plat thereof; thence North 33 degrees 40 minutes 54 seconds East on said easterly line, 641.03 feet; thence North 09 degrees 50 minutes 04 seconds West on said easterly line, 334.87 feet to a point on the north line of the South Half of the Northwest Quarter of said Section 36; thence South 89 degrees 15 minutes 25 seconds East on said north line and on the north line of the Southwest Quarter of the Northeast Quarter of said Section 36, a distance of 2419.19 feet to a point on the west line of Sherburne County Right of Way Plat No. 30, according to the recorded plat thereof; thence South 00 degrees 03 minutes 59 seconds East on said west line, 1326.83 feet; thence South 00 degrees 10 minutes 01 seconds East on said west line, 275.32 feet to a point on the north line of the South 660 feet of the North 936 feet of the Northwest Quarter of the Southeast Quarter of said Section 36; thence North 89 degrees 18 minutes 10 seconds West on said north line, 610.07 feet to a point on the west line of the East 660 feet of said Northwest Quarter of the Southeast Quarter; thence South 00 degrees 10 minutes 01 seconds East on said west line, 660.08 feet to a point on the south line of the North 936 feet of said Northwest Quarter of the Southeast Quarter; thence South 89 degrees 18 minutes 10 seconds East on said south line, 610.07 feet to a point on the west line of said Sherburne County Right of Way Plat No. 30; thence South 00 degrees 10 minutes 01 seconds East on said west line, 1347.63 feet; thence South 50 degrees 16 minutes 39 seconds West on said west line, 127.31 feet to a point on the north line of Sherburne County Right of Way Plat No. 7, according to the recorded plat thereof; thence westerly 341.18 feet on said north line and on a 1161.35 foot radius curve, concave to the south, having a central angle of 16 degrees 49 minutes 56 seconds and a 339.96 foot chord that bears South 89 degrees 51 minutes 37 seconds West to a point on the east line of the West 825 feet of said Southwest Quarter of the Southeast Quarter; thence North 00 degrees 21 minutes 48 seconds West on said east line, 320.65 feet to a point on the north line of the South 600 feet of said Southwest Quarter of the Southeast Quarter; thence North 89 degrees 37 minutes 53 seconds West on said north line, 825.07 feet to a point on the west line of said Southwest Quarter of the Southeast Quarter; thence North 00 degrees 21 minutes 48 seconds West on said west line, 727.71 feet to the southeast corner of the North Half of the Southwest Quarter of said Section 36; thence North 89 degrees 28 minutes 17 seconds West on the south line of said North Half of the Southwest Quarter, 1156.62 feet to the point of beginning.

POWERED BY NATURE

EXHIBIT B
CONDITIONS OF APPROVAL

1. Council approval of a Development Agreement outlining the responsibilities of the developer.
2. The applicant must receive final approval of all state and federal wetland permits and application prior to recording.
3. Water Availability Charge shall be paid in the amount required by the city when the final plat is released for recording (currently $390/plumbing unit).
4. A Letter of Credit shall be provided to the city in the amount of 100% of the costs of the public improvements.
5. Upon completion of all improvements and acceptance by the city, a security or warranty in a form acceptable to the Public Works Director must be secured.
6. The Development Plan shall be approved by the public works director prior to issuance of building permits.
7. Staff approval of all site, civil, and landscaping plans.
8. All mailboxes shall be clustered.
9. Address all comments in the comment letter dated October 8, 2024.
10. Park Dedication requirements will be consistent with the preliminary plat approval.
11. Any item or condition found that indicates the site is likely to yield information important to pre-history or history shall be reported to the city immediately. Further, the city reserves the right to stop work authorized in its approval until the site is appropriately investigated and work is authorized.

BRADFORD PARK



LEGEND

- UPLAND PARK AREA (1,192,319 SF / 27.37 AC)
- TRAILS AND WALKWAYS (4,977 LF)
- WATER FEATURE (627,300 SF / 14.40 AC)
- REGIONAL TRAIL ELIGIBLE FOR TRAIL CREDIT AT CONSTRUCTION COST (4,860 LF)
- TRAILS TO BE CONSTRUCTED BY OTHERS

0 250 500
SCALE IN FEET

N

Request for Action

To
City Council

Item Number
6.1

Meeting Date
October 21, 2024

Prepared By
Jolene Richter, Deputy Clerk

Item Description
City of Elk River Volunteer of the Month

Reviewed by
Cal Portner
Tina Allard

Action Requested
Mayor Dietz will recognize and present a plaque to the October Volunteer of the Month Award recipient.

Background/Discussion
The City of Elk River Volunteer of the Month Award program was established by Mayor Dietz as an opportunity to recognize Elk River residents for their volunteer contributions and commitments to community service.

Financial Impact
N/A

Mission/Policy/Goal
Elk River Mission

Attachments
None

Request for Action

To
City Council

Item Number
10.1

Meeting Date
October 21, 2024

Prepared By
Ryan Sandhoefner, Engineering Project Manager

Item Description
MNDOT Highway 10 Access Discussion

Reviewed by
Justin Femrite
Cal Portner
Tina Allard

Action Requested
Continued discussion on interim Trunk Highway 10 access.

Background/Discussion
MnDOT representatives will be present to continue the discussion surrounding traffic impacts, impact analysis, and interim design access options for the Specht Family Farm development.

Financial Impact
N/A

Mission/Policy/Goal
Responsibly grow

Attachments
None

Request for Action

To
City Council

Item Number
10.2

Meeting Date
October 21, 2024

Prepared By
Joe Audette, Liquor Operations Manager

Item Description
Northbound Liquor Store Clerk Position

Reviewed by
Cal Portner
Tina Allard

Action Requested
Discuss the part-time and full-time liquor store employee mix.

Background/Discussion
The Northbound liquor store had several staff changes in 2024. Recruitment and retention of high quality part-time staff has been an industry challenge in recent years. Staff recommends a change to the liquor store's part-time and full-time employee mix to meet the changing needs of the operation.

Financial Impact
The financial impact between part-time and full-time employee benefits was greatly reduced by recent legislative changes to part-time ESST benefits.

Mission/Policy/Goal
Meet changing needs - agile

Attachments
1. June 4, 2018 City Council Minutes
2. July 1, 2019 City Council Minutes
3. November 15, 2021 City Council Minutes

Moved by Councilmember Olsen and seconded by Councilmember Westgaard to accept the Comprehensive Annual Financial Report for the City of Elk River for the year ended December 31, 2017. Motion carried 5-0.

7.1 Easement Vacation: Bryan Provo

Mr. Carlton presented the staff report.

Mayor Dietz opened the public hearing. There being no one to speak to this issue, Mayor Dietz closed the public hearing.

