

**AGENDA**  
**CITY OF DAYTON, MINNESOTA**  
**12260 S. Diamond Lake Road, Dayton, MN 55327**  
**Tuesday, February 25, 2025**

5:00                   **CLOSED MEETING: Work Session with the Economic Development Authority**

Pursuant to MN Statute 13D.05, Subd 3(c)(3) a closed session shall be conducted to develop or consider offers or counter offers for the purchase or sale of real or personal property located at: (unaddressed) PID: 31-120-22-13-0010

5:20                   **Work Session with the Planning Commission**

Discussion of A-3 Zoning District

**REGULAR MEETING OF THE CITY COUNCIL - 6:30 P.M.**

**The invite for Zoom for this meeting can be found on the City's website community calendar**

6:30                   **CALL TO ORDER**

6:30                   **PLEDGE OF ALLEGIANCE**

6:35                   **APPROVAL OF AGENDA**

6:35                   **CONSENT AGENDA**           *These routine or previously discussed items are enacted with one motion. Any questions on items should have those items removed from consent agenda and approved separately.*

- A. Approval of Council Work Session Minutes and Council Meeting Minutes of February 11, 2025
- B. Approval of Payment of Claims for February 25, 2025
- C. Approval of Change Order 4 for Well House 5
- D. Approval of Well Head Treatment Plant Change Order 3

6:40                   **OPEN FORUM**               *Is limited to Three minutes for non-agenda items; state your name and address; No Council Action will be taken and items will be referred back to staff*

6:50                   **STAFF, CONSULTANT AND COUNCIL UPDATES**

**PRESENTATIONS**

- 7:00                   E. Hennepin County Commissioner, Kevin Anderson
- 7:20                   F. Care Resource Connections, Amy Lucht
- 7:30                   G. Three Rivers Park District- West Mississippi Regional Trail, Kelly Grissman

**Action Items**

- 7:40                   H. Resolution 13-2025; Support for Land Acquisition by Three Rivers Park District, 17020 Dayton River Road

**COUNCIL BUSINESS**

**New Business**

- 7:30                   I. DCM Farms Revised Site Plan
- 8:30                   J. Approval of Terms Sheet, The Parkway Neighborhood

**Action Items**

- 9:00                   K. Resolution 12-2025; Conditional Use Permit for Exceeding Maximum Impervious Surface Coverage in the A-1 District - 17900 149th Ave N
- 9:10                   L. Award Contract for Elsie Stephens Master Plan
- 9:20                   M. Approval to Go Out for Bid 2024 Park Improvement Plan
- 9:30                   N. Approval of Ordinance 2025-04; Amending Parking Regulations
- 10:00                  O. Approval of Ordinance 2025-05; Amending Signage
- 10:30                  P. Goals and Strategic Plan Continued Discussion

11:00                  **ADJOURNMENT**

The City of Dayton's mission is to promote a thriving community and to provide residents with a safe and pleasant place to live while preserving our rural character, creating connections to our natural resources, and providing customer service that is efficient, fiscally responsible, and responsive.



***Mayor Fisher called the work session meeting to order at 5:00 p.m.***

***PRESENT:*** Mayor Dennis Fisher, David Fashant, Stephanie Henderson, Scott Salonek, and Sara Van Asten

***ABSENT:***

***ALSO PRESENT:*** Public Works Superintendent, Marty Farrell; City Engineer, Jason Quisberg; Fire Chief Gary Hendrickson; Police Chief, Paul Enga; City Administrator/Finance Director, Zach Doud; Assistant City Administrator/City Clerk, Amy Benting; Community Development Director, Jon Sevald; Planner II, Hayden Stensgard

## **GOAL SETTING WORK SESSION**

Doud stated that there has not been a Goal Setting Work Session in two years. Staff need goals to fulfill the needs of the City Council. Doud provided some examples of what successful goal setting looks like.

Doud requested Council Members to send their goals to him. One goal that came up more than once was to plan for the Historic Village water. The Fire Department call volume came up twice.

Doud read through the 28 action items that were sent to him and asked Council to consider what is the intended end accomplishment. Doud suggested that a 25+ year goal should be set along with 10+ year goals. It is important to determine outcome indicators to measure the goals and state specifically what it signifies when the goals have been met. Doud projected examples from other communities.

Van Asten stated that it doesn't make sense to make a 25-year plan and then revisit it every two years to change things.

Fisher stated that's exactly what is done because of elections.

Van Asten stated that everything she hopes to accomplish on City Council can easily be tucked into the four initiatives that are currently in place.

Additional discussion ensued.

Fashant believes the goals need to be visited often.

There was consensus to keep the four 25+ year goals.

Doud directed the Council to focus on the 10+ year goals.

Van Asten asked how the Transportation Plan is coming because the Planning Commission has been asking about it for years.



Fisher stated that the City has a Transportation Plan, but some people believe it to be inadequate.

Van Asten stated that is not accurate. The Transportation Plan that is posted on the website is no longer valid.

Doud stated that there are several items on the website that need to be updated.

There was consensus to cross out the proposed Park-n-Ride goal.

There was discussion about water for the Historic Village and the Transportation Plan.

The discussion then shifted to public facilities.

Van Asten asked if there is a clear need for additional space in the near future.

Salonek stated that within 5-10 years additional space will be needed.

Benting stated that for elections alone, additional space is needed now.

The discussion shifted to the variety and price point of housing units in the City.

Henderson stated that it is unreasonable to focus on pricing, because no one can accurately predict the housing market.

After discussing the potential pitfalls of rental properties, there was consensus to create a proactive plan to protect the City, landlords, and renters.

With only five minutes left in their meeting, Doud stated that he would send out the other half that needs to be discussed via email so that the next meeting will move a little quicker.

Van Asten asked if there is a Work Session Meeting scheduled before the next City Council Meeting.

Doud stated that there will be a Work Session Meeting likely before every City Council Meeting through April.

### **ADJOURNMENT**

Fisher declared the meeting adjourned at 6:20 p.m.

Respectfully Submitted,



WORK SESSION MEETING  
FEBRUARY 11, 2025  
5:00 P.M.  
PAGE 3 OF 3

CITY OF DAYTON, MINNESOTA  
12260 SO. DIAMOND LAKE ROAD  
HENNEPIN/WRIGHT COUNTIES

Sandra Major, Recording Secretary  
*TimeSaver Off Site Secretarial, Inc.*

Approved: \_\_\_\_\_

Attest: Amy Benting



***Mayor Fisher called the public meeting to order at 6:30 p.m.***

**PRESENT:** Mayor Dennis Fisher, David Fashant, Stephanie Henderson Scott Salonek, and Sara Van Asten

**ABSENT:**

**ALSO PRESENT:** Public Works Superintendent, Marty Farrell; City Engineer, Jason Quisberg; Fire Chief, Gary Hendrickson; Police Chief, Paul Enga; City Administrator/Finance Director, Zach Doud; Assistant City Administrator/City Clerk, Amy Benting; Community Development Director, Jon Sevald; Planner II, Hayden Stensgard

### **PLEDGE OF ALLEGIANCE**

### **APPROVAL OF AGENDA**

Van Asten requested to pull item F out of the Consent Agenda.

Doud requested that item H be removed or tabled until the next City Council Meeting.

**MOTION:** Motion was made by Councilmember Salonek, seconded by Councilmember Fashant to approve the agenda items, as amended. Motion carries unanimously.

### **CONSENT ITEMS:**

- A. Approval of Council Meeting Minutes of January 28, 2025
- B. Approval of Payment of Claims for February 11, 2025
- C. Approval of Pay Request 6 for Wellhouse 5 Project
- D. Approval of Pay Request 4 for Dayton HMGP Generators Project
- E. Approval of Resolution 10-2025; Safe Routes to School
- F. Approval of Resolution 09-2025; Advance Municipal State Aid Funds (Considered after the Consent Agenda)

Fashant asked Farrell if Public Works changes the oil on a lot of the vehicles in the department. The answer is yes. Farrell stated that Public Works changes the oil for the Police Department as well.

Fashant asked Enga about the \$16,878.63 charge to Emergency Automotive Technologies. Enga stated that the charge is for equipment for one of the new squad cars.

**MOTION:** Motion was made by Councilmember Fashant, seconded by Councilmember Van Asten, to approve the Consent Agenda as amended. The motion carries unanimously.

- F. Approval of Resolution 09-2025; Advance Municipal State Aid Funds (Pulled from the Consent Agenda)



Van Asten asked why South Diamond Lake Road is on the list. Van Asten stated that she lives on South Diamond Lake Road, she drives on it every day, and she does not believe it needs to be paved.

Quisberg stated that South Diamond Lake Road was identified on the Pavement Management Plan for a mill and overlay.

Additional discussion ensued.

Doud expounded on the funding for the mill and overlay project on South Diamond Lake Road.

**MOTION:** Motion was made by Councilmember Salonek, seconded by Councilmember Fashant, to approve the Resolution 09-2025; Advance Municipal State Aid Funds. The motion carries unanimously.

**OPEN FORUM:**

Craig Fourre of 11821 Stoneridge Road came forward and gave each Councilmember a handout. Fourre requested that the City Council and Staff consider changes to the way recreational vehicles can be stored on residential property. Fourre suggested screening for recreational vehicles to be added to the ordinance.

Fourre expressed his frustration with the lack of action imposed on residents who are not in compliance. Fourre stated that the enforcement mechanism is broken within the City of Dayton. Fourre asked if he could get an assurance from the City Council and from Staff that enforcement will be addressed in a timely fashion. No response was given.

**STAFF, CONSULTANT, AND COUNCIL UPDATES:**

Farrell stated that Well 4 rehab is on hold due to the cold weather. Irrigation work for the parks is set to begin this coming Thursday and Friday.

The RFP interviews with the Parks Commission went well, and they recommended two candidates for the Council's consideration.

Farrell stated that at the next meeting, the Council will be seeing the bid documents from 2024.

Farrell is in conversations about the Historic Village Boat Landing.

Hendrickson gave an update on the fire engine that the City gifted to Ukraine. The fire engine has arrived. Hendrickson shared a short video that showed the fire engine in Ukraine.



Enga stated that last week, some police officers attended a joint training with the City of Rogers for an office-involved shooting.

Sevald stated that on February 25, 2025, there will be a Joint Work Session Meeting with the City Council and the Planning Commission to discuss the A-3 District.

Fashant stated that the 500-foot rule for notifications for public hearings need to be addressed.

### **PRESENTATION**

#### **G. Sheriff Witt Hennepin County**

Sheriff Witt came forward and shared what the Sheriff of Hennepin County is doing and presented their Strategic Plan for the future. Witt was elected in 2022 and took office in 2023. She has nearly 25 years of service in law enforcement. Her work in Hennepin County began as a Detention Deputy. The Hennepin County Sheriff's Office currently employs 830 full time staff members.

Witt explained there are six different bureaus within the Hennepin County Sheriff's Office: 1) Investigations; 2) Administrative Services; 3) Court and Field Services; 4) Detention Services; 5) Public Safety Services; and 6) Public Affairs.

Witt drew attention to the following current challenges in law enforcement: 1) Depleted law enforcement pipeline; 2) Increase in severity and frequency of crime; 3) Lack of consequences, and placement options for juveniles; and 4) Challenges in the jail. Witt believes it is important to build trust before trust is needed.

According to Witt, the Hennepin County Sheriff's Office Priorities are: 1) Violent Crime Reduction; 2) Opioid Overdose Prevention; 3) Programming; 4) Auto Theft Reduction; 5) Recruitment and Retention; and Community Outreach.

Witt shared several stories about their "Focus on Fentanyl" program. Focus is a part of prevention, education and enforcement.

Witt noted Hennepin County Jail is the largest jail in the State. Programming is an important part of educating those during jail time.

Fashant thanked Witt for being a partner of Dayton. Witt shared her time in Dakota County prepared her to be a partner with any city of any size and working together.

Van Asten asked for information on how facial recognition is being used.

Witt stated that the use of facial recognition is a tool. Hennepin County does not store the data. The use of facial recognition does not prevent other investigative



tools from being used. The use of facial recognition tools does help save a lot of investigative manhours.

## **COUNCIL BUSINESS**

### **New Business:**

#### **H. Care Resources Presentation from Amy Lucht**

This item will be considered at the next City Council Meeting.

#### **I. Discussion on Tax Forfeit Properties**

Sevald stated that the EDA is requesting a Closed Work Session Meeting with the City Council to discuss tax forfeiture properties. Sevald stated that if the City Council is agreeable, the Closed Work Session Meeting with the EDA would be held on February 25, 2025. There was clear consensus from the City Council and Staff that two Work Session Meetings prior to a Regular City Council Meeting is not possible.

Doud stated that Staff would like direction from City Council as to whether they would like to entertain a Closed Work Session Meeting regarding the tax forfeiture properties.

