



# 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 JUNE 17, 2019

1. **6:40 p.m.** Call to Order at Heritage Hall, 4200 Otter Lake Road.
2. Approval of Agenda (Additions/Deletions).
3. Approval of Minutes of May 20, 2019.
4. The Stable of White Bear – Update:
  - a. Appraisal
  - b. Preliminary Plat
5. License Agreement – Approve License Agreement with Bonita Byers Regarding the Designing & Replanting of the Flagpole Area at Polar Lakes Park
6. Added Agenda Items.
7. Receipt of Agenda Materials/Supplements.
8. Adjournment.

### White Bear Township's

#### Mission:

To provide White Bear Township residents, businesses and visitors with reliable, high quality municipal services while serving as open and responsible stewards of the public trust.



recycled paper



**EDA  
Meeting  
June 17, 2019**

**Agenda Number:** 1 - 2 - 3

**Subject:** Call to Order – 6:40 p.m.  
Heritage Hall, 4200 Otter Lake Road  
  
Approval of June 17, 2019 Agenda &  
May 20, 2019 Minutes

**Documentation:** June 17, 2019 Agenda  
May 20, 2019 Minutes

**Action / Motion for Consideration:**

Call meeting to order:	6:40 p.m.
Approval of Agenda:	June 17, 2019 (additions/deletions)
Approval of Minutes:	May 20, 2019

**MINUTES  
ECONOMIC DEVELOPMENT AUTHORITY  
MAY 20, 2019**

The meeting was called to order at 6:02 p.m.

Present: Commissioners: Prudhon, Ruzek, McCune; Assistant Treasurer: Christopherson; Attorney: Lemmons.

**APPROVAL OF AGENDA (Additions/Deletions):** Ruzek moved approval of the agenda as submitted. McCune seconded. Ayes all.

**APPROVAL OF MINUTES OF APRIL 15, 2019:** Ruzek moved approval of the Minutes of April 15, 2019 with minor corrections. McCune seconded. Ayes all.

**THE STABLE OF WHITE BEAR – SOIL BORING PROPOSALS:** The soil boring proposals were included in the supplement packet. Two proposals came in: one from NTI and one from Braun Intertech. The proposal from Braun Intertech came in at \$6,450 whereas the NTI proposal came in at \$4,950.

It will take 30 days to get the borings report. There was discussion on extra charges. It was noted that the Stable property would be exempt from the Township's own permit costs, but not from the Minnesota Department of Health's permit costs. There was discussion from where the funds would come. It was noted that there would be a split between the EDA Fund and the Park Fund: \$3,850 and \$1,100 respectively.

Upon the decision, the Planner would call NTI the following business day.

Ruzek motioned to receive proposals for Stable Property and Trail to Deer Meadow Park. McCune seconded. Ayes all.

Ruzek motioned to approve NTI's proposal for Stable Property and Trail to Deer Meadow Park. McCune seconded. Ayes all.

**TOWN HALL – FUNDRAISING UPDATE:** Sara Hanson from the White Bear Township Historical Society submitted information regarding fundraising updates for review. There was discussion on the signage of the monument: "Town Hall" versus "White Bear Town Hall". The Board wants it to be accurate. It was noted that the attorney Lemmons will look at the agreement again regarding proposed signage. It was noted that Hanson will be a guest at the Town Board Executive meeting and talk about what's included, signage plan, sidewalk markers, etc.

There will be more to note at future meetings.

**ADDED AGENDA ITEMS:** None.

**RECEIVE ALL AGENDA MATERIALS & SUPPLEMENTS FOR TODAY'S MEETING:** Ruzek made the motion to receive all agenda materials and supplements for today's meeting. McCune seconded. Ayes all.

MINUTES  
ECONOMIC DEVELOPMENT AUTHORITY  
MAY 20, 2019

McCune motioned to adjourn the meeting at 6:50 p.m. Ruzek seconded. Ayes all.

