



WHITE BEAR TOWNSHIP

1858
RAMSEY COUNTY
MINNESOTA

1281 HAMMOND ROAD
WHITE BEAR TOWNSHIP, MN 55110

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Board of Supervisors
ED M. PRUDHON, *Chair*
STEVEN A. RUZEK
SCOTT E. MCCUNE

AGENDA ECONOMIC DEVELOPMENT AUTHORITY APRIL 15, 2019

1. **6:40 p.m.** Call to Order at Heritage Hall, 4200 Otter Lake Road.
2. Approval of Agenda (Additions/Deletions).
3. Approve of Minutes of March 18, 2019
4. The Stable Property – Approval of Engineering Firm.
5. Added Agenda Items.
6. Receipt of Agenda Materials/Supplements.
7. Adjournment.



**EDA
Meeting
April 15, 2019**

Agenda Number: 1 - 2 - 3

Subject: Call to Order – 6:40 p.m.
Heritage Hall, 4200 Otter Lake Road

Approval of April 15, 2019 Agenda &
March 18, 2019 Minutes

Documentation: April 15, 2019 Agenda
March 18, 2019 Minutes

Action / Motion for Consideration:

Call meeting to order:	6:40 p.m.
Approval of Agenda:	April 15, 2019 (additions/deletions)
Approval of Minutes:	March 18, 2019



**EDA
Meeting
April 15, 2019**

Agenda Number: 4

Subject: The Stable Property – Approval of Engineering Firm

Documentation: Larson Engineering Proposal

Action / Motion for Consideration:

Report at Meeting

Approve Larson Engineering, Inc., Proposal to Provide Civil Engineering Services for The Stable Property in the Amount of \$18,000.00 With Funding from the EDA Fund

Minutes
Executive Meeting
March 29, 2019

THE STABLE OF WHITE BEAR TOWNSHIP – UPDATE: Larry Alm, developer, sent an email to the Planner in response to a plat layout considered by the Town Board. The Board was interested in the value of the out lots in the southerly portion of the property in relation to the buildable portion of the abutting lots. Larry Alm stated that in his opinion the lots are large enough as they are drawn, increasing the size by adding in the wetland areas really will not add value, but most likely would be seen as a negative. The bike path is a good lot line (border) as shown and is totally acceptable. The out lot is wet and is not usable and so adding it into the lots themselves will result in higher property tax which is never received well.

The Planner stated that the neighbors have provided input into the trail proposed as part of this project. The trail would connect to the trail at Deer Meadow Park. The residents would like a paved trail. Due to the wetlands, a boardwalk has been proposed but the plan could be for a paved trail with a bridge over the wetland. This work could be done by the work crew provided by the Department of Corrections. It was noted that having a bridge versus a boardwalk over the wetland would allow public works to take their small park equipment over the bridge. An engineering proposal would be needed for the project. Engineering services is estimated to be approximately \$15,000.

The updated proposal was from 2017, so the Board had staff get another proposal. This one came in a little lower, from Larson Engineering. Larson's proposal came in at \$18,000, \$500 less than TKDA's proposal. This agenda item will be discussed at the Town Board Meeting on April 1, 2019. It was noted that in the following days and meetings the Board should take into consideration staff's comfort level of Larson's completion in satisfaction to the Township.

Larson Engineering, Inc.
3524 Labore Road
White Bear Lake, MN 55110-5126
651.481.9120 Fax: 651.481.9201
www.larsonengr.com

PROPOSAL

CIVIL



March 20, 2019

Tom Riedesel
White Bear Township
1281 Hammond Road
White Bear Township, MN 55110

RE: Civil Engineering Design Services
Stable Property Residential Development
White Bear Township, MN
LEI Project No.: 12196064.000

Dear Mr. Riedesel:

In response to your request, Larson Engineering, Inc. (LEI) is pleased to submit the following proposal to provide civil engineering services for the proposed project.

PROJECT DESCRIPTION

The project is located just to the south of the Wildwood Preserve of White Bear Township plat, and involves the extension of Morgan Trail to the south and east connecting to Portland Avenue. The total roadway extension is approximately 600 feet with a cul-de-sac. Along the new roadway will be 8 new single-family residential units as well as the associated municipal utility extensions (sanitary sewer and watermain) to service the new units. This residential subdivision will be generally consistent with the Preliminary Plat document prepared by E.G. Rud & Sons.

SCOPE OF WORK

LEI will provide the following services:

Construction Documents & Permitting

- An initial site visit by the Project Manager to become familiar with site conditions.
- Obtain the topographic and boundary survey, and the concept plan from the surveyor.
- Attend necessary design coordination meetings with the Township and watershed district.
- Prepare final civil engineering documents including: existing conditions & demolition plan, street and storm sewer plans/profiles, grading & drainage plan, erosion control plan, site utility plans/profiles (sanitary sewer and domestic water), technical specifications/permit notes and details. Final civil engineering documents will be provided to the Owner for review.
- Prepare final stormwater management calculations and report, and submit permit application to the Rice Creek Watershed District.
- Prepare earthwork calculations for the owner's use during the bidding phase.
- Prepare Stormwater Pollution Prevention Plan (SWPPP) and assist Client in submittal of required permits to the Minnesota Pollution Control Agency (MPCA).

Tom Riedesel
Stable Property Residential Development
March 20, 2019

- Assist the owner with the submittal of required permits for the extension of municipal sanitary sewer (MPCA) and watermain (Minnesota Department of Health).
- Make plan and construction document revisions as required per the government agency reviews.

SCHEDULE

Work to follow a mutually agreed upon schedule at project commencement. LEI's work will begin when a signed Proposal has been received.

FEES

We propose to perform the work described herein including all reimbursable expenses for eighteen thousand dollars (\$18,000).

ADDITIONAL SERVICES

Additional services beyond the scope of this agreement including but not limited to:

- Additional Engineering and Drafting due to redesign/relocation of the site, roadway or grading layouts after the initial layout is approved by the Owner.
- Traffic studies.
- Meetings beyond those described in the scope of work.
- As-Built or Record Drawings.
- Topographic and boundary survey.
- Construction staking.
- Permit fees.
- Wetland delineation (if required).
- Geotechnical evaluation and report (soil borings).
- Bidding phase assistance.
- Construction administration services (response to contractor questions, meetings, site visits, etc.).
- Statement of estimated quantities for contractor bidding.

ACCEPTANCE

Please sign and return one copy of this proposal to acknowledge your understanding of our Scope of Services, Fees, and Terms and Conditions and to authorize us to proceed. We appreciate the opportunity to have prepared this proposal and look forward to working with you on the project. If you have any questions concerning this proposal or our services, please call.

Sincerely,
Larson Engineering, Inc.

Matt Woodruff

Matt Woodruff, P.E.
Department Manager
mwoodruff@larsonengr.com

We (Client) accept the terms of this Proposal

Name (Print) _____

Title _____ Date _____

Client Company _____

Billing Address _____





**EDA
Meeting
April 15, 2019**

Agenda Number: 5 – 6 - 7

Subject: Added Agenda Items
Receipt of Agenda Materials / Supplements
Adjournment

Action / Motion for Consideration:

Receive Added Agenda Items

Receive All Agenda Materials & Supplements for Today's Meeting

Adjourn Meeting