

**DUNDAS CITY COUNCIL
REGULAR MEETING AGENDA
Monday, JUNE 13, 2022
7:00 p.m. Dundas City Hall**

- 1. Call to Order/Pledge Allegiance**
- 2. Roll Call:** Mayor Glenn Switzer; Councilors Larry Fowler, Luke LaCroix, Grant Modory, Luke Swartwood
- 3. Public Forum**
- 4. Approval of Agenda***
Motion _____, second _____
- 5. Consent Agenda** *(All items on the Consent Agenda are considered routine and have been made available to the City Council at least two (2) days in advance of the meeting. The items will be enacted in one motion. There will be no separate discussion of these items unless a council member or citizen so requests, in which event the item will be removed from this agenda and considered in normal sequence.)*
 - a. Regular Minutes of May 23, 2022*
 - b. Resolution 2022-12* – A Resolution Approving the Transfer and Closing of Funds 401 Capital Projects and Fund 408 City Hall Construction
 - c. New On Sale Wine with Strong Beer Liquor License for Dundas Baseball Association d/b/a Dundas Dukes at 214 1st Street South
 - d. Disbursement Report* - \$256,755.93**Motion _____, second _____**
- 6. Old Business**
- 7. Ordinances and Resolutions**
 - a. Resolution 2022-13*– A Resolution Approving a Preliminary Plat for Stoneridge Hills 2nd Addition
Motion by _____, second by _____
 - b. Resolution 2022-14*– A Resolution Approving a Final Plat for Stoneridge Hills 2nd Addition
Motion by _____, second by _____
- 8. New Business**
 - a. Consider Accepting 1st Quarter 2022 Financial Report*
Motion by _____, second by _____
 - b. Consider Approving a Development Contract with Giles Properties, Inc
Motion by _____, second by _____
 - c. Consider Authorizing Staff Fence and Gate at Highland Parkway/115th Street*
Motion by _____, second by _____ to remove from table
 - d. Consider Authorizing Staff to Recruit for Full-Time Police Officer*
Motion by _____, second by _____
- 9. Reports of Officers, Boards and Committees**
 - a. City Attorney
 - b. City Engineer*
 - c. City Administrator
 - d. Mayor, Councilors and Committees
- 10. Announcements**
 - a. Parks & Recreation Advisory Board – Tuesday, June 14 at 7:00 pm City Hall
 - b. Planning Commission Meeting – Thursday, June 16 at 7:00 pm City Hall
 - c. City Council Meeting – Monday, June 27 at 7:00 p.m. City Hall
- 11. Adjourn**

**DUNDAS CITY COUNCIL
REGULAR MEETING MINUTES**

**Monday, MAY 23, 2022
7:00 p.m. Dundas City Hall**

UNOFFICIAL MINUTES

Present: Councilors Larry Fowler, Luke LaCroix, Luke Swartwood

Absent: Mayor Glenn Switzer; Councilor Grant Modory

Staff: City Engineer Dustin Tipp; Administrator/Clerk Jenelle Teppen,

CALL TO ORDER

Councilor LaCroix called the meeting to order at 7:01 p.m. A quorum was present.

PUBLIC FORUM – No one presented to Council.

APPROVAL OF AGENDA

Motion by Fowler, second by Swartwood, to approve the agenda. Motion Carried Unanimously (MCU)

CONSENT AGENDA

Motion by Fowler, second Swartwood, to approve the consent agenda as follows:

Regular Minutes of April 25, 2022;

Liquor License Renewals for the period July 1, 2022 to June 30, 2023:

On Sale 3.2 Beer, On Sale Wine with Sunday for CBB II LLC d/b/a Cannon Valley Cinema 10 at 404 Schilling Drive North Unit 3;

Off Sale 3.2 Beer for Kwik Trip, Inc. d/b/a Kwik Trip #489 at 415 Hester Street E;

Brewer Off Sale Malt Liquor, On Sale Brewery Taproom and Brewery Special Sunday for The Meetinghouse, LLD d/b/a Chapel Brewing at 15 Hester Street East;

Off Sale Liquor for AJE Enterprises, Inc d/b/a Firehouse Liquor at 607 Stafford Road North;

Off Sale Liquor for Four Browns, LLC d/b/a MGM Liquor Dundas at 420 Schilling Drive N;

On Sale/Off Sale Liquor and Special Sunday for Lyle & Pauline's Inc. d/b/a L&M Bar and Grill at 224 Railway Street N;

On Sale/Off Sale Liquor and Special Sunday for Dawn's Corner Bar LLC. d/b/a Dawn's Corner Bar at 200 Railway Street N;

On Sale 3.2 Malt Liquor for Dundas Baseball Association d/b/a Dundas Dukes at 214 First Street South;

On Sale Liquor and Special Sunday for Ruth's on Stafford, Inc. d/b/a Ruth's on Stafford at 410 Stafford Lane South; and

Disbursement Report - \$132,322.00. MCU

OLD BUSINESS – No old business brought before Council.

ORDINANCES AND RESOLUTIONS – No Ordinances or Resolutions brought before Council.

NEW BUSINESS

Consider Approving Off Sale Liquor License and Addition of Outside Area for Ruth's on Stafford

Administrator Teppen presented requested from Ruth's on Stafford to add Off Sale Liquor to the current On-Sale Liquor and Special Sunday licenses. She stated owner request an outside area. as indicated on the map, be allowed for alcoholic beverages consumption but no service. Teppen stated the area is not currently fenced but is planned for the future. She stated the Alcohol, Gambling and Enforcement Division require City approval for outside alcohol allowance as well as adding Off Sale Liquor to current license.

Motion by Fowler, second by Swartwood, to approve Off Sale Liquor License for Ruth's on Stafford, d/b/a Ruth's on Stafford at 410 Stafford Lane South along with an additional outside area for consuming alcoholic beverages. MCU

Consider Authorizing Proposed Expenditure for Fencing/Gates Along 115th Street/Highland Pkwy

Administrator Teppen reviewed the proposed expense for fencing/gate for 115th Street/Highland Parkway. The current barrier at Highland Parkway does not allow for emergency access and vehicles are driving up and over the curb, across a section of trail into or out of the Bridgewater Heights development. Residents whose backyards are adjacent to 115th Street are driving off the roadway into their backyards. Staff is seeking authorization to spend up to \$30,000 to place a locked gate across Highland Parkway at 115th Street and 600' of fencing to be placed an equal distance on either side of the gate in order to restrict direct access to backyards off 115th Street. She stated quote is from Caron Fence but would secure another quote.

Motion by Fowler, second by Swartwood, to table further action to next Council meeting. MCU

REPORTS OF OFFICERS, BOARDS AND COMMITTEES

City Engineer – Dustin Tipp

Tipp reviewed his report with updates.

City Administrator – Jenelle Teppen

Teppen indicated that Police Officer Sarah Hubacher has submitted her resignation.

ADJOURN

Motion by Fowler, second by Swartwood, to adjourn the meeting at 7:52 p.m. MCU

Submitted by:

Attest:

Jenelle Teppen, Administrator/Clerk

Glenn Switzer, Mayor

**CITY OF DUNDAS
COUNTY OF RICE
STATE OF MINNESOTA**

RESOLUTION NUMBER 2022 - 12

*A Resolution Approving the Transfer and Closing of Fund
401 Capital Projects and Fund 408 City Hall Construction*

WHEREAS, as part of the accounting process, funds are created to track project revenues and expenses for the City of Dundas, Minnesota; and

WHEREAS, as part of the Long-Term Plan, the Capital Projects (Fund 401) and City Hall Construction (Fund 408) will be closed and any money in those accounts will be transferred to the Public Works Capital Outlay (Fund 410) and Parks and Recreation Capital Outlay (Fund 425); and

WHEREAS, all projects will also transfer in the Long-Term Plan; and

WHEREAS, Fund 401 Capital Projects and Fund 408 City Hall Constructions will be closed effective June 30, 20122; and

WHEREAS, amount \$678,360.70 will transfer from Fund 401 Capital Projects into Fund 410 Public Works Capital in the amount of 310,902.01 and into Fund 426 Parks & Recreation Capital the amount of \$367,458.69; and

WHEREAS, Fund 408 City Hall Construction has a zero balance;

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of Dundas hereby approves, for transparency purposed and acknowledgement as follows:

1. Transfer \$310,902.01 from Fund 401 Capital Projects to Fund 410 Public Woks Capital;
2. Transfer \$367,458.69 from Fund 401 Capital Projects into Fund 426 Parks and Recreation Capital;
3. Closed Funds 401 Capital Projects and 408 City Hall Construction on June 30, 2022.

ADOPTED BY the City Council of Dundas, Minnesota, on this 13th day of June 2022.

CITY OF DUNDAS BY:

ATTEST:

Glenn Switzer, Mayor

Jenelle Teppen, Administrator/Clerk

**DISBURSEMENT REPORT
CITY OF DUNDAS
Council Meeting June 13, 2022**

DATE	PAYABLE	AMOUNT
6/3/2022	PERA	\$4,249.82
6/6/2022	State of MN Empower Retirement	\$700.00
6/7/2022	MN Dept of Revenue	\$1,295.00
6/7/2022	MN Dept of Revenue	\$1,342.63
6/6/2022	IRS	\$6,276.17
6/2/2022	Payroll PP #11 Employees	\$19,770.25
6/2/2022	Payroll PP #6 Council	\$1,931.68
Sub Total Paid Payroll and Sales Liabilities		\$35,565.55
5/27/2022	2014A GO Bond Water/Sewer	\$3,240.00
5/27/2022	Outgoing Wire Transfer Fee	\$15.00
5/31/2022	ACH per item	\$25.50
5/31/2022	Low ACH Volume Maintenance	\$5.00
5/31/2022	RDC Monthly Fee	\$59.00
5/19/2022	PSN Service Collection	\$111.43
6/3/2022	PSN Service Invoice	\$336.75
6/8/2022	NEOPOST INC	\$700.00
5/23/2022	NEXTIVA VOIP	\$186.11
5/24/2022	Cardmember Service	\$360.56
6/13/2022	Invoice Payments - Disbursements	\$216,151.03
Sub Total Paid Claims and Service Liabilities		\$221,190.38
TOTAL	Disbursements for June 13, 2022	\$256,755.93

City of Dundas

Payments

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Payments Batch 061322AP		\$216,151.03	
Refer	0 <u>ABDO FINANCIAL SOLUTIONS, LL</u> -		
Cash Payment	E 101-41000-301 Auditing and Acct g Servi	June 22 professional financial management	\$3,770.00
Invoice	458476	6/1/2022	
Cash Payment	E 225-43150-301 Auditing and Acct g Servi	June 22 professional financial management	\$290.00
Invoice	458476	6/1/2022	
Cash Payment	E 601-49400-301 Auditing and Acct g Servi	June 22 professional financial management	\$725.00
Invoice	458476	6/1/2022	
Cash Payment	E 602-49450-301 Auditing and Acct g Servi	June 22 professional financial management	\$725.00
Invoice	458476	6/1/2022	
Cash Payment	E 603-49500-301 Auditing and Acct g Servi	June 22 professional financial management	\$290.00
Invoice	458476	6/1/2022	
Transaction Date	6/8/2022	Frandsen Bank 10100	Total \$5,800.00
Refer	0 <u>AFLAC</u> -		
Cash Payment	G 101-21710 Other Deductions	Employee Reimbursed HB065	\$367.62
Invoice	697618	6/5/2022	
Transaction Date	6/8/2022	Frandsen Bank 10100	Total \$367.62
Refer	0 <u>ALBERS A & A PORTABLE SVCS</u> -		
Cash Payment	E 101-45200-413 Rental	Portable Restroom Rental	\$500.00
Invoice	1485	5/31/2022	
Transaction Date	6/8/2022	Frandsen Bank 10100	Total \$500.00
Refer	0 <u>ALBERS A & A PORTABLE SVCS</u> -		
Cash Payment	E 101-45200-413 Rental	Portable Restroom Rental	\$500.00
Invoice	1376	4/1/2022	
Transaction Date	6/8/2022	Frandsen Bank 10100	Total \$500.00
Refer	0 <u>ALDRICH TECNNNOLOGY CONSULT</u> -		
Cash Payment	E 101-41000-310 Professional Services	Setup Banyon and TeamViewer on computer	\$112.50
Invoice	7009	6/3/2022	
Transaction Date	6/8/2022	Frandsen Bank 10100	Total \$112.50
Refer	0 <u>ALDRICH TECNNNOLOGY CONSULT</u> -		
Cash Payment	E 101-42100-310 Professional Services	Review and remap network and equipment	\$225.00
Invoice	6938	5/31/2022	
Transaction Date	6/8/2022	Frandsen Bank 10100	Total \$225.00
Refer	0 <u>ALDRICH TECNNNOLOGY CONSULT</u> -		
Cash Payment	E 101-41000-309 EDP, Software and Desi	Microsoft Exchange Online - Plan 2	\$160.00
Invoice	6969	5/21/2022	
Transaction Date	6/8/2022	Frandsen Bank 10100	Total \$160.00
Refer	0 <u>AMAZON CAPITAL SERVICES</u> -		
Cash Payment	E 101-42400-200 Supplies	Color Card Stock	\$20.89
Invoice	1HTM-46KJ-7TM	3/31/2022	
Cash Payment	E 101-41000-200 Supplies	Monitor Stand Riser	\$14.47
Invoice	1HTM-46KJ-7TM	3/31/2022	
Transaction Date	6/8/2022	Frandsen Bank 10100	Total \$35.36
Refer	0 <u>AMAZON CAPITAL SERVICES</u> -		

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Cash Payment	E 101-41000-580 Equipment	Surface Pro Charger			\$29.41
	Invoice 1X9X-KVDN-QY3	5/23/2022			
Transaction Date	6/8/2022	Frandsen Bank	10100	Total	\$29.41
Refer	0 <u>AMAZON CAPITAL SERVICES</u>	-			
Cash Payment	E 101-43100-200 Supplies	Locking Slant - D Ring Binders			\$77.11
	Invoice 1DDX-9374-LTV	5/25/2022			
Transaction Date	6/8/2022	Frandsen Bank	10100	Total	\$77.11
Refer	0 <u>APG MEDIA OF SOUTHERN MN</u>	-			
Cash Payment	G 430-22018 Escrow - Stoneridge Hills	Stoneridge PH Legal Notice			\$108.00
	Invoice 11130-0522	5/31/2022			
Transaction Date	6/8/2022	Frandsen Bank	10100	Total	\$108.00
Refer	0 <u>BADGER METER</u>	-			
Cash Payment	E 601-49400-210 Supplies/Water Meter, Et	Orion Cellular LTE service unit			\$361.95
	Invoice 80098510	5/30/2022			
Transaction Date	6/8/2022	Frandsen Bank	10100	Total	\$361.95
Refer	0 <u>BY ALL MEANS GRAPHICS</u>	-			
Cash Payment	E 101-41000-200 Supplies	500 #10 envelopes			\$215.28
	Invoice 14102	5/20/2022			
Transaction Date	6/8/2022	Frandsen Bank	10100	Total	\$215.28
Refer	0 <u>CITY OF NORTHFIELD</u>	-			
Cash Payment	E 101-43100-408 Sand/Rock/Dirt	Road Salt - 119 TN			\$9,608.06
	Invoice 202205262292	5/26/2022			
Transaction Date	6/8/2022	Frandsen Bank	10100	Total	\$9,608.06
Refer	0 <u>CITY OF NORTHFIELD</u>	-			
Cash Payment	E 602-49450-385 Sewer Utilities	Wastewater Treatment			\$25,404.38
	Invoice Apr 22	5/20/2022			
Transaction Date	6/8/2022	Frandsen Bank	10100	Total	\$25,404.38
Refer	0 <u>DICK-S/LAKEVILLE SANITATION</u>	-			
Cash Payment	E 603-49500-384 Refuse/Garbage Disposa	Trash service May 22			\$8,090.49
	Invoice DT0004609810	5/31/2022			
Transaction Date	6/8/2022	Frandsen Bank	10100	Total	\$8,090.49
Refer	0 <u>ECKBERG LAMMERS</u>	-			
Cash Payment	E 101-42100-304 Legal Fees	May 22 Prosecution Fees			\$658.86
	Invoice 05 2022	5/31/2022			
Transaction Date	6/8/2022	Frandsen Bank	10100	Total	\$658.86
Refer	0 <u>ENDRES WINDOW CLEANING</u>	-			
Cash Payment	E 101-41000-440 Cleaning Service	Window Wash - City Hall			\$135.00
	Invoice 128930	5/31/2022			
Transaction Date	6/8/2022	Frandsen Bank	10100	Total	\$135.00
Refer	0 <u>LARRY FOWLER</u>	-			
Cash Payment	E 101-41000-200 Supplies	Flowers, gardening			\$238.33
	Invoice 2202-05-23	5/23/2022			
Transaction Date	6/8/2022	Frandsen Bank	10100	Total	\$238.33
Refer	0 <u>GOPHER STATE ONE CALL</u>	-			

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Cash Payment	E 601-49400-310 Professional Services	Gopher One Calls - May 2022			\$39.15
Invoice	2050347	5/31/2022			
Cash Payment	E 602-49450-310 Professional Services	Gopher One Calls - May 2022			\$39.15
Invoice	2050347	5/31/2022			
Transaction Date	6/8/2022	Frandsen Bank	10100	Total	\$78.30
Refer	0 GUTH ELECTRIC, LLC	-			
Cash Payment	E 101-43124-400 Repairs and Maintenanc	Replace broken pole base and light			\$2,219.00
Invoice	1622	5/31/2022			
Transaction Date	6/8/2022	Frandsen Bank	10100	Total	\$2,219.00
Refer	0 GUTH ELECTRIC, LLC	-			
Cash Payment	E 601-49400-400 Repairs and Maintenanc	Run conduit at Well #2			\$1,171.55
Invoice	1623	5/31/2022			
Transaction Date	6/8/2022	Frandsen Bank	10100	Total	\$1,171.55
Refer	0 GUTH ELECTRIC, LLC	-			
Cash Payment	E 101-45200-400 Repairs and Maintenanc	Locate at Memorial Park			\$100.00
Invoice	1605	5/19/2022			
Transaction Date	6/8/2022	Frandsen Bank	10100	Total	\$100.00
Refer	0 HYDRO-VAC INC	-			
Cash Payment	E 602-49450-400 Repairs and Maintenanc	Hydro Jetting and Televising Sanitary Sewer at Kwik Trip			\$3,286.50
Invoice	15835	3/3/2022			
Transaction Date	6/8/2022	Frandsen Bank	10100	Total	\$3,286.50
Refer	0 JOHNS SNOW AND MOW LLC	-			
Cash Payment	E 101-45200-406 Grounds Maintence	snow removal			\$1,758.75
Invoice	052522	5/25/2022			
Cash Payment	E 602-49450-406 Grounds Maintence	snow removal			\$137.50
Invoice	052522	5/25/2022			
Cash Payment	E 101-43100-406 Grounds Maintence	snow removal			\$585.00
Invoice	052522	5/25/2022			
Cash Payment	E 601-49400-406 Grounds Maintence	snow removal			\$197.50
Invoice	052522	5/25/2022			
Cash Payment	E 101-41000-406 Grounds Maintence	snow removal			\$120.00
Invoice	052522	5/25/2022			
Transaction Date	6/8/2022	Frandsen Bank	10100	Total	\$2,798.75
Refer	0 KWIK TRIP INC	-			
Cash Payment	E 101-42100-418 Vehicle Fuels	PD Fuel			\$966.41
Invoice	May22 00224244	6/2/2022			
Transaction Date	6/8/2022	Frandsen Bank	10100	Total	\$966.41
Refer	0 KWIK TRIP INC	-			
Cash Payment	E 101-43100-418 Vehicle Fuels	Streets Fuel			\$626.55
Invoice	May22 00285195	6/2/2022			
Transaction Date	6/8/2022	Frandsen Bank	10100	Total	\$626.55
Refer	0 LAW ENFORCEMENT LABOR SVC	-			
Cash Payment	G 101-21707 LELSI Union Dues	Union dues			\$65.00
Invoice	June 22	6/1/2022			
Transaction Date	6/8/2022	Frandsen Bank	10100	Total	\$65.00

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Refer	0 LMCIT	-			
Cash Payment	E 101-41000-362 Property Insurance	Property/Casualty Insurance Premium			\$49.58
Invoice	5/19/2022				
Cash Payment	E 101-42100-362 Property Insurance	Property/Casualty Insurance Premium			\$215.61
Invoice	5/19/2022				
Cash Payment	E 101-43100-362 Property Insurance	Property/Casualty Insurance Premium			\$56.45
Invoice	5/19/2022				
Cash Payment	E 101-45200-362 Property Insurance	Property/Casualty Insurance Premium			\$393.83
Invoice	5/19/2022				
Cash Payment	E 601-49400-362 Property Insurance	Property/Casualty Insurance Premium			\$172.86
Invoice	5/19/2022				
Cash Payment	E 602-49450-362 Property Insurance	Property/Casualty Insurance Premium			\$110.67
Invoice	5/19/2022				
Transaction Date	6/8/2022	Frandsen Bank	10100	Total	\$999.00
Refer	0 LMCIT	-			
Cash Payment	E 101-41000-362 Property Insurance	Property/Casualty Insurance Premium 5/1/22-5/1/23			\$2,679.00
Invoice	5/24/2022				
Cash Payment	E 101-42100-362 Property Insurance	Property/Casualty Insurance Premium 5/1/22-5/1/23			\$11,650.00
Invoice	5/24/2022				
Cash Payment	E 101-43100-362 Property Insurance	Property/Casualty Insurance Premium 5/1/22-5/1/23			\$3,050.00
Invoice	5/24/2022				
Cash Payment	E 101-45200-362 Property Insurance	Property/Casualty Insurance Premium 5/1/22-5/1/23			\$21,280.00
Invoice	5/24/2022				
Cash Payment	E 601-49400-362 Property Insurance	Property/Casualty Insurance Premium 5/1/22-5/1/23			\$9,340.00
Invoice	5/24/2022				
Cash Payment	E 602-49450-362 Property Insurance	Property/Casualty Insurance Premium 5/1/22-5/1/23			\$5,980.00
Invoice	5/24/2022				
Transaction Date	6/8/2022	Frandsen Bank	10100	Total	\$53,979.00
Refer	0 LUZ CLEANING SERVICE	-			
Cash Payment	E 101-41000-440 Cleaning Service	May cleaning services			\$600.00
Invoice 185770	5/25/2022				
Transaction Date	6/9/2022	Frandsen Bank	10100	Total	\$600.00
Refer	0 MARCO, INC	-			
Cash Payment	E 101-41000-413 Rental	Printer Lease 5/21/22-6/20/22			\$229.26
Invoice 31724302	5/27/2022				
Transaction Date	6/9/2022	Frandsen Bank	10100	Total	\$229.26
Refer	0 MCMA	-			
Cash Payment	E 101-41000-433 Dues and Subscriptions	5/1/22-4/30/23 MCMA membership renewal			\$110.00
Invoice					
Transaction Date	6/9/2022	Frandsen Bank	10100	Total	\$110.00
Refer	0 MENARDS, INC	-			
Cash Payment	E 101-43100-200 Supplies	supplies			\$13.98
Invoice 27967	5/24/2022				

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Transaction Date	6/9/2022	Frandsen Bank	10100	Total	\$13.98
Refer	0 MENARDS, INC	-			
Cash Payment	E 601-49400-200 Supplies	supplies			\$64.97
Invoice 27349	5/12/2022				
Transaction Date	6/9/2022	Frandsen Bank	10100	Total	\$64.97
Refer	0 MENARDS, INC	-			
Cash Payment	E 101-43100-400 Repairs and Maintenanc	supplies			\$241.34
Invoice 27394	5/13/2022				
Transaction Date	6/9/2022	Frandsen Bank	10100	Total	\$241.34
Refer	0 METERING & TECH SOLUTIONS	-			
Cash Payment	E 601-49400-210 Supplies/Water Meter, Et	64 meters and end points			\$20,688.00
Invoice 22814	5/19/2022				
Transaction Date	6/9/2022	Frandsen Bank	10100	Total	\$20,688.00
Refer	0 METERING & TECH SOLUTIONS	-			
Cash Payment	E 601-49400-210 Supplies/Water Meter, Et	8 meters, end points, flanges			\$9,754.00
Invoice 23019	5/20/2022				
Transaction Date	6/9/2022	Frandsen Bank	10100	Total	\$9,754.00
Refer	0 METERING & TECH SOLUTIONS	-			
Cash Payment	E 601-49400-210 Supplies/Water Meter, Et	64 end points			\$9,808.00
Invoice 23149	6/13/2022				
Transaction Date	6/9/2022	Frandsen Bank	10100	Total	\$9,808.00
Refer	0 METRO FIBERNET LLC	-			
Cash Payment	E 101-41000-321 Telephone & Communic	Phone charges			\$121.39
Invoice June22 1671771	6/1/2022				
Transaction Date	6/9/2022	Frandsen Bank	10100	Total	\$121.39
Refer	0 METRO FIBERNET LLC	-			
Cash Payment	E 101-42100-321 Telephone & Communic	Phone charges			\$61.27
Invoice June22 1672997	6/1/2022				
Transaction Date	6/9/2022	Frandsen Bank	10100	Total	\$61.27
Refer	0 METRO FIBERNET LLC	-			
Cash Payment	E 601-49400-321 Telephone & Communic	Phone charges			\$133.62
Invoice June22 1671773	6/1/2022				
Transaction Date	6/9/2022	Frandsen Bank	10100	Total	\$133.62
Refer	0 MIDWEST WATER SPECIALTY, IN	-			
Cash Payment	E 101-41000-200 Supplies	Water			\$21.00
Invoice 178833	6/7/2022				
Cash Payment	E 101-42100-200 Supplies	Water			\$14.00
Invoice 178833	6/7/2022				
Transaction Date	6/9/2022	Frandsen Bank	10100	Total	\$35.00
Refer	0 MN DEPARTMENT OF HEALTH	-			
Cash Payment	G 601-20810 MN Connection Fee	4/1/22-6/30/22 Community Water Supply Service Connection Fee			\$1,769.00
Invoice	5/19/2022				
Transaction Date	6/9/2022	Frandsen Bank	10100	Total	\$1,769.00
Refer	0 MINNESOTA VALLEY TESTING LA	-			