Respectfully Submitted,

Megan R. Cavanaugh  
Recording Secretary

DRAFT



**EDA  
Meeting  
June 17, 2019**

**Agenda Number:** 4

**Subject:** The Stable of White Bear - Update  
a. Appraisal  
b. Preliminary Plat

**Documentation:** Proposals

\*\* Proposals Not Received at Time of Printing

**Action / Motion for Consideration:**

Report at Meeting

- a. Receive Appraisal for Stable Property & Trail to Deer Meadow Park
- b. Receive Proposal for Stable Property & Trail to Deer Meadow Park

Noting Funding from the EDA Fund



**EDA  
Meeting  
June 17, 2019**

**Agenda Number:** 5

**Subject:** License Agreement – Approve License Agreement with Bonita Byers Regarding the Designing & Replanting of the Flagpole Area at Polar Lakes Park

**Documentation:** License Agreement w/attachments /  
Certificate of Insurance

**Action / Motion for Consideration:**

Report at Meeting / Report at Meeting

Based on Staff Review & Recommendation Approve the License Agreement & Design Proposal with Bonita Byers for the Designing & Replanting of the Flagpole Area at Polar Lakes Park With Funding from the Polar Lakes Park Fund

## LICENSE AGREEMENT

This Agreement is made this \_\_\_\_ day of June, 2019 by and between the Economic Development Authority of the Town of White Bear, a subdivision of the State of Minnesota (Licensor) and Bonita Byers, (Licensee).

**Whereas**, the Licensor is the fee owner of the following described real property, known as Polar Lakes Park, situated in the Town of White Bear, County of Ramsey, State of Minnesota and legally described as follows, to-wit:

Except that part of the north half of the northeast quarter described as commencing at the intersection of the south line of said north half of the east line of Highway 35E right-of-way; thence north along the said east line 448.11 feet; thence deflecting right 86 degrees, 48 minutes for 73.8 feet to a point of beginning; thence south at right angles for 35 feet; thence east 90 feet; thence north 35 feet; thence west 90 feet to the beginning and except part of the north half of the northeast quarter, Ramsey County, Minnesota,

**Whereas**, the Licensee is requesting permission to weed and replant the Polar Lakes Park flagpole area; and

**Whereas**, the Licensor is willing to permit the Licensee to replant the area, subject to the Licensee taking full responsibility for such weeding and planting.

**Now, Therefore**, in consideration of One Dollar (\$1.00) and other good and valuable consideration, the Licensor hereby grants unto the Licensee approval weed and replant the Polar Lakes Park flagpole area, subject to the following:

### I. LICENSEE RESPONSIBILITIES AND INDEMNIFICATION

The Licensee shall be responsible for:

- 1) Removal of existing plant materials
- 2) Providing a plant plan/design
- 3) Installing/planting of all new landscaping/plant materials as outlined on the attached Exhibit A
- 4) Maintenance of flagpole area after planting is complete
- 5) The Licensee further agrees to release, indemnify, hold harmless and

defend Licensor from and against any and all claims, costs, causes of action, expenses and liabilities, including, but not limited to, reasonable attorney's fees arising out of or connected with Licensee's use of the property to secure. To secure this indemnification, Licensee shall provide Licensor with evidence of general liability insurance, naming Licensor as an additional named insured in an amount of \$1,500,000.00.

## **II. LICENSOR RESPONSIBILITY**

The Licensor shall be responsible for:

- 1) Providing all plant materials
- 2) Hauling away and disposing of all weeds/dead plant materials from flagpole area
- 3) Provide all mulch
- 4) Water plantings as needed
- 5) Agrees to compensate Licensee in the amount of \$5,500.00 which amount represents all amounts due Licensee under this License Agreement.

## **III. GRANT OF LICENSE ONLY AND NON-ASSIGNMENT**

Licensee acknowledges that this Agreement represents a grant of a license only and not an easement or lease, and that this Agreement will only become effective upon approval of the Town Board of the Town of White Bear sitting as the Directors of the Economic Development Authority of the Township. Licensee shall not assign its rights under this Agreement.

## **IV. TERMINATION**

It is understood by the Licensee that the Licensor retains the right to terminate this license at any time and for any reason.