Fisher asked if there are numbers to work with.

Doud asked for clarification.

Salonek stated he doesn't want to discuss specific numbers, but the numbers are all over the board.

Fashant stated that there needs to be alignment between the EDA and the City Council on how to move forward with any of the tax forfeited properties.

Henderson stated that two different EDA Members have expressed their thoughts that the EDA is being tasked with collecting numbers prior to the February 25, 2025, Joint Closed Work Session between City Council and the EDA.

Salonek stated that the EDA doesn't have the funds to purchase the properties, so it is necessary to determine if the City Council is in favor of providing a bridge loan if the numbers work.

Salonek stated that market numbers have been shared with Doud and the EDA Attorney has shared other numbers with the City Council. Those numbers are different. It is Salonek's opinion that both sets of numbers are so out of line that it doesn't make sense to do anything.



Fashant stated that one of the parcels is in the City's name, which means that the EDA cannot move on it.

Salonek stated that the EDA cannot begin negotiating a number until the EDA knows that City Council is in support of the venture. Salonek stated that it is important for everyone to understand that there is no guarantee of a buyer presenting quickly. Salonek stated that if the City provides a loan to the EDA, there should be some interest tied to the loan.

Doud stated that Staff needs direction from Council. Is there a majority of Council who would like to have a Joint Closed Work Session with the EDA?

There was consensus to have the Meeting, but it cannot happen on February 25, 2025.

**Action Items:**

**J. Authorize Preparation of Plans and Specifications for the North Diamond Lake Road Trail Crossing – Extension Project**

Quisberg came forward and stated that the trail extension will go across North Diamond Lake Road near River Road. Quisberg stated that nearly a year earlier, the Parks Commission identified some priority trail segments. One of the priorities was to connect Lone Gardens and Pineview Meadows.

Quisberg projected the City Trail Map to illustrate the connection. Quisberg also noted that this trail extension completes the connection between Elsie Stephens Park and Elm Creek Park.

Quisberg stated that the trail connection will cost approximately \$585,000, the trail crossing will cost approximately \$412,000, which makes a total project cost of approximately \$997,000. The project will be fully funded by the City.

Additional discussion ensued.

Project considerations are as follows: 1) Construct trail and crossing in 2025 for about \$997,000; or 2) Construct trail and crossing with County project in 2029 for about \$702,500. The question to consider is whether it is worth \$294,500 to gain crossing and connection four years earlier.

Quisberg stated that the Parks Commission has requested that the City Council move forward with the project now.

Additional discussion ensued.



Fashant asked if there is money in the trail fund to complete the work. The answer is yes from the trail fund.

**MOTION:** Motion was made by Councilmember Fashant, seconded by Councilmember Van Asten to approve the preparation of plans and specifications for the North Diamond Lake Road trail crossing extension project. Motion carries unanimously.

**K. Resolution 11-2025; Approval of Interim Use Permit at 15430 Brockton Lane North (Herbes)**

Stensgard came forward and stated that the above referenced property is zoned A-1 and is 10.93 acres in size. The applicants are John Herbes, Justine Frye, and Mitch Frye. The request is for storage of materials that include: 1) Sand; 2) Dirt; 3) Lumber for forms; 4) Dump trucks (two large and one small); 5) Trailers; and 6) Other ancillary equipment for the business. The applicants have indicated that they will utilize one accessory structure for maintenance.

Stensgard stated that there are up to three employees not living on site that would report to the site to load materials as necessary and leave for a job site. The property would essentially be a staging area for an asphalt and concrete company. One critical issue is the dump truck storage. Stensgard explained the City Code standards regarding the weight of permitted vehicles.

Stensgard noted that during the Planning Commission Meeting, it was acknowledged that the request is above and beyond what is standardly allowed by code for Home Extended Business vehicles. The Planning Commission also recommended that the current three vehicles be the maximum allowed. Any additional vehicles for the business would require an Amendment.

Stensgard stated that another critical issue brought up at the Planning Commission Meeting was the noise. The Planning Commission recommended limiting the on-site work hours to Monday through Saturday, from 7:00 a.m. until 8:00 p.m.

Stensgard stated that the Planning Commission held a Public Hearing in January. Five residents came forward to voice concern regarding noise and visual nuisance. Stensgard stated that the Planning Commission ultimately recommended approval by a 3-2 vote, subject to eight conditions.

Additional discussion ensued. Discrepancies between Hennepin County records and survey records were discussed. The discussion shifted to the need for a permit with a new driveway versus replacing an existing driveway.

Salonek raised concerns about the City's inability to regulate or monitor the number of trips to and from the site.



Salonek asked if there are fuel tanks on the site. Stensgard stated that he did not see any, but the applicant can verify the answer to that question.

Fisher invited the applicant to come forward.

John Herbes and Justine Frye of 15430 Brockton Lane North came forward.

Frye stated that the typical work season lasts from the end of April until the end of October. During the off-season, the workers typically work in the shop maintaining the tools and equipment.

Herbes gave some explanation about the topography of his and his neighbors' property. It is likely that the neighbors will see nothing.

Herbes answered they do not have diesel fuel tanks on the property.

Frye stated that the trucks can make the full loop and rarely back up on site. Frye shared the other noises from home improvement projects that were going on from the previous video shared.

Herbes stated that the people who owned the property before them also had a home business and housed the same sort of vehicles that are being requested now.

Henderson asked who actually resides on the property. The answer is Herbes, Frye, and Frye's husband. Henderson asked who lives at the Maple Grove property that is currently homesteaded to Herbes. Herbes stated that his wife lives at the Maple Grove property.

Henderson asked who lives at the other property that is non homesteaded and between Dayton and Maple Grove. Herbes owns other properties in local cities.

Herbes made several comments about communicating with his neighbor.

Fashant stated that you're always starting in a hole when you are already doing what you are and then coming before us to ask permission for. Fashant stated that the photographs that Stensgard provided from the initial site visit indicate that there is quite a bit of clean-up that needs to happen.

Fashant asked the applicants if they are even able to comply with all to the Conditions laid out by the Planning Commission.



Herbes mentioned the 200 foot fence, reducing noise, and additional conditions. Herbes confirmed all conditions would be met.

Salonek stated that he has no faith that the applicants will do anything that they say they will do. Salonek asked if a timeline can be established for the erection of the fence. The answer is yes.

Darrell Zehrer of 15490 Brockton Lane North came forward and stated that the driveway is very clear on one of the photos that was included in the packet. The photo clearly shows that the blacktop is very close to the property line. Zehrer stated that the trees on the property line are taking a huge beating because of the blacktop that was poured without proper permitting.

Henderson asked what the change in elevation is for the fencing.

Zehrer stated that he doesn't have to look at the mess, but he does have to hear the noise, and his animals have to hear the noise. Zehrer stated that his house shakes from the noise.

Zehrer expressed his frustration that the Planning Commission and Staff seem to ignore his rights. There is no way that a fence is going to mitigate the noise. Zehrer stated that the tree line used to mitigate the noise slightly, but the non-permitted asphalt driveway is killing the trees. Zehrer stated that he raises quarter horses for competition, and the horses are spooked by the noises. Zehrer stated that you don't need to be a realtor to see that the applicants' behaviors have affected his property in a negative manner.

Travis, a certified arborist for Family Tree Service, came forward and stated that he was called out to check the health of the tree line between the two properties. Travis noted that the trees could be dying from sun deprivation. It is Travis' professional opinion that the non-permitted driveway likely has nothing to do with the demise of the trees. Travis shared many other trees are crowding each other there and throughout the lot.

Michael Zastawny of 15340 Brockton Lane North came forward and stated that he used to own the property that the applicants now own. Zastawny stated that he had friends living on the property who owned dump trucks. These friends lived on the property for about 2.5 years. Zastawny stated that the noise that is heard is not 100% generated from the applicants' property. There is a lot of noise generated from the trucks that travel up and down along Brockton Lane.

Van Asten stated that the City has zoning rules for a reason. Commercial and industrial districts are taxed higher because commercial and industrial businesses put more stress and strain on the City's infrastructure. The reality is that the



purpose of an Extended Home Business is set up for people to launch a new business. The applicants' business is clearly a well-established business. Van Asten was adamant that this business belongs in the Industrial Zone.

Van Asten listed several rules that are being broken. Van Asten questions Herbes' residency status. No home business should use equipment other than what is normally found at a residential dwelling. All home businesses should comply with the City Nuisance Ordinances and the City Noise Ordinances. No home business should generate traffic that is not characteristic of the neighborhood. All outdoor storage shall be significantly screened from the street and adjacent properties. This home business doesn't meet the setback requirements of 100 feet from surrounding dwellings.

Ultimately, Van Asten stated that her vote would be no.

Salonek asked Stensgard what he found out from Maple Grove. Stensgard stated that the Maple Grove address was the primary business location. Maple Grove was aware of the situation at the property, but they had no open complaints.

Henderson asked what the Maple Grove property is used for. Stensgard stated that the Maple Grover property is a residential property that is being used for storage of equipment similar to what is being requested by the applicants in Dayton.

Fashant stated that his initial reaction to this application was not positive. It feels like an industrial use. Fashant stated that if the applicants can comply with the conditions put forth by the Planning Commission, then Fashant will agree to go forward.

Van Asten stated that thus far, all the evidence points to the applicants not complying with the rules. Van Asten further stated that she does not see good faith that the rules will be followed in the future.

Henderson stated that her biggest concern is the mechanism for enforcing the rules. Henderson further stated that she's not convinced that the noise isn't going to be an issue.

Salonek stated that if passed, the fence must be built by no later than June 1, 2025.

Additional possible provisions were discussed.



Doud stated that additional conditions can be added into the Resolution, but in order for the City to require that something be done, it must be written into the Resolution.

Additional discussion ensued.

Henderson stated that she would not purchase Zehrer's property because it is just too close to all that is going on with the applicants' property.

Doud stated that the County does recalculate the taxes based on the status as an Extended Home Business.

Salonek asked Herbes why the driveway was not installed on the other side of the barn. The answer is because the other side of the barn is very steep.

Additional discussion ensued.

Zehrer was invited back to speak.

Salonek asked Zehrer if the previous owner of the property in question was a problem. Zehrer stated that the previous property owner was not a problem because his heavy equipment never came to the northern part of the property.

Fisher asked if the previous property owner's trucks were bothersome. Zehrer stated that the previous property owner was a subcontractor, and he had only one truck.

Van Asten asked if the previous property owner stored anything on site. The answer is no.

Zehrer stated that his neighbor has 11 acres of land.

Salonek asked if Zehrer would be agreeable to having the driveway on the south side of the property. The answer is yes.

Fisher invited Herbes back to speak.

Fisher stated that the main hang-up is the driveway being on the north side of the property, and he asked Herbes if there is a way to deal with the situation. Herbes pointed out the location of the septic tank and topography of the property would require that a lot more fill dirt would have to be brought in. Herbes stated that the drop is approximately six feet in the location that Fisher suggested for the driveway.



Van Asten stated that the Hennepin County elevation map doesn't show a steep drop. Herbes stated that the fill dirt previously brought in makes it steep.

Fashant stated that the way this needs to be considered is that Herbes needs to know if the driveway "can" be installed on the south side of the property. It may not be ideal, but without the IUP, nothing that is being discussed can be done.

Additional discussion off the microphone ensued.

Salonek stated that he'd go along with the IUP as long as all of the debris on the north fence is removed within 60 days of approval, and the driveway is moved to the south end of the property by 2025.

Stensgard reminded Herbes that before any work begins on moving the driveway, a Driveway Permit would have to be reviewed and approved by the City.

Additional discussion ensued.

Fisher stated that he recently found out that he is related to the applicant, so he abstains from the vote.

**MOTION:** Motion was made by Councilmember Fashant, seconded by Councilmember Salonek, to approve Resolution 11-2025; approval of Interim Use Permit at 15430 Brockton Lane North (Herbes) with the added conditions that the fence be erected on or before June 1, 2025, and move the commercial-use driveway to the south of the pole barn by the end of 2025, and the clearing of the materials along the property line within 60 days from approval. The motion carries 3 ayes (Salonek Fashant, Henderson) 1 nay (Van Asten) 1 abstention (Fisher).

**L. Ordinance 2025-02; City Code Amendment Regarding Garbage and Refuse**

Stensgard came forward and stated that the City Council is requested to consider amending the City Code regarding garbage and refuse to clarify the location of containers on residential properties. The Amendment also updates the maximum size of refuse containers and states that refuse containers and dumpsters should remain covered when not in use.

Fashant asked who the Health Authority is. Doud stated that the Health Authority is the City Council.

Fisher asked why the City should care about the size of the refuse container.

Additional discussion ensued.



Sevald stated that standards must be set.

Farrell clarified that the purpose for covering dumpsters is to prevent the wind from blowing debris from overly filled dumpsters.