Moved by Councilmember Westgaard and seconded by Councilmember Olsen to adopt Resolution 18-34 approving a Petition to Vacate a Portion of a Drainage and Utility Easement Case No. EV 18-02. Motion carried 4-0. Councilmember Ovall abstained.

7.2 Easement Vacation: Thomas Newstrom

Mr. Carlton presented the staff report.

Mayor Dietz opened the public hearing. There being no one to speak to this issue, Mayor Dietz closed the public hearing.

Moved by Councilmember Wagner and seconded by Councilmember Olsen to adopt Resolution 18-35 approving a Petition to Vacate a Portion of a Drainage and Utility Easement Case No. EV 18-03. Motion carried 5-0.

8.1 Hire Additional Full Time Liquor Store Clerk

Ms. Ziemer presented the staff report.

Councilmember Ovall asked if Northbound and Westbound each do their own scheduling and if there may be a scheduling conflict for a new person. Mr. Audette clarified the new person would be working at the Northbound location. If council approves the hiring of an additional full-time liquor store clerk, they would primarily work at the Westbound location with occasional coverage at Northbound.

Councilmember Wagner asked for clarification that the city would be hiring a full-time employee to replace a recent retirement and wanted to hire an additional person to replace two recent part-time employee resignations. She understood the convenience factor but questioned the necessity.

Mr. Audette stated a full-time employee would be more sustainable and be easier to schedule. An additional full-time person would alleviate having to post for open positions and go through the hiring process as often. Ms. Ziemer added many of the current part-time employees have full-time jobs and want to limit the hours they work at the liquor stores to avoid burn out.

Councilmember Olsen asked how many full-time and part-time employees the liquor store employs. There are currently 6 full-time employees and 20 part-time employees.

Ms. Ziemer clarified there would be negligible financial change for the 2018 budget but the cost of benefits would factor in 2019.

Moved by Councilmember Olsen and seconded by Councilmember Westgaard to hire an additional full-time liquor clerk to be utilized by Northbound and Westbound liquor stores. Motion carried 4-1. Councilmember Wagner opposed.

8.2 Discuss Work Session Items

Mr. Portner presented the staff report.

Councilmember Olsen requested the Council prioritize the list of work session items.

Councilmember Wagner wished to add she asked City Engineer Justin Femrite about the process to lower the speed limit on County Road 12. Since the area is in development due to the addition of roundabouts, it may be a good time to work with Sherburne County to conduct a speed study.

Councilmember Olsen expressed concerns with the current speed limit on County Road 30.

Councilmember Wagner also wished to look into alternative funding for trail projects.

Councilmember Westgaard felt the Park and Recreation Commission should be providing this type of information to the Council. He also wanted to caution the Council about providing staff direction on individual projects versus Council-led initiatives.

Mayor Dietz said a speed study is typically completed by MnDOT and said the Council should be prepared they may not like the results as sometimes speeds are increased based on driver behavior.

Councilmember Wagner clarified she brought the concern because it was part of her ward and she felt it should be addressed.

Mr. Portner asked if Mr. Femrite could develop written materials to outline the process of determining speed limits.

The Council also asked for information on what authority the council has on determining and changing speed limits.

POWERED BY NATURE

- Arena Commission Review
- City Hall Security
- Snow and Ice Control Policy

9. Council Liaison Updates

Council provided updates on the activities of the various boards and commissions as also noted in the respective board's minutes.

10.1 Compensation Plan Amendment and IT Division Staffing

Mr. Portner presented the staff report. He discussed the advantageous of a phased retirement plan. He further discussed how the transition would work for the IT manager. He stated bridging the retirement with the hiring of a new manager would be helpful for succession planning.

Council concurred on changing the policy and bringing the item back for consideration at a future meeting.

Council questioned the financial impact.

Mr. Portner stated there would be an impact in the IT Division with the hiring of a manager, but the current manager's salary would be reduced in half due to reduced hours. He stated the rest of the benefits, such as vacation would be reduced proportionately for the current manager.

10.2 Liquor Operations Reorganization Plan

Mr. Audette presented the staff report. He noted they have an unusual situation where they received a significant number of higher qualified candidates than expected. He stated he anticipated they would be hiring internally for an assistant liquor operations manager but would like to change the organizational structure and hire a manager for each liquor store because they had two very good external candidates. He further discussed the advantageous of how this change would help to free up his time to focus on the liquor operations as a whole.

There was discussion on the budget impact, which was unknown due to many variables. Mr. Audette noted, via attrition, he wouldn't be replacing certain positions, which would help reduce the budget impact.

Councilmember Wagner stated she would like to see a return on investment brought to the liquor operation if this change were approved.

Mr. Audette felt this could be difficult to quantify.

Mr. Portner noted the odd situation as this is the first time in a very long time the liquor stores have been fully staffed. He stated, historically the stores haven't utilized their full allotment of part-time hours. He discussed some future retirements that could occur. He noted this is an enterprise operation and when there are part-time/ full-time vacancies it can create stress and pressure. He stated this change would create some stability and allow for more flexibility in the interim.

Mayor Dietz stated he believes the organization change is worth it if there are good, qualified managers but it would be different if it affected the city budget versus the enterprise fund.

Councilmember Wagner expressed concerns with future competition so she is unsure about changing the structure. She stated there are not enough details on knowing the full impact of these changes. She stated the budget increase takes away from investment into the park and recreation improvement fund. She would like the added position to pay for itself.

Mr. Audette discussed the customer service aspects of a city liquor operation, noting a fully-staffed, highly-trained, management team is important.

Councilmember Westgaard stated he has no issues with the request noting it is difficult to find good employees.

Councilmember Christianson stated he would like more information and suggested further discussion at the next Council meeting.

Mr. Audette expressed concern with losing candidates if this item is delayed.

Mr. Portner stated competition and legislative changes will cause evaluation of the liquor operations regardless of the organizational changes being considered tonight.

Councilmember Wagner stated there are no numbers of how this change will affect the budget and profits.

Mr. Audette stated part-time hours will be reduced which will help offset some costs.

Councilmember Wagner stated she will support it but when it comes to budget planning she will expect further review.

Council consensus to move forward with the organizational changes.

11. Adjournment

There being no further business, Mayor Dietz adjourned the meeting of the Elk River City Council at 9:17 p.m.

Dan Krueger outlined his concept to council.

Council consensus was to allow a townhome development in the area requested.

9.4 Liquor Store Full Time Position

Mr. Audette presented the staff report.

Mayor Dietz asked how much sales have increased in the past two years and the cost of hiring a full-time person with benefits. Mr. Audette noted sales have increased over $1 million in the past two years.

Ms. Ziemer stated the cost of a full-time person with benefits would be $60,000-70,000. If the city did not replace the vacant full-time position and filled it with part-time staff, there would be a savings of about $12,000. Several part-time staff would need to be hired to cover the hours of a full-time position.