In Witness Whereof, the Licensor and Licensee have executed this License Agreement as of the date heretofore set out.

ECONOMIC DEVELOPMENT  
AUTHORITY OF WHITE BEAR  
TOWNSHIP

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ED M. PRUDHON, President

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BONITA BYERS

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PATRICK CHRISTOPHERSON,  
Secretary

*Bonita Byers  
Horticulturalist  
5392 Bald Eagle Blvd E  
White Bear Township, MN 55110  
nitabyers7@gmail.com*

This proposal is for the White Bear Township Flagpole Garden and the beds that encircle the sidewalk of the flagpole garden. The flower and shrub selections will utilize deer resistant perennials and as many pollinator/native plant selections as possible. This proposal is being made in three parts. The Township may elect to take all or specific proposals. ***This proposal does not anticipate the two large beds adjacent to the parking lot.***

**Proposal #1**

Clear out and prepare the flagpole garden area and surrounding circular beds. All weeds will be removed and beds will be prepared for planting. The work will commence the week of June 10. The town will provide an area for weed material to be disposed of and a source of irrigation. If soil needs amending it will be communicated to Township for approval of additional material and procurement of same. Labor and tools supplied.

Proposed sum \$2000.00

**Proposal #2**

Preparation of design: plant material list and quantities for approval of Township. Planting of same. Township will provide irrigation and a source of water for establishing new plant material. Planting material will be procured by Township and delivered to site. Safeguarding of plant materials is responsibility of Township. Labor and tools supplied.

Proposed Sum \$2500.00

**Proposal #3**

Maintenance of flagpole garden and surrounding ground beds during the summer and fall close up of garden including weeding, removal of any dead plant material, pest or fungus inspections, pruning and trimming of shrubs, flowers etc. as needed. Verify that irrigation of plants is correct for optimum plant growth. This proposal would include the spreading of hay to protect over winter. Township procures hay for spreading and delivery. If maintenance contract is selected, it will be billed at the end of the garden close. Labor and tools supplied.

Proposed Sum \$1000.00

**Plant material list for Township Flagpole Garden Area**  
**Submitted by Bonita Byers**

Item	Amount	Container
<b>PERENNIALS</b>		
New Dimension Blue Salvia	6	#1
Butterfly Weed	6	#1
Giant Lamb's Ear	6	#1
Sugar Buzz Grape Gumball Bee Balm	3	#1
Black Eyed Susan	3	#1
Fanal Astilbe	3	#1
Purple Smoke False Indigo	3	#1
Sugar Buzz Bubblegum Blast Bee Balm	3	#1
Bee You Bee-Happy Bee Balm	3	#1
First Glory Veronica	3	#1
Mesa Bright Bicolor Gaillardia	3	#1
Magnificum Geranium	3	#1