**MOTION**: Motion was made by Councilmember Salonek, seconded by Councilmember Van Asten, to approve Ordinance 2025-02; City Code Amendment regarding garbage and refuse with the language that states the maximum size residential refuse container is set by the service providers. The motion carries unanimously.

### **ADJOURNMENT**

Fisher declared the meeting adjourned at 9:45 p.m.

Respectfully Submitted,

Sandra Major, Recording Secretary  
*TimeSaver Off Site Secretarial, Inc.*

Approved: \_\_\_\_\_

Attest: Amy Benting



**Payments to be approved at City Council Meeting February 11, 2025**

	<b>Totals</b>
<b>Claims Roster 02-11-2025</b>	<b>\$ 683,943.05</b>
<b>Prepaid 01-30-2025 EB</b>	<b>\$ 73,602.47</b>

<b>Total Payments:</b>	<b>\$ 757,545.52</b>
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<b>Payroll 01-30-2025 Bi-Weekly 03</b>	<b>\$ 108,854.85</b>
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Check # sequence to be approved by City Council from meeting date of 02/11/2025:

**Checks # 078409-078474**



02/19/2025

INVOICE REGISTER REPORT FOR CITY OF DAYTON MN  
 EXP CHECK RUN DATES 02/25/2025 - 02/25/2025  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
	A.T.S	02/11/2025	02/25/2025	169.00	0.00	Paid	Y
	PW; REPAIR/MAINT- MAGNUM 105 GUIDE	CHOYT					12/31/2024
	101-43100-50220 PW; REPAIR/MAINT- MAGNUM 105 GUIDE			169.00			
	A-1 OUTDOOR POWER INC	02/10/2025	02/25/2025	72.99	72.99	Open	N
	PW; HANDLEBAR	CHOYT					02/06/2025
	101-43100-50220 PW; HANDLEBAR			72.99			
	ACME TOOLS-PLYMOUTH	02/10/2025	02/25/2025	179.00	179.00	Open	N
	PD; COMPACT FLOOD/BATTERY	CHOYT					02/06/2025
	101-42120-50580 PD; COMPACT FLOOD/BATTERY			179.00			
	ALL TRAFFIC SOLUTION INC	02/11/2025	02/25/2025	6,000.00	6,000.00	Open	N
	PD; CONTRACT SERVICES-TRAFFIC SUITE APP 20	CHOYT					01/31/2025
	101-42120-50308 PD; CONTRACT SERVICES-TRAFFIC SUITE APP			6,000.00			
	AMY BENTING	02/14/2025	02/25/2025	86.95	86.95	Open	N
	SUPPLIES; REIMBURSEMENT	CHOYT					02/13/2025
	101-41420-50331 MILEAGE; DEC 2024			14.74			
	101-41910-50210 OPERATING SUPPLIES-HOLIDAYTON			22.32			
	101-41910-50210 OPERATING SUPPLIES-EASTER EGGS			49.89			
	AVS INC.	02/10/2025	02/25/2025	5,815.70	5,815.70	Open	N
	PW; CART EQUIPMENT-CLICKSHARE CX-30	CHOYT					02/06/2025
	401-41900-50580 PW; CART EQUIPMENT-CLICKSHARE CX-30			5,815.70			
	BEAUDRY	02/14/2025	02/25/2025	1,352.31	1,352.31	Open	N
	PW; ULS DYED KODIAK PLUS 50/50 -442.80	CHOYT					02/06/2025
	101-43100-50212 PW; ULS DYED KODIAK PLUS 50/50 -442.80			1,352.31			



BEAUDRY	02/14/2025	02/25/2025	1,847.57	1,847.57	Open	N
PW; UNLEADED 87 -717.50	CHOYT					02/06/2025
101-43100-50212 PW; UNLEADED 87 -717.50			1,847.57			
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C. VISION PRODUCTION	02/11/2025	02/25/2025	600.00	600.00	Open	N
VIDEO TECH; WINTER 2025	CHOYT					02/11/2025
226-41900-50430 VIDEO TECH; WINTER 2025			600.00			
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CENTERPOINT ENERGY	02/10/2025	02/25/2025	2,306.80	0.00	Paid	Y
8000014132-7 GAS SVCS; DEC 2024	CHOYT					12/31/2024
101-43100-50383 PW; 5888628-4			550.24			
101-41810-50383 CH; 5895786-1			760.75			
101-41910-50383 AC; 5895789-5			650.79			
101-43100-50383 BROCKTON; 5914909-6			155.36			
101-41810-50383 CH; 5895786-1			189.66			
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CENTERPOINT ENERGY	02/10/2025	02/25/2025	6,980.95	0.00	Paid	Y
PW/PD FACILITY; 10662228-5	CHOYT					01/31/2025
101-43100-50383 PW FACILITY; 10662228-5			3,490.48			
101-42120-50383 PD FACILITY; 10662228-5			3,490.47			
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CENTERPOINT ENERGY	02/10/2025	02/25/2025	27.26	0.00	Paid	Y
RH WELLHOUSE; 11429952-2 JAN 2025	CHOYT					01/31/2025
601-49400-50383 RH WELLHOUSE; 11429952-2 JAN 2025			27.26			
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CENTRAL HYDRAULICS, INC	02/19/2025	02/25/2025	231.36	231.36	Open	N
PW; REPAIR/MAINT	CHOYT					02/14/2025
101-43100-50220 PW; REPAIR/MAINT			231.36			
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CHARTER COMMUNICATIONS	02/14/2025	02/25/2025	1,324.77	0.00	Paid	Y
ACCOUNT #175337501 INTERNET FEB 2025	CHOYT					02/07/2025
101-42120-50320 LOCATION #243204401- PD; INTERNET			179.96			
101-43100-50321 LOCATION #243204401- PW; INTERNET			179.97			
101-42260-50320 LOCATION #175337701- FD2; INTERNET			32.90			
101-41820-50308 LOCATION #175337801; CH/INTERNET;			199.98			
601-49400-50321 LOCATION #175337201; WELLHOUSE/INTERNET;			89.98			
101-42260-50320 LOCATION #175337601; FD 1/INTERNET;			84.98			



101-42120-50320	ACCOUNT# 175351601- PD;NUMBER FORWARDING			15.00				
101-41820-50308	LOCATION #175337901- CH/FIBER INTERNET			542.00				
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CINTAS		02/10/2025	02/25/2025	157.12	157.12	Open	N	
PW; UNIFORMS		CHOYT						02/06/2025
101-43100-50217	PW; UNIFORMS			157.12				
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CINTAS		02/14/2025	02/25/2025	129.04	129.04	Open	N	
PW; UNIFORMS		CHOYT						02/13/2025
101-43100-50217	PW; UNIFORMS			129.04				
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CITY OF MONTICELLO		02/11/2025	02/25/2025	194.00	194.00	Open	N	
PD; ANIMAL CONTROL NOV/DEC 2024		CHOYT						12/31/2024
101-42140-50308	PD; ANIMAL CONTROL NOV/DEC 2024			194.00				
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CITY OF MONTICELLO		02/12/2025	02/25/2025	208.00	208.00	Open	N	
PD; ANIMAL CONTROL DEC/JAN 2025		CHOYT						01/31/2025
101-42140-50308	PD; ANIMAL CONTROL DEC/JAN 2025			208.00				
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CONNEXUS ENERGY		02/19/2025	02/25/2025	29.85	29.85	Open	N	
325071; 13699 PINEVIEW LANE; JAN-FEB 2025		CHOYT						02/17/2025
101-43100-50230	325071; 13699 PINEVIEW LANE; JAN-FEB			29.85				
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CSC ERECORDING		01/27/2025	01/27/2025	61.00	0.00	Paid	Y	
RECORDING RESOLUTION 36-2024		DBRUNETTE						01/27/2025
101-41420-50352	RECORDING RESOLUTION 36-2024			61.00				
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CULLIGAN, INC		02/10/2025	02/25/2025	45.00	0.00	Paid	Y	
AC; WTR SOFTNER RENTAL- FEB 2025		CHOYT						01/31/2025
101-41910-50220	AC; WTR SOFTNER RENTAL- FEB 2025			45.00				
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DAN DEHN		02/10/2025	02/25/2025	76.56	76.56	Open	N	
PW; OPERATING SUPPLIES-FRAMING NAILS/REIM		CHOYT						01/29/2025
101-43100-50210	PW; OPERATING SUPPLIES-FRAMING NAILS			76.56				
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DENNIS FISHER		02/14/2025	02/25/2025	512.78	512.78	Open	N	
COMMUNICATIONS/LAPTOP- D FISHER		CHOYT						02/14/2025
101-41110-50320	COMMUNICATIONS/LAPTOP- D FISHER			512.78				
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EARL F ANDERSON INC	02/07/2025	02/25/2025	115.74	115.74	Open	N
PW; STREET SIGNS-CONSTRUCTION	CHOYT					02/05/2025
101-43100-50224 PW; STREET SIGNS-CONSTRUCTION			115.74			
ECKBERG LAMMERS PC	02/11/2025	02/25/2025	2,026.00	2,026.00	Open	N
PROFESSIONAL SRVS-JAN 2025	CHOYT					01/31/2025
225-41710-50300 PROFESSIONAL SRVS-JAN 2025			2,026.00			
ECM PUBLISHERS, INC	02/10/2025	02/25/2025	77.62	77.62	Open	N
LEGAL NOTICES/FILING FEE PROJ.6212	CHOYT					01/23/2025
411-43100-50351-6212 LEGAL NOTICES/FILING FEE PROJ.6212			77.62			
ECM PUBLISHERS, INC	02/10/2025	02/25/2025	69.00	69.00	Open	N
PHN; ORD AMD TO SIGNS	CHOYT					01/23/2025
101-41110-50352 PHN; ORD AMD TO SIGNS			69.00			
ECM PUBLISHERS, INC	02/10/2025	02/25/2025	86.25	86.25	Open	N
PHN; ORD NO. 25.01	CHOYT					01/23/2025
101-41110-50352 PHN; ORD NO. 25.01			86.25			
ECM PUBLISHERS, INC	02/10/2025	02/25/2025	146.62	146.62	Open	N
LEGAL NOTICES/FILING FEE PROJ. #6203 1.23.20	CHOYT					01/23/2025
411-43100-50351-6203 LEGAL NOTICES/FILING FEE PROJ. #6203			146.62			
ECM PUBLISHERS, INC	02/10/2025	02/25/2025	69.00	69.00	Open	N
PHN; ORD NO. 25.02	CHOYT					01/23/2025
101-41110-50352 PHN; ORD NO. 25.02			69.00			
ELIZABETH DECKER	02/10/2025	02/25/2025	86.10	86.10	Open	N
MILEAGE; JAN-FEB 2025	CHOYT					02/10/2025
101-41910-50331 MILEAGE; JAN-FEB 2025			86.10			
ENTERPRISE FM TRUST	02/06/2025	02/25/2025	21,657.27	21,657.27	Open	N
MOTOR VEHICLES LEASING PROGRAM-FEB 2025	CHOYT					02/16/2025
401-42120-50550 MOTOR VEHICLES LEASING PROGRAM-FEB 2025			21,657.27			
FULLY PROMOTED/EMBROIDME	02/14/2025	02/25/2025	58.61	58.61	Open	N