Mr. Colotti added that full-time staff also have different responsibilities and authority than part-time staff.

Councilmember Beyer asked the point of having part-time employees. Mr. Audette stated the original intent was that part-time staff were able to fill in shifts without overstaffing of full-time employees. Now the situation is reversed, and the stores could likely function better with full-time staff rather than part-time.

Councilmember Westgaard recommended the Council look at staffing and what the headcount should be for the liquor stores.

Council was in favor of allowing the full-time position.

Mayor Dietz reminded Mr. Audette that he had said he would not need additional full-time staff during a past meeting and cautioned him about making promises to the Council he couldn't keep.

9.5 Capital Improvement Plan

Ms. Ziemer presented the staff report.

Staff were in attendance to answer questions on their portion of the plan.

Council asked about the replacement of the fire ladder truck and fire engine and would like to have a future discussion on fire vehicles. The $2.8 million needed for repayment of the debt for the vehicle replacements would have to be put on tax levy.

Request for Action

To
City Council

Item Number
10.3

Meeting Date
October 21, 2024

Prepared By
Cal Portner, City Administrator

Item Description
Council Chambers Security Measures

Reviewed by
Cal Portner
Tina Allard

Action Requested
Discussion on Council Chamber Security Measures.

Background/Discussion
Earlier this year, Councilmember Wagner requested a work session discussion on security measures for the Council Chambers. Interim Police Chief Darren McKernan will be in attendance to provide input and respond to any questions.

Financial Impact
Costs will depend on the level of security the City Council is interested in exploring.

Mission/Policy/Goal
Elk River Mission

Attachments
None

Request for Action

To
City Council

Item Number
13.1

Meeting Date
October 21, 2024

Prepared By
Lori Stich, Finance Manager

Item Description
September Financial Report

Reviewed by
Lori Stich
Joe Stremcha
Cal Portner
Tina Allard

Action Requested
Information only

Background/Discussion
This report is designed to provide summary information regarding the overall revenues and expenditures in the General Fund, the Multipurpose Facility Special Revenue Fund, and the Enterprise Funds. These funds provide an important picture of the city's financial health.

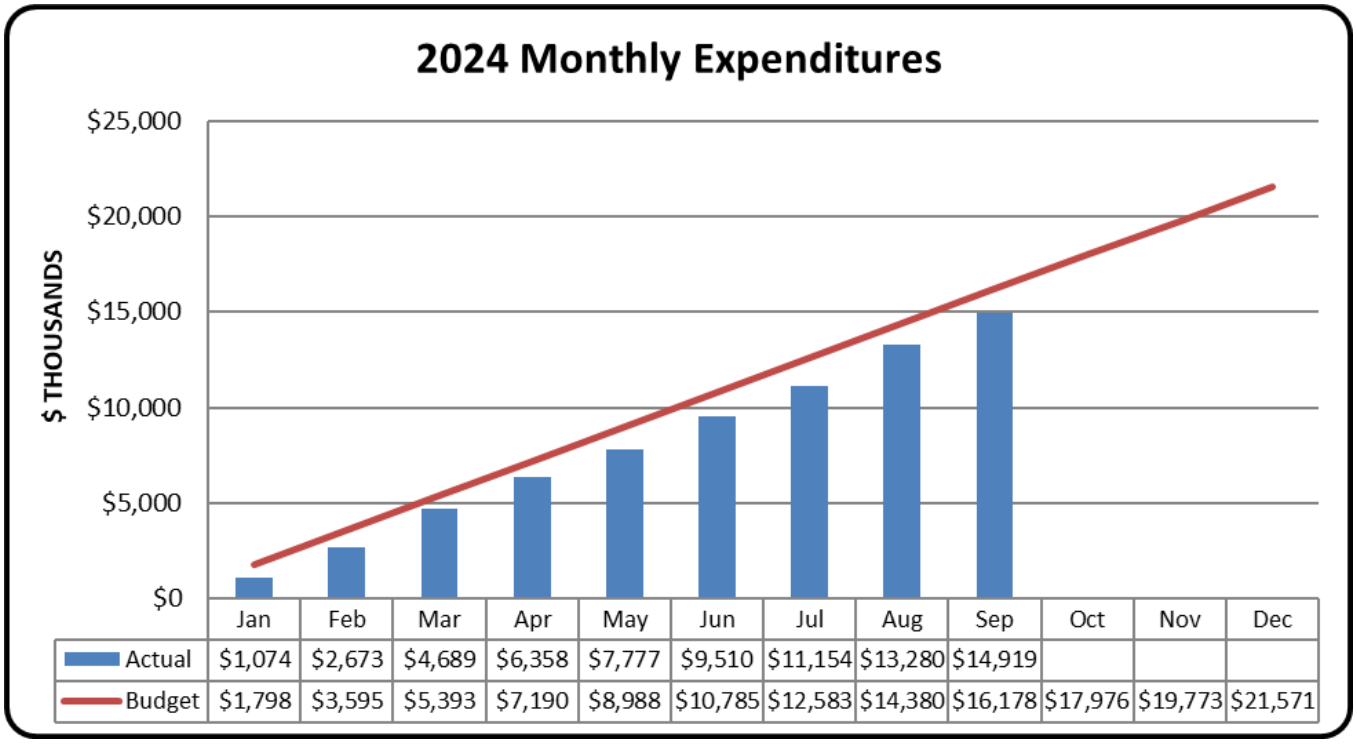
For September, actual revenues (excluding property taxes and transfers in) and expenditures should run about 75% of the annual budget. It is natural for some items to vary from month to month, such as exceeding budget for Supplies but being below budget for Services. This is not considered serious as long as the total expenditure budget amount is not overspent. Significant variances in the budget are highlighted below accompanied by a general discussion of the variance.

General Fund
Revenues:

- License & permit collections are at about 59% of budget estimates. September collections were primarily building-related permits and rental licenses.
- Charges for services are about 93% of estimates with plan check fees and recreation fees making up the majority of September collections.
- Court fines which lag a month are about 78% of budget estimates including August collections received by the county.
- Transfers in consist of ERMU's 4% August monthly electric revenues.

Expenditures:

- Total departmental expenditures are about 69% of the budget and most departments are within or below budget estimates.



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actual	$1,074	$2,673	$4,689	$6,358	$7,777	$9,510	$11,154	$13,280	$14,919			
Budget	$1,798	$3,595	$5,393	$7,190	$8,988	$10,785	$12,583	$14,380	$16,178	$17,976	$19,773	$21,571

Multipurpose facility

Through the end of September, expenditures of $1,314,369 exceeded revenues of $1,112,158 by $202,211. The majority of September collections consist of ice rent, facility rentals, concessions, and naming rights/sponsorships, while expenditures are primarily attributable to personal services and utilities.