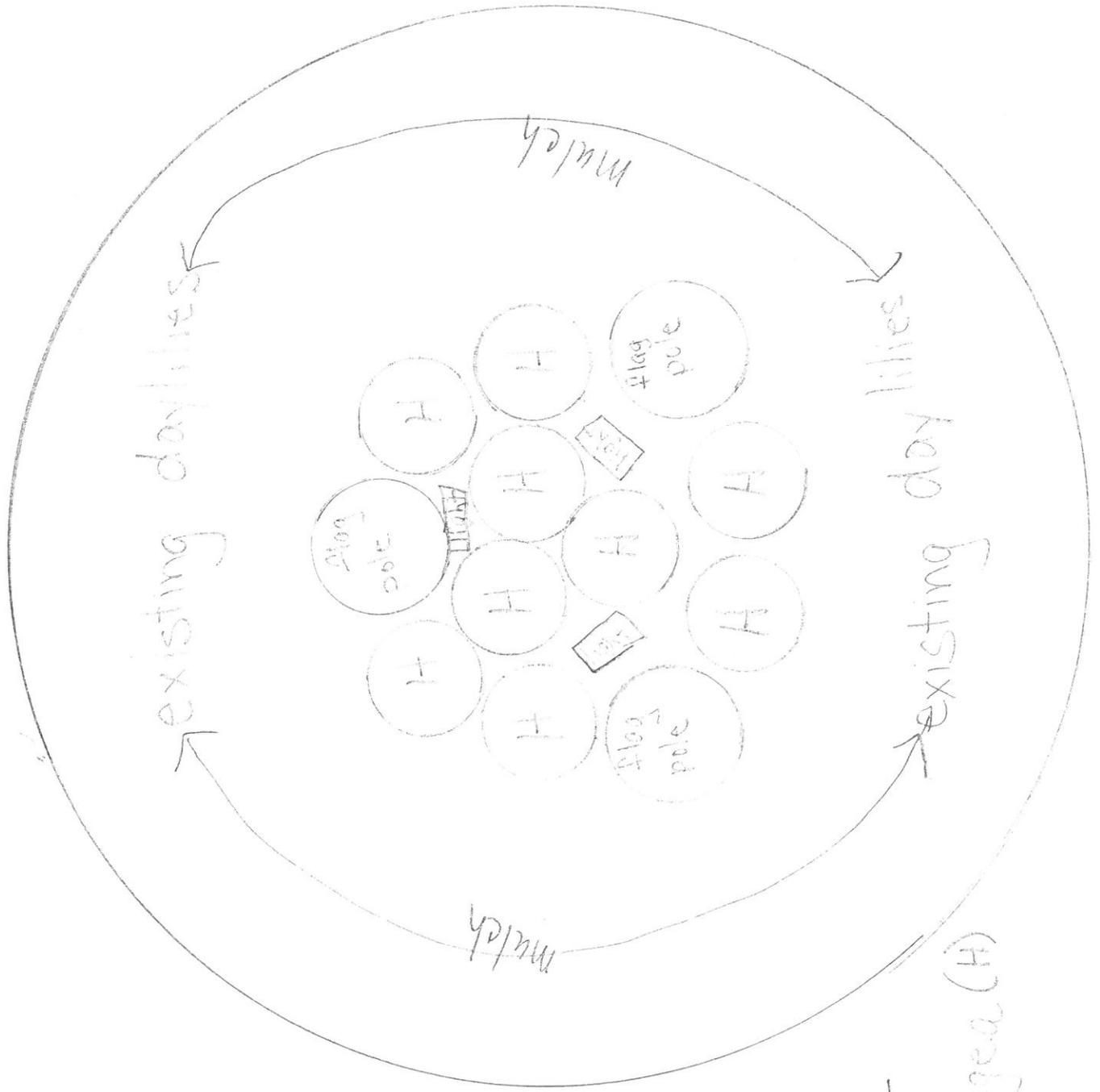
**SHRUBS**

Fire Light Hydrangea	9	#2
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**MULCH**

6 ½ Cubic Yards of Shredded Cypress Wood Mulch (preferred in bags)