SUPPLIES; NAME TAGS	CHOYT						02/13/2025
101-41710-50200	NAME TAG- N PREISLER			11.72			
101-45200-50210	NAME TAG- K CHAMBERS			11.72			
101-41910-50210	NAME TAG- E DECKER			11.72			
101-41110-50210	NAME TAG- S HENDERSON/S VAN ASTEN			23.45			
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GUIDANCEPOINT TECHNOLOGIES	02/18/2025	02/25/2025		270.99	270.99	Open	N
PD; CONTRACT SERVICES-OFFICE 365	CHOYT						02/15/2025
101-42120-50308	PD; CONTRACT SERVICES-OFFICE 365			270.99			
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GUIDANCEPOINT TECHNOLOGIES	02/18/2025	02/25/2025		92.50	92.50	Open	N
PD; CONTRACT SERVICES-UPDATE DJOHNSON	CHOYT						02/16/2025
101-42120-50308	PD; CONTRACT SERVICES-UPDATE DJOHNSON			92.50			
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GUIDANCEPOINT TECHNOLOGIES	02/18/2025	02/25/2025		1,739.96	1,739.96	Open	N
PD; CONTRACT SERVICES-NEW COMPUTER	CHOYT						02/16/2025
101-42120-50308	PD; CONTRACT SERVICES-NEW COMPUTER			1,739.96			
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HAWKINS, INC	02/18/2025	02/25/2025		40.00	40.00	Open	N
PW; CHEMICALS	CHOYT						02/15/2025
601-49400-50216	PW; CHEMICALS			40.00			
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HAWKINS, INC	02/18/2025	02/25/2025		4,929.87	4,929.87	Open	N
PW; CHEMICALS	CHOYT						02/13/2025
601-49400-50216	PW; CHEMICALS			4,929.87			
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HENNEPIN COUNTY	02/11/2025	02/25/2025		2,441.36	2,441.36	Open	N
PD; RADIO LEASE- JAN 2025	CHOYT						01/31/2025
101-42120-50320	PD; RADIO LEASE- JAN 2025			2,441.36			
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HENNEPIN COUNTY	02/14/2025	02/25/2025		3,438.30	3,438.30	Open	N
FD; RADIO LEASE- JANUARY 2025	CHOYT						02/04/2025
101-42260-50320	FD; RADIO LEASE- JANUARY 2025			3,438.30			
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INSIDE OUTSIDE ARCHITECTURE	02/14/2025	02/25/2025		2,550.00	2,550.00	Open	N
TRAIL DEVELOPMENT-ESP BRIDGE PROJECT	CHOYT						02/14/2025
408-45300-50300	TRAIL DEVELOPMENT-ESP BRIDGE PROJECT			2,550.00			
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J.P. MORGAN CHASE BANK NA	02/13/2025	02/25/2025	51,382.53	51,382.53	Open	N
CC J.P MORGAN CHASE- JANUARY 2025	CHOYT					01/31/2025
101-43100-50210	OPERATING SUPPLIES		187.44			
101-43100-50220	REPAIR/MAINT		48.78			
101-43100-50208	PROFESSIONAL DEVELOPMENT		165.00			
101-43100-50210	OPERATING SUPPLIES		29.06			
101-43100-50210	HAND SWEEPING TOOL		161.49			
101-43100-50210	MAMA GS-LUNCH FOR STAFF MEETING		161.71			
101-43100-50220	HYDRAULIC HOSE REPLACEMENTS		57.45			
101-43100-50520	CITY HALL LIGHT REPLACEMENT		39.97			
101-43100-50220	HYDRAULIC HOSES		71.92			
101-43100-50208	ARBORIST CONTINUING EDUCATION		235.00			
101-43100-50208	PROFESSIONAL DEVELOPMENT- ARBORIST MEM.		175.00			
101-43100-50220	REPAIR/MAINT-LIGHT BULB		28.78			
101-43100-50210	OPERATING SUPPLIES-MENARDS		17.08			
101-43100-50220	PWR INVERTER FOR STROBE LIGHTS ON BUCKET		209.99			
101-43100-50208	MSR EROSION CONTROL CONTINUE ED		130.00			
101-43100-50300	SEPTIC PUMPING		425.00			
101-43100-50210	TEMINAL SUPPLY- HARDWARE SUPPLIES		1,546.35			
101-43100-50210	SUPPLIES-AMAZON		15.98			
601-49400-50208	PROFESSIONAL DEVELOPMENT-CONFERENCE MF		350.00			
601-49400-50208	PROFESSIONAL DEVELOPMENT-CONFERENCE MC		350.00			
601-49400-50208	PROFESSIONAL DEVELOPMENT-MNRWA		350.00			
101-43100-50210	OFFICE SUPPLIES-AMAZON		25.89			
101-41910-50210	TAPE-AMAZON		8.99			
101-41910-50210	USP CONNECTORS FOR A/V SYSTEM		17.98			
101-43100-50210	PLUGS		25.90			
101-41500-50208	PROFESSIONAL DEVELOPMENT-EHLERS		500.00			
101-41110-50208	PROFESSIONAL DEVELOPMENT-EHLERS		500.00			
101-41810-50223	WATER FILTERS FOR FRIDGE		23.95			
101-41110-50208	ADVANCED ELECTED OFFICIALS PROGRAM		350.00			
101-41310-50208	FOOD FOR PEER GROUP-JIMMY JOHN'S		14.50			
101-41500-50208	MNGFOA MEMBERSHIP-D BRUNETTE		70.00			
101-41500-50208	MNGFOA MEMBERSHIP- Z DOUD		70.00			
101-41310-50208	MCMA CONFERENCE- Z DOUD		525.00			
101-41310-50200	SUPPLIES-AMAZON		84.18			
101-41820-50200	MICROPHONES FOR COUNCIL CHAMBERS		740.14			
101-41310-50208	CITY DAY ON THE HILL-Z DOUD		125.00			



101-41810-50200	KEY COPY FOR ACTIVITY CENTER	6.44
101-41110-50208	LMC-SARA VAN ASTEN ELECTED LEADERS	350.00
101-41810-50200	AMAZON-CLEANING SUPPLIES	97.70
101-41810-50200	AMAZON-CLEANING SUPPLIES	126.75
101-41810-50200	CUPCAKES COUNCIL	23.99
101-41110-50208	STATE OF THE CITIES	325.00
101-41810-50200	OFFICES SUPPLIES-AMAZON	46.49
101-41810-50200	OFFICE SUPPLIES-AMAZON	14.43
101-41810-50200	OFFICE SUPPLIES-AMAZON	23.30
101-41820-50308	MICROSOFT	8.70
101-41810-50200	OFFICE SUPPLIES-AMAZON	26.99
101-41810-50205	SUBSCRIPTIONS-ZOOM	225.62
101-43100-50208	PROFESSIONAL DEVELOPMENT-MS4 REFRESHER	130.00
101-41910-50208	TRAINING COURSE ON RELATIONSHIP BUILDING	45.00
101-43100-50210	HARDWARE SUPPLIES	176.04
101-43100-50208	PARKING AT CONFERENCE	15.00
101-43100-50210	MEAL AT CONFERENCE-MALONES	76.31
601-49400-50210	TESTING SUPPLIES	525.75
601-49400-50210	TESTING SUPPLIES	62.00
101-43100-50580	ADDITIONAL RACKING FOR PW SHOP	910.00
601-49400-50208	MRWA MEMBERSHIP	425.00
101-41910-50210	EASTER BUNNY FOR EASTER EGG HUNT	514.80
101-41910-50205	MINNESOTA PARKS AND REC MEMBERSHIP	180.00
101-43100-50210	CUTTING EDGES FOR PLOWS	3,960.00
101-43100-50580	OTHER EQUIPMENT-ACME	339.98
101-43100-50210	OPERATING SUPPLIES	68.56
101-42260-50208	CPR CARDS	22.50
101-42260-50200	EMS SUPPLIES	24.50
101-42260-50217	SCBA FACE PIECE HARNET	197.95
401-42260-50580	OTHER EQUIPMENT-F350 RUNNING BOARDS	169.99
101-42260-50200	EMS SUPPLIES FOR EMR REFRESHER TRAINING	179.95
101-42260-50200	CLEANING SUPPLIES-GARGE DOOR WINDOWS	207.57
401-42260-50580	OTHER EQUIPMENT-FLOOR MATS FOR NEW GRASS	248.90
101-42260-50200	CHIEF TWO TRUCK THERMOSTAT	39.21
101-42260-50200	MEDICAL SUPPLIES	121.69
101-42260-50320	FIRE DEPT CELL PHONE BILL	310.46
101-42260-50217	UNIFORM BOOTS	130.00
101-42260-50208	EMT TEST VOUCHER	312.00



101-42260-50208	EMT VOUCHER 2025-B BOGLE	25.00
101-42260-50223	EYES REPLACEMENT FOR GARAGE DOOR #21	392.50
101-42260-50205	IAFC MEMBERSHIP	61.25
101-42120-50205	MN CRIME PREVENTION	50.00
101-42120-50205	SPECIAL OPERATIONS	25.00
101-42120-50331	LODGING/MEALS/MILEAGE-CUB	49.87
101-42120-50331	LODGING/MEALS/MILEAGE-DAVANNI'S	225.70
101-42120-50217	UNIFORM-G. BURSTAD	75.00
101-42120-50208	STORM TRAINING GROUP	299.00
101-42120-50322	POSTAGE- USPS	15.40
101-42120-50217	UNIFORM- B CURRENT	238.93
101-42120-50217	UNIFORM- B MURPHY	36.64
101-42120-50217	UNIFORM- B CURRENT	97.12
101-41710-50205	SUBSCRIPTIONS-APA	847.00
101-41710-50208	PROFESSIONAL DEVELOPMENT-EDAM	790.00
101-41710-50200	SUPPLIES-GRADY'S ACE HARDWARE	12.99
101-41710-50208	PROFESSIONAL DEVELOPMENT-PARKING	7.00
101-41710-50208	PROFESSIONAL DEVELOPMENT-PARKING	7.00
101-42120-50200	SUPPLIES-AMAZON	97.51
101-42120-50200	SUPPLIES-AMAZON	29.64
101-42120-50200	SUPPLIES-AMAZON	100.89
101-42120-50200	SUPPLIES-AMAZON	79.70
101-42120-50200	SUPPLIES-AMAZON	71.98
101-42120-50200	SUPPLIES-AMAZON	33.22
101-42120-50200	SUPPLIES-AMAZON	157.48
101-42120-50200	SUPPLIES-MN CHIEFS OF POLICE	77.00
101-42120-50200	SUPPLIES-AMAZON	29.99
101-42120-50200	SUPPLIES-AMAZON	52.70
101-42120-50205	MN CHIEFS OF POLICE	217.00
101-42120-50208	MN CHIEFS OF POLICE	1,170.00
101-42120-50200	SUPPLIES-AMAZON	18.98
101-42120-50200	SUPPLIES-AMAZON	29.18
101-42120-50200	SUPPLIES-AMAZON	131.12
101-42260-50217	DEPT DUTY CREW UNIFORM JACKETS	2,860.00
101-42260-50217	UNIFORM-LOCKER PLATE	54.00
101-42260-50220	CALIBRATION OF FIT TESTER FOR SCBA MASKS	750.00
101-42260-50200	SUPPLIES-LAUNDRY DETERGENT	25.96
101-42260-50220	CARWASHJ-MISTER CAR WASH	35.88



101-42260-50322	POSTAGE-UPS STORE	66.22
101-42260-50208	PROFESSIONAL DEVELOPMENT-EMT REGISTRY	25.00
101-42260-50212	MOTOR FUELS-DEF FLUID	51.16
101-42260-50200	SUPPLIES-FASTNERS	15.98
101-42260-50217	UNIFORM-HELMET STICKER M HOPPE	25.00
101-42260-50220	DRAIN VALVE AND TEFLON TAPE	7.39
101-42260-50220	CAR WASH SOAP	42.40
101-42260-50220	HELMET PATCH DECALS	131.00
101-42260-50220	COOLANT FOR CHIEF 2 F150	31.18
101-41810-50220	CLEANED 3 MINI SPLIT INDOOR UNITS	818.00
101-41810-50220	RESPONSE & DIAGNOSTIC	324.00
101-43100-50230	ELECTRIC SVC-NOV 2024	1,382.73
101-41910-50220	CULLIGAN RENTAL JAN 2025	40.00
101-41810-50220	CULLIGAN RENTAL JAN 2025	43.30
101-41810-50220	CULLIGAN RENTAL JAN 2025	43.30
101-42120-50220	FILTRATION JAN 2025	111.30
101-45200-50210	FOUR SIGNS	96.00
101-43100-50210	PLOWZILA SNOWPLOW SIGN	25.00
101-42260-50320	COMMUNICATIONS; JAN 13-FEB 12 2025	1,324.96
101-42120-50320	COMMUNICATIONS-COMBINED ACCOUNT	916.93
101-42140-50308	CONTRACT SERVICES-ANIMAL CONTROL 2025	250.00
101-42120-50217	UNIFORM- VEST	1,863.89
101-42120-50580	OTHER EQUIPMENT-9MM DUTY & 9MM PRACTICE	1,205.32
101-43100-50230	STREET LIGHT ELECT & MAINT-DEC-JAN 2025	671.14
101-42120-50580	OTHER EQUIPMENT-BADGES	2,800.00
101-41310-50300	PROFESSIONAL SRVS-PREVENTION PLUS	143.70
101-41810-50381	ELECTRIC UTILITIES 3 ACCTS	923.50
101-42120-50384	REFUSE/GARBAGE DISPOSAL-DEC 2024	396.94
101-41910-50384	REFUSE/GARBAGE DISPOSAL AC DEC 2024	162.51
101-43100-50384	REFUSE/GARBAGE DISPOSAL-16471 JAN 2025	179.80
101-41810-50321	COMMUNICATOR/UB BILLS JAN 2025	8,095.56
101-41810-50384	REFUSE/GARBAGE DISPOSAL CH JAN 2025	396.94
101-41810-50381	ELECTRIC UTILITIES-REMAINDER OF BILL DEC	605.09
101-41810-50200	CLEANING SUPPLIES	123.78
101-41810-50205	DMV TITLE FEE	1.25
101-41810-50205	TITLE-DMV	58.00
101-41810-50200	SUPPLIES	79.64
101-43100-50210	OPERATING SUPPLIES-NTE	120.89