City of Dundas Payments

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Cash Payment	E 601-49400-310 Professional Services	Coliform test, chlorine report			\$44.00
Invoice	1146820	6/6/2022			
Transaction Date	6/9/2022	Frandsen Bank	10100	Total	\$44.00
Refer	0 NAC, INC.	-			
Cash Payment	E 101-41910-313 Planning Fee s	May 2022 Technical Assistance - City Projects			\$580.50
Invoice	25840	6/6/2022			
Transaction Date	6/9/2022	Frandsen Bank	10100	Total	\$580.50
Refer	0 MENARDS, INC	-			
Cash Payment	E 101-43100-400 Repairs and Maintenanc	supplies			\$76.00
Invoice	28062	5/26/2022			
Transaction Date	6/9/2022	Frandsen Bank	10100	Total	\$76.00
Refer	0 NAC, INC.	-			
Cash Payment	G 430-22018 Escrow - Stoneridge Hills	Technical Assistance - Stoneridge			\$2,114.00
Invoice	25841	6/6/2022			
Transaction Date	6/9/2022	Frandsen Bank	10100	Total	\$2,114.00
Refer	0 NAFRS	-			
Cash Payment	E 101-42200-300 Professional Services	2022 Party Contributions - 2nd installment			\$23,920.00
Invoice		6/1/2022			
Transaction Date	6/9/2022	Frandsen Bank	10100	Total	\$23,920.00
Refer	0 OFFICE DEPOT	-			
Cash Payment	E 101-41000-200 Supplies	Office Supplies - City Hall			\$20.89
Invoice	242810270001	5/17/2022			
Cash Payment	E 101-42400-200 Supplies	Office Supplies - Bldg Inspct			\$59.98
Invoice	242810270001	5/17/2022			
Transaction Date	6/9/2022	Frandsen Bank	10100	Total	\$80.87
Refer	0 OFFICE DEPOT	-			
Cash Payment	E 101-41000-200 Supplies	Office Supplies - City Hall			\$42.86
Invoice	246629151001	5/25/2022			
Cash Payment	E 101-42400-200 Supplies	Office Supplies - Bldg Inspct			\$20.79
Invoice	246629151001	5/25/2022			
Transaction Date	6/9/2022	Frandsen Bank	10100	Total	\$63.65
Refer	0 OFFICE DEPOT	-			
Cash Payment	E 101-42400-200 Supplies	Office Supplies - Bldg Inspct			\$29.91
Invoice	246632509001	5/24/2022			
Transaction Date	6/9/2022	Frandsen Bank	10100	Total	\$29.91
Refer	0 OLYMPIC FIRE PROTECTION COR	-			
Cash Payment	E 101-41000-400 Repairs and Maintenanc	Annual inspection of sprinkler systems and backflow preventor			\$295.00
Invoice	70607	5/24/2022			
Transaction Date	6/9/2022	Frandsen Bank	10100	Total	\$295.00
Refer	0 PLUNKETTS PEST CONTROL	-			
Cash Payment	E 101-41000-400 Repairs and Maintenanc	General pest control			\$175.00
Invoice	7533562	5/16/2022			
Transaction Date	6/9/2022	Frandsen Bank	10100	Total	\$175.00
Refer	0 SPRINT	-			

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Cash Payment	E 101-43100-321 Telephone & Communic	Phone service 4/15/22-5/14/22			\$96.02
Invoice	292583318-246	5/18/2022			
Transaction Date	6/9/2022	Frandsen Bank	10100	Total	\$96.02
Refer	0	SUMMIT FIRE PROTECTION	-		
Cash Payment	E 601-49400-400 Repairs and Maintenanc	Fire Extinguisher Annual Inspection			\$63.00
Invoice	140006416	6/6/2022			
Cash Payment	E 602-49450-400 Repairs and Maintenanc	Fire Extinguisher Annual Inspection			\$63.00
Invoice	140006416	6/6/2022			
Transaction Date	6/9/2022	Frandsen Bank	10100	Total	\$126.00
Refer	0	SUMMIT FIRE PROTECTION	-		
Cash Payment	E 101-45200-400 Repairs and Maintenanc	Annual Fire Extinguisher Inspection			\$70.00
Invoice	140006417	6/6/2022			
Transaction Date	6/9/2022	Frandsen Bank	10100	Total	\$70.00
Refer	0	SUMMIT FIRE PROTECTION	-		
Cash Payment	E 101-41000-400 Repairs and Maintenanc	Fire Extinguisher Annual Inspection			\$56.00
Invoice	140006418	6/6/2022			
Transaction Date	6/9/2022	Frandsen Bank	10100	Total	\$56.00
Refer	0	SUMMIT FIRE PROTECTION	-		
Cash Payment	E 101-43100-400 Repairs and Maintenanc	Fire Extinguisher Annual Inspection			\$52.50
Invoice	140006419	6/6/2022			
Transaction Date	6/9/2022	Frandsen Bank	10100	Total	\$52.50
Refer	0	SUMMIT FIRE PROTECTION	-		
Cash Payment	E 101-42100-400 Repairs and Maintenanc	Fire Extinguisher Annual Inspection			\$52.50
Invoice	140006420	6/6/2022			
Transaction Date	6/9/2022	Frandsen Bank	10100	Total	\$52.50
Refer	0	SVIEN, BENNY H.	-		
Cash Payment	E 101-42400-315 Plumbing Permit Expens	Plumbing Fee			\$2.18
Invoice	7231	6/1/2022			
Cash Payment	E 101-42400-311 Bldg Permit Expense	Bldg Permit			\$41.28
Invoice	7231	6/1/2022			
Cash Payment	E 101-42400-312 Plan Review Expense	Plan Review Fee			\$894.45
Invoice	7231	6/1/2022			
Cash Payment	E 101-42400-314 Mechanical Permit Expe	Plumbing Permit Expense			\$2.03
Invoice	7231	6/1/2022			
Cash Payment	E 101-42400-312 Plan Review Expense	Plan Review Fee			\$134.43
Invoice	7231	6/1/2022			
Transaction Date	6/9/2022	Frandsen Bank	10100	Total	\$1,074.37
Refer	0	TACTICAL SOLUTIONS	-		
Cash Payment	E 101-42100-580 Equipment	Certification of Radar & Laser Units			\$122.00
Invoice	9003	5/28/2022			
Transaction Date	6/9/2022	Frandsen Bank	10100	Total	\$122.00
Refer	0	THE LAWN GUY LLC	-		
Cash Payment	E 101-41000-406 Grounds Maintence	Fertilizer, weed control			\$154.62
Invoice	10817	5/31/2022			
Transaction Date	6/9/2022	Frandsen Bank	10100	Total	\$154.62
Refer	0	TIMS SMALL ENGINE SERVICE	-		

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Cash Payment	E 101-43100-400 Repairs and Maintenanc	Lawn Mower Repair			\$48.52
Invoice	May 22	5/27/2022			
Transaction Date	6/9/2022	Frandsen Bank	10100	Total	\$48.52
Refer	0 TRI-STATE BOBCAT	-			
Cash Payment	E 101-43100-400 Repairs and Maintenanc	hose, filter			\$369.96
Invoice	P75297	5/23/2022			
Transaction Date	6/9/2022	Frandsen Bank	10100	Total	\$369.96
Refer	0 US POSTAL SERVICE	-			
Cash Payment	E 101-41000-413 Rental	PO Box Rent			\$226.00
Invoice		6/1/2022			
Transaction Date	6/9/2022	Frandsen Bank	10100	Total	\$226.00
Refer	0 VESSCO, INC.	-			
Cash Payment	E 601-49400-400 Repairs and Maintenanc	vacuum regulator set, injector quill			\$2,368.28
Invoice	087782	6/7/2022			
Transaction Date	6/9/2022	Frandsen Bank	10100	Total	\$2,368.28
Refer	0 VESSCO, INC.	-			
Cash Payment	E 601-49400-400 Repairs and Maintenanc	Vessco startup - installation, startup, rebuild			\$3,945.14
Invoice	087778	6/6/2022			
Transaction Date	6/9/2022	Frandsen Bank	10100	Total	\$3,945.14
Refer	0 WERNER SEED COMPANY	-			
Cash Payment	E 101-45200-200 Supplies	Seed Mix			\$137.50
Invoice	12466	5/24/2022			
Transaction Date	6/9/2022	Frandsen Bank	10100	Total	\$137.50
Refer	0 WSB & ASSOC INC	-			
Cash Payment	E 101-41000-303 Engineering Fees	Engineering Retainer			\$800.00
Invoice	R-019660-000-4	5/25/2022			
Transaction Date	6/9/2022	Frandsen Bank	10100	Total	\$800.00
Refer	0 WSB & ASSOC INC	-			
Cash Payment	E 101-41000-303 Engineering Fees	General Engineering			\$414.50
Invoice	R-019661-000-4	5/25/2022			
Cash Payment	E 101-41000-303 Engineering Fees	Meetings			\$937.50
Invoice	R-019661-000-4	5/25/2022			
Cash Payment	E 101-41000-303 Engineering Fees	Streets			\$1,282.00
Invoice	R-019661-000-4	5/25/2022			
Cash Payment	E 101-41000-303 Engineering Fees	Pavement Analysis Report			\$439.50
Invoice	R-019661-000-4	5/25/2022			
Cash Payment	E 101-41000-303 Engineering Fees	Coring 2-Person Crew			\$825.00
Invoice	R-019661-000-4	5/25/2022			
Cash Payment	E 602-49450-303 Engineering Fees	TSS Investigation			\$1,627.50
Invoice	R-019661-000-4	5/25/2022			
Cash Payment	E 101-45200-303 Engineering Fees	Tower Park Survey			\$300.00
Invoice	R-019661-000-4	5/25/2022			
Cash Payment	E 101-41910-303 Engineering Fees	Survey 2-Person Crew			\$207.00
Invoice	R-019661-000-4	5/25/2022			
Cash Payment	E 426-45200-500 Capital Outlay	Survey 2-Person Crew			\$207.00
Invoice	R-019661-000-4	5/25/2022			

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Cash Payment	E 101-41910-303 Engineering Fees	115th St Improvements	\$217.50
Invoice	R-019661-000-4 5/25/2022		
Cash Payment	E 426-45200-500 Capital Outlay	Memorial Park Improvements	\$1,726.75
Invoice	R-019661-000-4 5/25/2022		
Transaction Date	6/9/2022	Frandsen Bank 10100	Total \$8,184.25
Refer	0 WSB & ASSOC INC	-	
Cash Payment	G 430-22018 Escrow - Stoneridge Hills	Stoneridge Hills - Plan Review	\$408.00
Invoice	R-010168-000-59 5/25/2022		
Transaction Date	6/9/2022	Frandsen Bank 10100	Total \$408.00
Refer	0 XCEL ENERGY	-	
Cash Payment	E 101-43124-381 Electricity	Utilities	\$2,149.70
Invoice	778230802 5/3/2022		
Cash Payment	E 101-43124-381 Electricity	Utilities	\$34.43
Invoice	778230802 5/3/2022		
Cash Payment	E 101-45200-381 Electricity	Utilities	\$16.53
Invoice	778230802 5/3/2022		
Cash Payment	E 101-45200-381 Electricity	Utilities	\$75.97
Invoice	778230802 5/3/2022		
Cash Payment	E 601-49400-381 Electricity	Utilities	\$209.89
Invoice	778230802 5/3/2022		
Cash Payment	E 602-49450-381 Electricity	Utilities	\$407.59
Invoice	778230802 5/3/2022		
Cash Payment	E 602-49450-381 Electricity	Utilities	\$122.70
Invoice	778230802 5/3/2022		
Cash Payment	E 601-49400-381 Electricity	Utilities	\$122.71
Invoice	778230802 5/3/2022		
Cash Payment	E 601-49400-381 Electricity	Utilities	\$381.34
Invoice	778230802 5/3/2022		
Cash Payment	E 602-49450-381 Electricity	Utilities	\$528.29
Invoice	778230802 5/3/2022		
Cash Payment	E 601-49400-381 Electricity	Utilities	\$88.41
Invoice	778230802 5/3/2022		
Cash Payment	E 601-49400-381 Electricity	Utilities	\$13.60
Invoice	778230802 5/3/2022		
Cash Payment	E 101-45200-381 Electricity	Utilities	\$57.58
Invoice	778230802 5/3/2022		
Cash Payment	E 601-49400-381 Electricity	Utilities	\$2,313.90
Invoice	778230802 5/3/2022		
Cash Payment	E 101-45200-381 Electricity	Utilities	\$90.39
Invoice	778230802 5/3/2022		
Cash Payment	E 101-42100-381 Electricity	Utilities	\$183.27
Invoice	778230802 5/3/2022		
Cash Payment	E 101-43100-381 Electricity	Utilities	\$183.27
Invoice	778230802 5/3/2022		
Cash Payment	E 101-43124-381 Electricity	Utilities	\$74.90
Invoice	778230802 5/3/2022		
Cash Payment	E 101-41000-381 Electricity	Utilities	\$360.55
Invoice	778230802 5/3/2022		

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Cash Payment	E 101-41000-381 Electricity	Utilities		\$518.18
Invoice	778230802 5/3/2022			
Transaction Date	6/9/2022	Frandsen Bank	10100	Total \$7,933.20

Fund Summary

	10100 Frandsen Bank
101 GENERAL FUND	\$100,708.64
225 STORM SEWER	\$290.00
426 PARKS & REC. CAPITAL OUTLAY	\$1,933.75
430 ESCROW DEPOSITS	\$2,630.00
601 WATER	\$63,775.87
602 SEWER	\$38,432.28
603 REFUSE	\$8,380.49
	\$216,151.03

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$216,151.03
Total	\$216,151.03

PLANNING REPORT

TO: Dundas City Council
Jenelle Teppen, City Administrator

FROM: Nate Sparks, City Planner

DATE: June 8, 2022

RE: Stoneridge Hills 2nd Addition – Preliminary & Final Plat / Development Agreement

BACKGROUND

Tim Giles has made an application for a preliminary plat for Stoneridge Hills 2nd Addition. The plat was originally approved in 2005 but expired when it did not get recorded within the period of time required by the City's Subdivision Ordinance and the Development Agreement for the first phase. The first phase had 40 houses and the second phase is planned for 34.

The applicant is not proposing significant changes to the plat. However, the grading and construction plans were modified.

The property is zoned R-1/PUD which allows for the development of the site consistent with the original PUD for the site.

ISSUES/ANALYSIS

Land Use. The City's Comprehensive Plan (Land Use Plan) guides the subject site for a Low Density Residential Land Use. This allows for up to four units per acre. The proposed development is consistent with this. The property is zoned R-1 with a PUD Overlay.

Planned Unit Development. As noted, the plat was approved originally with a PUD Overlay District. The R-1 District requires all lots to be 75 feet wide with 10,000 square feet in area. The proposed development has four lots that are less than 10,000 square feet (9,873 square feet is the smallest) and one lot that does not meet the minimum width (70.6 feet on a corner). These deviations were approved with the original PUD.

The applicant is proposing to change the grading plan slightly and modify the housing types. There are five houses being proposed as slab on grade which were originally planned as having full basements or lookouts.

Additionally, the plan is being modified to remove the medians on Mill Towns Road and Stoneridge Parkway. At minimum City Staff recommended that there should be transitional medians from the first phase (where medians were installed) in to the second phase.

At the concept plan review, there was discussion about the design of the intersection of Mill Towns Road and Stoneridge Parkway. The proposed design includes a transitional median on Mill Towns Road but nothing on Stoneridge Parkway. The City Council should confirm if this configuration is acceptable.

Streets

Configuration. Streets are configured as they were with the original plan for this development. The only modifications are of the design of the streets, as noted above.

Right-of-Way Dedication. Consistent with Subdivision Ordinance requirements, the proposed streets lie within 60-foot wide rights-of way, with the exception of Mill Towns Road and Stoneridge Parkway, which are both 80 feet in width.

Temporary Cul-de-sacs. The applicant will need to depict, to the satisfaction of the City Engineer, how there will be adequate turnarounds on the end of Mill Towns Road and Stoneridge Parkway.

Lots. Within the City's R-1 District, a minimum lot size of 10,000 square feet is required with a minimum width of 75 feet. As mentioned above there are a few lots that do not meet these standards that were approved in the original PUD.

Setbacks. As previously, the applicant has requested flexibility from the City's front, side yard and rear yard setback requirements.

The setbacks were approved with the original PUD and include a front yard setback of 25, street side yard of 20, side yard of 7, and rear setback of 25 feet. The R-1 District requires 30, 30, 10, and 25 feet respectively.

Sidewalks. As shown on the landscape plan, sidewalks are proposed on one side of Stoneridge Parkway. A trail in lieu of a sidewalk is depicted on one side of Mill Towns Road. The Planning Commission recommended sidewalks on both sides of Stoneridge Parkway.

Park Dedication. City Staff recalculated the park dedication and has found that the outlots given with the first phase are sufficient to meet the park dedication requirements of both phases.

Landscaping. A landscape plan is required. The plan must depict plantings in the rear yards of lots along Mill Towns Road, as well as illustrating a minimum of one tree in the front yard of every lot.

Additionally, to be consistent with the approved PUD, the applicant should provide street trees along Stoneridge Parkway and Mill Towns Road, in a similar fashion to Bridgewater Heights.

Security for the tree plantings shall be placed in the development agreement.

Architecture. The PUD for the development required enhanced architectural standards which included a window on every street facing façade, a minimum footprint of 1,100 square feet for all houses, and a minimum footprint of 400 feet for each garage. Additionally, if a house does not have a porch, it would be required to have no more than 70% if any one exterior finish unless that exterior finish is brick, stone, or stucco.

Grading, Drainage and Utilities. Issues related to grading, drainage, and utilities, including the establishment of related outlots and easements, should be subject to comment and recommendation by the City Engineer.

Additionally, the applicant must expand the side of the pond in the first phase of the development.

Development Agreement. As a condition of final plat approval, the applicant will be required to enter into a development agreement with the City and post all the necessary securities required by it. This issue should be subject to further comment by the City Attorney.

RECOMMEDATION

The Planning Commission recommended approval of the request with the conditions noted in the preliminary plat resolution. If acceptable, the Council may approve the resolution with any changes desired. Then if the final plat and development agreement are found to be acceptable, as well, the Council may also approve both.

Memorandum

To: Dustin Tipp, PE, WSB

From: Kris Keller, PE, WSB

Date: May 19, 2022

Re: Stoneridge 2nd Addition Engineering Review
WSB Project No. 010168-000

We have completed our revised preliminary plat review for grading permit of the civil plans submitted for the Stoneridge 2nd Addition as prepared by Kimley Horn and Probe Engineering in May 2022. The following documents were received:

- Civil Plan Set dated 5-10-22 (*STONERIDGE HILLS 2ND ADDITION PLAN SET.pdf*)
- Stormwater Management Memo 4-6-22 (*2022-0406 Dundas Drainage Report.pdf*)
- Final Plat (*FINAL PLAT STONERIDGE HILLS 2ND-SH 1.pdf*; *FINAL PLAT STONERIDGE HILLS 2ND-SH 2.pdf*)

Comments are provided within this memorandum and in the corresponding redlined plan set. Please note that not all comments within the plan set are in the memorandum. We have the following comments with regards to engineering;

General

1. Submit for and provide copies to the City of all required permits from regulatory agencies (MCES, Minnesota Pollution Control Agency, Minnesota Department of Health, County, etc.)

Site Plan

1. Extend Mill Towns Road to the western development limits
2. Install medians as shown in the concept plan along Mill Towns Road at the intersection with Bluestone Drive
3. Update the locations and extents of existing and proposed sidewalks and trails.
 - a. Show the existing sidewalk on the south side of Bluestone Drive west of Granite Way to the western development limits (to remain)
 - b. Show the existing ped ramps on the north side of Bluestone Drive at Granite Way
 - i. Show as removing with project
 - c. Remove the existing ped ramp at the northwest corner of Stoneridge Parkway and Bluestone Drive
 - i. Show the existing ped ramp at the northeast corner of Stoneridge Parkway and Bluestone Drive as remaining
 - d. Show the proposed 5' concrete sidewalk on the northeast side of Mill Towns Road as an 8' bituminous trail from the connection at Bluestone Drive to the western development limits
 - e. Several existing ped ramps and sidewalk stubs are not proposed to have sidewalk extended from them.
 - f. There are existing ped ramps and sidewalk stubs at the northeast and northwest corners of Granite Way and Bluestone Drive that are not shown
 - g. Show all new proposed ped ramps

- i. All ped ramps to meet ADA requirements
 - ii. Show the proposed ped ramps at the northeast corner of Stoneridge Parkway and Mill Towns Road as being merged
4. With future submittals include
 - a. Include any proposed signage and striping
 - b. Include any proposed lighting
5. Provide proposed curb type for Granite Way
6. Shift Type III barricades with future street signs to the leg of the nearest intersection
7. Show dimensions of street on either side of the medians (minimum 16' face to face) at the intersection of Stoneridge Parkway and Mill Towns Road

Utility Plans

1. Call out all connections to existing watermain, sanitary sewer, storm sewer pipe or structures
 - a. **Note, the connection to the existing 16" watermain should NOT be called out as being with a butterfly valve in the profile**
2. Note, the existing sanitary sewer stub located at Stoneridge Parkway is 10".
 - a. This stub will need to be extended at minimum grade (0.28% after matching existing 0.59%) to 25' past the northern limits of the development
3. All hydrant leads to be DIP
4. Verify City uses service stamps in the curblines
5. Verify the size of the existing watermain stub at the south end of Granite Way
 - a. As-built profile indicates 8" DIP, as-built plan indicates 6" DIP with reducer and gate valve
 - b. If 6" remove back to reducer and install 8" gate valve to maintain minimum 8" watermain
6. Shift gate valve at the intersection of Mill Towns Road and Stoneridge Parkway from the northern leg to the eastern leg to minimize the number of lots that are impacted with future shutoffs or maintenance.
7. Install a tee at the intersection with Street A with an extension to the northern end of Stoneridge Parkway.
8. Shift the hydrant to between Lots 4 and 5 Block 4 at the end of the Street A cul de sac
 - a. Flip the sewer and water services for Lot 5 Block 4
9. There is an existing gate valve manhole approximately 40' from the connect to existing along Mill Towns Road where a 16" butterfly valve is proposed
 - a. Eliminate proposed 16" butterfly valve
10. **Provide a permanent hydrant at the west end of Mill Towns Road**
 - a. **Shift hydrant to the north side of the road and stub to the west due to the steep (3:1) transition grades**
11. Verify potential conflicts between the storm sewer and watermain
 - a. Note intersection of Mill Towns Road and Stonebridge Parkway
 - b. **There should be a minimum 18" vertical separation between the watermain and sewer with the use of insulation when the separation is less than 36"**
 - i. **See additional couple areas identified on plans**
12. Show the watermain and sanitary sewer crossings in all utility profiles
 - a. Watermains at the intersection of Mill Towns Road and Stonebridge Parkway should match in the profiles at the cross
13. Show the termination of all watermain in the profile
14. Shift the curb stop for Lot 7 Block 2 out of the driveway
15. Verify the water service for Lot 1 Block 2 is outside the watermain offset in the street
16. All storm sewer structures in the street should be a minimum of 4' depth
17. All transitions in storm sewer pipe size should match the crowns of pipe
18. Call out core drilling into existing structures

19. Show curblin inlet castings for all curblin catch basins
20. Replace inlet FES between Lots 18 and 19 Block 2 with an inlet CB (similar to CB-313)
 - a. Use a 27" Type-H structure and 15" RCP pipe
21. Label all utility pipes as "X" [material type][material grade], e.g. 8" PVC SDR-26, 8" PVC C900, etc.
22. Shift the 8" gate valves on Stonebridge Parkway outside the watermain offset at the intersection of Mill Towns Road and Stonebridge Parkway
23. Show the utilities at the north end of Stonebridge Parkway in the profile view
 - a. Extend the proposed and temporary transition grades
 - i. Maintain minimum 7.5' cover for the watermain with construction
 - b. Provide plugs on all utility stubs
 - c. Include development and easement limits in the profile
24. Show all watermain tees and hydrant tees in the profile
 - a. Hydrant tees should be at the high points of the watermain
 - i. Adjust watermain grades or shift hydrants if necessary
25. Adjust/correct the curb stop for Lot 7 Block 4
26. Shift STMH-304 away from the curb line at the intersection of Mill Towns Road and Stonebridge Parkway
 - a. Top slab would be in conflict with the curb line
 - b. Keep casting out of wheel path

Street Plans

1. All horizontal and vertical curves to meet MnDOT 30 mph guidelines
 - a. Provide horizontal curves
2. Staff recommendation to council will be to install medians within the streets where connections to Mill Towns Road and Stoneridge Parkway are made. Road will taper back 32-feet back of curb to back of curb after medians are ended. Based on council direction, this may be subject to change.
3. Show limits of construction/disturbance at each transition to existing.
4. Show transition from proposed grade to existing grade at the northern limit in the profile of Stoneridge Parkway
5. Show Type III barricades with future street signs at the north end of Stoneridge Parkway and the west end of Mill Towns Road on the street sheets
 - a. Shift Type III barricades with future street signs to the leg of the nearest intersection
6. Identify crossing street centerlines, development limits, and match limits on all street profiles
 - a. Include easement limits at the north end of Stoneridge Parkway
7. Call out all curb types and show transitions between curb types
 - a. Provide proposed curb type for Granite Way
8. Show dimensions of street on either side of the medians (minimum 16' face to face)
 - a. Medians to have concrete noses
 - b. Show dimensions of street on either side of the medians (minimum 16' face to face) at the intersection of Stoneridge Parkway and Mill Towns Road
9. Show all new proposed ped ramps
 - a. All ped ramps to meet ADA requirements
 - b. Show the proposed ped ramps at the northeast corner of Stoneridge Parkway and Mill Towns Road as being merged
10. Show 3' beavertails at the end of all curb lines

Grading Plan

1. Provide executed easement agreements with adjacent property owners to the City prior to any grading work in those areas.
2. Provide EOFs for all low point structures in the street or greenspace

3. Provide additional drainage and utility easements for the storm sewer in the rear yards of Lots 2-4 Block 1
 - a. Easement to be a minimum of 20' centered on the pipe for up to 10' bury depth and then 1:1 thereafter
4. Provide additional drainage and utility easements for all drainage from one lot to another
 - a. Lots 15,18 Block 2
 - b. Lots 3,4,5,6,8 Block 4
 - i. Modify proposed contours to contain the drainage from Lot 4 in the drainage and utility easement provided
5. Provide additional drainage and utility easements for the paths of all EOFs
 - a. Lot 1 Block 1
 - b. Lots 7,19 Block 2
6. Direct drainage away from house pads
 - a. Lot 2 Block 4
7. The low point of the curb line at the southeast corner of the intersection of Street A and Stoneridge Parkway is shown on the street sheets between the catch basins
8. Show house types for lots that have split house types in the back as FB/LO; FBLO/WO; SELO/WO; etc. as appropriate for the foundation
9. Provide a spot elevation in the rear of lot 5 block 4 to show water draining away from the back of the house and splitting to the north and south
10. Define a minimum 2% swale from the northwest rear corner of Lot 17 Block 2 to the catch basin between Lots 18 and 19 Block 2
 - a. Lower catch basin rim elevation to achieve 2%
 - b. Increase rear drainage and utility easement for Lot 18 Block 2 to 15'
11. Verify the EOF for the rear CB in Lots 3,4 Block 1
 - a. It appears to drain to the east (982.7) through the adjacent lot before draining through the EOF (983.0) shown to the south
 - b. Berm to utilize 983.0 EOF as proposed
12. Channelized flow discharges to the adjacent property.
 - a. Lots 6 and 7 Block 4
 - b. Lot 4 Block 4
13. Install a perforated drain tile system with Nyloplast inlets along the sidewalk on Mill Towns Road to collect drainage from Lots 3-5 Block 4 and the adjacent hillside
 - a. Connect to existing and proposed CBs in Mill Towns Road

Landscape Plan

1. Submit landscape plan for subdivision. Contact Nate Sparks, City Planner, with questions.

It is requested the applicant respond with how each comment was addressed. Please reach out with any questions or comments.