Financial Impact
N/A

Mission/Policy/Goal
Responsible for every dollar - good stewards.

Attachments
1. 09-2024 Financial reports

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: SEPTEMBER 30TH, 2024

101-GENERAL FUND

FINANCIAL SUMMARY 75.00% OF YEAR COMPLETED

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE	PRIOR FY YTD BALANCE
REVENUE SUMMARY						
General Fund	21,570,600.00	1,024,710.11	13,085,695.81	60.66	8,484,904.19	12,812,104.73
TOTAL REVENUES	21,570,600.00	1,024,710.11	13,085,695.81	60.66	8,484,904.19	12,812,104.73
EXPENDITURE SUMMARY						
General Government						
City Council	213,550.00	57,272.54	175,615.42	82.24	37,934.58	181,445.77
Communications	485,300.00	37,873.57	331,661.89	68.34	153,638.11	320,326.79
Administrative Services	721,850.00	66,050.16	542,601.99	75.17	179,248.01	501,573.77
Human Resources	426,550.00	46,111.70	309,104.82	72.47	117,445.18	292,633.18
Elections	75,500.00	559.21	45,518.98	60.29	29,981.02	6,213.68
Finance	800,750.00	61,556.65	614,348.40	76.72	186,401.60	552,043.80
Information Technology	731,500.00	64,071.78	485,222.30	66.33	246,277.70	403,675.20
Legal	275,000.00	19,347.92	234,356.33	85.22	40,643.67	184,515.68
Community Development	0.00	22.47	34,329.01	0.00	(34,329.01)	168,396.94
Planning	485,100.00	35,228.69	330,240.20	68.08	154,859.80	178,767.80
Building Maintenance	1,085,250.00	83,508.46	775,083.62	71.42	310,166.38	758,108.06
TOTAL General Government	5,300,350.00	471,603.15	3,878,082.96	73.17	1,422,267.04	3,547,700.67
Public Safety						
Police Administration	1,175,550.00	77,774.83	966,414.42	82.21	209,135.58	888,830.34
Patrol	3,780,150.00	287,265.80	2,674,681.91	70.76	1,105,468.09	2,555,814.91
Investigations	1,430,850.00	103,903.43	901,308.18	62.99	529,541.82	942,073.56
Police Support Services	945,800.00	70,029.76	627,089.60	66.30	318,710.40	473,924.81
Police Reserves	16,550.00	202.70	1,810.72	10.94	14,739.28	7,262.19
Public safety building	229,500.00	20,997.70	137,305.22	59.83	92,194.78	141,109.50
Fire Administration	1,332,800.00	84,795.74	804,544.43	60.36	528,255.57	751,332.69
Fire Operations	630,450.00	65,957.55	407,465.72	64.63	222,984.28	499,866.13
Emergency Management	34,750.00	1,807.74	17,156.59	49.37	17,593.41	19,027.95
Building Safety	625,500.00	47,630.64	447,643.74	71.57	177,856.26	418,656.23
Code Enforcement	126,000.00	10,504.05	90,579.97	71.89	35,420.03	84,701.15
Environmental	101,700.00	6,711.12	87,347.52	85.89	14,352.48	81,510.40
TOTAL Public Safety	10,429,600.00	777,581.06	7,163,348.02	68.68	3,266,251.98	6,864,109.86
Public Works						
Street Maintenance	1,742,150.00	95,289.07	1,102,975.56	63.31	639,174.44	1,126,126.62
Snow Removal	411,150.00	7,290.52	212,864.65	51.77	198,285.35	242,529.18
Equipment Services	397,300.00	30,273.08	287,837.74	72.45	109,462.26	267,984.27
Engineering	489,150.00	26,291.75	309,443.00	63.26	179,707.00	340,664.58
TOTAL Public Works	3,039,750.00	159,144.42	1,913,120.95	62.94	1,126,629.05	1,977,304.65

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: SEPTEMBER 30TH, 2024

101-GENERAL FUND

FINANCIAL SUMMARY 75.00% OF YEAR COMPLETED

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE	PRIOR FY YTD BALANCE
Culture & Recreation						
Parks Department	1,743,700.00	144,272.38	1,176,282.74	67.46	567,417.26	1,060,162.34
Parks & Rec Admin	621,100.00	43,602.38	421,677.81	67.89	199,422.19	427,708.34
Recreation Programs	181,550.00	5,100.13	133,305.02	73.43	48,244.98	125,244.10
Farmers Market	9,500.00	9,022.95	25,474.04	268.15	(15,974.04)	27,859.32
Sr Citizen Programs	196,000.00	21,220.70	151,374.42	77.23	44,625.58	125,048.96
TOTAL Culture & Recreation	2,751,850.00	223,218.54	1,908,114.03	69.34	843,735.97	1,766,023.06
Economic Development						
Economic Development	0.00	3,468.45	36,142.96	0.00	(36,142.96)	30,726.31
Energy City	49,050.00	2,122.72	20,488.65	41.77	28,561.35	34,986.96
TOTAL Economic Development	49,050.00	5,591.17	56,631.61	115.46	(7,581.61)	65,713.27
General						
TOTAL EXPENDITURES	21,570,600.00	1,637,138.34	14,919,297.57	69.16	6,651,302.43	14,220,851.51
REVENUES OVER/(UNDER) EXPENDITURES	0.00	(612,428.23)	(1,833,601.76)		1,833,601.76	(1,408,746.78)