JASON PAULSON BAND	02/11/2025	02/25/2025	250.00	250.00	Open	N
AC; DEPOSIT FOR 8.13.205 EVENT	CHOYT					02/11/2025
101-41910-50308	AC; DEPOSIT FOR 8.13.205 EVENT		250.00			
JEFFERSON FIRE & SAFETY, INC	02/14/2025	02/25/2025	2,220.00	2,220.00	Open	N
FD; SUPPLIES-K2 THERMAL IMAGING KIT	CHOYT					01/31/2025
101-42260-50200	FD; SUPPLIES-K2 THERMAL IMAGING KIT		2,220.00			
JESSICA HARTFIEL THURSTON	02/14/2025	02/25/2025	2,166.00	0.00	Paid	Y
JAN 2025 EMBEDDED SOCIAL WORKER	CHOYT					02/12/2025
101-42120-50300	PROFESSIONAL SRVS-JAN 2025 EMBEDDED		2,166.00			
KAT & COMPANY	02/18/2025	02/25/2025	4,000.00	4,000.00	Open	N
SUBSCRIPTIONS/ 3.15.25-3.14.26 SMARTPHONE	CHOYT					02/13/2025
101-41810-50205	SUBSCRIPTIONS-3.15.25-3.14.26 SMARTPHONE		4,000.00			
KENNETH SPRINGER	02/10/2025	02/25/2025	270.00	270.00	Open	N
PW; UNIFORM ALLOWANCE- BOOTS/ K SPRINGE	CHOYT					01/17/2025
101-43100-50217	PW; UNIFORM ALLOWANCE- BOOTS/ K.SPRINGER		270.00			
KWIK TRIP INC	02/11/2025	02/25/2025	105.30	0.00	Paid	Y
PD; 514204/ CARWASH JAN 205	CHOYT					01/31/2025
101-42120-50220	PD; 514204/ CARWASH JAN 205		105.30			
LANDFORM PROFESSIONAL SVCS, LLC	02/12/2025	02/25/2025	4,005.00	4,005.00	Open	N
PLANNING FEES; PARK DEDICATON	CHOYT					02/07/2025
101-41710-50300	PLANNING FEES; PARK DEDICATON		4,005.00			
LEAGUE OF MINNESOTA CITIES	02/10/2025	02/25/2025	105.91	105.91	Open	N
ADOBE ACROBAT PRO DC-ANNUAL (1)	CHOYT					01/15/2025
101-41820-50205	ADOBE ACROBAT PRO DC-ANNUAL		105.91			
LEAGUE OF MN CITIES-INSURANCE	02/11/2025	02/25/2025	76,812.00	76,812.00	Open	N
1ST HALF 2025 WORK COMP PREMIUM	CHOYT					02/07/2025
101-41110-50361	GENERAL & WKR COMP INS		34.68			
101-41310-50361	GENERAL & WKR COMP INS		419.28			
101-41420-50361	GENERAL & WKR COMP INS		838.55			



101-41500-50361	GENERAL & WKR COMP INS			419.28			
101-41710-50361	GENERAL & WKR COMP INS			4,700.31			
101-41910-50361	GENERAL & WKR COMP INS			230.38			
101-42120-50361	GENERAL & WKR COMP INS			42,252.77			
101-42130-50361	GENERAL & WKR COMP INS			50.00			
101-42260-50361	GENERAL & WKR COMP INS			12,361.44			
101-43100-50361	GENERAL & WKR COMP INS			6,978.45			
101-45200-50361	GENERAL & WKR COMP INS			6,232.52			
601-49400-50361	GENERAL & WKR COMP INS			1,147.17			
602-49400-50361	GENERAL & WKR COMP INS			1,147.17			
<hr/>							
LEO WEB PROTECT INC		02/11/2025	02/25/2025	974.87	974.87	Open	N
PD; CONTRACT SERVICES-12 MONTH LEOWEBPF CHOYT							02/10/2025
101-42120-50308	PD; CONTRACT SERVICES-12 MONTH			974.87			
<hr/>							
LEVANDER, GILLEN & MILLER, P.A.		02/10/2025	02/25/2025	1,881.50	1,881.50	Open	N
CD; PROFESSIONAL SRVS/EDA-DEC/JAN 2024 CHOYT							01/31/2025
225-41710-50300	CD; PROFESSIONAL SRVS/EDA- DEC/JAN 2024			1,881.50			
<hr/>							
MENARDS - MAPLE GROVE		02/10/2025	02/25/2025	90.36	90.36	Open	N
PARKS; SUPPLIES- CENTRAL ICE RINK CHOYT							02/04/2025
101-45200-50210	PARKS; SUPPLIES- CENTRAL ICE RINK			90.36			
<hr/>							
MENARDS - MAPLE GROVE		02/10/2025	02/25/2025	108.15	108.15	Open	N
PW; SHOP SUPPLIES CHOYT							01/21/2025
101-43100-50210	PW; SHOP SUPPLIES			108.15			
<hr/>							
MENARDS - MAPLE GROVE		02/10/2025	02/25/2025	223.85	223.85	Open	N
PW; SUPPLIES SHOP SUPPLIES CHOYT							01/30/2025
101-43100-50210	PW; SUPPLIES SHOP SUPPLIES			223.85			
<hr/>							
MENARDS - MAPLE GROVE		02/10/2025	02/25/2025	827.54	827.54	Open	N
PW; SUPPLIES CHOYT							02/01/2025
101-43100-50210	PW; SUPPLIES			827.54			
<hr/>							
MENARDS - MAPLE GROVE		02/10/2025	02/25/2025	1,991.52	1,991.52	Open	N
PW; SUPPLIES-OFFICE PROJECT CHOYT							01/28/2025
101-43100-50210	PW; SUPPLIES-OFFICE PROJECT			1,991.52			
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METRO CHIEF FIRE OFFICERS ASSO	02/11/2025	02/25/2025	100.00	0.00	Paid	Y
FD; MEMBERSHIP 2025 DUES-HENDRICKSON	CHOYT					02/11/2025
101-42260-50205	FD; MEMBERSHIP 2025 DUES		100.00			
METRO CHIEF FIRE OFFICERS ASSO	02/11/2025	02/25/2025	100.00	0.00	Paid	Y
FD; MEMBERSHIP 2025 DUES-ASTRUP	CHOYT					02/11/2025
101-42260-50205	FD; MEMBERSHIP 2025 DUES		100.00			
METRO WEST INSPECTION	02/10/2025	02/25/2025	16,648.00	0.00	Paid	Y
BLDG INSPECTIONS 208.10- DEC 2024	CHOYT					12/31/2024
101-41660-50300	BLDG INSPECTIONS 208.10- DEC 2024		16,648.00			
METROPOLITAN COUNCIL	02/12/2025	02/25/2025	22,141.35	0.00	Paid	Y
SAC FEE; JAN 2025	CHOYT					01/31/2025
602-00000-20801	SAC FEE; JAN 2025		22,365.00			
602-49450-37270	LESS PROMPT PAYMENT FEE; JAN 2025		(223.65)			
MINNESOTA EQUIPMENT	02/10/2025	02/25/2025	85.03	85.03	Open	N
PW; REPAIR/MAINT-GAS MOWER	CHOYT					01/27/2025
101-43100-50220	PW; REPAIR/MAINT-GAS MOWER		85.03			
MINNESOTA EQUIPMENT	02/10/2025	02/25/2025	96.46	96.46	Open	N
PW; REPAIR/MAINT-ANTENNA DEERE 4066	CHOYT					01/27/2025
101-43100-50220	PW; REPAIR/MAINT-ANTENNA DEERE 4066		96.46			
MN DEPT OF REVENUE	02/11/2025	02/11/2025	2,782.00	0.00	Paid	Y
SALES/USE TAX JAN 2025	DBRUNETTE					02/11/2025
101-00000-20300	SALES/USE TAX JAN 2025		59.00			
601-00000-20300	SALES/USE TAX JAN 2025		2,723.00			
MONTICELLO ANIMAL CONTROL	02/11/2025	02/25/2025	55.00	55.00	Open	N
PD; ANIMAL CONTROL 1.17.2025	CHOYT					02/05/2025
101-42140-50308	PD; ANIMAL CONTROL 1.17.2025		55.00			
NAPA AUTO PARTS	02/10/2025	02/25/2025	55.68	55.68	Open	N
PW; REPAIR/MAINT-BUCKET TRUCK UPGRADES	CHOYT					02/06/2025
101-43100-50220	PW; REPAIR/MAINT-BUCKET TRUCK UPGRADES		55.68			



NAPA AUTO PARTS	02/10/2025	02/25/2025	147.88	147.88	Open	N
PD; REPAIR/MAINT-BRAKE PADS	CHOYT					02/04/2025
101-42120-50220	PD; REPAIR/MAINT-BRAKE PADS		147.88			
<hr/>						
NAPA AUTO PARTS	02/10/2025	02/25/2025	105.66	105.66	Open	N
PD; REPAIR/MAINT-AIR FILTER	CHOYT					02/04/2025
101-42120-50220	PD; REPAIR/MAINT-AIR FILTER		105.66			
<hr/>						
PAYMENTECH	01/03/2025	01/03/2025	3,710.13	0.00	Paid	Y
DEC 2024 FEES	DBRUNETTE					01/03/2025
101-41500-50309	DEC 2024 FEES		152.08			
101-41500-50309	DEC 2024 FEES		3,558.05			
<hr/>						
PERA	02/10/2025	02/25/2025	331.47	331.47	Open	N
PERA- HOYT 2024 LEAVE PURCHASE	CHOYT					02/10/2025
101-00000-21704	PERA- HOYT 2024 LEAVE PURCHASE		331.47			
<hr/>						
REGUPOL ZEBRA ATHLETCS	02/19/2025	02/25/2025	440.00	440.00	Open	N
PD; OTHER EQUIPMENT-MATS	CHOYT					02/19/2025
101-42120-50580	PD; OTHER EQUIPMENT-MATS		440.00			
<hr/>						
SARA VAN ASTEN	02/18/2025	02/25/2025	543.49	543.49	Open	N
COUNCIL SUPPLIES-DELL REIMBURSEMENT	CHOYT					01/27/2025
101-41110-50210	OPERATING SUPPLIES-DELL REIMBURSEMENT		543.49			
<hr/>						
SHANE MARTIN	02/11/2025	02/25/2025	500.00	500.00	Open	N
AC; DEPOSIT FOR 07/23/2025 EVENT	CHOYT					02/04/2025
101-41910-50308	AC; DEPOSIT FOR 07/23/2025 EVENT		500.00			
<hr/>						
STATE OF MINNESOTA-OEMS	02/12/2025	02/25/2025	100.00	0.00	Paid	Y
FD; INSTRUCTOR/P BARTHEL	CHOYT					02/12/2025
101-42260-50205	FD; INSTRUCTOR/P BARTHEL		100.00			
<hr/>						
STREICHERS, INC	02/11/2025	02/25/2025	179.97	179.97	Open	N
PD; GENERAL UNIFORM	CHOYT					02/04/2025
101-42120-50217	PD; GENERAL UNIFORM		179.97			
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STREICHERS, INC	02/11/2025	02/25/2025	746.86	746.86	Open	N
PD; OTHER EQUIPMENT-AMMO	CHOYT					01/31/2025
101-42120-50580	PD; OTHER EQUIPMENT		746.86			
<hr/>						
TASC	02/18/2025	02/25/2025	38.48	38.48	Open	N
COBRA ADMIN FEE; APR 2025	CHOYT					02/15/2025
101-41810-50205	COBRA ADMIN FEE; APR 2025		38.48			
<hr/>						
TASC	02/19/2025	02/25/2025	767.49	767.49	Open	N
BENEFITS/ACCT MANAGEMENT FEES; APR 2024-I	CHOYT					02/19/2025
101-41810-50205	PER EMPLOYEE FEE-20; 4/1/2025-6/30/2025		184.20			
101-41810-50205	MEMBERSHIP FEE; 4/1/2025-3/31/2026		583.29			
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TOSHIBA BUSINESS SYSTEMS	02/10/2025	02/25/2025	48.79	48.79	Open	N
FD; ESTUDIO 2525AC- 1000 BW/ 1179 CLR	CHOYT					02/03/2025
101-42260-50200	FD; ESTUDIO 2525AC- 1000 BW/ 1179 CLR		48.79			
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TOSHIBA BUSINESS SYSTEMS	02/10/2025	02/25/2025	101.26	101.26	Open	N
CH; ESTUDIO 4525 BACK 1937 BW/ 2424 CLR JAN	CHOYT					02/03/2025
101-41820-50308	CH; ESTUDIO 4525 BACK JAN 2025		101.26			
<hr/>						
TWIN CITIES PROMOTIONAL LLC	02/11/2025	02/25/2025	272.00	272.00	Open	N
PD; SUPPLIES-ENVELOPES	CHOYT					02/05/2025
101-42120-50200	PD; SUPPLIES-ENVELOPES		272.00			
<hr/>						
VISA-CH	02/11/2025	02/25/2025	1,251.21	0.00	Paid	Y
5198 VISA CH; JAN 2025	CHOYT					01/31/2025
101-41820-50308	CH; DIGIUM CLOUD		662.71			
101-41810-50321	CH; FAX-DOCUMO		466.00			
101-43100-50212	PW; MOTOR FUELS-FUEL CLOUD		122.50			
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VISA-FD2	02/11/2025	02/25/2025	42.88	0.00	Paid	Y
5396 VISA FD; JAN 2025	CHOYT					01/31/2025
101-42260-50220	FD; SOTA SHINE-HENDRICKSON		39.06			
101-42260-50220	FD; INTEREST		3.82			
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VISA-PD	02/11/2025	02/25/2025	25.00	0.00	Paid	Y
5081 VISA; JANUARY 2025	CHOYT					01/31/2025