CONSULTING ENGINEERS,
PLANNERS and LAND SURVEYORS

1000 EAST 146th STREET, SUITE 240, BURNSVILLE, MN 55337 (952) 432-3000

Jenelle Teppen
City Administrator
City of Dundas
100 Railway Street N
Dundas, MN 55019

May 10, 2022

RE: Stoneridge Hills 2nd Addition

Dear Ms Teppen,

We are submitting for a Preliminary and Final Plat approval of a 34 lot subdivision to be known as Stoneridge Hills 2nd Addition.

We have previously been granted approval for grading operations in the proposed plat area and have substantially completed that work. Expanding the pond is all that remains to complete the grading operations. Proposed grades from the approved grading permit plans to the submitted concept plans have not changed. The primary deviation from the grading permit plans is the addition of some small medians and other items addressed in the city review process.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Christopher Ockwig', is written over a light blue horizontal line.

Christopher Ockwig – President
Probe Engineering, Co., Inc.

**CITY OF DUNDAS
COUNTY OF RICE
STATE OF MINNESOTA**

RESOLUTION NUMBER 2022-13

A Resolution Approving a Preliminary Plat for Stoneridge Hills 2nd Addition

WHEREAS, Giles Properties, Inc (hereinafter referred to as the “Applicant”) has applied for approval of a Preliminary Plat identified as Stoneridge Hills 2nd Addition (hereinafter referred to as the “Application”) for property legally described as:

Outlot C, Stoneridge Hills, Rice County, Minnesota

(hereinafter referred to as the “Property”); and

WHEREAS, the proposed subdivision is located on a parcel 15.17 acres in size and the proposed subdivision will divide the Property into 34 single family houses; and

WHEREAS, the Property is zoned PUD, Planned Unit Development with an underlying zoning district of R-1, Single Family Residential; and

WHEREAS, the City Council reviewed a concept plan for the proposed subdivision on February 28, 2022 and provided comments to the applicant regarding the plan; and

WHEREAS, the planned unit development requires the following minimum standards:

1. The finished square footage minimums shall be 1,800 for two-story homes, 1,300 for one story, and 1,100 for split entry or multi-level homes.
2. The garage shall be a minimum of 400 square feet in area and attached to the house.
3. Front exteriors that do not have a front elevation that includes a porch shall not exceed 70% of any one material, texture, or color unless that material is brick or stucco.
4. On all street facing sides of a house there shall be at least one window.
5. The roof line for all homes shall have a minimum 6/12 roof pitch on all gables and hips facing the front.
6. Siding and trim of houses shall be at least two different colors.

WHEREAS, the Planning Commission held a duly-noticed public hearing on May 31, 2022; and

WHEREAS, the Planning Commission recommended approval of the proposed preliminary plat subject to the conditions stated herein; and

WHEREAS, the Dundas City Council met on June 13, 2022 to consider the Application, City staff and consultant reports and received other information;

NOW THEREFORE, BE IT RESOLVED, that the Dundas City Council finds that the proposed development is not premature for consideration, is consistent with the Comprehensive Plan, is consistent with the purposes of the PUD Overlay and R-1 District standards, and that the preliminary plat is generally consistent with the City subdivision ordinance requirements, and is subject to the same.

NOW BE IT FURTHER RESOLVED, that the City Council hereby approves the Stoneridge Hills 2nd Addition Preliminary Plat and plan set dated May 27, 2022 subject to the following conditions:

1. All comments from the City Engineer related to this request shall be addressed to the satisfaction of the City Engineer.
2. The Applicant shall submit any and all supplemental information requested by City staff, consultants, planning commission, or City Council and comply with all administrative matters set forth in the City Code including but not limited to payment of fees on a timely basis, filing letters of credit, execution of agreements and other requirements.
3. Satisfactory evidence of title as required by Minn. Stat. §505.03 and City Code such as an up-to-date certified abstract of title, certificate of title, title opinion, title commitment, or title policy. Such evidence of title shall be subject to the review and approval of the City Attorney to determine the entities that must execute the Final Plat and other documents to be recorded against the Property.
4. The Applicant shall revise the plans to include a sidewalk on both sides of Stoneridge Parkway.
5. All construction within the subdivision shall be consistent with the requirements of the PUD.
6. The Applicant shall submit a landscaping plan depicting street trees along Mill Towns Road and Stoneridge Parkway, one tree per lot in the front yard, and buffer trees in the rear yards for lots along Mill Towns Road. Such landscaping plan is subject to review and approval of City Staff and the City Council.
7. The Applicant shall make improvements to the pond in Outlot A, Stoneridge Hills as demonstrated on the plan set dated May 27, 2022.
8. The Applicant shall enter into a Developer's Agreement with the City, drafted by the City, prior to Final Plat approval. The Developer's Agreement shall be recorded against and run with the Property. The Applicant shall provide the City with verification of recording prior to the issuance of any building permits for the development of the Property.
9. All requirements of other relevant agencies shall be adhered to.

ADOPTED by the City Council of the Dundas, Minnesota, on this June 13th of June 2022.

CITY OF DUNDAS BY:

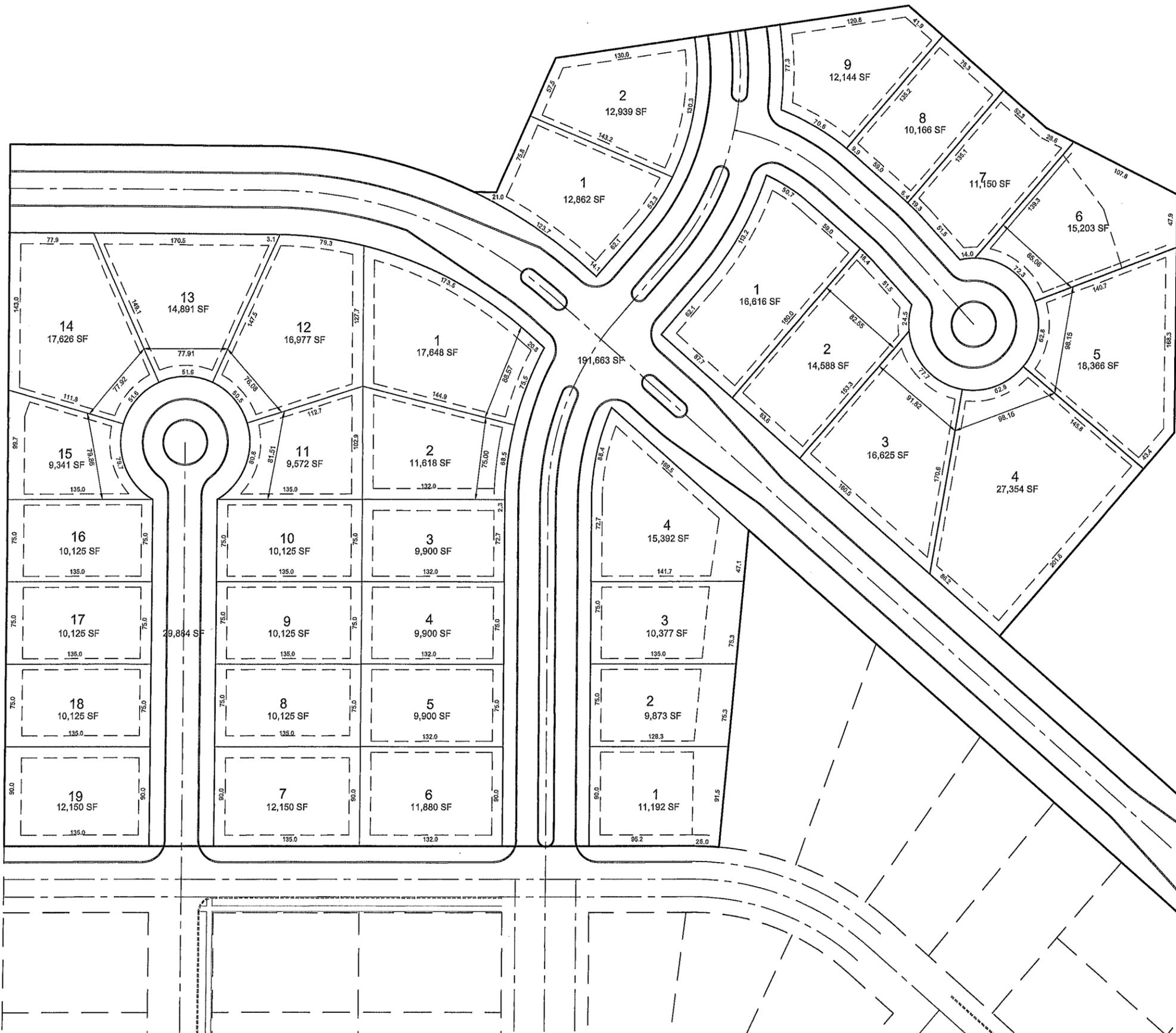
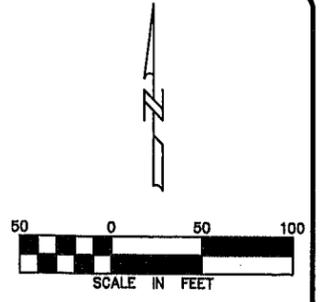
ATTEST:

Glenn Switzer, Mayor

Jenelle Teppen, Administrator/Clerk

Resolution 2022-13

Attached:
Exhibit A – Preliminary Plat



MINIMUM FRONT SETBACK - 25 FT
 MINIMUM SIDE SETBACK - 7 FT
 MINIMUM REAR SETBACK - 25 FT
 MINIMUM SIDE STREET SETBACK - 20 FT

PROBE ENGINEERING COMPANY, INC.
 CONSULTING ENGINEERS, PLANNERS and LAND SURVEYORS
 1000 EAST 146th STREET, BURNSVILLE, MINNESOTA 55337 PH (952)432-3000

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
 DATE _____ REG. NO. _____

REVISIONS	

PREPARED FOR:
TC CONSTRUCTION INC.
 7243 HAZELLWOOD AVE,
 NORTHFIELD MN, 55057

DESIGNED	CHECKED

CONCEPT/PUD
STONERIDGE HILLS 2ND
 FARMINGTON, MINNESOTA

SHEET	REV.

**CITY OF DUNDAS
COUNTY OF RICE
STATE OF MINNESOTA**

**DUNDAS CITY COUNCIL
RESOLUTION NUMBER 2022-14**

Resolution Approving a Final Plat for Stoneridge Hills 2nd Addition

WHEREAS, Giles Properties, Inc. (hereinafter referred to as the “Applicant”) has applied for approval of a Final Plat identified as Stoneridge Hills 2nd (hereinafter referred to as the “Application”); and

WHEREAS, the site of the proposed final plat (the “Property”) is legally described as:
Outlot C, Stoneridge Hills, Rice County, Minnesota; and

WHEREAS, the preliminary plat was approved on June 13, 2022 in Resolution No. 2022-13; and

WHEREAS, the Property is zoned PUD, Planned Unit Development with an underlying zoning district of R-1, Single Family Residential; and

WHEREAS, the final plat consists of 34 lots zoned for single family residential development on a 15.17 acre property; and

WHEREAS, the Dundas City Council met on June 13, 2022 to consider the Application; and

NOW THEREFORE, based upon the application and the record before it, the City Council makes the following:

FINDINGS

1. The proposed final plat is substantially consistent with the preliminary plat approval.
2. That the Stoneridge Hills 2nd Addition preliminary and final plat is consistent with the City of Dundas Comprehensive Plan.
3. The final plat consists of 34 lots zoned for single family residential development on a 15.17 acre property; and
4. That Property is zoned PUD, Planned Unit Development with an underlying zoning district of R-1, Single Family Residential.
5. That the Stoneridge Hills 2nd Addition preliminary and final plat meets all requisite City zoning and subdivision ordinances, such as landscaping, erosion, and sedimental control, provided all comments from the City Engineer are met.
6. That the Stoneridge Hills 2nd Addition is consistent with the City’s engineering standards provided final plans are updated to address any outstanding City Engineering comments; or as may be amended due to changes in the plans dated May 27, 2022.
7. The land being subdivided is legally described as:
Outlot C, Stoneridge Hills

8. That the Stoneridge Hills, 2nd Addition preliminary and final plat will create 34 new lots, to be legally described as:

Lots 1-4, Block 1, Stoneridge Hills, 2nd Addition
Lots 1-19, Block 2, Stoneridge Hills, 2nd Addition
Lots 1-2, Block 3, Stoneridge Hills, 2nd Addition
Lots 1-9, Block 4, Stoneridge Hills, 2nd Addition

CONCLUSIONS, DECISION, AND CONDITIONS

NOW BE IT FURTHER RESOLVED, that the City Council hereby approves the Stoneridge Hills 2nd Addition Final Plat subject to the following conditions:

1. The Applicant shall enter into a development agreement as drafted by the City which shall include the requirements associated with this approval as well as other relevant requirements of City ordinance or policy.
2. All comments from the City Engineer shall be addressed.
3. The Applicant shall provide the City a letter of credit and all escrows as required by City ordinances and the development agreement to ensure completion of the proposed subdivision improvements.
4. The Applicant shall install the improvements within the property as shown on the plans dated May 27, 2022, except as may be modified herein and in Resolution No. 2022-13 approving the preliminary plat.
5. All construction within the plat shall be consistent with the PUD for the subdivision and the PUD Concept Plan.
6. Final plan sets shall be prepared that include all revisions requested by the City Engineer, a sidewalk on both sides of Stoneridge Parkway, and landscaping in the right-of-way of Stoneridge Parkway and Mill Towns Road. Such plans shall be subject to review and approval of City Staff.
7. Street A shall be given a name by City Staff.
8. Sufficient evidence of Title provided to the City in the form of a Title opinion addressed to the City or a title insurance policy in favor of the City. All owners, mortgage holders, or others with property interest indicated therein shall sign the plat and all other documents affected such interest. All comments by the City Attorney related to title issues and recording procedures shall be followed.
9. This final plat shall be recorded within 100 days of the date of this resolution or this approval shall be considered void, unless a written request for a time extension is submitted by the Applicant within said 100 days and approved by the City Council for good cause.
10. All fees incurred by the City regarding the processing and review of this application shall be paid by the Applicant, including the drafting and review of relevant agreements and documents and the review of construction plans.

ADOPTED by the City Council of the Dundas, Minnesota on this 13th day of June 2022.

CITY OF DUNDAS BY:

ATTEST:

Glenn Switzer, Mayor

Jenelle Teppen, Administrator/Clerk

Attached: Exhibit A Final Plan

Resolution 2022-14

STONERIDGE HILLS 2ND ADDITION

KNOW ALL PERSONS BY THESE PRESENTS: That Giles Properties, INC., a Minnesota limited liability company, fee owner of the following described property situated in the County of Rice, State of Minnesota to wit:

OUTLOT C, STONERIDGE HILLS, according to the recorded plat thereof.

Has caused the same to be surveyed and platted as STONERIDGE HILLS 2ND ADDITION and does hereby donate and dedicate to the public, for public use forever the public ways and the drainage and utility easements as created by this plat.

In witness whereof said Giles Properties, INC., a Minnesota limited liability company, has caused these presents to be signed by Timothy Giles, the chief manager this _____ day of _____, 20 _____.

GILES PROPERTIES, INC.

By _____, its _____

STATE OF MINNESOTA

COUNTY OF _____

This instrument was acknowledged before me this _____ day of _____, 20 _____ by Timothy Giles, the chief manager of Giles Properties, INC., a Minnesota limited liability company, on behalf of the company.

_____ signature

_____ printed

Notary Public, _____ County, Minnesota

My Commission Expires _____

I hereby certify that I have surveyed and platted the property described on this plat as STONERIDGE HILLS 2ND ADDITION; that this plat is a correct representation of the survey; that all distances are correctly shown on the plat in feet and hundredths of a foot; that all monuments have been correctly placed in the ground or will be correctly placed in the ground as designated; that the outside boundary lines are correctly designated on the plat and that there are no wet lands as defined in Minnesota Statutes, Section 505.02, Subd. 1, or public highways to be designated other than as shown.

Russell P. Damlo, Land Surveyor
Minnesota License No. 19086

STATE OF MINNESOTA

COUNTY OF _____

The foregoing Surveyor's Certificate was acknowledged before me this _____ day of _____, 20 _____, by Russell P. Damlo, Land Surveyor, Minnesota Registration No. 19086.

Notary Public, _____ County, Minnesota

My Commission Expires _____

DUNDAS PLANNING COMMISSION

Approved by the planning Commission of the City of Dundas, Minnesota at a regular meeting on this _____ day of _____, 20 _____.

Chairperson

DUNDAS CITY COUNCIL

We do hereby certify that on the _____ day of _____, 20 _____, the City Council of Dundas, Minnesota approved this plat.

Mayor

Clerk

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

Michael A. Fangman, Rice County Surveyor

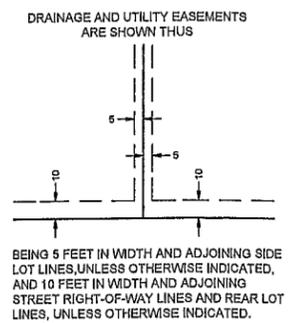
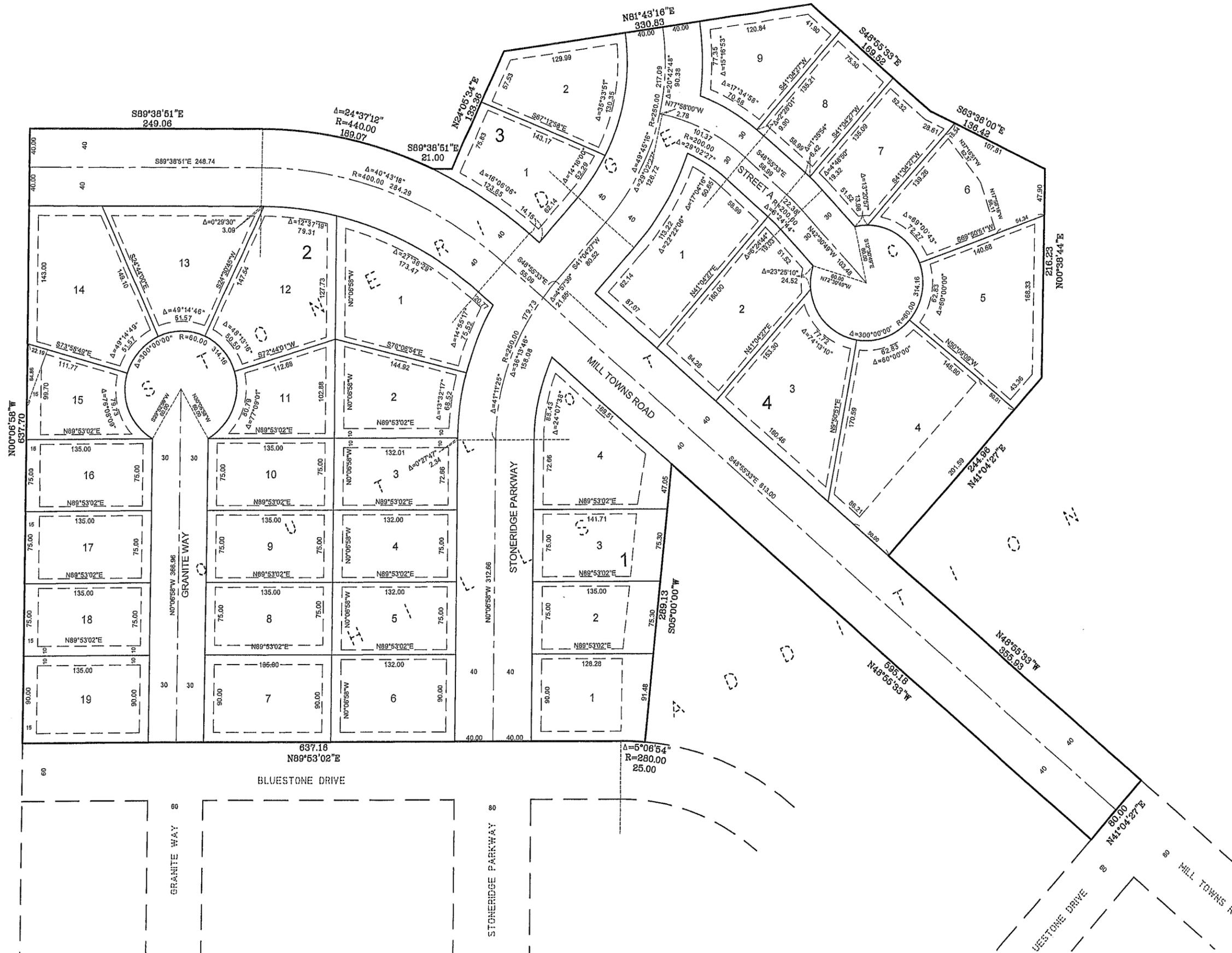
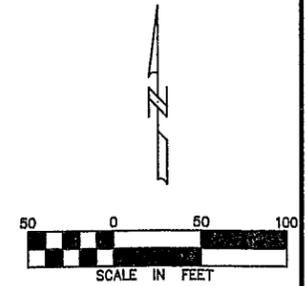
I hereby certify that the taxes for the year 20 _____ on the land described are paid and no delinquent taxes due and transfer entered on this _____ day of _____, 20 _____.

Fran Windschill, County Auditor/Treasurer
Rice County, Minnesota

I hereby certify that this instrument was filed for record in my office this _____ day of _____, 20 _____, at _____ o'clock _____ M.
as Document No. _____

Marsha DeGroat, County Recorder
Rice County, Minnesota

STONERIDGE HILLS 2ND ADDITION

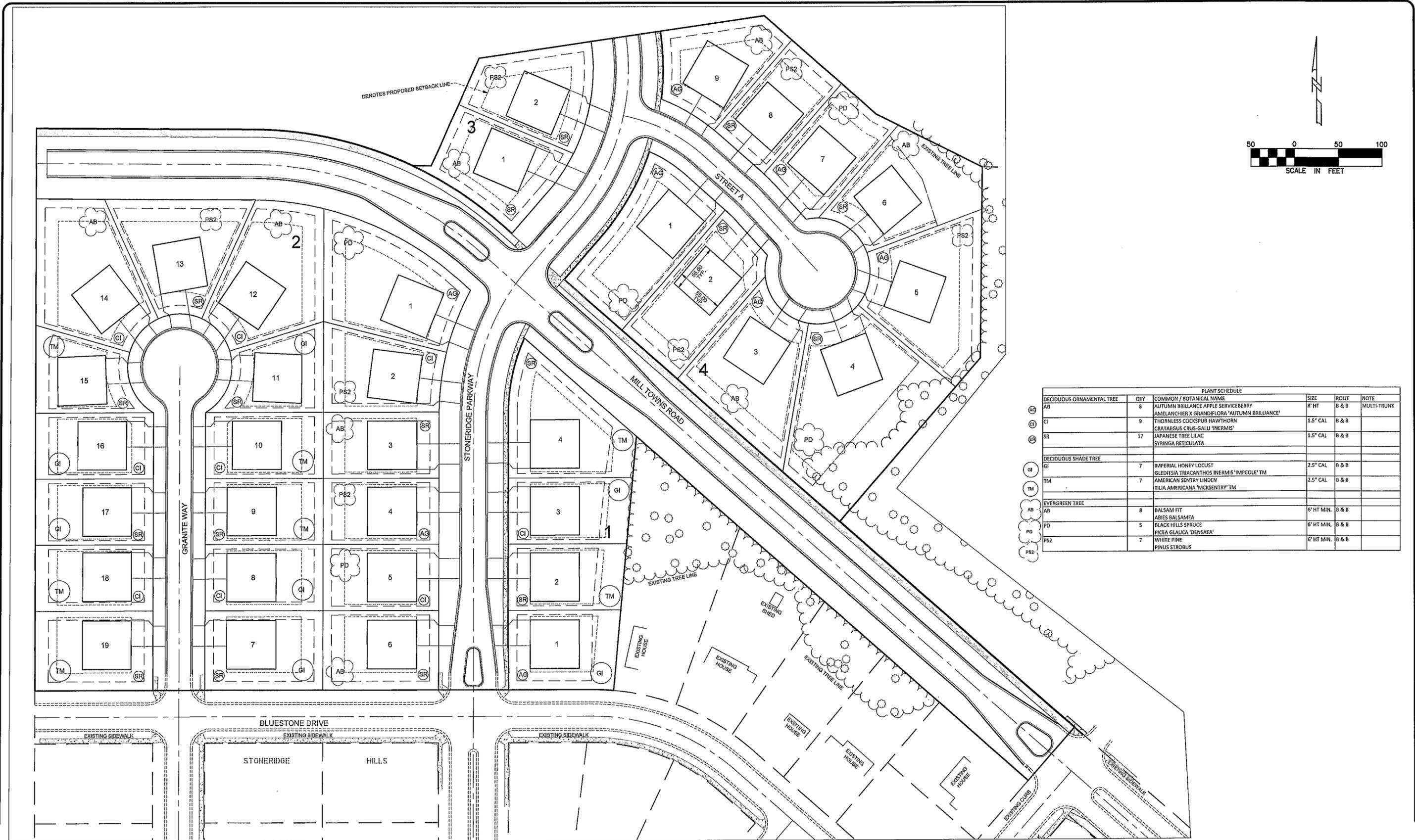


NO MONUMENT SYMBOL SHOWN ON THE PLAT INDICATES 1/2 INCH BY 14 INCH IRON MONUMENT TO BE SET WITHIN 1 YEAR OF RECORDING THIS PLAT, MARKED BY LICENSE NUMBER 19086.