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: SEPTEMBER 30TH, 2024

101-GENERAL FUND

75.00% OF YEAR COMPLETED

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE	PRIOR FY YTD BALANCE
General Fund						
Taxes						
101-3-0000-3111 Current Ad Valorem Taxes	14,917,700.00	0.00	7,620,403.82	51.08	7,297,296.18	7,202,669.39
101-3-0000-3112 Delinquent Ad Valorem Taxes	0.00	0.00	49,612.24	0.00	(49,612.24)	28,680.86
101-3-0000-3121 Gravel Tax	225,000.00	0.00	68,695.16	30.53	156,304.84	61,417.95
101-3-0000-3131 Penalties/Interest	0.00	0.00	2,449.11	0.00	(2,449.11)	251.38
TOTAL Taxes	15,142,700.00	0.00	7,741,160.33	51.12	7,401,539.67	7,293,019.58
Licenses & Permits						
101-3-0000-3211 Liquor License	82,000.00	120.00	77,805.00	94.88	4,195.00	77,630.00
101-3-0000-3212 THC License	4,000.00	0.00	400.00	10.00	3,600.00	2,400.00
101-3-0000-3213 Cigarette License	4,000.00	0.00	450.00	11.25	3,550.00	450.00
101-3-0000-3214 Rental License	65,000.00	3,750.00	36,260.00	55.78	28,740.00	50,760.00
101-3-0000-3216 Mining License	26,000.00	0.00	26,887.75	103.41	(887.75)	26,842.75
101-3-0000-3217 Garbage Hauler License	2,500.00	0.00	2,505.00	100.20	(5.00)	765.00
101-3-0000-3218 Other Business License/Permit	16,000.00	(17.14)	15,612.86	97.58	387.14	9,820.00
101-3-0000-3229 NPDES Permit	23,000.00	1,050.00	10,325.00	44.89	12,675.00	11,900.00
101-3-0000-3231 Building Permit	600,000.00	38,523.90	319,644.10	53.27	280,355.90	461,986.55
101-3-0000-3232 Plumbing/Heating Permit	160,000.00	21,293.39	90,842.73	56.78	69,157.27	195,533.26
101-3-0000-3233 Permit Surcharge	700.00	(1,985.14)	5,506.01	786.57	(4,806.01)	2,226.74
101-3-0000-3235 Animal License	0.00	0.00	250.00	0.00	(250.00)	610.00
101-3-0000-3237 Other Non-Business Lic/Permit	25,000.00	831.05	8,492.24	33.97	16,507.76	29,618.07
TOTAL Licenses & Permits	1,008,200.00	63,566.06	594,980.69	59.01	413,219.31	870,542.37
Intergovernmental Rev						
101-3-0000-3311 Federal Grant	0.00	0.00	0.00	0.00	0.00	308.70
101-3-0000-3322 MV Credit	6,000.00	0.00	0.00	0.00	6,000.00	0.00
101-3-0000-3323 Fire State Aid	230,000.00	326,632.63	329,632.63	143.32	(99,632.63)	279,775.23
101-3-0000-3325 Police 2% Aid	340,000.00	414,088.39	445,511.30	131.03	(105,511.30)	339,387.01
101-3-0000-3326 Police Training Reimb	35,000.00	0.00	0.00	0.00	35,000.00	31,316.15
101-3-0000-3329 State Crime Prevention Grant	48,000.00	0.00	31,545.97	65.72	16,454.03	21,236.32
101-3-0000-3330 Other State Grants	0.00	0.00	12,396.61	0.00	(12,396.61)	0.00
TOTAL Intergovernmental Rev	659,000.00	740,721.02	819,086.51	124.29	(160,086.51)	672,023.41
Charges for Services						
101-3-0000-3412 Planning & Zoning Fees	25,000.00	3,010.00	23,680.00	94.72	1,320.00	16,546.50
101-3-0000-3413 Plan Check Fee	250,000.00	14,118.81	136,167.81	54.47	113,832.19	191,019.00
101-3-0000-3415 Special Assessment Search	500.00	0.00	150.00	30.00	350.00	95.00
101-3-0000-3417 Copies	1,500.00	30.36	1,031.82	68.79	468.18	795.27
101-3-0000-3430 Lockout Fees	3,500.00	160.00	1,468.00	41.94	2,032.00	2,100.00
101-3-0000-3431 Police Services	45,000.00	390.00	18,866.82	41.93	26,133.18	28,310.00
101-3-0000-3432 School Liaison	183,000.00	0.00	184,463.13	100.80	(1,463.13)	177,200.68
101-3-0000-3434 Animal Impound Fee	500.00	0.00	400.00	80.00	100.00	300.00
101-3-0000-3436 Fire Contracts	400,000.00	0.00	470,798.46	117.70	(70,798.46)	430,774.39
101-3-0000-3437 Fire Services	3,000.00	0.00	1,009.34	33.64	1,990.66	(300.00)
101-3-0000-3451 Street Services	35,000.00	2,497.50	25,797.50	73.71	9,202.50	13,587.45