101-42120-50205	PD; MEMBERSHIP RENEWAL-SPECIAL OP			25.00			
VISA-PW	02/11/2025	02/25/2025	7.99	0.00	Paid	Y	
PW; OPERATING SUPPLIES	CHOYT						01/31/2025
101-43100-50210	PW; OPERATING SUPPLIES		7.99				
XCEL ENERGY	02/10/2025	02/25/2025	55.21	0.00	Paid	Y	
51-0014158934-9; 11501 DAYTON/S.L JAN 2025	CHOYT						02/10/2025
101-43100-50230	51-0014158934-9; 11501 DAYTON/S.L JAN		55.21				
XCEL ENERGY	02/11/2025	02/25/2025	27.43	0.00	Paid	Y	
51-0014444653-6;14666 146TH AVE S.L. JAN 2025	CHOYT						02/10/2025
101-43100-50230	51-0014444653-6;14666 146TH AVE S.L. JAN		27.43				
XCEL ENERGY	02/11/2025	02/25/2025	37.96	0.00	Paid	Y	
51-0014444653-6;14666 146TH AVE S.L. JAN 2025	CHOYT						02/10/2025
101-43100-50230	51-0014297205-1;14641 U.PASS W/RH PKWY		37.96				
XCEL ENERGY	02/11/2025	02/25/2025	45.70	0.00	Paid	Y	
51-8932050-3 CR81; JAN 2025	CHOYT						02/11/2025
101-43100-50230	51-8932050-3 CR81; JAN 2025		45.70				
XCEL ENERGY	02/11/2025	02/25/2025	39.27	0.00	Paid	Y	
51-0013985527-8; CHESHIRE LGT; JAN 2025	CHOYT						01/31/2025
101-43100-50230	51-0013985527-8; CHESHIRE LGT; JAN		39.27				
XCEL ENERGY	02/11/2025	02/25/2025	34.56	0.00	Paid	Y	
51-0013211437-0;SDL TRAIL LIFT;JAN 2025	CHOYT						02/11/2025
601-49400-50381	51-0013211437-0;SDL TRAIL LIFT;JAN		34.56				
XCEL ENERGY	02/11/2025	02/25/2025	25.27	0.00	Paid	Y	
51-0014423188-8;14678 146TH AVE ST LGT; JAN	CHOYT						01/31/2025
101-43100-50230	51-0014423188-8;14678 146TH AVE ST LGT		25.27				
XCEL ENERGY	02/11/2025	02/25/2025	28.98	0.00	Paid	Y	
51-6970693-8;17320 DAYTON SHED;JAN 2025	CHOYT						01/31/2025
101-45200-50381	51-6970693-8;17320 DAYTON SHED;JAN		28.98				



XCEL ENERGY	02/12/2025	02/25/2025	936.55	0.00	Paid	Y
51-0013565432-4; 14695 RIVER/WELLHOUSE JAI CHOYT						01/31/2025
601-49400-50381	51-0013565432-4; 14695 RIVER/WELLHOUSE		936.55			
XCEL ENERGY	02/12/2025	02/25/2025	3,919.72	0.00	Paid	Y
51-0011857801-8;PD/PW BLDG; JAN 2025	CHOYT					01/31/2025
101-42120-50381	51-0011857801-8;PD/PW BLDG; JAN 2025		1,959.86			
101-43100-50381	51-0011857801-8;PD/PW BLDG; JAN 2025		1,959.86			
XCEL ENERGY	02/12/2025	02/25/2025	0.16	0.00	Paid	Y
51-0014712973-2; 18160 SIREN; JAN 2025	CHOYT					01/31/2025
101-42130-50381	51-0014712973-2; 18160 SIREN; JAN 2025		0.16			
XCEL ENERGY	02/12/2025	02/25/2025	76.44	0.00	Paid	Y
51-0014473382-9 12000.5 W FRENCH LK JAN 20 CHOYT						01/31/2025
459-43100-50300-2001	51-0014473382-9 12000.5 W FRENCH LK		76.44			
XCEL ENERGY	02/12/2025	02/25/2025	27.43	0.00	Paid	Y
51-0014444656-9;14748 CHESHIRE CT S.L. JAN : CHOYT						01/31/2025
101-43100-50230	51-0014444656-9;14748 CHESHIRE CT S.L.		27.43			
XCEL ENERGY	02/14/2025	02/25/2025	84.16	0.00	Paid	Y
51-0013433451-8;BROCKTON LGT; JAN 2025	CHOYT					02/12/2025
101-43100-50230	51-0013433451-8;BROCKTON LGT; JAN 2025		84.16			
XCEL ENERGY	02/19/2025	02/25/2025	4.52	4.52	Open	N
51-5815803-3 F SIREN; JAN-FEB	CHOYT					02/18/2025
101-42130-50381	51-5815803-3 F SIREN; JAN-FEB		4.52			
# of Invoices: 101 # Due: 67 Totals:			272,485.17	207,051.69		
# of Credit Memos: 0 # Due: 0 Totals:			0.00	0.00		
Net of Invoices and Credit Memos:			272,485.17	207,051.69		
* 1 Net Invoices have Credits Totalling:			(223.65)			
--- TOTALS BY FUND ---						
101 - GENERAL FUND			201,955.47	162,551.13		
225 - EDA			3,907.50	3,907.50		
226 - CABLE			600.00	600.00		



401 - CAPITAL EQUIPMENT	27,891.86	27,891.86
408 - PARK TRAIL DEVELOPMENT	2,550.00	2,550.00
411 - DEVELOPER ESCROWS	224.24	224.24
459 - 2022 TIF STREET IMPROVEMENTS	76.44	0.00
601 - WATER FUND	11,991.14	8,179.79
602 - SEWER FUND	23,288.52	1,147.17

--- TOTALS BY DEPT/ACTIVITY ---

00000 -	25,478.47	331.47
41110 - Council	2,863.65	2,863.65
41310 - Administration	1,311.66	1,311.66
41420 - City Clerk	914.29	853.29
41500 - Finance	4,769.41	1,059.28
41660 - Inspection Service	16,648.00	0.00
41710 - Plannning & Economic Dev	14,288.52	14,288.52
41810 - Central Services	18,350.40	16,933.99
41820 - Information Technology	2,360.70	956.01
41900 - General Govt	6,415.70	6,415.70
41910 - Activity Center	2,815.48	2,119.69
42120 - Patrol and Investigate	96,146.11	88,204.52
42130 - Emergency Mgmt	54.68	54.52
42140 - Animal Control	707.00	707.00
42260 - Fire Suppression	26,418.89	25,958.13
43100 - Public Works	33,740.97	26,686.70
45200 - Parks	6,459.58	6,430.60
45300 - Trail Development	2,550.00	2,550.00
49400 - Utilities	10,415.31	9,326.96
49450 - Sewer	(223.65)	0.00



**PRESENTER:**

Jason Quisberg

**ITEM:**

Wellhouse #5 – Change Order No. 4

**PREPARED BY:**

Jason Quisberg, Engineering

**POLICY DECISION / ACTION TO BE CONSIDERED:**

Approve Change Order No. 4 for the Wellhouse #5 project

**BACKGROUND:**

With the switch from a natural gas back up generator to a diesel powered generator, it is expected that much more frequent access to the unit will be required. With activities now including fueling the generator, which requires maneuvering the fuel truck withing close proximity.

The original site design did not have hard surface extending to the generator pad. To facilitate fueling of the unit, and extension of the paved surface, such to connect to the generator pad, is being considered. A cost to construct the additional paved surface was requested from the contractor.





Note that the pavement work was included under a “lump sum” bid item. Meaning, an overrun in the quantity for this work item can not be utilized for appropriate compensation for the contractor’s effort. Therefore, a contract modification is needed, both to adjust the scope of the project, along with the compensation amount to account for the additional work.

Because the completion of this work is not critical for the timely continuation of progress on this project, this change order is being presented prior to the work being completed. That is, at this time, no out-of-scope work has been completed by the contractor. If it is elected to not proceed with this change order, the additional pavement would simply not be constructed, and, therefore, no additional payment to the contractor would be owed.

This owner directed change order would result in an increase of \$10,634.66 to the contract amount.

See attached engineer’s memo and change order form for additional background and recommendations.

**RECOMMENDATION:**

See attached engineer’s memo for recommendations.

**ATTACHMENT(S):**

Engineer’s memo  
Change Order No. 4



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To:	Martin Farrell, Public Works Director	From:	Ash Hammerbeck, PE Jason Quisberg, PE
File:	227704873	Date:	February 19, 2025

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**Reference: Change Order No. 4 – Dayton Wellhouse No. 5**

**Council Action Requested**

Staff recommends that City Council approve Change Order No. 4 for the Dayton Wellhouse No. 5 Project, which adds \$10,634.66 to the current Contract Price, adjusted for previous Change Orders.

**Summary**

Attached is Change Order No. 4 for the Dayton Wellhouse No. 5 Project, covering the modifications in Change Order Proposal No. 4. This change order updates the contract price to reflect the anticipated costs for the proposed work.

A description of the work covered under this change order is described below. Supporting documentation from the contractor is attached.

**COP#4**

- Description: This change order proposal covers the material and labor costs for extending the pavement from the drive aisle to the generator pad. The extension is being considered due to the generator's switch from natural gas to diesel, which requires more frequent access for fueling, annual inspections, and general maintenance. The additional pavement will ensure that fuel delivery trucks and maintenance vehicles can access the generator without driving on unpaved areas, improving accessibility and reduce long-term site maintenance. The total addition to the Contract Price for this change is \$10,634.66.

**Engineer's Recommendation**

It is recommended that the City Council review and approve the attached Change Order No. 4.



SECTION 00 63 63  
CHANGE ORDER FORM

Change Order No. 4

Date February 19, 2025

Agreement Date May 14, 2024

Name of Project: City of Dayton Wellhouse #5

Owner: City of Dayton

Contractor: Ebert Companies

The following changes are hereby made to the Contract Documents: This change order updates the contract price to reflect the anticipated costs for extending the pavement from the drive aisle to the generator pad.

Justification: The extension is being considered due to the generator's switch from natural gas to diesel, which requires more frequent access for fueling, annual inspections, and general maintenance.

Original Contract Price: \$ 1,127,735.28

Current Contract Price adjusted to previous Change Orders: \$ 1,083,588.63

The Contract Price due to this Change Order will be (increased) (~~decreased~~) by \$ 10,634.66

The new Contract Price including this Change Order will be \$ \$1,094,223.29

Original Contract-Required Substantial Completion Date: May 1, 2025

Original Contract-Required Final Completion Date: July 1, 2025

Current Substantial Completion Date adjusted to previous Change Orders: June 18, 2025

Current Final Completion Date adjusted to previous Change Orders: August 1, 2025

The Substantial Completion Date will be (~~increased~~) (~~decreased~~) by 0 calendar days.



The Final Completion Date will be ~~(increased)~~ ~~(decreased)~~ by 0 calendar days.

The revised Substantial Completion Date will be: June 18, 2025

The revised Final Completion Date will be: August 1, 2025

Approvals Required:

To be effective, this Order must be approved by the Owner and the Contractor if it changes the scope of objective of the Project, or as may otherwise be required by the Supplemental General Conditions.

Requested by: \_\_\_\_\_  
Ash Hammerbeck, P.E.