○ DENOTES 1/2" BY 14" IRON MONUMENT SET MARKED BY LICENSE NUMBER 19086, UNLESS OTHERWISE SHOWN.

● DENOTES 1/2" IRON MONUMENT FOUND, UNLESS OTHERWISE SHOWN.

PROBE ENGINEERING COMPANY, INC.
CONSULTING ENGINEERS, PLANNERS and LAND SURVEYORS



PLANT SCHEDULE						
SYMBOL	DECIDUOUS ORNAMENTAL TREE	QTY	COMMON / BOTANICAL NAME	SIZE	ROOT	NOTE
AG	DECIDUOUS ORNAMENTAL TREE	8	AUTUMN BRILLANCE APPLE SERVICEBERRY AMELANCHIER X GRANDIFLORA 'AUTUMN BRILLIANCE'	8' HT	B & B	MULTI-TRUNK
CI	DECIDUOUS ORNAMENTAL TREE	9	THORNLESS COCKSPUR HAWTHORN CRATAEGUS CRUS-GALLI 'INERMIS'	1.5" CAL	B & B	
SR	DECIDUOUS ORNAMENTAL TREE	17	JAPANESE TREE LILAC SYRINGA RETICULATA	1.5" CAL	B & B	
DECIDUOUS SHADE TREE						
GI	DECIDUOUS SHADE TREE	7	IMPERIAL HONEY LOCUST GLEDISIA TRICANTHOS INERMIS 'IMPCOLE' TM	2.5" CAL	B & B	
TM	DECIDUOUS SHADE TREE	7	AMERICAN SENTRY LINDEN LILIA AMERICANA 'MCKSENTRY' TM	2.5" CAL	B & B	
EVERGREEN TREE						
AB	EVERGREEN TREE	8	BALSAM FIR ABIES BALSAMEA	6' HT MIN.	B & B	
PD	EVERGREEN TREE	5	BLACK HILLS SPRUCE PICEA GLAUCA 'DENSATA'	6' HT MIN.	B & B	
PS2	EVERGREEN TREE	7	WHITE PINE PINUS STROBUS	6' HT MIN.	B & B	

PROBE ENGINEERING COMPANY, INC.
 CONSULTING ENGINEERS,
 PLANNERS and LAND SURVEYORS
 1000 EAST 146th STREET, BURNSVILLE, MINNESOTA 55337 PH (952)432-3000

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

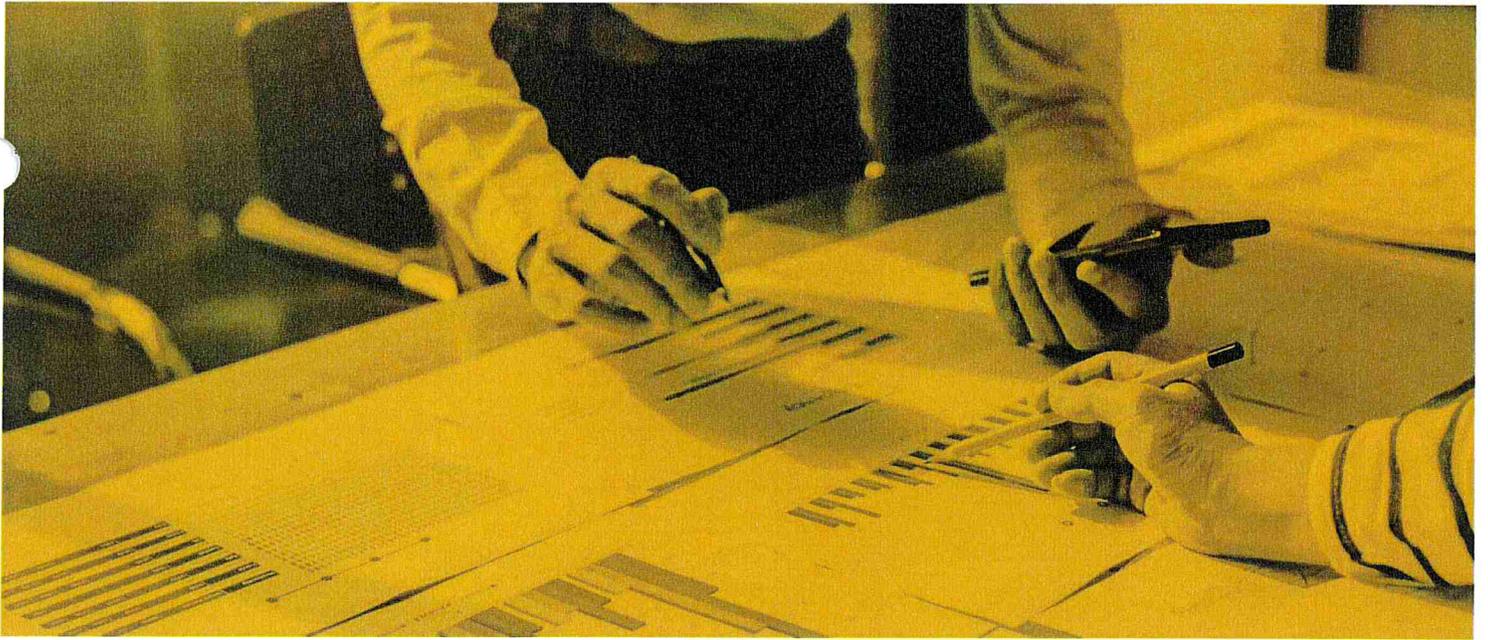
NO.	REVISIONS

PREPARED FOR:
GILES PROPERTIES, INC.

DESIGNED	CHECKED
DRAWN	DATE
SCALE	5/27/2022
AS SHOWN	
JOB NO.	17801.00

LANDSCAPE PLAN
STONERIDGE HILLS 2ND ADDITION
 DUNDAS, MINNESOTA

SHEET	REV.



1st Quarter Report

City of Dundas

Dundas, Minnesota

As of March 31, 2022



Edina Office

5201 Eden Avenue, Ste 250
Edina, MN 55436
P 952.835.9090
F 952.835.3261

May 10, 2022

ACCOUNTANT'S COMPILATION REPORT

Honorable Mayor and City Council
City of Dundas
Dundas, Minnesota

We have compiled the accompanying statement of revenues and expenditures for the General Fund and statements of revenues and expenses for the enterprise funds of the City of Dundas as of March 31, 2022 for the quarter then ended. We have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or provide any assurance about whether the financial statements are in accordance with accounting principles generally accepted in the United States of America.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

Our responsibility is to conduct the compilation in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements.

Management has elected to omit substantially all of the disclosures and the statement of cash flows required by accounting principles generally accepted in the United States of America. If the omitted disclosures and the statement of cash flows were included in the financial statements, they might influence the user's conclusions about the Company's financial position, results of operations, and cash flows. Accordingly, the financial statements are not designed for those who are not informed about such matters.

Sincerely,

Abdo Financial Solutions

Edina Office

5201 Eden Avenue, Ste 250
Edina, MN 55436
P 952.835.9090
F 952.835.3261

May 10, 2022

Honorable Mayor and City Council
 City of Dundas
 Dundas, Minnesota

Dear Honorable Mayor and City Council:

We have reconciled all bank accounts through March 31, 2022 and reviewed activity in all funds. The following is a summary of our observations. All information presented is unaudited.

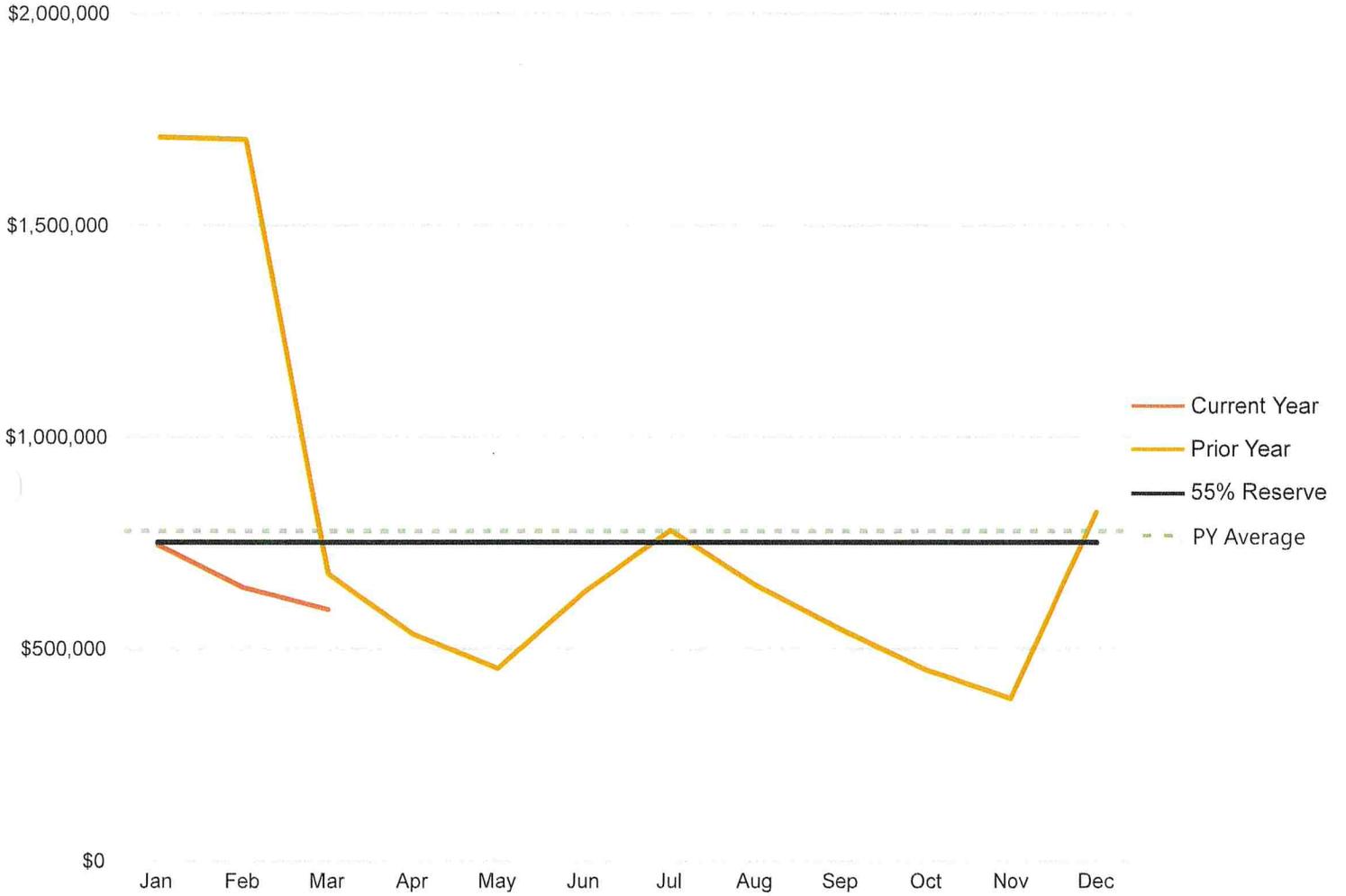
Cash and Investments

The City's cash and investment balances are as follows:

	3/31/2022	12/31/2021	Increase/ (Decrease)
Checking	1,035,197	1,540,386	-505,189
Investments	2,673,905	2,679,593	-5,688
Total Cash and Investments	3,709,102	4,219,979	-510,877

	3/31/2022	12/31/2021	Increase/ (Decrease)
Bank CD	0	0	0
Brokered CD	299,517	300,174	-657
Brokered Securities	695,476	200,200	495,276
Checking	1,035,197	1,540,386	-505,189
Money Market	1,678,912	2,179,219	-500,307
Total Investments	3,709,102	4,219,979	-510,877

General Fund Cash Balances



Current short-term rates being offered by financial institutions are very low as evidenced by the table of U.S. Treasury rates below. The U.S. Treasury rates provide a benchmark perspective for rate of return.

Treasury Yields									
Date	1 mo	3 mo	6 mo	1 yr	2 yr	3 yr	5 yr	7 yr	10 yr
3/31/2017	0.74	0.76	0.91	1.03	1.27	1.50	1.93	2.22	2.40
6/30/2017	0.84	1.03	1.14	1.24	1.38	1.55	1.89	2.14	2.31
9/29/2017	0.96	1.06	1.20	1.31	1.47	1.62	1.92	2.16	2.33
12/31/2017	1.28	1.39	1.53	1.76	1.89	1.98	2.20	2.33	2.40
3/31/2018	1.63	1.73	1.93	2.09	2.27	2.39	2.56	2.68	2.74
6/29/2018	1.77	1.93	2.11	2.33	2.52	2.63	2.73	2.81	2.85
9/28/2018	2.12	2.19	2.36	2.59	2.81	2.88	2.94	3.01	3.05
12/31/2018	2.44	2.45	2.56	2.63	2.48	2.46	2.51	2.59	2.69
3/29/2019	2.44	2.43	2.44	2.39	2.31	2.28	2.31	2.41	2.52
6/28/2019	2.18	2.12	2.09	1.92	1.75	1.71	1.76	1.87	2.00
9/30/2019	1.91	1.88	1.83	1.75	1.63	1.56	1.55	1.62	1.68
12/31/2019	1.48	1.55	1.60	1.59	1.58	1.62	1.69	1.83	1.92
3/31/2020	0.05	0.11	0.15	0.17	0.23	0.29	0.37	0.55	0.70
6/30/2020	0.13	0.16	0.18	0.16	0.16	0.18	0.29	0.49	0.66
9/30/2020	0.08	0.10	0.11	0.12	0.13	0.16	0.28	0.47	0.69
12/31/2020	0.08	0.08	0.09	0.09	0.10	0.13	0.17	0.36	0.65
3/31/2021	0.01	0.01	0.03	0.05	0.07	0.16	0.35	0.92	1.40
6/30/2021	0.05	0.05	0.06	0.07	0.25	0.46	0.87	1.21	1.45
9/30/2021	0.07	0.04	0.05	0.09	0.28	0.53	0.98	1.32	1.52
12/31/2021	0.06	0.06	0.19	0.39	0.73	0.97	1.26	1.44	1.52
3/31/2022	0.17	0.52	1.06	1.63	2.28	2.45	2.42	2.40	2.32

* * * * *

This information is unaudited and is intended solely for the information and use of management and City Council and is not intended and should not be used by anyone other than these specified parties.

If you have any questions or wish to discuss any of the items contained in this letter or the attachments, please feel free to contact us at your convenience. We wish to thank you for the continued opportunity to be of service and for the courtesy and cooperation extended to us by your staff.

Sincerely,

ABDO FINANCIAL SOLUTIONS

City of Dundas, Minnesota
Statement of Revenues and Expenditures -
Budget and Actual -
General Fund (Unaudited)
For the Three Months Ended March 31, 2022

	Annual Budget	YTD Budget	YTD Actual	Variance	Percent of YTD Budget Received or Expended		
Revenues							
⊕ Taxes	972,274	243,069	0	-243,069	0.0%	↓	①
⊕ Intergovernmental	200,709	50,177	0	-50,177	0.0%	↓	②
⊕ Licenses and permits	126,500	31,625	48,258	16,633	152.6%	↑	③
⊕ Charges for Services	28,700	7,175	3,582	-3,593	49.9%	↓	
⊕ Fines and forfeitures	15,000	3,750	1,635	-2,115	43.6%	↓	
⊕ Interest earnings	20,000	5,000	-942	-5,942	-18.8%	↓	
⊕ Miscellaneous revenue	0	0	653	653	0.0%		
Total	1,363,183	340,796	53,187	-287,609	15.6%	↓	
Expenditures							
⊕ General government	-281,573	-70,393	-74,325	-3,932	105.6%	→	
⊕ City council	-31,710	-7,928	-6,955	973	87.7%	↑	
⊕ Planning and zoning	-88,850	-22,213	-8,259	13,953	37.2%	↑	
⊕ Civil defense	-300	-75	0	75	0.0%	↑	
⊕ Animal control	-500	-125	0	125	0.0%	↑	
⊕ Fire	-59,000	-14,750	-23,920	-9,170	162.2%	↓	
⊕ Police	-405,550	-101,388	-79,255	22,133	78.2%	↑	④
⊕ Building inspection	-114,255	-28,564	-11,298	17,265	39.6%	↑	⑤
⊕ Highways, streets and roads	-234,920	-58,730	-26,412	32,318	45.0%	↑	⑥
⊕ Parks	-89,050	-22,263	-20,032	2,231	90.0%	↑	
⊕ Street Lighting	-33,000	-8,250	-4,319	3,931	52.4%	↑	
⊕ Debt Service	-24,475	-6,119	-24,473	-18,354	400.0%	↓	⑦
Total	-1,363,183	-340,796	-279,248	61,548	81.9%	↑	
Total	0	0	-226,062	-226,062			

Explanation of Items Percentage Received/Expended Less than 80% or
Greater than 120% and \$ Variance Greater than \$15,000.

Number Comment

-
- ① Property taxes will not be received until June.
 - ② Local Government Aid will not be received until July.
 - ③ Several large building permits were issued in Q1.
 - ④ Variance due to the timing of scheduled raises. Part-time officers haven't been scheduled as much as anticipated.
 - ⑤ Variance due to timing of payroll and wages being typically lowest in Q1. This variance should dissipate in Q2.
 - ⑥ Variance due to 2 Accounts Payable checks from 2021 being voided in 2022. Road maintenance projects are expected to start in Q2.
 - ⑦ Variance due to the timing of scheduled bond payment.

City of Dundas, Minnesota
 Unaudited Cash Balances by Fund
 December 31, 2021 and March 31, 2022

	PY Quarter Balance	PY Ending Balance	Quarter Ending Balance	YTD Change	YTD % Change	
⊕ General Fund	673,953	820,045	590,014	-230,031	-39.0%	①
⊕ Gambling Special Fund	64,547	6,669	17,621	10,952	62.2%	
⊕ EDA	0	0	-3,614	-3,614	100.0%	
⊕ Storm Sewer Fund	308,075	360,728	363,798	3,070	0.8%	
⊕ Debt Service 2013A	971	103,956	5,948	-98,008	-1647.7%	②
⊕ Debt Service 2018A	-44,350	1,535	-42,090	-43,625	103.6%	
⊕ Debt Service 2020A	-107,254	9,668	-101,768	-111,436	109.5%	③
⊕ Capital Projects	723,111	679,594	678,539	-1,056	-0.2%	
⊕ City Hall Project	31,304	0	0	0		
⊕ Public Works Capital Outlay	30,325	74,024	70,929	-3,095	-4.4%	
⊕ Public Safety Capital Outlay	83,703	40,892	40,832	-60	-0.1%	
⊕ Parks & Recreation Capital Outlay	58,497	221,804	219,533	-2,271	-1.0%	
⊕ Escrow Deposits	-847	0	5,115	5,114	100.0%	
⊕ Water Fund	823,470	944,774	879,536	-65,238	-7.4%	④
⊕ Sewer Fund	834,306	841,220	865,575	24,355	2.8%	
⊕ Refuse Fund (Garbage)	97,351	115,070	119,134	4,065	3.4%	
⊕ Dundas Baseball Association	14,755	0	0	0		
⊕ Investments	0	0	0	0		
Total	3,591,916	4,219,979	3,709,102	-510,877		

Explanation of Changes Greater than \$50,000

Number Comment

- | | |
|---|--|
| ① | Variance due to large expenditures for Canon River Trail project, NAFRS contributions, and parking lot lights. |
| ② | Variance due to the timing of scheduled bond payment. |
| ③ | Variance due to the timing of scheduled bond payment. |
| ④ | Variance due to the purchase of several meters and maintenance parts. |

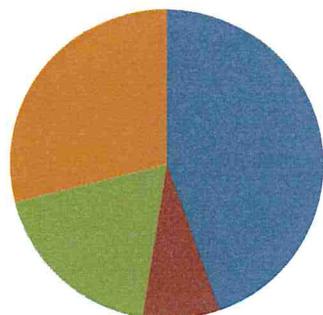
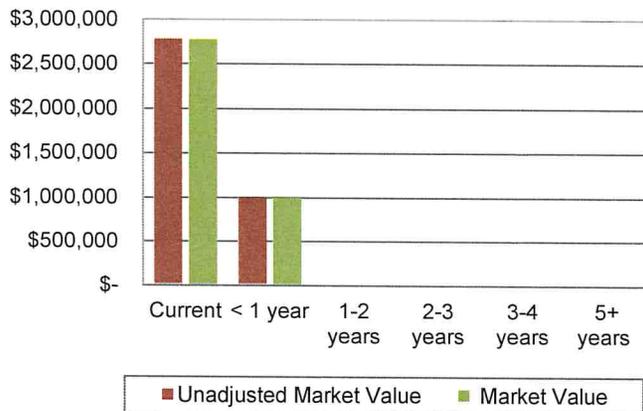
City of Dundas
Schedule of Cash and Investments
For the Month Ending March 31, 2022

2022 YEAR
N LEAP YEAR (Y or N)

FDIC	Identification (CUSIP or Acct #)	Institution	Description	Type	Maturity Year	Market Value 1/1/2021	Deposits - Purchases	Expenditures - Sales	Transfers	Interest	Unadjusted Market Value 3/31/2022	Market Value 3/31/2022	Unrealized Gain / Loss
	35406-101	4M FUND	4M - GENERAL	Money Market	N/A	1,792,729.49	-	(498,617.48)	802.75	82.36	1,294,997.12	1,294,997.12	-
	35406-101	4M FUND	LTD	Money Market	N/A	299,399.94	-	-	-	-	299,399.94	296,819.68	(2,580.26)
	SEC-50318-1	4M FUND	TREASURY BILL	Brokered Securities	2022	-	249,316.78	-	-	-	249,316.78	248,497.25	(819.53)
	SEC-50320-1	4M FUND	US TREASURY N/B	Brokered Securities	2023	-	249,300.70	-	(156.25)	156.25	249,300.70	247,070.25	(2,230.45)
	47585-1	4M FUND	4M-Beaverton SD	Brokered Securities	2022	200,200.00	-	-	-	-	200,200.00	199,908.00	(292.00)
	47598-1	4M FUND	4M-NYC-TXBL-REF-D	Brokered CD	2022	300,174.00	-	-	(646.50)	646.50	300,174.00	299,517.00	(657.00)
	35406-401	4M FUND	American Rescue Plan Act Funds	Money Market	N/A	87,090.29	-	-	-	5.07	87,095.36	87,095.36	-
						2,679,593.72	498,617.48	(498,617.48)	-	890.18	2,680,483.90	2,673,904.66	(6,579.24)
XXXXXXXXXXXX0004	FRANDSEN BANK & TRUST	FRANDSEN BANK & TRUST	General Checking	N/A	1,549,507.24	448,834.82	(902,914.95)	-	-	31.71	1,095,458.82	1,095,458.82	-
101-10200	PETTY CASH	PETTY CASH	Petty Cash	N/A	100.00	-	-	-	-	-	100.00	100.00	-
						1,549,607.24	448,834.82	(902,914.95)	-	31.71	1,095,558.82	1,095,558.82	-
			Total Cash and Investments			\$ 4,229,200.96	\$ 947,452.30	\$ (1,401,532.43)	\$ -	\$ 921.89	\$ 3,776,042.72	\$ 3,769,463.48	\$ (6,579.24)

City of Dundas
 Schedule of Cash and Investments
 For the Month Ending March 31, 2022