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: SEPTEMBER 30TH, 2024

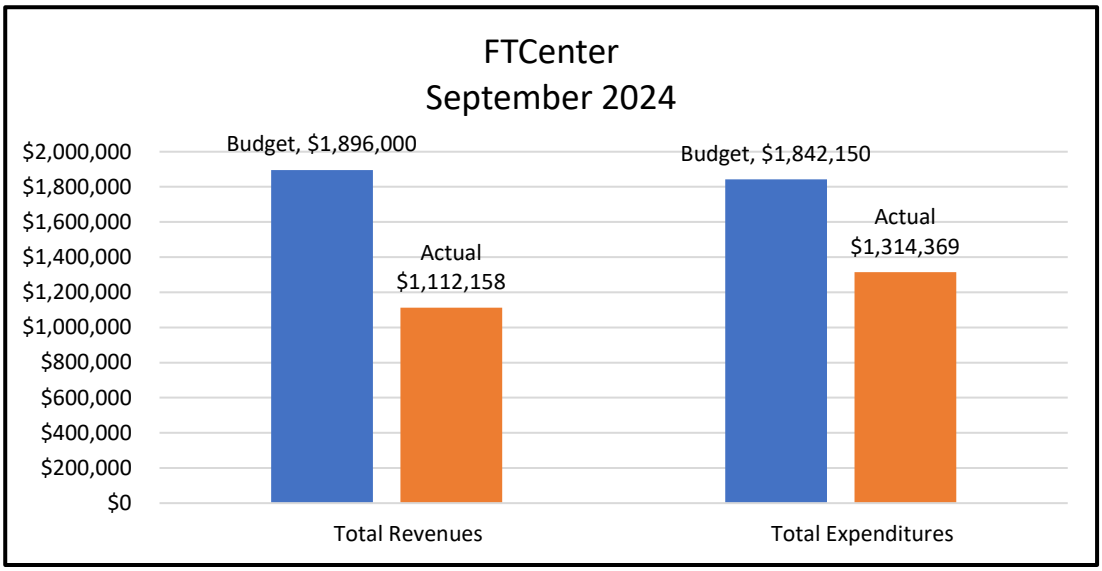
101-GENERAL FUND

75.00% OF YEAR COMPLETED

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE	PRIOR FY YTD BALANCE
101-3-0000-3452 Engineering Services Reimb	20,000.00	0.00	5,065.00	25.33	14,935.00	20,551.35
101-3-0000-3461 Recreation Fees	50,000.00	75.00	42,889.04	85.78	7,110.96	48,591.94
101-3-0000-3462 Sr Center Activities	43,000.00	2,428.30	30,909.82	71.88	12,090.18	34,505.30
101-3-0000-3463 Farmer's Market	12,000.00	6,860.00	43,436.55	361.97	(31,436.55)	42,558.41
101-3-0000-3469 Elk RiverFest	20,000.00	0.00	22,528.00	112.64	(2,528.00)	26,750.11
101-3-0000-3472 Park Use Fee	40,000.00	2,723.00	47,700.78	119.25	(7,700.78)	42,383.54
101-3-0000-3483 Sewer Inspection Fee	15,000.00	2,200.00	13,000.00	86.67	2,000.00	12,205.00
101-3-0000-3484 Contractor License Check	1,200.00	80.00	760.00	63.33	440.00	665.00
TOTAL Charges for Services	1,148,200.00	34,572.97	1,070,122.07	93.20	78,077.93	1,088,638.94
Fines & Forfeits						
101-3-0000-3510 Court Fines	150,000.00	15,617.36	113,833.26	75.89	36,166.74	113,239.05
101-3-0000-3512 Ordinance Violations	0.00	1,600.00	3,100.00	0.00	(3,100.00)	3,400.00
TOTAL Fines & Forfeits	150,000.00	17,217.36	116,933.26	77.96	33,066.74	116,639.05
Special Assessments						
Other Revenue						
101-3-0000-3621 Interest Income	150,000.00	0.00	156,850.76	104.57	(6,850.76)	135,113.55
101-3-0000-3625 Refunds & Reimbursements	145,000.00	0.00	(10,210.65)	7.04-	155,210.65	4,880.85
101-3-0000-3626 Contributions	25,000.00	0.00	25,750.00	103.00	(750.00)	42,260.00
101-3-0000-3629 Miscellaneous Revenue	10,000.00	383.21	14,308.26	143.08	(4,308.26)	8,289.50
TOTAL Other Revenue	330,000.00	383.21	186,698.37	56.58	143,301.63	190,543.90
Other Financing Sources						
Transfers In						
101-3-0000-3921 Transfers	0.00	0.00	224.52	0.00	(224.52)	748.79
101-3-0000-3926 Transfer-Capital Outlay Reserv	89,000.00	0.00	97,500.00	109.55	(8,500.00)	78,500.00
101-3-0000-3942 Transfer-WWTS	175,000.00	0.00	175,000.00	100.00	0.00	170,000.00
101-3-0000-3943 Transfer-Liquor	1,000,000.00	0.00	1,000,000.00	100.00	0.00	1,000,000.00
101-3-0000-3944 Transfer-Garbage	250,000.00	0.00	58,000.00	23.20	192,000.00	56,500.00
101-3-0000-3945 Transfer-Utilities	1,400,000.00	168,249.49	1,007,490.06	71.96	392,509.94	1,058,448.69
101-3-0000-3946 Transfer-Stormwater	135,000.00	0.00	135,000.00	100.00	0.00	135,000.00
101-3-0000-3948 Transfer-EDA	46,000.00	0.00	46,000.00	100.00	0.00	45,000.00
101-3-0000-3949 Transfer-HRA	37,500.00	0.00	37,500.00	100.00	0.00	36,500.00
TOTAL Transfers In	3,132,500.00	168,249.49	2,556,714.58	81.62	575,785.42	2,580,697.48
TOTAL General Fund	21,570,600.00	1,024,710.11	13,085,695.81	60.66	8,484,904.19	12,812,104.73
TOTAL REVENUE	21,570,600.00	1,024,710.11	13,085,695.81	60.66	8,484,904.19	12,812,104.73

CITY OF ELK RIVER
MULTIPURPOSE FACILITY - BUDGET TO ACTUAL
MONTH ENDED SEPTEMBER 30, 2024

	Current Budget	Year to Date Actual	% of Budget
Revenues:			
Ice Rental	$893,500	$525,769	58.84%
Admissions	45,000	24,106	53.57%
Dry Floor Events/Craft Shows	7,000	1,285	18.36%
Facility Rental	244,400	165,640	67.77%
Advertising/Naming Rights/Sponsorships	178,000	107,050	60.14%
Recreation fees (Skating/Hockey)	290,000	141,217	48.70%
Concessions/catering/vending	229,000	139,042	60.72%
Other Revenues (interest, etc.)	9,100	8,049	88.45%
Total Revenues	$1,896,000	$1,112,158	58.66%
Operating expenses:			
Personal services	$900,650	$729,830	81.03%
Supplies	159,800	138,418	86.62%
Other service charges	661,300	427,535	64.65%
Capital Outlay	120,400	18,587	15.44%
Total Expenditures	$1,842,150	$1,314,369	71.35%
Revenues over/(under) expenditures	$53,850	($202,211)	



CITY OF ELK RIVER
ENTERPRISE FUNDS - BUDGET TO ACTUAL
MONTH ENDED SPTEMBER 30, 2024

	Liquor			Sewer			Garbage			Stormwater		
	Current Budget	Year to Date Actual	% of Budget	Current Budget	Year to Date Actual	% of Budget	Current Budget	Year to Date Actual	% of Budget	Current Budget	Year to Date Actual	% of Budget
Sales and cost of sales:												
Sales	$ 8,161,000	$ 6,280,399	76.96%									
Cost of sales	(6,028,000)	(4,242,374)	70.38%									
Gross profit	2,133,000	2,038,024	95.55%									
Operating revenues:												
User charges	-	-	-	$ 2,630,000	$ 1,846,876	70.22%	$ 2,009,800	$ 1,305,771	64.97%	$ 630,000	$ 448,589	71.20%
Delinquency collections	-	-	-	1,000	1,026	102.61%	-	1,207	-	-	82	-
Other	9,000	3,040	33.78%	180,000	119,993	66.66%	-	-	-	-	-	-
Total operating revenues	9,000	3,040	33.78%	2,811,000	1,967,895	70.01%	2,009,800	1,306,978	65.03%	630,000	448,671	71.22%
Operating expenses:												
Personal services	1,070,500	861,671	80.49%	863,500	584,351	67.67%	45,550	34,050	74.75%	-	-	-
Supplies	28,100	27,976	99.56%	324,600	175,555	54.08%	23,400	1,880	8.03%	1,000	315	31.54%
Other service charges	355,950	281,255	79.02%	972,410	920,843	94.70%	1,773,250	1,127,300	63.57%	453,600	60,347	13.30%
Depreciation *	100,000	-	0.00%	1,705,000	-	0.00%	-	-	-	495,000	-	0.00%
Total operating expenses	1,554,550	1,170,902	75.32%	3,865,510	1,680,749	43.48%	1,842,200	1,163,230	63.14%	949,600	60,663	6.39%
Operating income (loss)	**587,450**	**870,162**	**148.13%**	**(1,054,510)**	**287,146**	**-27.23%**	**167,600**	**143,748**	**85.77%**	**(319,600)**	**388,009**	**-121.40%**
Nonoperating revenues (expenses):												
Interest income	125,000	75,523	60.42%	125,000	192,353	153.88%	8,000	19,130	239.12%	25,000	44,791	179.16%
Interest expense/agent fees	-	-	-	(82,800)	(82,735)	99.92%	-	-	-	-	-	-
Total nonoperating revenues (expenses)	125,000	75,523	60.42%	42,200	109,618	259.76%	8,000	19,130	239.12%	25,000	44,791	179.16%
Income (loss) before contributions & transfers	**712,450**	**945,686**	**132.74%**	**(1,012,310)**	**396,764**	**-39.19%**	**175,600**	**162,878**	**92.76%**	**(294,600)**	**432,800**	**-146.91%**
Contributions - connection fees	-	-	-	1,000,000	499,807	49.98%	-	-	-	-	-	-
Transfers in (ARPA funds)				-	350,000	0.00%						
Sale of assets	-	-	0.00%	-	1,700	0.00%	-	-	0.00%	-	-	0.00%
Transfers out	(1,250,000)	(1,250,000)	100.00%	(175,000)	(175,000)	100.00%	(58,000)	(58,000)	100.00%	(175,000)	(175,000)	100.00%
NET INCOME (LOSS)	**(537,550)**	**(304,314)**	**56.61%**	**(187,310)**	**1,073,271**	**-572.99%**	**117,600**	**104,878**	**89.18%**	**(469,600)**	**257,800**	**-54.90%**
Items reclassified to balance sheet at year end:												
Bond Proceeds				-		-						
Capital Outlay	(91,000)	-	-	(173,000)	(419,281)	-	-	-	-	-	-	-
Bond Payment (Payoff 2014B Refunded Debt)	-	-	-	(520,000)	(520,000)	-	-	-	-	-	-	-
Revenues over/(under) expenditures	**(628,550)**	**(304,314)**		**(880,310)**	**133,990**		**117,600**	**104,878**		**(469,600)**	**257,800**	