Design by Nita Byers



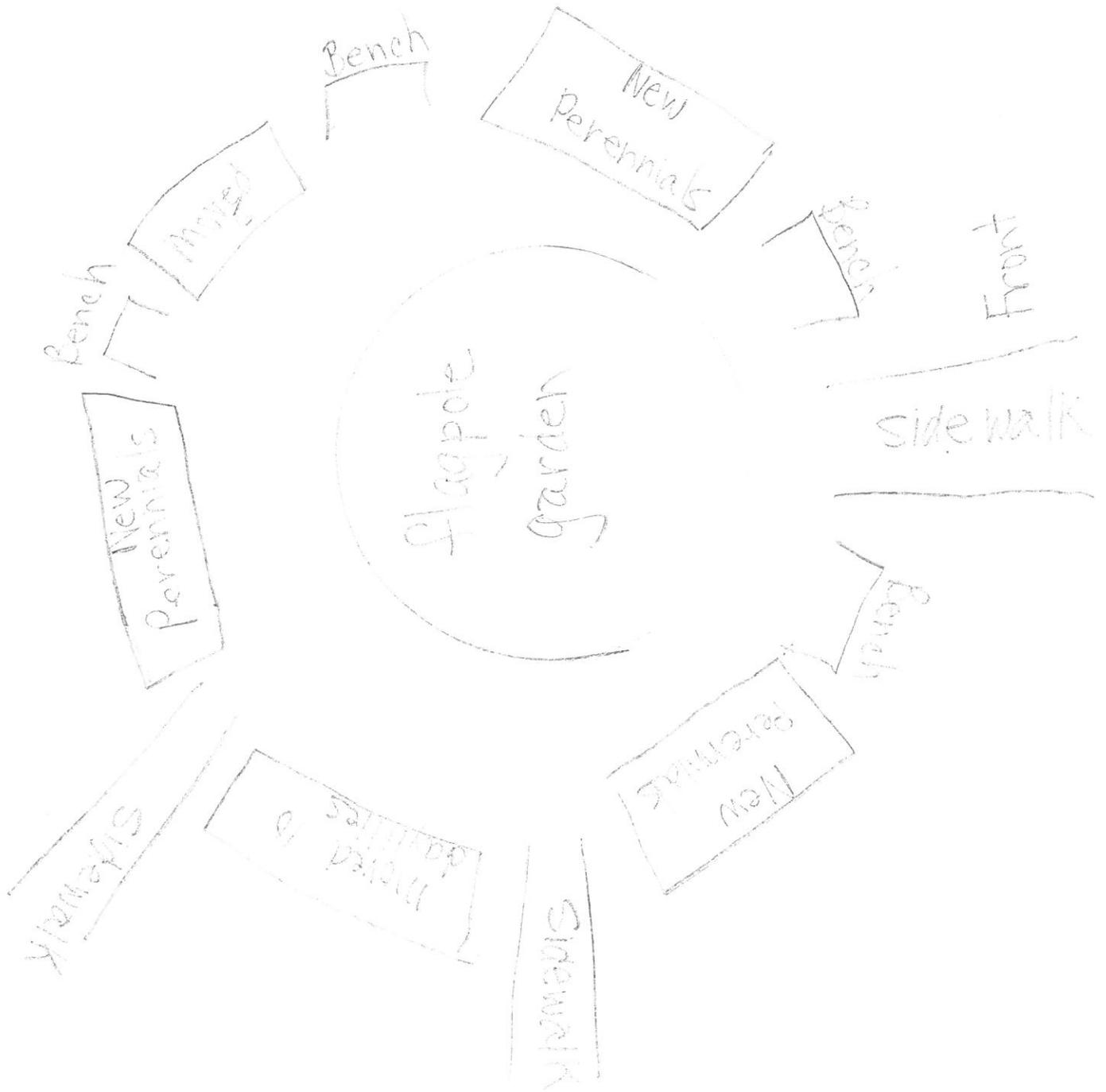
Needed:

1 6b Cubic  
Yard of mulch  
(in bags)

@ 9

Fire Light  
Hydrangea (H)

#2 pot



MGL019U01L8

Quote is valid until 8/11/2019

To: **Bonita Byers**

From: Emily Fitzgerald

staff.cstauner@farmersagency.com

Please bind effective: \_\_\_\_\_

Confirm optional coverages:

Do not include any optional coverages.

Include the following optional coverages from Section VI  
(Taxes & Fees may apply to optional premium if purchased)

Option 1 - (add: \*\$100.00) - Terrorism Coverage  
\*See Terrorism Section for Exact Pricing and Terms

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This policy is eligible to be Direct Billed.  
Note: a \$5.00 installment fee will apply to each installment after the first - please select one of the following:

Direct Bill both this New Business and future Renewals  
(If checked - Select a Payment Plan):

SINGLE PAYMENT

TWO PAYMENTS - Premium must be over \$400

**See the last page of this quote for Payment Plan Descriptions**

**NOTE: If the Direct Bill Option is selected, the Company will invoice the insured. Do not bill or collect the down payment. All taxes, surcharges and fees (except installment fees) will be billed in full with the first installment.**