Maturities



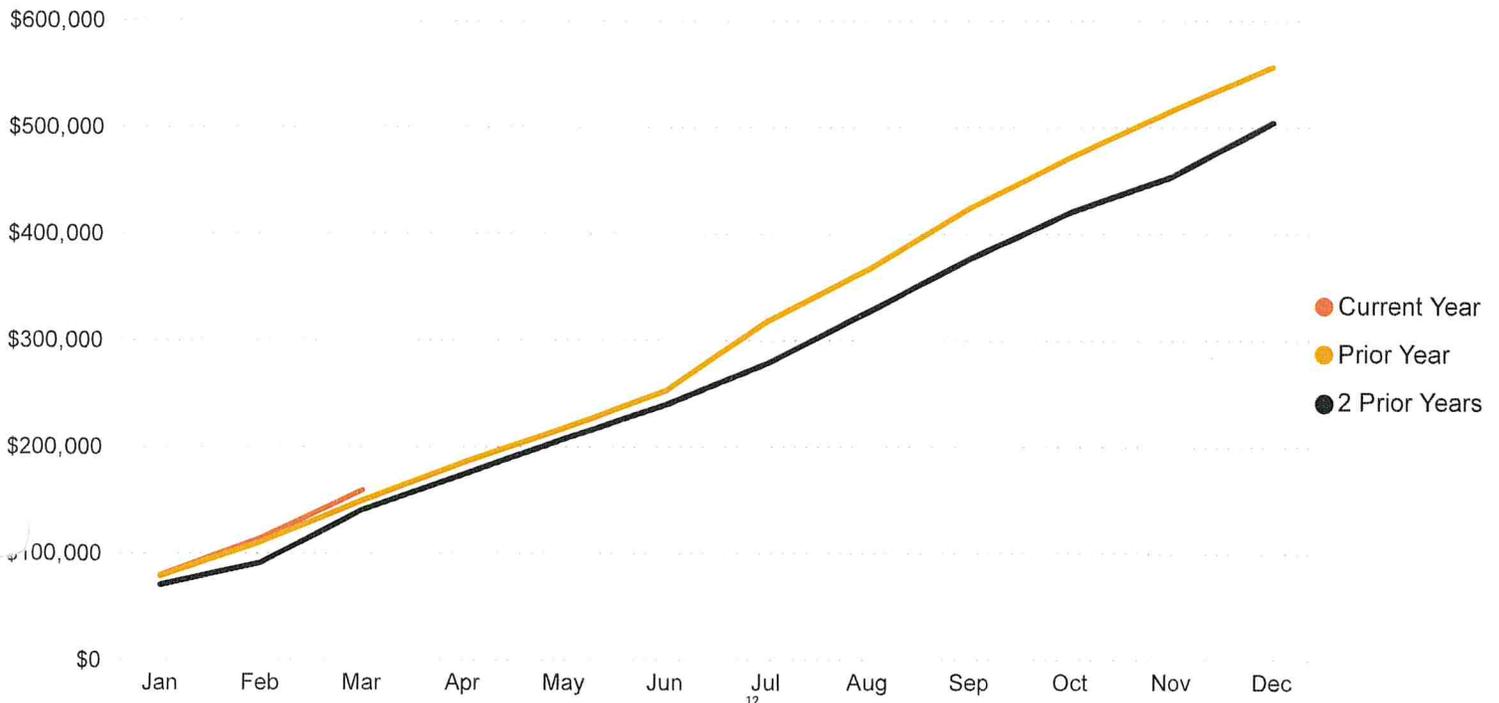
Maturity	Unadjusted Market Value 3/31/2022	Market Value 3/31/2022	Variance 3/31/2022
Current	\$ 2,777,051.24	\$ 2,774,470.98	\$ (2,580.26)
< 1 year	998,991.48	994,992.50	(3,998.98)
1-2 years	-	-	-
2-3 years	-	-	-
3-4 years	-	-	-
5+ years	-	-	-
	<u>\$ 3,776,042.72</u>	<u>\$ 3,769,463.48</u>	<u>(6,579.24)</u>
	-	\$ -	
Weighted average Rate of return	0.004	3/31/2022	
Average Maturity (years)	0.07	3/31/2022	

Investment Type	Market Value 3/31/2022
Money Market	\$ 1,678,912.16
Brokered CD	299,517.00
Brokered Securities	695,475.50
Bank CD	-
Petty Cash	100.00
General Checking	1,095,458.82
	<u>\$ 3,769,463.48</u>
Operating Account	
O/S Deposits	\$ 881.61
O/S Checks	(61,243.37)
	<u>Reconciled Balance</u>
	<u>\$ 3,709,101.72</u>

City of Dundas, Minnesota
 Statement of Revenues and Expenditures -
 Budget and Actual -
 Water Fund (Unaudited)
 For the Three Months Ended March 31, 2022

	PY Quarter Ending Balance	Quarter Ending Balance	YOY Variance	CY as a Percent of PY
Revenues				
Charges for Services	148,755	158,527	9,771	106.6%
Interest Income	587	-1,227	-1,814	-209.0%
Total	149,342	157,299	7,957	105.3%
Expenses				
Salaries and Benefits	-19,914	-19,954	-41	100.2%
Supplies	-2,012	-11,148	-9,136	554.1%
Other Services and Charges	-5,825	-7,569	-1,744	129.9%
Repair and Maintenance	-560	-12,896	-12,336	2,302.8%
Utilities	-5,565	-7,967	-2,402	143.2%
Interest	-18,278	-16,128	2,150	88.2%
Depreciation	-56,250	-56,979	-729	101.3%
Capital	-11,032	0	11,032	0.0%
Total	-119,435	-132,641	-13,206	111.1%
Total	29,908	24,659	-5,249	

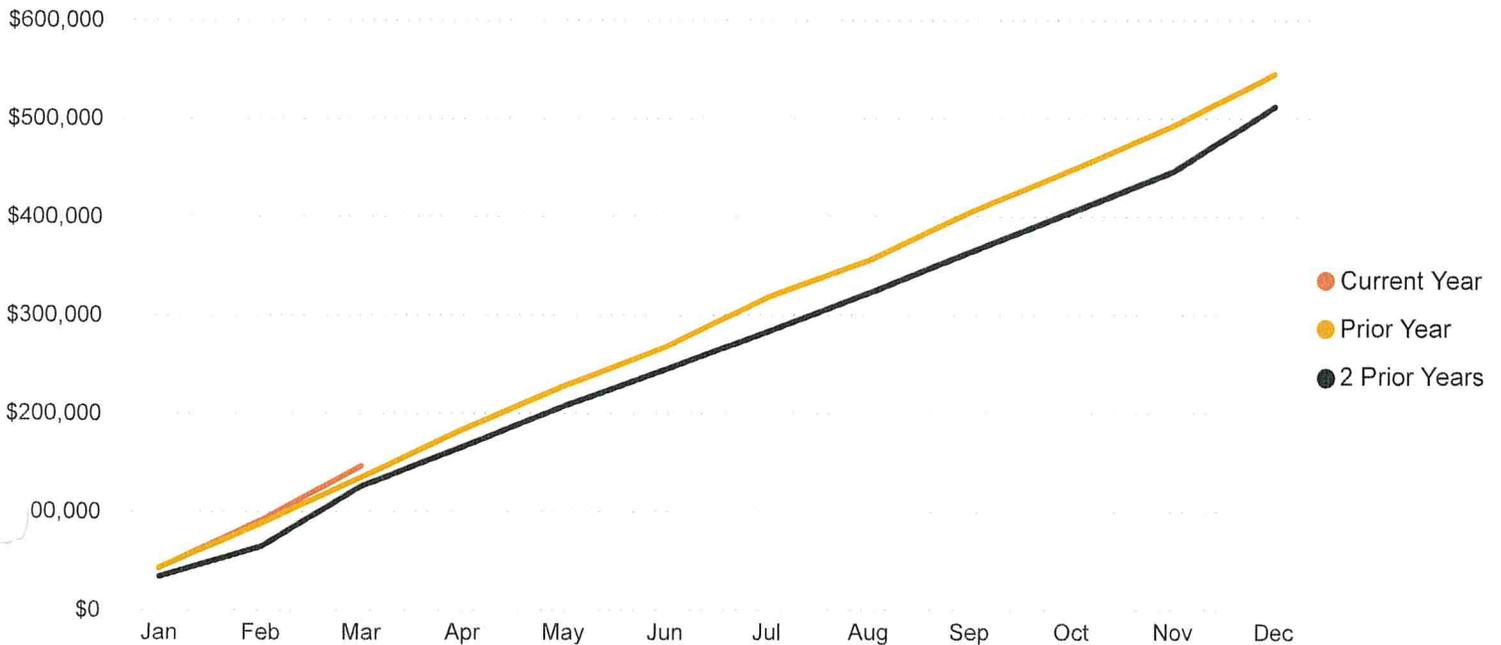
Water Revenue by Year



City of Dundas, Minnesota
Statement of Revenues and Expenditures -
Budget and Actual -
Sewer Fund (Unaudited)
For the Three Months Ended March 31, 2022

	PY Quarter Ending Balance	Quarter Ending Balance	YOY Variance	CY as a Percent of PY
Revenues				
Charges for Services	133,613	145,049	11,436	108.6%
Interest earnings	597	-1,237	-1,834	-207.3%
Miscellaneous	79	0	-79	0.0%
Total	134,289	143,812	9,524	107.1%
Expenses				
Salaries and Benefits	-13,998	-14,105	-107	100.8%
Supplies	81	-295	-377	-363.3%
Other Services and Charges	-2,699	-8,631	-5,932	319.8%
Repair and Maintenance	-565	-918	-353	162.5%
Utilities	-42,016	-53,991	-11,974	128.5%
Depreciation	-62,675	-62,518	157	99.7%
Equipment	-81	0	81	0.0%
Capital	-11,032	0	11,032	0.0%
Total	-132,985	-140,458	-7,473	105.6%
Total	1,304	3,354	2,050	

Sewer Revenue by Year



CITY OF DUNDAS
Abdo Revenue Guideline

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Act Status	Account Descr	2022 YTD Budget	2022 YTD Amt	March 2022 Amt	2022 YTD Balance	%YTD Budget
FUND 101 GENERAL FUND						
Active	R 101-31010 Current Ad Valorem Taxes	\$972,274.00	\$0.00	\$0.00	\$972,274.00	0.00%
Active	R 101-32110 Alcoholic Beverages	\$8,000.00	\$0.00	\$0.00	\$8,000.00	0.00%
Active	R 101-32180 Other Licenses/Permits	\$2,500.00	\$360.00	\$280.00	\$2,140.00	14.40%
Active	R 101-32210 Building Permits	\$75,000.00	\$26,513.45	\$14,237.00	\$48,486.55	35.35%
Active	R 101-32220 HVAC Permit	\$3,000.00	\$1,015.00	\$780.00	\$1,985.00	33.83%
Active	R 101-32230 Plumbing Connection Permits	\$3,000.00	\$3,647.00	\$919.00	-\$647.00	121.57%
Active	R 101-32270 Plan Check	\$35,000.00	\$16,722.63	\$8,937.87	\$18,277.37	47.78%
Active	R 101-33401 Local Government Aid	\$174,159.00	\$0.00	\$0.00	\$174,159.00	0.00%
Active	R 101-33402 Market Value Credit	\$450.00	\$0.00	\$0.00	\$450.00	0.00%
Active	R 101-33405 PERA Rate Increase Aid	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
Active	R 101-33430 State Police Aid	\$25,000.00	\$0.00	\$0.00	\$25,000.00	0.00%
Active	R 101-33630 TZD Police	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	R 101-34103 Zoning and Subdivision Fees	\$5,000.00	\$600.00	\$0.00	\$4,400.00	12.00%
Active	R 101-34107 Assessment Search Fees	\$1,500.00	\$390.00	\$90.00	\$1,110.00	26.00%
Active	R 101-34203 Accident/Police Report	\$0.00	\$35.00	\$5.00	-\$35.00	0.00%
Active	R 101-34780 Park Fees	\$2,500.00	\$950.00	\$475.00	\$1,550.00	38.00%
Active	R 101-34800 Franchise & Licensing Revenue	\$15,500.00	\$556.95	\$0.00	\$14,943.05	3.59%
Active	R 101-34950 Other Revenues	\$0.00	\$653.00	\$326.50	-\$653.00	0.00%
Active	R 101-35000 Fines and Forfeits	\$15,000.00	\$1,635.43	\$350.03	\$13,364.57	10.90%
Active	R 101-36210 Interest Earnings	\$20,000.00	-\$941.85	-\$368.14	\$20,941.85	-4.71%
Active	R 101-36220 Rent and Royalties	\$4,200.00	\$1,050.00	\$350.00	\$3,150.00	25.00%
Active	R 101-36300 Refunds and reimbursements	\$0.00	\$0.00	-\$90.00	\$0.00	0.00%
FUND 101 GENERAL FUND		\$1,363,183.00	\$53,186.61	\$26,292.26	\$1,309,996.39	
FUND 201 GAMBLING						
Active	R 201-36210 Interest Earnings	\$250.00	-\$19.55	-\$11.37	\$269.55	-7.82%
Active	R 201-36230 Contributions and Donations	\$20,000.00	\$9,239.17	-\$1,732.15	\$10,760.83	46.20%
FUND 201 GAMBLING		\$20,250.00	\$9,219.62	-\$1,743.52	\$11,030.38	
FUND 225 STORM SEWER						
Active	R 225-34303 Storm Water Management Fee	\$82,000.00	\$7,878.68	\$2,558.76	\$74,121.32	9.61%
Active	R 225-34460 Storm Sewer Penalty	\$200.00	\$49.53	\$25.90	\$150.47	24.77%
Active	R 225-36210 Interest Earnings	\$2,800.00	-\$516.68	-\$229.21	\$3,316.68	-18.45%
FUND 225 STORM SEWER		\$85,000.00	\$7,411.53	\$2,355.45	\$77,588.47	
FUND 235 ECONOMIC DEVELOPMENT AUTHORITY						
Active	R 235-31000 General Property Taxes	\$34,840.00	\$0.00	\$0.00	\$34,840.00	0.00%
Active	R 235-39201 Transfer from General Fund	\$0.00	\$0.00	\$2,869.30	\$0.00	0.00%
FUND 235 ECONOMIC DEVELOPMENT AUTHORITY		\$34,840.00	\$0.00	\$2,869.30	\$34,840.00	
FUND 300 2013A GO BONDS						
Active	R 300-31000 General Property Taxes	\$118,448.00	\$0.00	\$0.00	\$118,448.00	0.00%
Active	R 300-36210 Interest Earnings	\$405.00	-\$8.89	-\$3.84	\$413.89	-2.20%
FUND 300 2013A GO BONDS		\$118,853.00	-\$8.89	-\$3.84	\$118,861.89	
FUND 304 2018A GO BONDS						
Active	R 304-31000 General Property Taxes	\$58,181.00	\$0.00	\$0.00	\$58,181.00	0.00%
FUND 304 2018A GO BONDS		\$58,181.00	\$0.00	\$0.00	\$58,181.00	
FUND 305 2020A GO BONDS						
Active	R 305-31000 General Property Taxes	\$140,352.00	\$0.00	\$0.00	\$140,352.00	0.00%
Active	R 305-36210 Interest Earnings	\$0.00	-\$6.44	\$0.00	\$6.44	0.00%

Act Status	Account Descr	2022 YTD Budget	2022 YTD Amt	March 2022 Amt	2022 YTD Balance	%YTD Budget
FUND 305 2020A GO BONDS		\$140,352.00	-\$6.44	\$0.00	\$140,358.44	
FUND 401 CAPITAL PROJECTS						
Active	R 401-36210 Interest Earnings	\$0.00	-\$1,055.57	-\$466.75	\$1,055.57	0.00%
FUND 401 CAPITAL PROJECTS		\$0.00	-\$1,055.57	-\$466.75	\$1,055.57	
FUND 410 PUBLIC WORKS CAPITAL OUTLAY						
Active	R 410-31000 General Property Taxes	\$40,000.00	\$0.00	\$0.00	\$40,000.00	0.00%
Active	R 410-36210 Interest Earnings	\$550.00	-\$102.56	-\$45.35	\$652.56	-18.65%
Active	R 410-39310 Proceeds-Gen Obligation Bond	\$1,500,000.00	\$0.00	\$0.00	\$1,500,000.00	0.00%
FUND 410 PUBLIC WORKS CAPITAL OUTLAY		\$1,540,550.00	-\$102.56	-\$45.35	\$1,540,652.56	
FUND 425 PUBLIC SAFETY CAPITAL OUTLAY						
Active	R 425-31000 General Property Taxes	\$13,000.00	\$0.00	\$0.00	\$13,000.00	0.00%
Active	R 425-36210 Interest Earnings	\$420.00	-\$59.57	-\$26.34	\$479.57	-14.18%
FUND 425 PUBLIC SAFETY CAPITAL OUTLAY		\$13,420.00	-\$59.57	-\$26.34	\$13,479.57	
FUND 426 PARKS & REC. CAPITAL OUTLAY						
Active	R 426-36210 Interest Earnings	\$4,000.00	-\$320.22	-\$140.75	\$4,320.22	-8.01%
FUND 426 PARKS & REC. CAPITAL OUTLAY		\$4,000.00	-\$320.22	-\$140.75	\$4,320.22	
FUND 430 ESCROW DEPOSITS						
Active	R 430-39201 Transfer from General Fund	\$0.00	\$0.00	\$4,028.83	\$0.00	0.00%
FUND 430 ESCROW DEPOSITS		\$0.00	\$0.00	\$4,028.83	\$0.00	
FUND 601 WATER						
Active	R 601-34800 Franchise & Licensing Revenue	\$55,000.00	\$52,427.23	\$0.00	\$2,572.77	95.32%
Active	R 601-36210 Interest Earnings	\$4,700.00	-\$1,227.08	-\$556.74	\$5,927.08	-26.11%
Active	R 601-37100 Water Sales	\$337,936.00	\$82,336.70	\$30,002.49	\$255,599.30	24.36%
Active	R 601-37150 Water Connect/Reconnect Fee	\$41,200.00	\$18,590.00	\$9,600.00	\$22,610.00	45.12%
Active	R 601-37160 Penalties and Interest	\$2,000.00	\$445.54	\$170.16	\$1,554.46	22.28%
Active	R 601-37170 Sale of Water Meters	\$10,000.00	\$5,854.50	\$5,061.00	\$4,145.50	58.55%
Active	R 601-37171 Inspection Fees	\$500.00	\$175.00	\$150.00	\$325.00	35.00%
Active	R 601-37173 Admin Setup Fee Water Meters	\$1,500.00	\$374.91	\$210.01	\$1,125.09	24.99%
Active	R 601-37174 Software Fee Water Meters	\$3,050.00	\$700.00	\$600.00	\$2,350.00	22.95%
Active	R 601-39999 Prior Period Adjustment	\$0.00	-\$2,377.36	-\$695.56	\$2,377.36	0.00%
FUND 601 WATER		\$455,886.00	\$157,299.44	\$44,541.36	\$298,586.56	
FUND 602 SEWER						
Active	R 602-33500 Federal Grant Aid	\$87,087.00	\$0.00	\$0.00	\$87,087.00	0.00%
Active	R 602-36210 Interest Earnings	\$4,250.00	-\$1,237.06	-\$546.00	\$5,487.06	-29.11%
Active	R 602-37200 Sewer Sales	\$461,910.00	\$123,079.94	\$42,932.92	\$338,830.06	26.65%
Active	R 602-37250 Sewer Connect/Reconnect Fee	\$51,500.00	\$21,290.00	\$12,000.00	\$30,210.00	41.34%
Active	R 602-37260 Swr Penalty	\$2,110.00	\$679.55	\$247.25	\$1,430.45	32.21%
FUND 602 SEWER		\$606,857.00	\$143,812.43	\$54,634.17	\$463,044.57	
FUND 603 REFUSE						
Active	R 603-36200 Miscellaneous Revenues	\$0.00	\$172.12	\$85.86	-\$172.12	0.00%
Active	R 603-36210 Interest Earnings	\$1,140.00	-\$161.88	-\$72.71	\$1,301.88	-14.20%
Active	R 603-37300 Refuse (Garbage) Charges	\$116,550.00	\$27,755.24	\$9,331.86	\$88,794.76	23.81%
FUND 603 REFUSE		\$117,690.00	\$27,765.48	\$9,345.01	\$89,924.52	
		\$4,559,062.00	\$397,141.86	\$141,639.83	\$4,161,920.14	

CITY OF DUNDAS

Abdo Expenditure Guideline

Act Status	Account Descr	2022 YTD Budget	2022 YTD Amt	March 2022 Amt	2022 YTD Balance	%YTD Budget
Fund 101 GENERAL FUND						
Active	E 101-42400-314 Mechanical Permit Expense	\$1,000.00	\$13.07	\$9.23	\$986.93	1.31%
Active	E 101-42400-133 Employer Paid Dental	\$90.00	\$11.31	\$1.17	\$78.69	12.57%
Active	E 101-42400-134 Employer Paid Life	\$0.00	\$0.57	\$0.09	-\$0.57	0.00%
Active	E 101-42400-151 Worker s Comp Insurance Pre	\$2,790.00	\$0.00	\$0.00	\$2,790.00	0.00%
Active	E 101-42400-200 Supplies	\$150.00	\$48.00	\$48.00	\$102.00	32.00%
Active	E 101-42400-309 EDP, Software and Design	\$485.00	\$0.00	\$0.00	\$485.00	0.00%
Active	E 101-43100-102 Overtime	\$0.00	\$1,277.74	\$294.82	-\$1,277.74	0.00%
Active	E 101-42400-312 Plan Review Expense	\$15,000.00	\$5,111.57	\$3,784.95	\$9,888.43	34.08%
Active	E 101-42400-121 PERA	\$4,750.00	\$884.01	\$369.68	\$3,865.99	18.61%
Active	E 101-42400-315 Plumbing Permit Expense	\$1,000.00	\$14.27	\$10.72	\$985.73	1.43%
Active	E 101-42400-321 Telephone & Communications	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
Active	E 101-42500-381 Electricity	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
Active	E 101-42500-400 Repairs and Maintenance	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
Active	E 101-42700-300 Professional Services	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-45200-200 Supplies	\$2,400.00	\$290.09	\$290.09	\$2,109.91	12.09%
Active	E 101-42400-311 Bldg Permit Expense	\$15,000.00	\$238.92	\$177.69	\$14,761.08	1.59%
Active	E 101-42100-419 Vehicle Operations	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
Active	E 101-42100-321 Telephone & Communications	\$3,900.00	\$791.45	\$353.64	\$3,108.55	20.29%
Active	E 101-42100-322 Postage	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
Active	E 101-42100-362 Property Insurance	\$13,210.00	\$3,881.00	\$0.00	\$9,329.00	29.38%
Active	E 101-42100-381 Electricity	\$0.00	\$1,147.81	\$764.66	-\$1,147.81	0.00%
Active	E 101-42100-400 Repairs and Maintenance	\$3,000.00	\$2,076.43	\$1,505.56	\$923.57	69.21%
Active	E 101-42100-406 Grounds Maintence	\$1,010.00	\$0.00	\$0.00	\$1,010.00	0.00%
Active	E 101-42400-131 Employer Paid Health	\$5,530.00	\$214.62	\$71.54	\$5,315.38	3.88%
Active	E 101-42100-418 Vehicle Fuels	\$7,500.00	\$1,440.00	\$917.10	\$6,060.00	19.20%
Active	E 101-42400-122 Payroll Taxes	\$4,840.00	\$906.28	\$377.24	\$3,933.72	18.72%
Active	E 101-42100-433 Dues and Subscriptions	\$3,000.00	\$2,976.00	\$0.00	\$24.00	99.20%
Active	E 101-42100-440 Cleaning Service	\$350.00	\$43.55	\$22.95	\$306.45	12.44%
Active	E 101-42100-580 Equipment	\$3,500.00	\$205.00	\$0.00	\$3,295.00	5.86%
Active	E 101-42200-300 Professional Services	\$59,000.00	\$23,920.00	\$0.00	\$35,080.00	40.54%
Active	E 101-42400-100 Salaries and Wages	\$63,320.00	\$3,855.70	\$4,929.06	\$59,464.30	6.09%
Active	E 101-43100-121 PERA	\$5,320.00	\$1,195.61	\$405.58	\$4,124.39	22.47%
Active	E 101-42100-413 Rental	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
Active	E 101-45200-102 Overtime	\$0.00	\$238.66	\$60.25	-\$238.66	0.00%
Active	E 101-43100-408 Sand/Rock/Dirt	\$14,800.00	\$0.00	\$0.00	\$14,800.00	0.00%
Active	E 101-43100-411 Road Maintenance	\$85,000.00	-\$5,429.25	\$0.00	\$90,429.25	-6.39%
Active	E 101-43100-418 Vehicle Fuels	\$3,300.00	\$531.35	\$0.00	\$2,768.65	16.10%
Active	E 101-43100-419 Vehicle Operations	\$5,500.00	\$492.13	\$0.00	\$5,007.87	8.95%
Active	E 101-43100-440 Cleaning Service	\$500.00	\$43.75	\$23.10	\$456.25	8.75%
Active	E 101-43100-100 Salaries and Wages	\$70,950.00	\$13,328.00	\$5,127.83	\$57,622.00	18.79%
Active	E 101-45200-100 Salaries and Wages	\$19,490.00	\$3,514.83	\$1,393.70	\$15,975.17	18.03%
Active	E 101-43100-381 Electricity	\$2,200.00	\$516.68	\$133.53	\$1,683.32	23.49%
Active	E 101-45200-121 PERA	\$1,390.00	\$305.90	\$108.57	\$1,084.10	22.01%
Active	E 101-45200-122 Payroll Taxes	\$1,490.00	\$345.16	\$124.04	\$1,144.84	23.17%
Active	E 101-45200-131 Employer Paid Health	\$2,790.00	\$641.21	\$214.25	\$2,148.79	22.98%
Active	E 101-45200-133 Employer Paid Dental	\$40.00	\$8.40	\$2.92	\$31.60	21.00%
Active	E 101-45200-134 Employer Paid Life	\$10.00	\$0.96	\$0.32	\$9.04	9.60%
Active	E 101-41000-100 Salaries and Wages	\$83,950.00	\$19,454.92	\$8,274.34	\$64,495.08	23.17%
Active	E 101-43124-381 Electricity	\$33,000.00	\$4,319.43	\$2,098.35	\$28,680.57	13.09%
Active	E 101-43100-226 Signs	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
Active	E 101-43100-122 Payroll Taxes	\$5,430.00	\$1,352.25	\$467.36	\$4,077.75	24.90%
Active	E 101-43100-131 Employer Paid Health	\$9,900.00	\$1,877.86	\$733.26	\$8,022.14	18.97%