Ordered by: \_\_\_\_\_  
City of Dayton

Accepted by: \_\_\_\_\_  
Ebert Companies

END OF SECTION





23350 County Road 10  
Corcoran, MN 55357  
Ph : 763-498-7844

## Change Proposal

To: City of Dayton  
12260 S Diamond Lake Road  
Dayton, MN 55327

Number: GCPR 04  
Date: 12/2/24  
Job: 66099 City of Dayton Wellhouse #5  
Phone:

Description: GCPR 04 - Extend Asphalt

Proposed are the following changes:

Pricing for Additional Paving based on drawings sent to us on 11/21 from Jason Quisberg

This price includes the earthwork and asphalt required to extend the asphalt from the main driveway over to the generator and transformer pad at the Dayton Wellhouse No.5 Project.

The total amount to provide this work is ..... \$10,634.66  
(Please refer to attached sheet for details.)

If you have any questions, please contact me at 763-498-7844.

Pricing subject to review/change if not approved within 14 days of receipt.

Submitted by:

Approved by: \_\_\_\_\_  
Date: \_\_\_\_\_





23350 County Road 10  
Corcoran, MN 55357  
Ph : 763-498-7844

## Change Proposal GCPR 04 Price Breakdown Continuation Sheet

Description: GCPR 04 - Extend Asphalt

Description	Labor	Material	Equipment	Subcontract	Other	Price
Earthwork				\$4,620.00		\$4,620.00
Asphalt Paving				\$4,875.24		\$4,875.24
Subtotal:						\$9,495.24
		Contractors OH&P		\$9,495.24	10.00%	\$949.52
		Insurance & Bond		\$9,495.24	2.00%	\$189.90
Total:						\$10,634.66



# RUM RIVER CONTRACTING COMPANY

31913 124<sup>TH</sup> Street Princeton, MN 55371

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**Project:** Wellhouse #5, Dayton

**Date:** 04-22-24

Bituminous Parking Entrance Approximately 339 SY

2.0" SPNWB330B

Tack Coat

1.5" SPWEA240B

- Quote is for paving only
- Mobilization is included
- Bond is included
- Acknowledge Addendums 1-4

**Date:** 11-21-24

Additional Paving

\$4,875.24

Tom Hultman

(763) 389-3718

(763) 286-1930

[thultman@rumrivercontracting.com](mailto:thultman@rumrivercontracting.com)





23240 County Road 30  
Rogers, MN 55374  
952-452-2760

\*\*\*WBE, MBE, SBE, DBE And TGB\*\*\*

<b>To:</b>	Ebert Construction	<b>Contact:</b>	
<b>Address:</b>	23350 Cty Rd 10 Corcoran, MN 55357	<b>Phone:</b>	(763) 498-7844
<b>Project Name:</b>	24-013-Ebert-Dayton Wellhouse-RFCP003 Added Driveway	<b>Bid Number:</b>	24-013-Ebert-Dayton Wellhouse-RFCP003 Added Driveway
<b>Project Location:</b>		<b>Bid Date:</b>	
<b>Item Description</b>		<b>Total Price</b>	

Added Driveway Prep	\$4,620.00
- 15" Of Class 5 With DOT Fabric	
- Exporting Excess Material	

**Total Bid Price: \$4,620.00**

**Notes:**

- **\*\*\*THIS PRICING WAS PREPARED WITHOUT A COMPLETE SET OF PLANS & SPECS \*\*\***
- **\*\*\*THE PRICING SHOWN ABOVE MAY INCLUDE QUANTITIES. THIS IS FOR SCOPE REVIEW PURPOSES ONLY. THIS IS A LUMP SUM BID\*\*\***
- **\*\*\*BID IS TIED\*\*\***
- Bid Includes: ONLY Those Items listed above
- Bid Excludes The Following: Site Fencing/Barricades Temporary Site Roads, Winter Condition or Road Restrictions, Sheeting, Shoring, Underpinning or Earth Retention, Relocation of Public Utilities, Locating or Relocation of Private Utilities, Handling or Removal Of Hazardous Materials Including but not Limited to Asbestos and Unregulated Fill Material, Amended Soils/Rain Garden Mix, Tolerancing For Paving, Retaining Walls, Landscaping, Sanitary or Water Services, Irrigation, Mulch, Signs, Bollards, Striping, Erosion Control of ANY Kind Not Mentioned Above, Doli Regulations, Street Sweeping for Other Trades, Well Point Dewatering, SWPPP Maintenance Caused by Others, Concrete Washouts, Spoils Generated By Others, Licensed Staking/Layout Special Inspections/Testing, Traffic Control for Others, Vapor Barrier, Insulation, Site Balance, Water or Sanitary Services, Class#5 Under Curb or Concrete Pavement, Patching of Hard Surfaces, Export Excess Material Displaced by Others, Prevailing Wages Reports, Final Casting Adjustment, Concrete Washout or Maintenance of Same, Radon System, Trench Drain
- No Permits or Permit Fees of any Kind Including But Not Limited to: Building, Grading, Utility, Doli, Sac/Wac or NPDES Permits are included in above pricing.
- The above prices do not include Bond.
- Pricing good for 30 days

**Payment Terms:**

Payment due within 10 days after payment is made to General Contractor from Owner, or 30 Days if Contract is with Owner

<p><b>ACCEPTED:</b></p> <p>The above prices, specifications and conditions are satisfactory and hereby accepted.</p> <p><b>Buyer:</b> _____</p> <p><b>Signature:</b> _____</p> <p><b>Date of Acceptance:</b> _____</p>	<p><b>CONFIRMED:</b></p> <p><b>T.Scherber</b></p>  <p><b>Authorized Signature:</b> _____</p> <p><b>Estimator:</b> _____</p>
--	---



**PRESENTER:** Marty Farrell

**ITEM:** Approval of Well Head treatment Change Order #3 from Magney Construction

**PREPARED BY:** Marty Farrell

**POLICY DECISION/ACTION TO BE CONSIDERED:** Approval of Well Head Treatment Plant Change Order #3 from Magney Construction.

**BACKGROUND:** Change Order #3 For cost increases incurred due to delay of project for reviews and approvals from Federal Funding. The increases include escalations in labor, materials and equipment to complete the project. The project schedule has also been revised to reflect final completion date changing to February 28 2026.

The Change Order describes demobilizing and remobilizing equipment to site for pause due to Environmental Review needed to access Federal funding.

**BUDGET IMPACT:**

The total Magney Contract budget excluding Change Orders	\$7,256,700.00
Total Magney Contract including Changer Order #1 #2 #3	\$7,507,755.66
Total remaining Magney Contract budget including Change Orders	\$4,540,262.51

Project funded from \$4,000,000 Federal Grant, \$1,750,000 and Water Enterprise Fund 601.

**RECOMMENDATION:** Approve change order #3 from Magney Construction for \$172,182.38.

**ATTACHMENT(S):** Change Order #3, budget spreadsheets



45



<b>AS OF 02-19-2025</b>		
Contract Balances to Project Close Out		
Magney	\$	4,540,262.51
B&V	\$	298,086.78
AET	\$	33,707.50
<b>Remaining Contract Balances Total</b>	<b>\$</b>	<b>4,872,056.79</b>
Project Starting Balance	\$	8,194,300.00
Minus total pay apps to date	\$	(3,173,298.87)
<b>Remaining Project Balance</b>	<b>\$</b>	<b>5,021,001.13</b>
Remaining Project Balance	\$	5,021,001.13
Minus remaining Contract Balances	\$	(4,872,056.79)
<b>Contingency</b>	<b>\$</b>	<b>148,944.34</b>



## Change Order No. 3

---

DATE OF ISSUANCE 02/19/2025 EFFECTIVE DATE 02/19/2025

---

Owner: City of Dayton, MN  
Contractor: Magney Construction, Inc.  
Contract: Dayton Filtration Plant Wells 4 & 5  
Project: City of Dayton Filtration Plant Wells 4 & 5  
Engineer's Project No.: 414098

---

Owner and Contractor agree to make the following changes in the Contract Documents:

Description:

Work at the filtration plant construction site went on hold in May of 2024 while the City obtained necessary reviews and approvals from funding sources to allow the project to proceed. The City gave the Contractor notice on December 26, 2024 to proceed with restarting the work.

Due to the delay, the project will be incurring costs in 2025 and early 2026 which include escalations in labor, materials, and equipment to complete the project, as well as an extension of the schedule.

The Contractor is directed to proceed with restarting the project at the price and schedule listed below. This sum accounts for any and all additional costs to restart the work incurred by the Contractor and all suppliers and subcontractors. No further price increases or time extensions shall be awarded due to the pause in work.

Attachments:

Project Delay Cost Escalations Letter from Contractor

CHANGE IN CONTRACT PRICE:

Original Contract Price

\$7,256,700.00

Net Increase (Decrease) from previous  
Change Orders:

\$78,873.28

Contract Price prior to this Change Order:

\$7,335,573.28

CHANGE IN CONTRACT TIMES:

Original Contract Times:

Substantial Completion: 12/31/2024

Final Completion: 01/31/2025

Net change from previous Change Orders:

Substantial Completion: 0 Days

Final Completion: 0 Days

Contract Times prior to this Change Order:

Substantial Completion: 12/31/2024

Final Completion: 01/31/2025



Net increase (decrease) of this Change Order:

\$172,182.38

Contract Price with all approved Change Orders:

\$7,507,755.66

APPROVED:

By: \_\_\_\_\_  
Owner (Authorized Signature)

Date: \_\_\_\_\_

Net increase (decrease) this Change Order:

Substantial Completion: 396 Days  
Final Completion: 393 Days

Contract Times with all approved Change Orders:

Substantial Completion: 01/31/2026  
Final Completion: 02/28/2026

ACCEPTED:

By:   
Contractor(Authorized Signature)

Date: 02/19/2025



February 10, 2025

Mr. Benjamin Clapp, PE  
Engineering Manager  
Black & Veatch  
7760 France Avenue South ~ Suite 1200  
Minneapolis, MN 55435

**Re: Dayton, MN – Filtration Plant Wells 4 & 5**

Dear Mr. Clapp, PE

This letter shall serve as our formal acknowledgement that the City of Dayton has received final approval to resume construction for the project in reference above. Due to the considerable delay to secure funding, the project will now be pushed into the year 2025. As a result, Magney Construction, our subcontractors, and suppliers will endure cost escalations to furnish the remaining labor, materials, and equipment to complete the project.

Enclosed with this letter is our adjustment to the Contract Price and Contract Time(s) for the Dayton Filtration Plant Wells 4 & 5 project. Magney Construction, Inc. is respectfully requiring a signed Change Order prior to resuming construction and furnishing the necessary labor, materials, and equipment to complete the remainder of the project. We have also included a preliminary project schedule. This schedule conveys our best estimate to achieve substantial completion at this time.

Magney Construction, Inc. has been and will continue to strive to complete this project as soon as possible and of the highest attainable quality. Please review at your earliest convenience and do not hesitate to contact me with any questions.

Sincerely,



Daniel Fuhrman  
Project Manager  
Magney Construction, Inc.



# APPENDIX - A



SEND TO		FROM
Company Name Black & Veatch		Magney Representative Dan Fuhrman
Attention Benjamin Clapp, PE		Date 2/10/2025
Fax	Phone: (952) 896-0702	Proposal # COR No. 03 - Project Delay Cost Escalations

Total pages, including cover: 23

## COMMENTS

Dear Mr. Clapp, PE

Due to the significant duration of the project pause to secure funding, Magney Construction, Inc. is presenting the following cost for the necessary labor, material, and equipment to proceed with construction of the Dayton Filtration Plant Wells 4 & 5 project in year 2025.

<b>LABOR:</b> Magney Construction - 2025 Wage Increase for remaining labor	\$	23,814.00
<b>MATERIAL:</b> David Hardware - Doors, Frames and Hardware increase	\$	1,712.00
<b>MATERIAL:</b> Great Northern Environmental - Reclaim & Sludge Pumps increase	\$	10,852.50
<b>MATERIAL:</b> Spraying Systems - Eductor Nozzles increase	\$	260.99
<b>MATERIAL:</b> Plant & Flanged - DIP pipe, fittings, accessories, misc. valves increase	\$	51,502.67
<b>MATERIAL:</b> Airline Louvers - Louver increase	\$	475.34
<b>SUBCONTRACTOR:</b> Omann Contracting - Asphalt Paving	\$	675.00
<b>SUBCONTRACTOR:</b> Northland Concrete & Masonry - Masonry	\$	15,933.00
<b>SUBCONTRACTOR:</b> J&L Erectors - Structural & Misc. Metal Installation	\$	1,280.00
<b>SUBCONTRACTOR:</b> RTL Construction - Rough Carpentry	\$	1,996.83
<b>SUBCONTRACTOR:</b> Henkemeyer Coatings - Fluid-Applied Air Barrier	\$	574.00
<b>SUBCONTRACTOR:</b> Atomic Sheet Metal - Standing-Seam Metal Roofing	\$	9,020.00
<b>SUBCONTRACTOR:</b> Dziedzic Caulking - Joint Sealants	\$	784.00
<b>SUBCONTRACTOR:</b> Capital City Glass - Flush Aluminum Frames (Curtainwall/Storefront & Glass)	\$	215.00
<b>SUBCONTRACTOR:</b> Champion Coatings - Coatings/Painting	\$	4,500.00
<b>SUBCONTRACTOR:</b> Superior Crane Corp. - Monorail Chain Hoists	\$	305.00
<b>SUBCONTRACTOR:</b> Major Mechanical - HVAC	\$	3,254.73
<b>SUBCONTRACTOR:</b> Erickson Electric - Electrical	\$	25,965.00
<b>Subtotal:</b>	\$	153,120.06
<b>Contractor's Overhead:</b>	\$	16,517.75
<b>Bond &amp; Insurance Premium:</b>	\$	2,544.57
<b>TOTAL</b>	<b>\$</b>	<b>172,182.38</b>

<b>ADJUSTMENT TO SUBSTANTIAL COMPLETION</b>	<b>1/31/2026</b>
<b>ADJUSTMENT TO FINAL COMPLETION</b>	<b>2/28/2026</b>

**We are requesting written approval prior to proceeding.**

Please review and contact me if you have any questions.