Signature: \_\_\_\_\_

**I. PREMIUM AND UNDERWRITING NOTES/REQUIREMENTS**

**COMMERCIAL LIABILITY POLICY INFORMATION**

Carrier:	United States Liability Insurance Company
Status:	Admitted
A.M. Best Rating:	A++ (Superior) - XI
Term Quoted:	Annual

COVERAGE PART	PREMIUM
Commercial General Liability	\$500.00
<b>PLEASE REFER TO THE EXCESS LIABILITY QUOTE #XSL019U90F6 IF HIGHER LIMITS OF LIABILITY ARE DESIRED.</b>	
<b>TOTAL PREMIUM DUE TO CARRIER</b>	<b>\$500.00</b>
<b>ADDITIONAL COSTS</b>	
Wholesaler Broker Fee	\$50.00
<b>TOTAL AMOUNT DUE</b>	<b>\$550.00</b>

**FREE AND DISCOUNTED BUSINESS SERVICES AVAILABLE TO USLI INSURED - VISIT BIZRESOURCECENTER.COM FOR DETAILS**

**The premium quoted was calculated based on information provided by you in your application for insurance. The**

Please contact us with any questions regarding the terminology used or the coverages provided.

**\*\*Read the quote carefully, it may not match the coverages requested\*\***

Liab	Eligibility Question (applies to all locations)	Response
x	Is there any work performed on public utilities, traffic signals, power lines, streets/roads/highways, railroads, bridges, or within tunnels or subways, by owners, employees, casual laborers, or subcontractors (while hired by the applicant)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
x	Do owners, employees or casual laborers perform any work on foundations, basement slabs, chimneys or fireplaces, or any structural concrete work?	<input type="checkbox"/> Yes <input type="checkbox"/> No
x	Do owners, employees or casual laborers perform any work on or in swimming pools?	<input type="checkbox"/> Yes <input type="checkbox"/> No
x	Do owners, employees or casual laborers perform work on retaining walls greater than three feet in height?	<input type="checkbox"/> Yes <input type="checkbox"/> No
x	Do owners, employees or casual laborers perform any operations involving erosion control, excavation or grading?	<input type="checkbox"/> Yes <input type="checkbox"/> No
x	Is there any commercial irrigation work performed at farms, nurseries, or golf courses?	<input type="checkbox"/> Yes <input type="checkbox"/> No
x	Is there any installation, service, or repair of ponds deeper than 24 inches?	<input type="checkbox"/> Yes <input type="checkbox"/> No
x	Is there any planting, cutting, trimming, removal, spraying, or other work on trees taller than 12 feet?	<input type="checkbox"/> Yes <input type="checkbox"/> No
x	Has the applicant been in business for more than 12 months with no prior coverage?	<input type="checkbox"/> No <input type="checkbox"/> Yes

**II. COVERED LOCATION(S) AND CORRESPONDING CLASSIFICATIONS**

Location #1 - 5392 Bald Eagle Blvd E, Dellwood, MN 55110

**Liability Coverage**

Description	Class Code	Basis	Exposure	Prod/CompOps Rate	All Other Rate	Prod/CompOps Premium	All Other Premium
Landscape Gardening	97047	Payroll	30,800	Incl	9.387	Incl	\$289
			Per 1,000 Payroll				

Liability Coverage Premium for Location #1: \$500 MP

**III. LIABILITY LIMITS OF INSURANCE**

**COMMERCIAL GENERAL LIABILITY**

Each Occurrence	\$1,000,000
Personal Injury and Advertising Injury	\$1,000,000
Medical Expense (Any One Person)	\$5,000
Damage To Premises Rented to You	\$100,000
Products/Completed Ops Aggregate	Included
General Aggregate	\$2,000,000
General Liability Deductible	\$0

Please contact us with any questions regarding the terminology used or the coverages provided.

\*\*Read the quote carefully, it may not match the coverages requested\*\*



**EDA  
Meeting  
June 17, 2019**

**Agenda Number:** 6 – 7 - 8

**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