CITY OF DUNDAS

Abdo Expenditure Guideline

Act Status	Account Descr	2022 YTD Budget	2022 YTD Amt	March 2022 Amt	2022 YTD Balance	%YTD Budget
Active	E 101-43100-133 Employer Paid Dental	\$150.00	\$25.41	\$9.39	\$124.59	16.94%
Active	E 101-43100-134 Employer Paid Life	\$20.00	\$2.82	\$0.98	\$17.18	14.10%
Active	E 101-43100-151 Worker s Comp Insurance Pre	\$3,390.00	\$2,411.00	\$0.00	\$979.00	71.12%
Active	E 101-43100-200 Supplies	\$2,500.00	\$264.98	\$212.49	\$2,235.02	10.60%
Active	E 101-43100-406 Grounds Maintence	\$3,850.00	\$0.00	\$0.00	\$3,850.00	0.00%
Active	E 101-43100-214 Building Heat	\$550.00	\$0.00	\$0.00	\$550.00	0.00%
Active	E 101-43100-400 Repairs and Maintenance	\$8,000.00	\$4,262.21	\$1,785.89	\$3,737.79	53.28%
Active	E 101-43100-303 Engineering Fees	\$6,500.00	\$1,218.75	\$312.50	\$5,281.25	18.75%
Active	E 101-43100-310 Professional Services	\$0.00	\$282.00	\$282.00	-\$282.00	0.00%
Active	E 101-43100-321 Telephone & Communications	\$500.00	\$393.09	\$131.03	\$106.91	78.62%
Active	E 101-43100-330 Travel	\$400.00	\$0.00	\$0.00	\$400.00	0.00%
Active	E 101-43100-362 Property Insurance	\$3,460.00	\$1,179.00	\$0.00	\$2,281.00	34.08%
Active	E 101-42100-306 Recruitment	\$500.00	\$1,170.00	\$1,170.00	-\$670.00	234.00%
Active	E 101-43100-211 Equipment Fuel	\$1,200.00	\$1,186.13	\$387.44	\$13.87	98.84%
Active	E 101-41000-431 Bank Fees	\$1,000.00	\$274.00	\$77.50	\$726.00	27.40%
Active	E 101-41000-362 Property Insurance	\$3,040.00	\$1,144.00	\$0.00	\$1,896.00	37.63%
Active	E 101-41000-381 Electricity	\$2,760.00	\$2,523.85	\$1,305.18	\$236.15	91.44%
Active	E 101-41000-400 Repairs and Maintenance	\$2,500.00	\$12,786.80	\$5,474.47	-\$10,286.80	511.47%
Active	E 101-41000-401 R & M Buildings	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
Active	E 101-41000-406 Grounds Maintence	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 101-42100-310 Professional Services	\$500.00	\$128.00	\$128.00	\$372.00	25.60%
Active	E 101-41000-430 Miscellaneous	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-41000-322 Postage	\$2,000.00	\$1,354.92	\$0.00	\$645.08	67.75%
Active	E 101-41000-433 Dues and Subscriptions	\$3,500.00	\$2,618.00	\$0.00	\$882.00	74.80%
Active	E 101-41000-440 Cleaning Service	\$600.00	\$1,335.00	\$600.00	-\$735.00	222.50%
Active	E 101-41000-580 Equipment	\$3,500.00	\$858.80	\$858.80	\$2,641.20	24.54%
Active	E 101-41000-620 Fiscal Agent s Fees	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-41110-100 Salaries and Wages	\$26,080.00	\$6,300.00	\$2,100.00	\$19,780.00	24.16%
Active	E 101-41110-122 Payroll Taxes	\$2,000.00	\$481.95	\$160.65	\$1,518.05	24.10%
Active	E 101-41000-413 Rental	\$1,550.00	\$458.52	\$229.26	\$1,091.48	29.58%
Active	E 101-41000-301 Auditing and Acct g Services	\$55,503.00	\$13,602.50	\$5,873.75	\$41,900.50	24.51%
Active	E 101-41000-121 PERA	\$6,300.00	\$1,511.10	\$533.71	\$4,788.90	23.99%
Active	E 101-41000-122 Payroll Taxes	\$6,420.00	\$1,664.65	\$644.59	\$4,755.35	25.93%
Active	E 101-41000-131 Employer Paid Health	\$15,420.00	\$2,122.74	\$497.58	\$13,297.26	13.77%
Active	E 101-41000-133 Employer Paid Dental	\$230.00	\$52.73	\$17.58	\$177.27	22.93%
Active	E 101-41000-134 Employer Paid Life	\$30.00	\$7.43	\$2.48	\$22.57	24.77%
Active	E 101-41000-151 Worker s Comp Insurance Pre	\$320.00	\$0.00	\$0.00	\$320.00	0.00%
Active	E 101-41000-351 Legal Notices Publishing	\$2,500.00	\$365.16	\$365.16	\$2,134.84	14.61%
Active	E 101-41000-208 Training and Licensing	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 101-41000-330 Travel	\$1,200.00	\$0.00	\$0.00	\$1,200.00	0.00%
Active	E 101-41000-303 Engineering Fees	\$32,500.00	\$6,029.50	\$1,950.50	\$26,470.50	18.55%
Active	E 101-41000-304 Legal Fees	\$25,000.00	\$1,874.50	\$1,027.50	\$23,125.50	7.50%
Active	E 101-41000-309 EDP, Software and Design	\$3,000.00	\$1,734.96	\$626.98	\$1,265.04	57.83%
Active	E 101-41000-310 Professional Services	\$15,000.00	\$587.50	\$487.50	\$14,412.50	3.92%
Active	E 101-41000-321 Telephone & Communications	\$4,000.00	\$1,237.77	\$412.47	\$2,762.23	30.94%
Active	E 101-41110-208 Training and Licensing	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-41000-200 Supplies	\$6,500.00	\$725.95	\$89.42	\$5,774.05	11.17%
Active	E 101-42100-134 Employer Paid Life	\$70.00	\$16.20	\$5.40	\$53.80	23.14%
Active	E 101-41110-151 Worker s Comp Insurance Pre	\$70.00	\$0.00	\$0.00	\$70.00	0.00%
Active	E 101-41910-810 Refunds/Reimbursements	\$25,000.00	\$0.00	\$0.00	\$25,000.00	0.00%
Active	E 101-42100-100 Salaries and Wages	\$261,920.00	\$48,641.14	\$18,685.24	\$213,278.86	18.57%
Active	E 101-42100-102 Overtime	\$0.00	\$276.78	\$0.00	-\$276.78	0.00%
Active	E 101-42100-121 PERA	\$33,530.00	\$5,180.17	\$1,776.69	\$28,349.83	15.45%

CITY OF DUNDAS

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Act Status	Account Descr	2022 YTD Budget	2022 YTD Amt	March 2022 Amt	2022 YTD Balance	%YTD Budget
Active	E 101-42100-122 Payroll Taxes	\$8,030.00	\$2,153.89	\$762.73	\$5,876.11	26.82%
Active	E 101-41910-313 Planning Fee s	\$10,000.00	\$900.55	\$353.60	\$9,099.45	9.01%
Active	E 101-42100-133 Employer Paid Dental	\$460.00	\$105.48	\$35.16	\$354.52	22.93%
Active	E 101-41910-304 Legal Fees	\$4,800.00	\$0.00	\$0.00	\$4,800.00	0.00%
Active	E 101-42100-151 Worker s Comp Insurance Pre	\$11,600.00	\$3,579.00	\$0.00	\$8,021.00	30.85%
Active	E 101-42100-200 Supplies	\$3,600.00	\$433.14	\$10.60	\$3,166.86	12.03%
Active	E 101-42100-208 Training and Licensing	\$3,500.00	\$0.00	\$0.00	\$3,500.00	0.00%
Active	E 101-42100-217 Uniforms	\$3,000.00	\$156.99	\$0.00	\$2,843.01	5.23%
Active	E 101-42100-304 Legal Fees	\$8,500.00	\$1,327.95	\$668.89	\$7,172.05	15.62%
Active	E 101-45200-221 Equipment	\$400.00	\$0.00	\$0.00	\$400.00	0.00%
Active	E 101-42100-131 Employer Paid Health	\$31,170.00	\$3,524.96	\$708.32	\$27,645.04	11.31%
Active	E 101-41910-131 Employer Paid Health	\$3,050.00	\$919.60	\$213.20	\$2,130.40	30.15%
Active	E 101-42100-309 EDP, Software and Design	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-41110-321 Telephone & Communications	\$420.00	\$105.00	\$35.00	\$315.00	25.00%
Active	E 101-41110-330 Travel	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
Active	E 101-41110-400 Repairs and Maintenance	\$440.00	\$0.00	\$0.00	\$440.00	0.00%
Active	E 101-41110-433 Dues and Subscriptions	\$500.00	\$20.00	\$0.00	\$480.00	4.00%
Active	E 101-41910-100 Salaries and Wages	\$26,280.00	\$5,036.42	\$1,839.98	\$21,243.58	19.16%
Active	E 101-41910-351 Legal Notices Publishing	\$600.00	\$0.00	\$0.00	\$600.00	0.00%
Active	E 101-41910-122 Payroll Taxes	\$2,010.00	\$434.68	\$145.39	\$1,575.32	21.63%
Active	E 101-41110-200 Supplies	\$1,500.00	\$48.00	\$48.00	\$1,452.00	3.20%
Active	E 101-41910-133 Employer Paid Dental	\$50.00	\$10.52	\$3.51	\$39.48	21.04%
Active	E 101-41910-134 Employer Paid Life	\$10.00	\$1.35	\$0.45	\$8.65	13.50%
Active	E 101-41910-151 Worker s Comp Insurance Pre	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
Active	E 101-41910-200 Supplies	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
Active	E 101-41910-300 Professional Services	\$0.00	\$2,992.50	\$2,992.50	-\$2,992.50	0.00%
Active	E 101-41910-303 Engineering Fees	\$15,000.00	-\$2,448.75	-\$2,992.50	\$17,448.75	-16.33%
Active	E 101-41910-121 PERA	\$1,850.00	\$412.51	\$138.00	\$1,437.49	22.30%
Active	E 101-47000-611 Bond Interest	\$480.00	\$479.85	\$0.00	\$0.15	99.97%
Active	E 101-49360-720 Operating Transfers	\$0.00	\$0.00	\$6,898.13	\$0.00	0.00%
Active	E 101-47000-601 Debt Srv Bond Principal	\$23,995.00	\$23,992.85	\$0.00	\$2.15	99.99%
Active	E 101-45200-413 Rental	\$1,850.00	\$200.00	\$100.00	\$1,650.00	10.81%
Active	E 101-45200-406 Grounds Maintence	\$14,000.00	\$585.00	\$585.00	\$13,415.00	4.18%
Active	E 101-45200-400 Repairs and Maintenance	\$10,000.00	\$957.35	\$0.00	\$9,042.65	9.57%
Active	E 101-45200-381 Electricity	\$4,500.00	\$735.28	\$362.60	\$3,764.72	16.34%
Active	E 101-45200-362 Property Insurance	\$24,130.00	\$7,788.00	\$0.00	\$16,342.00	32.28%
Active	E 101-45200-303 Engineering Fees	\$6,000.00	\$4,296.75	\$4,296.75	\$1,703.25	71.61%
Active	E 101-45200-151 Worker s Comp Insurance Pre	\$560.00	\$124.00	\$0.00	\$436.00	22.14%
Fund 101 GENERAL FUND		\$1,363,183.00	\$279,248.12	\$98,523.03	\$1,083,934.88	
Fund 225 STORM SEWER						
Active	E 225-41400-133 Employer Paid Dental	\$30.00	\$6.04	\$2.02	\$23.96	20.13%
Active	E 225-43150-301 Auditing and Acct g Services	\$4,440.00	\$870.00	\$290.00	\$3,570.00	19.59%
Active	E 225-43150-425 Depreciation	\$17,050.00	\$4,262.49	\$1,420.83	\$12,787.51	25.00%
Active	E 225-43150-409 St. Sweeping	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
Active	E 225-43150-406 Grounds Maintenance	\$3,500.00	\$0.00	\$0.00	\$3,500.00	0.00%
Active	E 225-43150-400 Repairs and Maintenance	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
Active	E 225-43150-322 Postage	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 225-43150-303 Engineering Fees	\$10,000.00	\$93.75	\$0.00	\$9,906.25	0.94%
Active	E 225-43150-200 Supplies	\$200.00	\$152.16	\$0.00	\$47.84	76.08%
Active	E 225-43150-100 Salaries and Wages	\$0.00	\$62.50	\$62.50	-\$62.50	0.00%
Active	E 225-41400-134 Employer Paid Life	\$0.00	\$0.67	\$0.22	-\$0.67	0.00%
Active	E 225-41400-131 Employer Paid Health	\$1,710.00	\$334.16	\$92.72	\$1,375.84	19.54%
Active	E 225-41400-122 Payroll Taxes	\$770.00	\$188.92	\$66.82	\$581.08	24.54%

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Act Status	Account Descr	2022 YTD Budget	2022 YTD Amt	March 2022 Amt	2022 YTD Balance	%YTD Budget
Active	E 225-41400-121 PERA	\$750.00	\$168.83	\$57.16	\$581.17	22.51%
Active	E 225-41400-100 Salaries and Wages	\$10,010.00	\$2,112.01	\$1,790.12	\$7,897.99	21.10%
Active	E 225-41400-151 Worker s Comp Insurance Pre	\$40.00	\$0.00	\$0.00	\$40.00	0.00%
Fund 225 STORM SEWER		\$59,500.00	\$8,251.53	\$3,782.39	\$51,248.47	
Fund 235 ECONOMIC DEVELOPMENT AUTHORITY						
Active	E 235-46500-134 Employer Paid Life	\$0.00	\$0.54	\$0.18	-\$0.54	0.00%
Active	E 235-46500-304 Legal Fees	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 235-46500-313 Planning Fee s	\$4,000.00	\$425.70	\$425.70	\$3,574.30	10.64%
Active	E 235-46500-301 Auditing and Acct g Services	\$2,220.00	\$0.00	\$0.00	\$2,220.00	0.00%
Active	E 235-46500-151 Worker s Comp Insurance Pre	\$40.00	\$0.00	\$0.00	\$40.00	0.00%
Active	E 235-46500-131 Employer Paid Health	\$1,040.00	\$352.49	\$70.83	\$687.51	33.89%
Active	E 235-46500-122 Payroll Taxes	\$740.00	\$176.31	\$65.07	\$563.69	23.83%
Active	E 235-46500-121 PERA	\$720.00	\$172.51	\$63.47	\$547.49	23.96%
Active	E 235-46500-100 Salaries and Wages	\$9,640.00	\$2,304.61	\$850.53	\$7,335.39	23.91%
Active	E 235-46500-133 Employer Paid Dental	\$20.00	\$3.51	\$1.17	\$16.49	17.55%
Fund 235 ECONOMIC DEVELOPMENT AUTHORITY		\$19,420.00	\$3,435.67	\$1,476.95	\$15,984.33	
Fund 300 2013A GO BONDS						
Active	E 300-47000-300 Professional Services	\$320.00	\$0.00	\$0.00	\$320.00	0.00%
Active	E 300-47000-601 Debt Srv Bond Principal	\$85,000.00	\$85,000.00	\$0.00	\$0.00	100.00%
Active	E 300-47000-611 Bond Interest	\$24,085.00	\$12,678.75	\$0.00	\$11,406.25	52.64%
Active	E 300-47000-620 Fiscal Agent s Fees	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Fund 300 2013A GO BONDS		\$109,905.00	\$97,678.75	\$0.00	\$12,226.25	
Fund 304 2018A GO BONDS						
Active	E 304-47000-300 Professional Services	\$320.00	\$0.00	\$0.00	\$320.00	0.00%
Active	E 304-47000-601 Debt Srv Bond Principal	\$30,000.00	\$30,000.00	\$0.00	\$0.00	100.00%
Active	E 304-47000-611 Bond Interest	\$26,010.00	\$13,305.00	\$0.00	\$12,705.00	51.15%
Active	E 304-47000-620 Fiscal Agent s Fees	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Fund 304 2018A GO BONDS		\$56,830.00	\$43,305.00	\$0.00	\$13,525.00	
Fund 305 2020A GO BONDS						
Active	E 305-47000-300 Professional Services	\$320.00	\$0.00	\$0.00	\$320.00	0.00%
Active	E 305-47000-620 Fiscal Agent s Fees	\$500.00	\$500.00	\$0.00	\$0.00	100.00%
Active	E 305-47000-601 Debt Srv Bond Principal	\$85,000.00	\$85,000.00	\$0.00	\$0.00	100.00%
Active	E 305-47000-611 Bond Interest	\$49,945.00	\$25,609.38	\$0.00	\$24,335.62	51.28%
Fund 305 2020A GO BONDS		\$135,765.00	\$111,109.38	\$0.00	\$24,655.62	
Fund 410 PUBLIC WORKS CAPITAL OUTLAY						
Active	E 410-43100-500 Capital Outlay	\$379,962.00	\$2,992.50	\$2,992.50	\$376,969.50	0.79%
Fund 410 PUBLIC WORKS CAPITAL OUTLAY		\$379,962.00	\$2,992.50	\$2,992.50	\$376,969.50	
Fund 426 PARKS & REC. CAPITAL OUTLAY						
Active	E 426-45200-500 Capital Outlay	\$150,490.00	\$1,760.00	-\$917.75	\$148,730.00	1.17%
Fund 426 PARKS & REC. CAPITAL OUTLAY		\$150,490.00	\$1,760.00	-\$917.75	\$148,730.00	
Fund 601 WATER						
Active	E 601-49400-322 Postage	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 601-49400-214 Building Heat	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 601-49400-211 Equipment Fuel	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 601-49400-215 License/Permits	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
Active	E 601-49400-301 Auditing and Acct g Services	\$11,100.00	\$2,175.00	\$725.00	\$8,925.00	19.59%
Active	E 601-49400-303 Engineering Fees	\$10,000.00	\$480.75	\$480.75	\$9,519.25	4.81%
Active	E 601-49400-309 EDP, Software and Design	\$0.00	\$128.40	\$0.00	-\$128.40	0.00%

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Act Status	Account Descr	2022 YTD Budget	2022 YTD Amt	March 2022 Amt	2022 YTD Balance	%YTD Budget
Active	E 601-49400-310 Professional Services	\$3,000.00	\$720.56	\$240.21	\$2,279.44	24.02%
Active	E 601-49400-321 Telephone & Communications	\$1,250.00	\$334.92	\$133.84	\$915.08	26.79%
Active	E 601-49400-330 Travel	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
Active	E 601-49400-362 Property Insurance	\$10,590.00	\$3,014.00	\$0.00	\$7,576.00	28.46%
Active	E 601-49400-381 Electricity	\$30,000.00	\$7,966.70	\$4,044.89	\$22,033.30	26.56%
Active	E 601-49400-400 Repairs and Maintenance	\$52,000.00	\$12,895.82	\$108.00	\$39,104.18	24.80%
Active	E 601-49400-406 Grounds Maintenance	\$1,300.00	\$0.00	\$0.00	\$1,300.00	0.00%
Active	E 601-49400-418 Vehicle Fuels	\$1,100.00	\$0.00	\$0.00	\$1,100.00	0.00%
Active	E 601-49400-419 Vehicle Operations	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
Active	E 601-49400-433 Dues and Subscriptions	\$700.00	\$715.50	\$0.00	-\$15.50	102.21%
Active	E 601-49400-210 Supplies/Water Meter, Etc.	\$70,000.00	\$10,832.90	\$7,997.45	\$59,167.10	15.48%
Active	E 601-49400-131 Employer Paid Health	\$8,180.00	\$1,448.68	\$547.28	\$6,731.32	17.71%
Active	E 601-49400-425 Depreciation	\$227,915.00	\$56,978.76	\$18,992.92	\$170,936.24	25.00%
Active	E 601-41400-121 PERA	\$1,800.00	\$410.80	\$144.05	\$1,389.20	22.82%
Active	E 601-49400-134 Employer Paid Life	\$20.00	\$1.84	\$0.65	\$18.16	9.20%
Active	E 601-49400-208 Training and Licensing	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 601-41400-100 Salaries and Wages	\$23,980.00	\$5,139.00	\$3,408.09	\$18,841.00	21.43%
Active	E 601-41400-122 Payroll Taxes	\$1,830.00	\$461.00	\$167.66	\$1,369.00	25.19%
Active	E 601-41400-131 Employer Paid Health	\$4,110.00	\$810.87	\$228.29	\$3,299.13	19.73%
Active	E 601-41400-133 Employer Paid Dental	\$60.00	\$14.38	\$4.78	\$45.62	23.97%
Active	E 601-41400-134 Employer Paid Life	\$10.00	\$1.59	\$0.54	\$8.41	15.90%
Active	E 601-41400-151 Worker s Comp Insurance Pre	\$90.00	\$0.00	\$0.00	\$90.00	0.00%
Active	E 601-47000-310 Professional Services	\$320.00	\$0.00	\$0.00	\$320.00	0.00%
Active	E 601-47000-601 Debt Srv Bond Principal	\$145,000.00	\$0.00	\$0.00	\$145,000.00	0.00%
Active	E 601-49400-133 Employer Paid Dental	\$130.00	\$19.35	\$7.40	\$110.65	14.88%
Active	E 601-47000-620 Fiscal Agent s Fees	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 601-49400-100 Salaries and Wages	\$56,560.00	\$8,907.43	\$3,396.25	\$47,652.57	15.75%
Active	E 601-49400-102 Overtime	\$0.00	\$1,011.17	\$205.35	-\$1,011.17	0.00%
Active	E 601-49400-121 PERA	\$4,240.00	\$806.52	\$269.44	\$3,433.48	19.02%
Active	E 601-49400-122 Payroll Taxes	\$4,330.00	\$921.82	\$313.75	\$3,408.18	21.29%
Active	E 601-49400-151 Worker s Comp Insurance Pre	\$1,140.00	\$0.00	\$0.00	\$1,140.00	0.00%
Active	E 601-47000-611 Bond Interest	\$30,005.00	\$16,127.50	\$0.00	\$13,877.50	53.75%
Active	E 601-49400-200 Supplies	\$10,000.00	\$315.39	\$0.00	\$9,684.61	3.15%
Fund 601 WATER		\$715,660.00	\$132,640.65	\$41,416.59	\$583,019.35	
Fund 602 SEWER						
Active	E 602-49450-321 Telephone & Communications	\$250.00	\$67.24	\$0.00	\$182.76	26.90%
Active	E 602-49450-310 Professional Services	\$4,500.00	\$536.54	\$196.19	\$3,963.46	11.92%
Active	E 602-49450-309 EDP, Software and Design	\$200.00	\$128.40	\$0.00	\$71.60	64.20%
Active	E 602-49450-322 Postage	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 602-49450-301 Auditing and Acct g Services	\$11,100.00	\$2,175.00	\$725.00	\$8,925.00	19.59%
Active	E 602-49450-400 Repairs and Maintenance	\$20,000.00	\$918.00	\$918.00	\$19,082.00	4.59%
Active	E 602-49450-214 Building Heat	\$400.00	\$0.00	\$0.00	\$400.00	0.00%
Active	E 602-49450-303 Engineering Fees	\$0.00	\$3,211.25	\$2,530.00	-\$3,211.25	0.00%
Active	E 602-49450-330 Travel	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 602-49450-362 Property Insurance	\$6,780.00	\$1,973.00	\$0.00	\$4,807.00	29.10%
Active	E 602-49450-425 Depreciation	\$250,071.00	\$62,517.75	\$20,839.25	\$187,553.25	25.00%
Active	E 602-49450-385 Sewer Utilities	\$225,650.00	\$51,754.07	\$21,636.39	\$173,895.93	22.94%
Active	E 602-49450-406 Grounds Maintenance	\$1,100.00	\$0.00	\$0.00	\$1,100.00	0.00%
Active	E 602-49450-418 Vehicle Fuels	\$750.00	\$0.00	\$0.00	\$750.00	0.00%
Active	E 602-49450-419 Vehicle Operations	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
Active	E 602-49450-208 Training and Licensing	\$0.00	\$40.00	\$0.00	-\$40.00	0.00%
Active	E 602-47000-620 Fiscal Agent s Fees	\$500.00	\$500.00	\$0.00	\$0.00	100.00%
Active	E 602-49450-500 Capital Outlay	\$500,000.00	\$0.00	\$0.00	\$500,000.00	0.00%

CITY OF DUNDAS
Abdo Expenditure Guideline

Act Status	Account Descr	2022 YTD Budget	2022 YTD Amt	March 2022 Amt	2022 YTD Balance	%YTD Budget
Active	E 602-49450-381 Electricity	\$6,500.00	\$2,236.59	\$1,151.97	\$4,263.41	34.41%
Active	E 602-41400-151 Worker s Comp Insurance Pre	\$70.00	\$0.00	\$0.00	\$70.00	0.00%
Active	E 602-41400-100 Salaries and Wages	\$18,710.00	\$3,386.12	\$2,198.33	\$15,323.88	18.10%
Active	E 602-41400-121 PERA	\$1,400.00	\$268.09	\$90.26	\$1,131.91	19.15%
Active	E 602-41400-122 Payroll Taxes	\$1,430.00	\$298.50	\$100.40	\$1,131.50	20.87%
Active	E 602-41400-131 Employer Paid Health	\$3,210.00	\$633.02	\$178.34	\$2,576.98	19.72%
Active	E 602-49450-102 Overtime	\$0.00	\$674.11	\$136.86	-\$674.11	0.00%
Active	E 602-41400-134 Employer Paid Life	\$10.00	\$0.87	\$0.28	\$9.13	8.70%
Active	E 602-49450-200 Supplies	\$550.00	\$295.39	\$0.00	\$254.61	53.71%
Active	E 602-47000-310 Professional Services	\$320.00	\$0.00	\$0.00	\$320.00	0.00%
Active	E 602-47000-601 Debt Srv Bond Principal	\$140,000.00	\$0.00	\$0.00	\$140,000.00	0.00%
Active	E 602-47000-611 Bond Interest	\$26,775.00	\$0.00	\$0.00	\$26,775.00	0.00%
Active	E 602-49450-100 Salaries and Wages	\$37,700.00	\$6,583.39	\$2,684.33	\$31,116.61	17.46%
Active	E 602-49450-121 PERA	\$2,830.00	\$591.69	\$203.36	\$2,238.31	20.91%
Active	E 602-49450-122 Payroll Taxes	\$2,880.00	\$677.51	\$241.28	\$2,202.49	23.52%
Active	E 602-49450-131 Employer Paid Health	\$5,450.00	\$965.76	\$364.84	\$4,484.24	17.72%
Active	E 602-49450-133 Employer Paid Dental	\$80.00	\$15.35	\$5.73	\$64.65	19.19%
Active	E 602-49450-134 Employer Paid Life	\$10.00	\$1.61	\$0.56	\$8.39	16.10%
Active	E 602-49450-151 Worker s Comp Insurance Pre	\$910.00	\$0.00	\$0.00	\$910.00	0.00%
Active	E 602-41400-133 Employer Paid Dental	\$50.00	\$8.80	\$2.93	\$41.20	17.60%
Fund 602 SEWER		\$1,272,286.00	\$140,458.05	\$54,204.30	\$1,131,827.95	
Fund 603 REFUSE						
Active	E 603-49500-200 Supplies	\$200.00	\$152.16	\$0.00	\$47.84	76.08%
Active	E 603-49500-301 Auditing and Acct g Services	\$4,500.00	\$870.00	\$290.00	\$3,630.00	19.33%
Active	E 603-49500-322 Postage	\$450.00	\$0.00	\$0.00	\$450.00	0.00%
Active	E 603-49500-384 Refuse/Garbage Disposal	\$87,180.00	\$15,117.28	\$7,558.64	\$72,062.72	17.34%
Fund 603 REFUSE		\$92,330.00	\$16,139.44	\$7,848.64	\$76,190.56	
Fund 999 CONVERSION FUNDS						
Active	E 999-41000-101 Salaries and Wages	\$0.00	\$0.00	\$10,892.52	\$0.00	0.00%
Fund 999 CONVERSION FUNDS		\$0.00	\$0.00	\$10,892.52	\$0.00	
		\$4,355,331.00	\$837,019.09	\$220,219.17	\$3,518,311.91	

((([YTD Budget] <> 0 Or [YTD Budget] IS Null)) OR ([MTD Amount] <> 0 Or [MTD Amount] IS Null)) OR ([YTD Amount]

(reserved for recording information)

DEVELOPMENT CONTRACT

(Developer Installed Improvements)

STONERIDGE HILLS 2ND ADDITION

CONTRACT dated _____, 2022, by and between the **CITY OF DUNDAS**, a Minnesota municipal corporation ("City"), and **GILES PROPERTIES, INC.**, a Minnesota corporation (the "Developer").