* Recorded at year-end

POOLED CASH REPORT (FUND 999)

AS OF: SEPTEMBER 30TH, 2024

FUND ACCOUNT# ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
CLAIM ON CASH			
002-1010 Cash - Section 125	11,320.91	1,988.59	13,309.50
101-1010 Cash - General Fund	8,045,168.27	(617,323.39)	7,427,844.88
211-1010 Cash - Library	191,359.89	(9,457.47)	181,902.42
219-1010 Cash - Federal COVID Fund	1,061,373.81	5,092.19	1,066,466.00
221-1010 Cash - Multipurpose Facility	(179,789.29)	(78,755.09)	(258,544.38)
225-1010 Cash - Park Dedication	1,126,952.22	9,246.25	1,136,198.47
228-1010 Cash - Landfill	180,305.26	(150.65)	180,154.61
231-1010 Cash - Landfill Const Debris	860,029.71	0.00	860,029.71
240-1010 Cash - Micro Loan Fund	1,158,716.31	1,000.00	1,159,716.31
242-1010 Cash - State DEED	276,734.06	2,642.66	279,376.72
245-1010 Cash - Development Fund	1,783,598.00	(2,498.25)	1,781,099.75
290-1010 Cash - Capital Outlay Reserve	2,483,653.03	(20,138.69)	2,463,514.34
291-1010 Cash - Insurance Reserve	(147,906.08)	(11,526.97)	(159,433.05)
292-1010 Cash - Govt Bldgs Reserve	5,580,315.99	199,987.80	5,780,303.79
294-1010 Cash - Drug Forfeiture	7,393.31	(189.00)	7,204.31
296-1010 Cash - GRE Reserve	839,047.74	500.00	839,547.74
301-1010 Cash - 2020A GO CIP Bonds	245,939.09	0.00	245,939.09
302-1010 Cash - 2021A GO CIP BONDS	166,137.15	(500.00)	165,637.15
333-1010 Cash - 2020B (2010/2012) Bonds	176,909.82	0.00	176,909.82
343-1010 Cash - 2019A Sales Tax Bonds	8,209,905.59	332,429.06	8,542,334.65
401-1010 Cash - Pavement Mgmt	5,296,309.76	(5,635.00)	5,290,674.76
403-1010 Cash - Street Improvement	522,696.98	(6,194.00)	516,502.98
406-1010 Cash - City Wide Trunk Util	105,654.85	(5,660.00)	99,994.85
410-1010 Cash - Equipment Replacement	2,035,426.21	39,250.00	2,074,676.21
411-1010 Cash - Technology Replacement	45,522.11	7,432.51	52,954.62
420-1010 Cash - Active ER	1,507,124.58	2,528.25	1,509,652.83
421-1010 Cash - PS Building/Fire Sta 3	932,209.09	3,531.90	935,740.99
440-1010 Cash - Park Improvement	407,336.82	40,982.19	448,319.01
462-1010 Cash - TIF #22 Downtown Redev	(141.66)	0.00	(141.66)
463-1010 Cash - TIF #23 Pref Powder	0.04	0.00	0.04
464-1010 Cash - TIF #24 Beaudry Truck	(1,151.92)	0.00	(1,151.92)
465-1010 Cash - TIF 25 Jackson Hills	20,643.60	0.00	20,643.60
466-1010 Cash - TIF #26 Shoot Steel	3,068.88	(845.00)	2,223.88
467-1010 Cash - TIF #27 Delta Apartment	38,929.00	0.00	38,929.00
602-1010 Cash - Wastewater Treatment	9,867,501.88	139,716.67	10,007,218.55
603-1010 Cash - Liquor	3,192,410.20	(51,848.79)	3,140,561.41
605-1010 Cash - Garbage	995,406.79	19,502.87	1,014,909.66
607-1010 Cash - Storm Water	2,336,982.98	55,061.37	2,392,044.35
801-1010 Cash - Interest	0.00	161,262.51	161,262.51
821-1010 Cash - Developer Escrow	1,122,464.83	(243,215.96)	879,248.87
TOTAL CLAIM ON CASH	60,505,559.81	(31,783.44)	60,473,776.37
CASH IN BANK - POOLED CASH			
999-1000 A/P BANK ACCOUNTS	224,791,849.29	1,456,497.61	226,248,346.90
999-1001 PY BANK ACCOUNT	(192,668,479.04)	(1,488,281.05)	(194,156,760.09)
999-1002 POOLED INVESTMENTS	28,382,189.56	0.00	28,382,189.56
SUBTOTAL CASH IN BANK - POOLED CASH	60,505,559.81	(31,783.44)	60,473,776.37

Request for Action

To
City Council

Item Number
13.2

Meeting Date
October 21, 2024

Prepared By
Lori Stich, Finance Manager

Item Description
Investment Report - 3rd Quarter

Reviewed by
Cal Portner
Tina Allard

Action Requested
Information only.