1. **REQUEST FOR PLAT APPROVAL.** The Developer has asked the City to approve a plat for **Stoneridge Hills 2nd Addition** (referred to in this Contract as the "plat"). The land is situated in the County of Rice, State of Minnesota, and is legally described as:

See Exhibit A.

2. **CONDITIONS OF PLAT APPROVAL.** The City hereby approves the plat, subject to certain conditions in Resolution No. 2022-14, including on condition that the Developer enter into this Contract, furnish the security required by it, and record the plat with the County Recorder or Registrar of Titles within 100 days after the City Council approves the final plat.

3. **RIGHT TO PROCEED.** This Agreement is intended to regulate the development of the plat and the construction therein of certain public and private improvements. Within the plat or land to be platted, the Developer may not grade or otherwise disturb the earth or remove trees, construct sewer lines, water lines, streets, utilities, public or private improvements, or any buildings until all the following conditions have been satisfied:

- A. this agreement has been fully executed by both parties and filed with the City Clerk;
- B. the Developer has executed and recorded with Rice County all drainage and utility easements required for the plat by the City Engineer in the City's standard form or the easements have been dedicated to the City on the plat;
- C. the Developer has executed any applicable and required Storm Water Maintenance and Easement Agreement with Rice County;
- D. the necessary security has been received by the City from or on behalf of the Developer;
- E. the necessary insurance for the Developer and its construction contractors has been received by the City, and
- F. the plat has been filed with the Rice County Recorder or Registrar of Titles' office;
- G. final constructions plans and specifications have been submitted by the Developer and approved by the City Engineer;
- H. the Developer has paid the City for all legal, engineering, and administrative expenses incurred by the City regarding the City approvals and has given the City the additional City Engineering Administration Escrow required by this Agreement;
- I. the Developer has paid any outstanding assessments and taxes for the property or any property being deeded to the City;
- J. the Developer has fulfilled any park dedication requirements as specified under this Agreement;
- K. the Developer has received all necessary permits from the MPCA, MDH, DNR, applicable watershed, Rice County, and any other agency having jurisdiction over the plat;
- L. the Developer or the Developer's engineer and the Developer's contractor(s) have initiated and attended a preconstruction meeting with the City Engineer and City staff; and
- M. the City has issued a written notice that all the above conditions have been satisfied and the Developer may proceed.

4. CHANGES IN OFFICIAL CONTROLS. For two (2) years from the date of this Contract, no amendments to the City's Comprehensive Plan, or official controls shall apply to or affect the use, development density, lot size, lot layout or dedications of the approved plat unless required by state or federal law or agreed to in writing by the City and the Developer. Thereafter, notwithstanding anything in this Contract to the contrary, to the full extent permitted by state law, the City may require compliance with any amendments to the City's Comprehensive Plan, official controls, platting or dedication requirements enacted after the date of this Contract.

5. DEVELOPMENT PLANS. The plat shall be developed in accordance with the following plans. The plans shall not be attached to this Contract. Plans may be modified to meet the requirements of preliminary and final plat approval subject to the review and approval of the City Engineer, after entering the Contract, but before commencement of any work in the plat. The City Engineer may approve minor amendments to Plans E and F without City Council approval. The erosion control plan may also be approved by the Rice County Soil and Water Conservation District. If the plans vary from the written terms of this Contract, the written terms shall control. The plans are:

Plan A –Site Plan

Plan B - Sanitary & Watermain Plans

Plan C - Storm Sewer Plan

Plan D - Street Plan

Plan E - Grading Plan

Plan F - Erosion Control Plan

Plan G – Landscaping Plan

6. IMPROVEMENTS. The Developer shall install and pay for the following:

A. Sanitary Sewer System

B. Water System

C. Storm Sewer System

D. Streets

- E. Concrete Curb and Gutter
 - F. Street Lights
 - G. Site Grading, Stormwater Treatment/Infiltration Basins, and Erosion Control
 - H. Underground Utilities
 - I. Setting of Iron Monuments
 - J. Surveying and Staking
 - K. Sidewalks and Trails
 - L. Street Trees
- ("improvements")

The improvements shall be installed in accordance with the approved Plans, the City approvals, including all conditions of approval in Resolution No. 2022-14, the City subdivision ordinance, City Code Section 154.185 -154.999; City standard specifications for utility and street construction; and any other applicable ordinances. The Developer shall submit plans and specifications which have been prepared by a competent registered professional engineer to the City for approval by the City Engineer. The Developer shall instruct its engineer to provide adequate field inspection personnel to assure an acceptable level of quality control to the extent that the Developer's engineer will be able to certify that the construction work meets the approved City standards as a condition of City acceptance. In addition, the City may, at the City's discretion and at the Developer's expense, have one or more City inspectors and a soil engineer inspect the work on a full or part-time basis. The Developer, its contractors and subcontractors, shall follow all instructions received from the City's inspectors. The Developer's engineer shall provide for on-site project management. The Developer's engineer is responsible for design changes and contract administration between the Developer and the Developer's contractor. The Developer or its engineer shall schedule a pre-construction meeting at a mutually agreeable time at the City with all parties concerned, including the City staff, to review the program for the construction work.

In accordance with Minnesota Statutes 505.021, the final placement of iron monuments for all lot corners must be completed before the applicable security is released. The Developer's surveyor shall also

submit a written notice to the City certifying that the monuments have been installed following site grading, utility and street construction.

7. CONTRACTORS/SUBCONTRACTORS. City Council members, City employees, and Planning Commission members, and corporations, partnerships, and other entities in which such individuals have greater than a 25% ownership interest or in which they are an officer or director may not act as contractors or subcontractors for the public improvements identified in Paragraph 8 above.

8. PERMITS. The Developer shall obtain or require its contractors and subcontractors to obtain all necessary permits, which may include:

- A. Rice County for County Road Access and Work in County Rights-of-Way
- B. Minnesota Department of Health for Watermains
- C. MPCA NPDES Permit for Construction Activity
- D. MPCA for Sanitary Sewer
- E. DNR for Dewatering
- F. City of Dundas for Building Permits

9. DEWATERING. Due to the variable nature of groundwater levels and stormwater flows, it will be the Developer's and the Developer's contractors and subcontractors responsibility to satisfy themselves with regard to the elevation of groundwater in the area and the level of effort needed to perform dewatering and storm flow routing operations. All dewatering shall be in accordance with all applicable county, state, and federal rules and regulations. DNR regulations regarding appropriations permits shall also be strictly followed.

10. TIME OF PERFORMANCE. The Developer shall install all required public improvements by **November 30, 2022**, with the exception of the final wear course of asphalt on streets. The final wear course on streets shall be installed between August 15th and October 15th the first summer after the base layer of asphalt has been in place one freeze thaw cycle. The Developer may, however, request an extension of time from the City. If an extension is granted, it shall be conditioned upon updating the security posted by the Developer to reflect cost increases and the extended completion date. Final wear course placement outside of this time frame must have the written approval of the City Engineer.

11. LICENSE. The Developer hereby grants the City, its agents, employees, officers and contractors a license to enter the plat to perform all work and inspections deemed appropriate by the City in conjunction with plat development.

12. EROSION CONTROL. Prior to initiating site grading, the erosion control plan, Plan F, shall be implemented by the Developer and inspected and approved by the City. The City may impose additional erosion control requirements if they would be beneficial. All areas disturbed by the grading operations shall be stabilized per the MPCA Stormwater Permit for Construction Activity. Seed shall be in accordance with the City's current seeding specification which may include temporary seed to provide ground cover as rapidly as possible. All seeded areas shall be fertilized, mulched, and disc anchored as necessary for seed retention. The parties recognize that time is of the essence in controlling erosion. If the Developer does not comply with the MPCA Stormwater Permit for Construction Activity or with the erosion control plan and schedule or supplementary instructions received from the City, the City may take such action as it deems appropriate to control erosion. The City will endeavor to notify the Developer in advance of any proposed action, but failure of the City to do so will not affect the Developer's and City's rights or obligations hereunder. If the Developer does not reimburse the City for any cost the City incurred for such work within ten (10) days, the City may draw down the letter of credit to pay any costs. No development, utility or street construction will be allowed and no building permits will be issued unless the plat is in full compliance with the approved erosion control plan.

13. GRADING. The plat shall be graded in accordance with the approved grading development (Plan "E") and erosion control plan (Plan "F"). The plan shall conform to City of Dundas specifications. Within thirty (30) days after completion of the grading and before the City approves individual building permits (except one model home permit on a lot acceptable to the City Administrator), the Developer shall provide the City with an "as constructed" grading plan certified by a registered land surveyor or engineer that all storm water treatment/infiltration basins and swales, have been constructed on public easements or land owned by the City. The "as constructed" plan (record drawings) shall include field verified elevations of the following: a) cross sections of storm water treatment/infiltration basins; b) location and elevations along all

swales, wetlands, wetland mitigation areas if any, and locations and dimensions of borrow areas/stockpiles; and c) lot corner elevations and house pads.. The City will withhold issuance of building permits until the approved certified grading plan is on file with the City and all erosion control measures are in place as determined by the City Engineer. The Developer certifies to the City that all lots with house footings placed on fill have been monitored and constructed to meet or exceed FHA/HUD 79G specifications. The soils observation and testing report, including referenced development phases and lot descriptions, shall be submitted to the Building Official for review prior to the issuance of building permits.

14. CLEAN UP. The Developer shall clean dirt and debris from streets that has resulted from construction work by the Developer, home builders, subcontractors, their agents or assigns. Prior to any construction in the plat, the Developer shall identify in writing a responsible party and schedule for erosion control, street cleaning, and street sweeping.

15. OWNERSHIP OF IMPROVEMENTS. Upon completion of the work and construction required by this Contract and final acceptance by the City, the improvements lying within public easements shall become City property without further notice or action.

16. ADMINISTRATION ESCROW. Before the City signs the final plat, the Developer shall reimburse the City's out-of-pocket expenses incurred up to the date of this Agreement, including expenses incurred for legal, planning, and engineering services. Furthermore, before the City signs the Final Plat, the Developer shall deposit with the City a \$25,000.00 cash escrow for the City's future out-of-pocket expenses for legal, planning, engineering, development agreement, construction observation, and inspection services. The Developer agrees that the City has the right to request additional deposits from time to time based upon the City's estimates of future out-of-pocket expenses.

17. STORM SEWER TRUNK CHARGE. Stoneridge Hills 2nd Addition is subject to a storm sewer trunk charge of \$15,170.00. The charge is based on the number of acres within the plat and is calculated as follows:

$$15.17 \text{ acres} \times \$1,000/\text{acre} = \mathbf{\$15,170.00}$$

The Developer must pay the \$15,170.00 storm sewer trunk charge in cash at the time of final plat approval.

18. SANITARY SEWER AVAILABILITY CHARGE (SAC). Stoneridge Hills 2nd Addition is subject to an estimated sanitary sewer connection charge (SAC) of \$68,000.00. The charge is based on the number of dwelling units within the plat and is calculated as follows:

$$34 \text{ dwelling units} \times \$2,000.00/\text{unit} = \mathbf{\$68,000.00}$$

The Developer must pay the \$2,000.00 per unit at the time of issuance of the building permit. The fee is subject to change as adopted by the City's Fee Schedule and will be charged at the rate indicated on the fee schedule.

19. SANITARY SEWER TRUNK CHARGE. Stoneridge Hills 2nd Addition is subject to a sanitary sewer trunk charge of \$40,959.00. The charge is based on the number of acres within the plat and is calculated as follows:

$$15.17 \text{ acres} \times \$2,700.00/\text{acre} = \mathbf{\$40,959.00}$$

The Developer must pay the \$ 40,959.00 sanitary sewer trunk charge in cash at the time of final plat approval.

20. WATER TRUNK CHARGE. Stoneridge Hills 2nd Addition is subject to a water trunk charge of \$40,959.00. The charge is based on the number of acres within the plat and is calculated as follows:

$$15.17 \text{ acres} \times \$2,700.00/\text{acre} = \mathbf{\$40,959.00}$$

The Developer must pay the \$40,959.00 water trunk charge in cash at the time of final plat approval.

21. WATER SYSTEM CONNECTION CHARGE (WAC). Stoneridge Hills 2nd Addition is subject to an estimated water system connection charge of \$51,000.00. The charge is based on the number of dwelling units within the plat and is calculated as follows:

$$34 \text{ dwelling units} \times \$1,500.00/\text{unit} = \mathbf{\$51,000.00}$$

The Developer must pay the \$1,500.00 per unit at the time of issuance of the building permit. The fee is subject to change as adopted by the City's Fee Schedule and will be charged at the rate indicated on the fee schedule

22. CONSTRUCTION ACCESS. Construction traffic access and egress for grading, public utility construction, and public street construction is restricted to access the subdivision via County Road 78. No construction traffic is permitted on the adjacent local streets.

23. PARK DEDICATION. Park dedication requirements were satisfied with the 1st Addition of Stoneridge Hills.

24. LANDSCAPING. Developer agrees to install or cause to be installed landscaping materials in accordance with the Development Plans and shall be completed, to the satisfaction of the City Engineer, as a condition of receiving a certificate of occupancy for any dwelling unit on the Property. Further, the Developer shall strictly comply with the tree preservation indicated on the approved Site Plan. The Development shall be subject to landscaping requirements as set forth in the Development Plans and City Code §154.071. All landscaping requirements shall be completed prior to occupancy of any dwelling unit on the Property or by May 31st following occupancy if occupancy occurs October 1st through April 30th. If any portion of the landscaping is not completed within the time required above, the City may cause such landscaping to be completed and draw upon the Security required by this Agreement for the cost to complete such landscaping. Further, all landscaping shall be guaranteed by the Developer to survive two (2) full growing seasons. The City, its employees, agents or contractors shall have the right, but not the obligation, to go upon the Property to complete the landscaping or replace landscaping that does not survive two (2) growing seasons without permission of the owner of the property or lot, and shall not be liable for trespass. The City may also require a deposit as part of the building permit fee to secure compliance with the landscaping requirements. In that event, the City shall complete or replace the landscaping, the Developer shall pay to the City, within 30 days of demand of the City, any costs that the City incurs as a result of this Section. If Developer fails to make such payment within 30 days of said demand, the City may, among other remedies, reimburse itself for all costs and expenses, including, but

not limited to legal and consulting fees, from the retained escrow. Any landscaping completed by the City pursuant to this Section is not warranted or guaranteed. The Developer shall indemnify, hold harmless, and defend the City, its officers, employees, agents and insurers against any and all liability, loss, costs, damages, expenses, claims, actions, or judgments, including reasonable attorneys' fees which the City, its officers, employees, agents and insurers may hereafter sustain, incur, or be required to pay, arising out of or by reason of the City exercising its power under this Section.

Landscaping within public areas shall be installed in accordance with the final approved landscape plan, as part of the improvements. The Developer shall post a \$38,125.00 landscaping security, as part of the letter of credit or separately, at the time of final plat approval to ensure that the landscaping is installed in accordance with the approved plan.

25. RECORD DRAWINGS. Within 30 days after the completion of all the improvements, and before the final Security is released, Developer shall provide the City with record drawings detailing the final "As Built" plans. The record drawings shall be delivered via an electronic format, acceptable to the City, containing the following information in current AutoCAD compatible format (.dwg or .dxf files):

- Approved Final Plat
- Utilities
- Layer names should be self-explanatory, or a list must be included as key.

If the Developer does not provide such information, the City will digitize the data. All costs associated with digitizing the data will be the responsibility of the Developer.

26. CITY PARTICIPATION IN INFRASTRUCTURE COSTS. The City shall reimburse the Developer \$131,324.00 related to oversizing credits for infrastructure being placed within the Development.

27. SUMMARY OF SECURITY REQUIREMENTS. To guarantee compliance with the terms of this Contract, the Developer shall furnish the City with a cash escrow or letter of credit, from a bank ("security") for **\$2,837,570**. The amount of the security was calculated as follows:

A. Sanitary Sewer	\$335,495.00
B. Watermain	467,436.00
C. Storm Sewer	358,040.00
D. Streets, Sidewalks, Trails	922,623.00
E. Additional Sidewalk on Stoneridge Parkway	29,000.00
F. Landscaping (Street Trees)	30,500.00
G. Pond Grading and Drainage Improvements	<u>124,242.00</u>
TOTAL COSTS INCLUDED:	\$2,267,336.00
125% SECURITY REQUIRED	\$2,834,170.00
H. Lot Corners and Monuments	3,400.00
TOTAL SECURITY REQUIRED:	\$2,837,570.00

Developer previously provided a Letter of Credit in the amount of \$107,591.55 for Site Grading/Development Grading, pursuant to a Conditional Grading Permit, dated November 19, 2021 (“Grading LOC”). Developer must maintain the Grading LOC in addition to all security required under this subsection during the pendency of this Agreement and until all public improvements are accepted by the City Council, for a total amount of **\$2,837,570.** This breakdown is for historical reference; it is not a restriction on the use of the security. The bank shall be subject to the approval of the City Administrator. The City may draw down the security, on five (5) business days written notice to the Developer, for any violation of the terms of this Contract or without notice if the security is allowed to lapse prior to the end of the required term. If the required public improvements are not completed at least thirty (30) days prior to the expiration of the security, the City may also draw it down without notice. If the security is drawn down, the proceeds shall be used to cure the default. Upon receipt of proof satisfactory to the City that work has been completed and financial obligations to the City have been satisfied, with City approval the security may be reduced from time to time by ninety percent (90%) of the financial obligations that have been satisfied. Ten percent (10%) of the amounts certified by the Developer's engineer shall be retained as security until all improvements have been completed, all financial obligations to the City satisfied, the required record drawings have been received by the City, a warranty security is provided, and the public improvements are accepted by the City

Council. The City's standard specifications for utility and street construction outline procedures for security reductions.

28. SUMMARY OF CASH REQUIREMENTS. The following is a summary of the cash requirements under this Contract which must be furnished to the City prior to the City Council signing the final plat:

A. Administrative Escrow	\$25,000.00
B. Storm Sewer Trunk Charge	15,170.00
C. Water Trunk Charge	40,959.00
D. Sanitary Sewer Trunk Charge	<u>40,959.00</u>
TOTAL CASH REQUIREMENTS	\$122,088.00

29. WARRANTY. The Developer warrants all improvements required to be constructed by it pursuant to this Contract against poor material and faulty workmanship. The warranty period for streets is one year. The warranty period for underground utilities is two years and shall commence following completion and acceptance by City Council. The one year warranty period on streets shall commence after the final wear course has been installed and accepted by the City Council. The Developer shall post maintenance bonds in the amount of twenty-five percent (25%) of final certified construction costs to secure the warranties. The City shall retain ten percent (10%) of the security posted by the Developer until the maintenance bonds are furnished to the City or until the warranty period expires, whichever first occurs. The retainage may be used to pay for warranty work.

30. RESPONSIBILITY FOR COSTS.

A. Except as otherwise specified herein, the Developer shall pay all costs incurred by it or the City in conjunction with the development of the plat, including but not limited to Soil and Water Conservation District charges, legal, planning, engineering and construction observation inspection expenses incurred in connection with approval and acceptance of the plat, the preparation of this Contract, review of construction plans and documents, and all costs and expenses incurred by the City in monitoring and inspecting development of the plat.

- B. The Developer shall hold the City and its officers, employees, and agents harmless from claims made by itself and third parties for damages sustained or costs incurred resulting from the plat approval process, the City's approval of the plat, and the development of the subdivision. The Developer shall indemnify the City and its officers, employees, and agents for all costs, damages, or expenses, which the City may pay or incur in consequence of such claims, including attorneys' fees.
- C. The Developer shall reimburse the City for costs incurred in the enforcement of this Contract, including engineering and attorneys' fees.
- D. The Developer shall pay, or cause to be paid when due, and in any event before any penalty is attached, all special assessments referred to in this Contract. This is a personal obligation of the Developer and shall continue in full force and effect even if the Developer sells one or more lots, the entire plat, or any part of it.
- E. The Developer shall pay in full all bills submitted to it by the City for obligations incurred under this Contract within thirty (30) days after receipt. If the bills are not paid on time, the City may halt plat development and construction until the bills are paid in full. Bills not paid within thirty (30) days shall accrue interest at the rate of eighteen percent (18%) per year. Additionally, the Developer shall pay in full all bills submitted to it by the City prior to any reductions in the security for the development.
- F. In addition to the charges and special assessments referred to herein, other charges and special assessments may be imposed such as but not limited to sewer availability charges ("SAC"), City water connection charges, City sewer connection charges, and building permit fees.

31. DEVELOPER'S DEFAULT. In the event of default by the Developer as to any of the work to be performed by it hereunder, the City may, at its option, perform the work and the Developer shall promptly reimburse the City for any expense incurred by the City, provided the Developer, except in an emergency as determined by the City, is first given notice of the work in default, not less than forty-eight (48) hours in advance. This Contract is a license for the City to act, and it shall not be necessary for the City to seek a

Court order for permission to enter the land. When the City does any such work, the City may, in addition to its other remedies, assess the cost in whole or in part.

32. MISCELLANEOUS.

A. The Developer, as an inducement to the City to enter into this Agreement, hereby represents, warrants, and covenants to the City as follows:

- i. The Developer is a duly organized corporation under the laws of the State of Minnesota in good standing and authorized to do business in the State of Minnesota and is under no restriction to enter into this Agreement.
- ii. The Developer is the owner in fee simple of the property and has marketable title to the real estate described in the plat of Stoneridge Hills 2nd Addition.
- iii. The execution, delivery and performance of this Agreement does not and will not result in any breach of, or constitute a default under, any indenture, mortgage, contract, agreement or instrument to which the Developer is a party or by which it, or its property, is bound.
- iv. There are no pending, or to the knowledge of the Developer, threatened actions or proceedings before any court or administrative agency which will adversely affect the financial condition, business or operation of the Developer or the ability of the Developer to perform its obligations under this Agreement.
- v. The Developer will comply with and promptly perform all of the Developer's obligations under this Agreement and all related documents and instruments.

B. The Developer represents to the City that the plat complies with all city, county, metropolitan, state, and federal laws and regulations, including but not limited to: subdivision ordinances, zoning ordinances, and environmental regulations. If the City determines that the plat does not comply, the City may, at its option, refuse to allow construction or development work in the plat until the Developer does comply. Upon the City's demand, the Developer shall cease work until there is compliance.

- C. Third parties shall have no recourse against the City under this Contract.
- D. Breach of the terms of this Contract by the Developer shall be grounds for denial of building permits, including lots sold to third parties.
- E. If any portion, section, subsection, sentence, clause, paragraph, or phrase of this Contract is for any reason held invalid, such decision shall not affect the validity of the remaining portion of this Contract.
- F. Grading, curbing, and one lift of asphalt shall be installed on all public and private streets prior to issuance of any building permits, except (1) one model home on a lot acceptable to the City Administrator.
- G. If building permits are issued prior to the acceptance of public improvements, the Developer assumes all liability and costs resulting in delays in completion of public improvements and damage to public improvements caused by the City, Developer, its contractors, subcontractors, material men, employees, agents, or third parties. No sewer and water connections or inspections may be conducted and no one may occupy a building for which a building permit is issued on either a temporary or permanent basis (including the model home) until the streets needed for access have been paved with a bituminous surface and the utilities are accepted by the City Engineer.
- H. The action or inaction of the City shall not constitute a waiver or amendment to the provisions of this Contract. To be binding, amendments or waivers shall be in writing, signed by the parties and approved by written resolution of the City Council. The City's failure to promptly take legal action to enforce this Contract shall not be a waiver or release.
- I. This Contract shall run with the land and may be recorded against the title to the property. In the event this Contract is recorded, upon request by Developer, the City covenants to provide a recordable Certificate of Completion within a reasonable period of time following the request, upon the completion of the work and responsibilities required herein, payment of all costs and fees required and compliance with all terms of the Contract. A release of this Contract may be

provided in the same manner and subject to the same conditions as a Certificate of Completion provided there are no outstanding or ongoing obligations of Developer under the terms of this Contract. The Developer covenants with the City, its successors and assigns, that the Developer is well seized in fee title of the property being final platted and/or has obtained consents to this Contract, in the form attached hereto, from all parties who have an interest in the property; that there are no unrecorded interests in the property being final platted; and that the Developer will indemnify and hold the City harmless for any breach of the foregoing covenants.