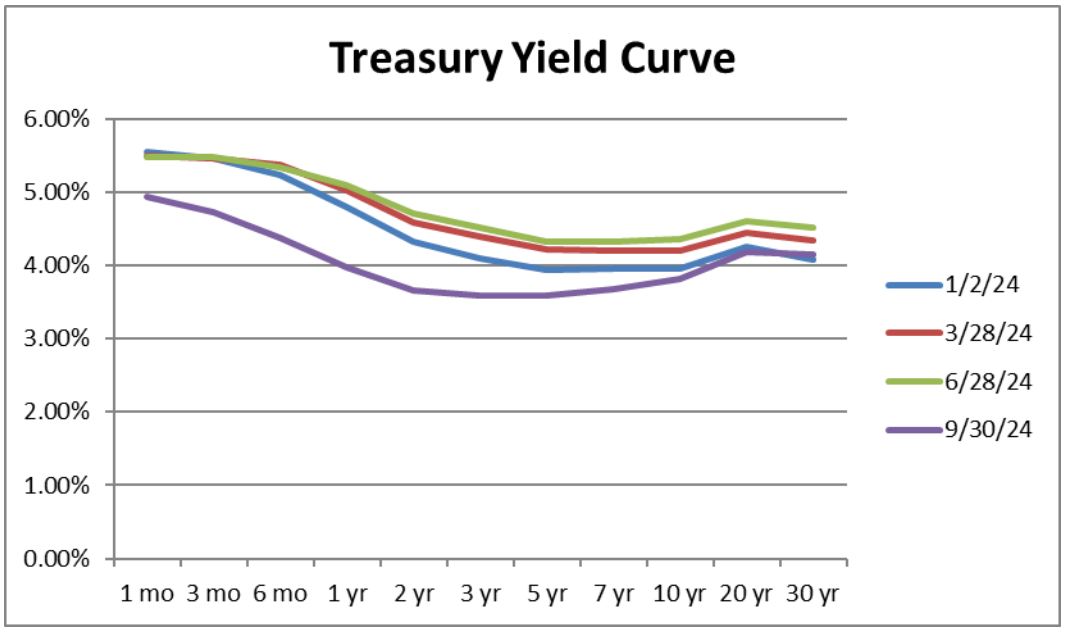
Background/Discussion
The purpose of this report is to update the City Council on the status of city financial investments as of September 30, 2024.

The investment policy complies with state statutes and generally follows the Government Finance Officers Association (GFOA) model.

The investment goals for the City of Elk River are passive due to the allowable investments permitted under state statutes. The city has four objectives for investing. In order of importance, they are: 1) safety of principal, 2) liquidity, 3) return on investment, and 4) maintaining public trust. This means we are focused on not losing on the original investment, having sufficient funds on hand to meet ongoing operating cash needs, getting a market rate of return, and not purchasing speculative investments.

State statutes limit the city's ability to invest in risky types of investments. The city is generally limited to federal and state government obligations or agencies backed by them, rated debt of local governments, short-term highly rated commercial paper, certificates of deposit, and money market accounts (with collateralization if in excess of FDIC insurance amounts).

The city intends to hold investments until maturity, which means we will get the rate of return on which we invest our funds. The finance staff makes sure the city is sufficiently liquid by continually updating our forecast on the anticipated cash flow needs over the next five-year time horizon. We anticipate two large tax settlements each year along with the regularly scheduled debt service payments. We also build a reserve balance maintained in money market accounts in case of unexpected expenditures.



Cities generally use a short-horizon benchmark such as the two-year Treasury Bill or some similar measure. As of 9/30/24, the two-year T-bill was at 3.66%, down from 4.71% on 6/30/24. Our current portfolio yield is roughly 4.11%.

Our primary reserve account is our 4M Fund, which is a money market account where many cities pool their funds. It currently yields 5.063% with daily withdrawal privileges. It is important the city maintain a strong diversified portfolio, prioritizing safety, liquidity, and flexibility in this market environment.

Financial Impact
N/A

Mission/Policy/Goal
Responsible for every dollar - good stewards.

Attachments
1. 09-2024 Investment summary

Bond Summary

as of September 30, 2024

Bond Overview

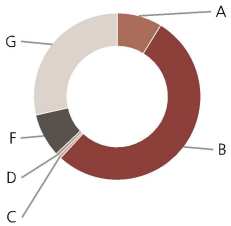
Total quantity	49,228,000
Total market value	$46,940,743.03
Total accrued interest	$245,623.47
Total market value plus accrued interest	$47,186,366.50
Total estimated annual bond interest	$1,399,217.82
Average coupon	2.96%
Average current yield	2.98%
Average yield to maturity	4.11%
Average yield to worst	4.11%
Average modified duration	3.23
Average effective maturity	4.03

Investment Type Allocation

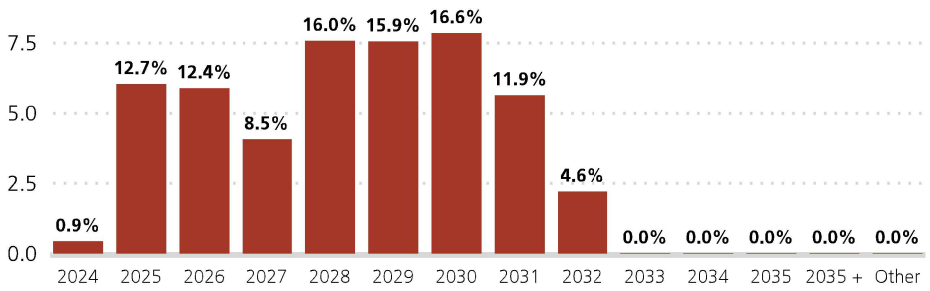
Investment type	Taxable ($)	Tax-exempt / deferred ($)	Total ($)	% of bond port.
Asset/Mortgage	13,475,675.15	0.00	13,475,675.15	28.56
Certificates of deposit	3,971,651.35	0.00	3,971,651.35	8.42
Municipals	29,237,795.00	0.00	29,237,795.00	61.96
U.S. federal agencies	501,245.00	0.00	501,245.00	1.06
Total	**$47,186,366.50**	**$0.00**	**$47,186,366.50**	**100%**

Credit Quality of Bond Holdings

Effective credit rating		Issues	Value on 09/30/2024 ($)	% of port.
A	Aaa/AAA/AAA	12	4,105,178.49	8.70
B	Aa/AA/AA	60	25,062,718.93	53.07
C	A/A/A	1	270,943.97	0.57
D	Baa/BBB/BBB	1	285,251.65	0.61
E	Non-investment grade	0	0.00	0.00
F	Certificate of deposit	17	3,971,651.35	8.41
G	Not rated	16	13,490,622.11	28.64
Total		**107**	**$47,186,366.50**	**100%**



Bond Maturity Schedule



Cash, mutual funds and some preferred securities are not included.

Includes all fixed income securities in the selected portfolio. Average yields and durations exclude Structured Product, Pass-Through, Perpetual Preferred, and Foreign securities. Accrued interest, if any, has been included in the total market value.