J. Insurance. Prior to execution of the final plat, Developer and its general contractor shall furnish to the City a certificate of insurance showing proof of the required insurance required under this Paragraph. Developer and its general contractor shall take out and maintain or cause to be taken out and maintained until six (6) months after the City has accepted the public improvements, such insurance as shall protect Developer and its general contractor and the City for work covered by the Contract including workers' compensation claims and property damage, bodily and personal injury which may arise from operations under this Contract, whether such operations are by Developer and its general contractor or anyone directly or indirectly employed by either of them. The minimum amounts of insurance shall be as follows:

Commercial General Liability (or in combination with an umbrella policy)
\$2,000,000 Each Occurrence
\$2,000,000 Products/Completed Operations Aggregate
\$2,000,000 Annual Aggregate

The following coverages shall be included:

Premises and Operations Bodily Injury and Property Damage
Personal and Advertising Injury
Blanket Contractual Liability
Products and Completed Operations Liability

Automobile Liability
\$2,000,000 Combined Single Limit – Bodily Injury & Property Damage
Including Owned, Hired & Non-Owned Automobiles

Workers Compensation
Workers' Compensation insurance in accordance with the statutory requirements of the State of Minnesota, including Employer's Liability with minimum limits are as follows:

- \$500,000 – Bodily Injury by Disease per employee

- \$500,000 – *Bodily Injury by Disease aggregate*
- \$500,000 – *Bodily Injury by Accident*

The Developer's and general contractor's insurance must be "Primary and Non-Contributory".

All insurance policies (or riders) required by this Contract shall be (i) taken out by and maintained with responsible insurance companies organized under the laws of one of the states of the United States and qualified to do business in the State of Minnesota, (ii) shall name the City, its employees and agents as additional insureds (CGL and umbrella only) by endorsement which shall be filed with the City and (iii) shall identify the name of the plat. A copy of the endorsement must be submitted with the certificate of insurance.

Developer's and general contractor's policies and Certificate of Insurance shall contain a provision that coverage afforded under the policies shall not be cancelled without at least thirty (30) days' advanced written notice to the City, or ten (10) days' notice for non-payment of premium.

An Umbrella or Excess Liability insurance policy may be used to supplement Developer's or general contractor's policy limits on a follow-form basis to satisfy the full policy limits required by this Contract.

- K. Indemnification. To the fullest extent permitted by law, Developer agrees to defend, indemnify and hold harmless the City, and its employees, officials, and agents from and against all claims, actions, damages, losses and expenses, including reasonable attorney fees, arising out of Developer's negligence or its performance or failure to perform its obligations under this Contract. Developer's indemnification obligation shall apply to Developer's general contractor, subcontractor(s), or anyone directly or indirectly employed or hired by Developer, or anyone for whose acts Developer may be liable. Developer agrees this indemnity obligation shall survive the completion or termination of this Contract.
- L. Each right, power or remedy herein conferred upon the City is cumulative and in addition to every other right, power or remedy, express or implied, now or hereafter arising, available to City, at law or in equity, or under any other agreement, and each and every right, power and remedy herein

set forth or otherwise so existing may be exercised from time to time as often and in such order as may be deemed expedient by the City and shall not be a waiver of the right to exercise at any time thereafter any other right, power or remedy.

- M. The Developer may not assign this Contract without the written permission of the City Council. The Developer's obligation hereunder shall continue in full force and effect even if the Developer sells one or more lots, the entire plat, or any part of it, until the City's issuance of a Certificate of Completion and Release.
- N. Retaining walls that require a building permit shall be constructed in accordance with plans and specifications prepared by a structural or geotechnical engineer licensed by the State of Minnesota. Following construction, a certification signed by the design engineer shall be filed with the Building Official evidencing that the retaining wall was constructed in accordance with the approved plans and specifications. All retaining walls identified on the development plans and by special conditions referred to in this Contract shall be constructed before any other building permit is issued for a lot on which a retaining wall is required to be built.
- O. Should the Developer convey any lot or lots in the Development to a third party, the City and the owner of that lot or those lots may amend this Development Contract or other city approvals or agreements for development or use of those lots without the approval or consent of the Developer or other lot owners in the Development. Private agreements between the owners of lots within the Development for shared service or access and related matters necessary for the efficient use of the Development shall be the responsibility of the lot owners and shall not bind or restrict City authority to approve applications from any lot owner in the Development.

33. NOTICES. Required notices to the Developer shall be in writing, and shall be either hand delivered to the Developer, its employees or agents, or mailed to the Developer by certified mail at the following address: Giles Properties, Inc., 7243 Hazelwood Avenue, Northfield, MN 55057. Notices to the City shall be in writing and shall be either hand delivered to the City Administrator, or mailed to the City by

certified mail in care of the City Administrator at the following address: Dundas City Hall, 100 Railway Street N, P.O. Box 70, Dundas, MN 55019.

CITY OF DUNDAS

BY: _____
Glenn Switzer, Mayor

(SEAL)

AND _____
Jenelle Teppen, City Clerk

STATE OF MINNESOTA)
)ss.
COUNTY OF RICE)

The foregoing instrument was acknowledged before me this _____ day of _____, 2022, by Glenn Switzer and by Jenelle Teppen, the Mayor and City Clerk of the City of Dundas, a Minnesota municipal corporation, on behalf of the corporation and pursuant to the authority granted by its City Council.

NOTARY PUBLIC

**DEVELOPER:
GILES PROPERTIES, INC.**

BY: _____
Its

STATE OF MINNESOTA)
)ss.
COUNTY OF RICE)

The foregoing instrument was acknowledged before me this _____ day of _____, 2022, by _____ the _____ of **Giles Properties, Inc.**, a Minnesota corporation, on behalf of said entity.

NOTARY PUBLIC

DRAFTED BY:
CAMPBELL, KNUTSON
Professional Association
Grand Oak Office Center I
860 Blue Gentian Road, Suite 290
Eagan, MN 55121
Telephone: 651-452-5000
JDS/smt

**FEE OWNER CONSENT
TO
DEVELOPMENT CONTRACT**

_____, fee owners of all or part of the subject property, the development of which is governed by the foregoing Development Contract, affirm and consent to the provisions thereof and agree to be bound by the provisions as the same may apply to that portion of the subject property owned by them.

Dated this ____ day of _____, 2____.

STATE OF MINNESOTA)
)ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this ____ day of _____, 2____,
by _____.

NOTARY PUBLIC

DRAFTED BY:
CAMPBELL KNUTSON
Professional Association
Grand Oak Office Center I
860 Blue Gentian Road, Suite 290
Eagan, Minnesota 55121
651-452-5000
JDS/smt

**MORTGAGE CONSENT
TO
DEVELOPMENT CONTRACT**

_____, which holds a mortgage on the subject property, the development of which is governed by the foregoing Development Contract, agrees that the Development Contract shall remain in full force and effect even if it forecloses on its mortgage.

Dated this ____ day of _____, 2_____.

STATE OF MINNESOTA)
)ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this ____ day of _____, 2_____, by _____.

NOTARY PUBLIC

DRAFTED BY:
CAMPBELL KNUTSON
Professional Association
Grand Oak Office Center I
860 Blue Gentian Road, Suite 290
Eagan, Minnesota 55121
651-452-5000
JDS/smt

**CONTRACT PURCHASER CONSENT
TO
DEVELOPMENT CONTRACT**

_____, which/who has a contract purchaser's interest in all or part of the subject property, the development of which is governed by the foregoing Development Contract, hereby affirms and consents to the provisions thereof and agrees to be bound by the provisions as the same may apply to that portion of the subject property in which there is a contract purchaser's interest.

Dated this ____ day of _____, 2____.

STATE OF MINNESOTA)
)ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this ____ day of _____,
2____, by _____.

NOTARY PUBLIC

DRAFTED BY:
CAMPBELL KNUTSON
Professional Association
Grand Oak Office Center I
860 Blue Gentian Road, Suite 290
Eagan, Minnesota 55121
651-452-5000
JDS/smt

**EXHIBIT "A"
TO
DEVELOPMENT CONTRACT**

**Legal Description of Property Being Final Platted as
Stoneridge Hills, 2nd Addition**

Outlot C, Stoneridge Hills, Rice County, Minnesota, according to the recorded plat thereof.

[BANK LETTERHEAD]

IRREVOCABLE LETTER OF CREDIT

No. _____
Date: _____

TO: Dundas City Hall, 100 Railway Street N, P.O. Box 70, Dundas, MN 55019

Dear Sir or Madam:

We hereby issue, for the account of _____ (Name of Developer) and in your favor, our Irrevocable Letter of Credit in the amount of \$ _____, available to you by your draft drawn on sight on the undersigned bank.

The draft must:

a) Bear the clause, "Drawn under Letter of Credit No. _____, dated _____, 2 _____, of (Name of Bank) _____";

b) Be signed by the City Administrator or Finance Director of the City of Dundas.

c) Be presented for payment at _____ (Address of Bank) _____, on or before 4:00 p.m. on November 30, 2 _____.

This Letter of Credit shall automatically renew for successive one-year terms unless, at least forty-five (45) days prior to the next annual renewal date (which shall be November 30 of each year), the Bank delivers written notice to the Dundas Finance Director that it intends to modify the terms of, or cancel, this Letter of Credit. Written notice is effective if sent by certified mail, postage prepaid, and deposited in the U.S. Mail, at least forty-five (45) days prior to the next annual renewal date addressed as follows: Dundas Finance Director, Dundas City Hall, 20195 Holyoke Avenue, Dundas, MN 55044, and is actually received by the Finance Director at least thirty (30) days prior to the renewal date.

This Letter of Credit sets forth in full our understanding which shall not in any way be modified, amended, amplified, or limited by reference to any document, instrument, or agreement, whether or not referred to herein.

This Letter of Credit is not assignable. This is not a Notation Letter of Credit. More than one draw may be made under this Letter of Credit.

This Letter of Credit shall be governed by the most recent revision of the Uniform Customs and Practice for Documentary Credits, International Chamber of Commerce Publication No. 600.

We hereby agree that a draft drawn under and in compliance with this Letter of Credit shall be duly honored upon presentation.

[NAME OF BANK]

BY: _____

Its _____



REQUEST FOR COUNCIL ACTION

TO: City Council Members

FROM: Jenelle Teppen, City Administrator

SUBJECT: Consider Approving Quote for 100' of Fencing and Gate at Highland Parkway and 115th Street.

DATE: For the City Council Meeting of June 13, 2022

PURPOSE/ACTION REQUESTED

Consider approving quote for 100' of fencing and a gate to be installed at Highland Parkway and 115th Street.

SUMMARY

At the May 23 regular City Council meeting the Council members in attendance reviewed a request to authorize staff to spend up to \$30,000 for a gate and 600' of fence at and along both sides of the intersection of Highland Parkway and 115th Street.

The purpose of the gate and fence in this location is to provide an emergency access through the intersection and to prevent the homeowners whose backyards are along 115th Street from accessing those yards from 115th Street. City Code, Section 154.067 allows access to a residential property via the permitted driveway only.

The City Council members in attendance on May 23 tabled the item to the June 13 meeting when the other members could weigh in.

In the meantime, staff sought a quote for the gate and 100' of fencing and it is attached. A gate across Highland Parkway and fencing equal distance along both sides of the gate will prevent vehicles from driving over the curb onto the trail but will allow emergency vehicle access – as well as pedestrian access to and from the trail.

To prevent homeowners from leaving 115th Street to gain access to their backyards we could purchase some used concrete jersey barriers and place them in the right-of-way of 115th Street (with the permission of Bridgewater Township). A local business owner has about 30 jersey barriers and he's offered them to the City in a purchase or trade.

RECOMMENDATION

Motion to approve quote from Caron Fence in the amount of \$6,400 for 100' of chain link fencing and a 12 foot gate..

Capstick Companies LLC

220 County Road 1
Dundas, MN 55019
(507)334-6145
office@caronfence.com



Estimate

ADDRESS

City of Dundas
100 Railway Street N
Dundas, MN 55019

SHIP TO

City of Dundas
115th Street
Dundas, MN 55019

ESTIMATE #

23058

DATE

05/30/2022

DESCRIPTION	QTY	RATE	AMOUNT
-------------	-----	------	--------

*Prices are subject to change at the time of ordering, stocking, or shipping, due to Covid -19 related supply shortages.

** Linear footage provided by the customer. Price is subject to change after a completed estimate with one of Caron Fence's Estimators.

Roughly 100 feet of 5-foot high Galvanized Chain Link Fence with (1) 12-foot wide by 5-foot high Swinging Gate - Includes labor, equipment, and material	1	6,400.00	6,400.00
--	---	----------	----------

Your dated signature and 50% down payment accepts this proposal and authorizes Caron Fence to purchase material and schedule installation. The final balance is due on completion of the project. The homeowner is responsible for showing correct property and fence lines, removal of obstructions to fence installation, obtaining permits and locating private underground utilities (sprinklers, LP gas pipes, underground dog fence, etc.). The customer is responsible for the future maintenance of the fence. Credit Card payments are subject to a 3.9% processing fee.

SUBTOTAL	6,400.00
TAX	0.00
TOTAL	\$6,400.00

Accepted By

Accepted Date

City of Dundas
Public Works Staff Meeting / City Engineer Update 6/8/22

June 9, 2022
Agenda

The City Administrator, Public Works Director, and City Engineer meet at least monthly to plan and review projects and tasks, and to discuss public works matters of all types. The agenda used for the most recent Public Works staff meeting forms the basis for the updates that are provided to the City Council. Following is the most recent Public Works staff meeting agenda with notes added.

1. 2021 Street Maintenance
 - 5% retainage will be held until spring of 2022 to reassess tack coat on driveway at 307 Hester Street W before approving final payment.

2. 2022 Sidewalk/Trail Improvements
 - ECRT North-south connection along 1st Street North.
 - Crosswalk markings will be installed on Hester Street at 1st Avenue will be coordinated with Rice County. 11/3/21 County will be responsible for the crossing markings on pavement on Hester Street and 1st Street. The existing pedestrian ramp on the SW corner of the intersection will be expanded for better access to 1st street to the southwest.
 - An 8-foot striped bike lane will be added in the street on the east side of 1st street, extending from the East Cannon River Trail to Memorial Park.
 - Staff plans to send out a request for quotes in February or March with work to begin in the spring.
 - On-street bike lane plan has been revised based on Council comments from the March 14th Council meeting. Revisions include adding bike lane crosswalks at all intersections and striping the west side of the road for on-street parking.
 - 1st Street will be seal coated as part of the 2022 seal coating project. All bike lane striping will be done after the seal coating. This project will be done separately from the Memorial Park Improvements project.
 - The SHIP grant funding application was approved by in the amount of \$4,680.00. The City will work with Rice County on media relations as part of the grant funding.
 - ***Staff will contact Rice County about installing pedestrian crossing signage on Hester Street at the future 1st Street crosswalk.***

3. 2022 Storm Sewer Maintenance
 - Hester Street
 - On the south side of Hester Street between the Menard and City ponds; the storm sewer outlet from 3rd Street will be extended, and the pond side slopes flattened in this area. 12-16-21 Menard Inc indicated that they are not willing to turn over the stormwater pond to the City. ***Menard has sent over a draft grading and maintenance easement agreement. Staff has reviewed the agreement and is working to finalize the document with Menard.***

- Modification work to the catch basin near the Dundas Dome driveway. Structure cannot be lowered. Lower grade around casting and structure and rip rap area. Regrade from road and Dundas Dome swale to improve drainage with the possible addition of a concrete flume from street to catch basin. Work will be done in 2022 with potential sidewalk project. Staff is developing a concept plan for this work. *Staff is preparing a plan to send out for quotes.*
4. 2023 Street Lighting
- On Railway Street down to West Avenue; and including lights at each end of the pedestrian bridge over the Cannon River.
 - Updated pricing will be requested from the supplier.
 - As part of the project, the existing poles at City Hall will re-located to the Railway Street/Memorial Park area and shorter (16') poles will be installed.
5. Comprehensive Transportation Planning
- 8/9/21 Staff met with Bridgewater Township officials to discuss the road policy/plan referenced in the OAA. Township officials indicated they would submit initial drafts based on the discussion in September. Meeting was held with BWT on 10/27/21 to discuss initial draft. The Joint Road Policy from BWT has been reviewed and staff has prepared a City of Dundas JRP. Staff is in conversation with BWT to set up a meeting date.
 - Staff is preparing a preliminary road design and estimate of project costs for street improvements for a portion of 115th Street between CSAH 20 and CSAH 22. Costs are being prepared for state aid design option vs paving the existing gravel. Initial project funding has been identified in the draft CIP. 11-3-21 Staff met with Rice County. County plans to reconstruct CSAH 20 in 2025 and plans look at options to realign the intersection of CSAH 20, 115th Street and TH 3. Coordination between City, BWT, State and County will be required.
 - 4/12/21 the City Council approved a resolution in support of Rice County preparing a planning Study of Decker Avenue from TH 19 to CSAH 1. 11-3-21 Staff met with Rice County. The County is planning to revisit the study in 2022.
6. CSAH 1/TH 3 Pedestrian Crossing
- The scope includes a crossing of CSAH 1 connecting the existing trail near the PRV to the sidewalk on Stafford Road North; and pedestrian connections west along the south side of CSAH 1 to Cannon Road.
 - A trail would be extended along CSAH 1 from TH 3 to connect to the existing sidewalk on Cannon Road and Stafford Road North. A trail connection would also be made from TH 3 to the existing trail to the northeast.
 - Storm sewer modifications would be made to accommodate the new trails.
 - The addition of ADA pedestrian curb ramps and crosswalk markings would be added to the intersection. Minor signal modifications and the addition of pedestrian push buttons would be included at all legs of the intersection.
 - MnDOT has reviewed the concept and has provided comments.
 - A trail would be extended along CSAH 1
 - Rice County does not have funding budgeted for cost sharing in 2022. Project would be done in 2023. Staff is exploring funding options and have reached out to Rice County and MnDOT to inquire about cost sharing. Staff is working on identifying cost participation from the County and State.
 - A portion of the \$121,900 capital expenditure budgeted for Sidewalk/Trail in 2021 is to further preliminary design of these crossing concepts.

- Staff met with MnDOT on 5/4 to discuss cost participation through the Local Partnership Program funding. MnDOT will have internal conversations to discuss the project further. ***Staff has reached out to MnDOT to inquire about the internal review and is waiting to hear back.***
- ***Staff has provided the requested documentation to Rice County for review.***

7. ECRT Parking Lot

- An aggregate base parking area is proposed to be created at the ECRT on the NE corner of 1st Street N / Everett Street.
- Project is in the 2023 CIP
- Staff contacted the DNR and they would welcome the addition of the parking lot but do not hold any formal interest in the land use of that area. Direction was given to notify Northfield of any improvements.
- Staff has revised and reviewed a preliminary layout for the parking lot. Staff will schedule survey to be done on the area to further the design and determine the scope of the project.
- ***A figure has been prepared for the future dog park location and parking lot. Staff is looking into using the excavated aggregate material from the Memorial Park project to establish a base for the future parking lot.***

8. Forest Avenue and Depot Street

- Based on recent soil borings, extensive pavement repair has been included in the draft CIP, future construction which will likely include pavement reclamation and a bituminous overlay. The pavement rehabilitation needs of Forest Avenue will be reviewed again in the spring of 2022; mill and overlay needs for Depot Street may become a higher priority. Forest Avenue and Depot Street will be reviewed in the Spring to evaluate street conditions.
- Staff will be getting cores in the roadway on Depot Street from Hester Street to Forest Avenue, to evaluate the condition of the pavement and the subgrade conditions below the pavement. Coring has been completed on Depot Street. The recommendation for rehabilitation of the roadway is full pavement removal and replacement or full depth reclamation.
- Staff has reviewed the condition of Forest Avenue and Depot Street. Based on the current condition of the roadways, inflated pricing and contractor availability, reconstruction of the roadway is tentatively planned for 2023. Roadway patching will be done as necessary in problem areas. ***Staff is preparing preliminary costs for reconstruction options of the two roadways.***

9. Memorial Park

- Staff will look at installing bike racks near the bleachers. Staff will coordinate this work internally and work will not be included in the project.
- Contract was awarded at the April 11th Council meeting to Heselton Construction, LLC.
- Preconstruction meeting was held on April 28th with Heselton Construction and work started on the project on May 2nd. Substantial completion date is May 31st.
- ***Project is substantially completed, including paving, concrete, topsoil and seeding.***

10. Mill Town Trail Head

- ***The sculpture has been re-set.***
- ***Staff is working to prepare the quote package to send out a request for quotes for the sculpture area landscaping.***

11. Northfield Wastewater Treatment

- Meeting was held with City of Northfield on 10/5/21 and 10/11/21
 - Staff performed survey on a section of the sewer shed with high TSS results. Survey results show potential problems with the lines. Staff is coordinating cleaning and televising of lines. Testing will be performed after lines are cleaned. Televising and cleaning of the lines is complete. One area of pipe has installation/settlement issues. Staff is working to identify solutions to correct the pipe in the area. Staff has prepared a plan for the repairs to the sewer system by Kwik Trip and Menards. Staff is looking at preliminary costs to evaluate the options.
 - Staff is exploring a new connection between existing manholes to bypass the area of concern. Private utility companies have submitted their maps. Staff will review City infrastructure in the area to create a concept plan and costs.
 - Meetings will be set up twice a year with the City of Northfield to discuss the City of Dundas' wastewater flows with respect to the limits set in the agreement and to stay updated on things Northfield is working on, such as the permit ammendment. First meeting with Northfield staff will be set up after PCA review period has ended.
 - Northfield staff indicated that they are planning to hire a consultant in 2023 to review the Wastewater Agreement. They expect the consultant would suggest modifications to the Agreement to reflect growth projections for both the City of Northfield and the City of Dundas.
 - ***The PCA provided information on the possibility of Dundas having its own wastewater facility. Staff is reviewing the information in order to determine the feasibility of the facility. The information will be presented at a work session on June 27th.***
 - Northfield received written approval from the PCA for the permit amendment. The City of Northfield will approve future sanitary sewer extension permits and the surcharge will be discontinued while the City's flows remain within the revised limits.

12. Public Works Tasks

- The storm water code and fees are under review, including sump pump connection requirements. Staff met with Andrew Albers to discuss his concerns regarding the amount of City fees he pays and research he has done on fee options.
- The City received an inquiry regarding converting the Access Road west of TH 3 between CSAH 1 and Hester Street to a public street; a draft policy will be prepared for reviewing these types of requests.
- Staff is working on a concept to install a sidewalk from Railway Street to the future railroad crossing along Hester Street. Work will include relocating the retaining wall and stop sign at 236 Railway Street. Staff met on site to review the scope of work. Survey is complete. Staff is preparing a plan for the concrete sidewalk extension and retaining wall relocation.
- Staff has reached out to Union Pacific Railroad to start conversations about making the sidewalk crossing over the tracks.
- 2022 Seal Coat Project will include the following streets: 1st Street from Memorial Park to Everett Street. Everett Street from 1st Street to 3rd Street and Highland Parkway from Bluff Street to Bridgewater Parkway. ***Quote package has been sent out and is due back to staff on June 21st.***
- Staff will be replacing the No U-Turn Sign at Mills Town Road

13. Regional Storm Water and Wetland

- This will be the next storm water pond cleaning project; the focus for work at the regional pond will be clearing trees/brush and removing sediment. A future study will be done to quantify treatment capacity and service area for the pond.
- ***Staff will be reviewing the scope of work in June.***

14. Two Year Warranty Inspections

- Warranty inspections have been completed for the 2019 projects; Swenke will be contacted about one small settlement on Stafford Road North

15. AT&T East tower antenna modification

- 11/11/21 Staff has approved the submittals and is coordinating the work with AT&T.
- AT&T will provide the City with estimated dates of construction. A preconstruction meeting will be set up prior to any work being performed. Work to begin in February at the earliest. SEH run AT&T run project has been suspended.
- 3/22/22 Preconstruction meeting was held. Contractor will provide project schedule when it is known.

16. Dundas Dome Site

- A request for an extension of the completion date for parking lot work was approved by the City Council on 10/12/20. Extension is through October 2022.

17. Stoneridge Hills 2nd

- On 8/6/21 the City Planner forwarded a letter to the developer indicating their land use application was incomplete for review.
- 11/19/21 Staff and Developer executed a conditional grading permit. Developer has started minor site grading work.
- 2-7-22 Developer submitted revised plans for City Review. Staff has completed a drainage and engineering review for the submittal.
- 3/10/2022 Staff and Developer are working on a conditional grading permit for grading in the City outlot for the stormwater pond in Stoneridge 1st Addition. Stormwater revisions for the City outlot stormwater pond have been reviewed and approved.
- 5-2-Staff spoke with the Developer's Engineer, and they are working on a new submittal for City review.
- ***5-27 Developer submitted revised plans for City review. Staff has completed the stormwater and engineering review.***

18. Tower Heights

- ***Staff is preparing a plan to install fencing along 115th Street for the emergency vehicle connection on Highland Parkway and 115th Street. 2nd Quote was obtained for the fence and gate to extend 50' in either direction from Highland Parkway along 115th Street.***
- 8/12/21 a LOC reduction was authorized.
- 10/6/21 a LOC reduction was authorized.
- 11/30/21 a LOC reduction was authorized.

19. West Avenue Apartments

- 3/26/22 Preconstruction meeting was held with Developer. Developer will inform the City of project start date when it is known.
- Weekly and rainfall inspections will be done on behalf of the City through the duration of construction ensure erosion control issues do not arise.

- Grading and excavation began on the site on 5/2.

20. Industrial Zone – 600 Railway Street South

- Staff prepared a concept plan of street and utility improvements and preliminary cost estimate. Information was presented at the EDA meeting on 11/22/21

21. Pavement Management Plan

- Pavement Management Plan approved by Council at April 11th Council Meeting.
- Data collection and inspections for City roadways are scheduled for June and July of 2022.