Thank You,



Daniel Fuhrman  
Magney Construction, Inc.

Accepted By:

Date:





## **Dayton Filtration Plant Wells 4 & 5**

### **Magney Construction, Inc. 2025 Wage Increase**

ITEM #	DESCRIPTION	U/M	TOTALS
1	TOTAL Labor Hours	HRS	12210
2	REMAINING Labor Hours	HRS	6804
3	2025 Wage Increase	-	\$3.50/HR
<b>2025 TOTAL LABOR INCREASE:</b>			<b>\$23,814.00</b>





EMAILED

10990 60<sup>th</sup> Street North, Stillwater, MN 55082

Phone: 651-429-8421 Fax: 651-207-6366 Web: davidhardware.net

**1-3-2025 UPDATED**

RE: WTP – Dayton, MN

08115 FIBERGLASS DOORS & FRAMES

08700 FINISH HARDWARE

**\$26,311.00** tax included, delivered, for furnishing:

- 4 Fiberglass door frames
- 5 Fiberglass doors

Finish hardware

Original Pricing: \$24,599.00

Current Pricing: \$26,311.00

**Net Increase: \$1,712.00**

### We are a SBE/CERT vendor

We acknowledge receipt of addendums # 1,2 - Plan Dated 7-10-23

This bid is based on the following:

1. Material only, no installation is included unless noted.
2. **This quotation is valid for 30 days from above bid date.**
3. All prices are FOB job site.
4. Since some items are dependent on factory delivery, we will not accept a contract involving liquidated damages for failure to deliver by a certain date. We will not share or accept responsibility if liquidated damages are written into your contract with the owner.

Accepted by: \_\_\_\_\_

Scott Hall

DAVID HARDWARE INC.

Date: \_\_\_\_\_





EMAILED

10990 60<sup>th</sup> Street North, Stillwater, MN 55082

Phone: 651-429-8421 Fax: 651-207-6366 Web: davidhardware.net

**8-16-23 UPDATED**

RE: WTP – Dayton, MN

08115 FIBERGLASS DOORS & FRAMES

08700 FINISH HARDWARE

\$24,599.00 tax included, delivered, for furnishing:

- 4 Fiberglass door frames
- 5 Fiberglass doors

Finish hardware

**We are a SBE/CERT vendor**

We acknowledge receipt of addendums # 1, **2** - Plan Dated 7-10-23

This bid is based on the following:

1. Material only, no installation is included unless noted.
2. **This quotation is valid for 30 days from above bid date.**
3. All prices are FOB job site.
4. Since some items are dependent on factory delivery, we will not accept a contract involving liquidated damages for failure to deliver by a certain date. We will not share or accept responsibility if liquidated damages are written into your contract with the owner.

Accepted by: \_\_\_\_\_

Scott Hall

DAVID HARDWARE INC.

Date: \_\_\_\_\_



## Dan Fuhrman

---

**From:** Matt Fritze <MFritze@gnenv.com>  
**Sent:** Thursday, January 30, 2025 9:35 AM  
**To:** Dan Fuhrman; Andy Wrzos  
**Subject:** RE: Dayton WTP - Reviewed #031A - 11150 - Submersible Pumps  
**Attachments:** RE: Dayton Submersible Pumps Questions

Dan,

Feel free to read through the attached email chain describing the cost adder for this change in design condition. We are changing to a more expensive 6-pole motor as a result. Andy will send over official CO pricing. \$3500 was for the general cost increase and another \$6500 for this change. Andy will formalize this for you.



**Matt Fritze – President/Outside Sales**

**Office:** (651) 289-9100 **Cell:** (952) 239-2264

**Email:** [mfritze@gnenv.com](mailto:mfritze@gnenv.com)

**Great Northern Environmental**

1300 Helmo Ave N, Oakdale, MN 55128

See us on the web at [www.gnenv.com](http://www.gnenv.com)





**Spraying Systems Co.®**

Tel: 800.95.SPRAY Fax: 888.95.SPRAY Website: [www.spray.com](http://www.spray.com)

**CURRENT  
Pricing**

## Quotation - Dayton Water Treatment Plant Project - 46550 Eductors

MAGNEY CONSTRUCTION, INC  
1401 PARK ROAD  
CHANHASSEN, 55317

**Quote Number: 240118766**

Customer Number: 2300885-00

Issue Date: 12/30/2024

Attn:

Dan Fuhrman

✉ [dfuhrman@magneyconstruction.com](mailto:dfuhrman@magneyconstruction.com)

☎ 952 474 1674 x 301

FID: 36-1922920

INCOTERMS: EXW Glendale Heights, IL

Terms: Credit Card

Thank you for your interest in our products. We are pleased to provide this quotation.

#	Part Number	Description	Qty	MFG Lead Time*	Unit Price (USD)	Total(USD)
1	46550-3/4-316SS	EDUCTOR, 316SS MATERIAL	14		228.75	3,202.50

\*Delivery days is an estimate and does not include shipping.

Original Pricing (tax incl'd): \$3,214.52

Current Pricing (tax incl'd): \$3,475.51

**Net Increase: \$260.99**

All orders are shipped UPS, prepay and add, unless otherwise noted

All pricing is in USD \$ and ships from IL, USA

Expected Ship date is 2 weeks after order entry.

Please reference the quote number when you place your order. If you have questions or need assistance, I am happy to help. We value your business.

Should you have any questions or need additional information, please contact me.

Thank you,

Jim Conley

☎ 800-95-SPRAY

✉ [Jim.Conley@spray.com](mailto:Jim.Conley@spray.com)

This quote is subject to acceptance of the Terms and Conditions set forth at:

<https://www.spray.com/terms/whtn-sale-en-us-2017>

Experts in Spray Technology



Spray  
Nozzles



Spray  
Control



Spray  
Analysis



56 Spray  
Fabrication





**Spraying Systems Co.®**

Tel: 800.95.SPRAY Fax: 888.95.SPRAY Website: [www.spray.com](http://www.spray.com)

**ORIGINAL  
2023 Pricing**

MAGNEY CONSTRUCTION, INC  
1401 PARK ROAD  
CHANHASSEN, MN 55317

**Quotation Number: 230099029**

Customer Number: 2300885-00

Issue Date: 11/01/2023

Attention: Dan Fuhrman  
Phone: 952 474 1674 x 301  
Email: [dfuhrman@magneyconstruction.com](mailto:dfuhrman@magneyconstruction.com)

Thank you for your interest in our products. We are pleased to provide this quotation.

#	Part Number	Description	Qty	MFG Lead Time*	Unit Price(USD)	Total(USD)
1	46550-3/4-316SS	EDUCTOR, 316SS MATERIAL	14		213.54	2,989.56

All orders are shipped UPS, prepay and add, unless otherwise noted  
All pricing is in USD \$ and ships from IL, USA

Please reference the quotation number in the upper right corner when you place your order. If you have questions or need assistance, I am happy to help. We value your business.

Thank you,  
Doug Snyder  
Phone: 800-95-SPRAY  
Email: [Doug.Snyder@spray.com](mailto:Doug.Snyder@spray.com)

Jim Conley  
Phone: 800-95-SPRAY  
Email: [Jim.Conley@spray.com](mailto:Jim.Conley@spray.com)

Spraying Systems Midwest, Inc. - Minnetonka, MN  
5909 Baker Rd  
Ste 575  
Minnetonka, MN 55345

\*Please note that delivery is an estimate and does not include shipping time. This quote is subject to acceptance of the Terms and Conditions set forth at:

<https://apps.spray.com/terms/whtn-sale-en-us-2017-1-1.asp>

**Experts in Spray Technology**



Spray  
Nozzles



Spray  
Control



Spray  
Analysis

57



Spray  
Fabrication





10101 XYLITE STREET NE  
BLAINE, MN 55449  
Phone 763-792-3870 Fax 763-792-3876

Project: Dayton Filtration Plant  
Date: 01/01/2025

**DAYTON, MN  
FILTRATION PLANT WELLS 4 & 5**

**\*\*\*UPDATED PRICING\*\*\***

**REMAINING PIPE ORDER BALANCE THAT HAS NOT BEEN RELEASED**

INTERIOR PIPING - BASE BID	ORIGINAL PRICE	UPDATED PRICE
INTERIOR PIPING SUBTOTAL:	\$ 143,904.63	\$ 184,103.33

INTERIOR PIPING - FILTER #2	ORIGINAL PRICE	UPDATED PRICE
FILTER #2 SUBTOTAL:	\$ 14,973.29	\$ 18,727.67

EXTERIOR PIPING - BASE BID	ORIGINAL PRICE	UPDATED PRICE
EXTERIOR SUBTOTAL:	\$ 27,569.09	\$ 30,773.08

PROCESS VALVES - (PER WORK CHANGE DIRECTIVE NO. 01)	12/5/2023 PRICE	UPDATED PRICE
PROCESS VALVES SUBTOTAL:	\$ 27,869.73	\$ 32,215.32

Balance Remaining - Original Cost: \$ 214,316.73  
Balance Remaining - Updated Cost: \$ 265,819.40  
**TOTAL PIPE ESCALATION: \$ 51,502.67**



# AIRLINE<sup>TM</sup>

---

## L O U V E R S

450 Riverside Drive • Wyalusing, Pennsylvania 18853 • Phone (570) 420-7079 • Fax (570) 420-7078  
www.airlinelouvers.com

Project: 23-2601 - Dayton Filtration Plant Wells 4 5 (MN)

Airline Louvers is pleased to offer:

4	AS6D45HH	\$438.00
	Model AS6D45HH extruded aluminum 6" deep drainable	

Qty	Size	Tag
2	56.0000(in) wide x 24.0000(in) high	L-101A/B - A-201, H-101.
2	40.0000(in) wide x 40.0000(in) high	L-101C/D - A-201, H-101.

Cost increase due to project delays

Drawing Date: \_\_\_\_\_ Addendum # \_\_\_\_\_ 0

**Notes and Exclusions:**

This quote is for providing louver products only and does not include installation. Structural supports and anchors or fasteners into building structure/substrate are not included and are to be provided by others.

Field measurements are to be verified by others. Sizes quoted are assumed to be rough opening dimensions (width by height), unless noted otherwise.

Wind load standard is based on 20 psf (unless noted otherwise).

Non-Standard shape louvers are not AMCA tested or certified.

All Prices are in US Dollars.

**Additional Items available as required:**

Add for Professional Engineer Stamp and design calculations, if required, is \$3,200.00.



Add for 1" thick insulated blank-off panels @ \$15.00 per square foot (standard aluminum painted to match louvers)

Add for 2" thick insulated blank-off panels @ \$21.00 per square foot (standard aluminum painted to match louvers)

**Custom Color Finishes:**

Unless specifically noted in our quote, custom color finishes are not included in our pricing. The minimum add charge to produce a custom finish match is \$865 per color. A physical sample of the desired color/finish must be provided by the customer to produce a match. Additional charges and lead time may be required based on the type of finish, color, and the size of the project. Please contact our office for further information.

- (1) Price is good for 30 days with a release to production in 60 days. After 90 days from the date of the quote, pricing will increase by 1.5% per month thereafter until order is released for production. Airline Louvers a Division of Mestek Inc. (hereby known as Airline Louvers) reserves the right to review and revise any quoted price prior to releasing an order for fabrication.**
- (2) Prices are F.O.B. (Freight On Board) shipping point, freight included to the Continental U.S. Only.**
- (3) Taxes are not included, Unless specified in quote above.**
- (4) Lead Times are subject to change based upon factory workload at time of order.**
- (5) Airline Louvers Standard Terms and Conditions apply. A copy of the terms and conditions can be found at [www.airlinelouvers.com](http://www.airlinelouvers.com).**



# Omann Contracting Companies Inc.

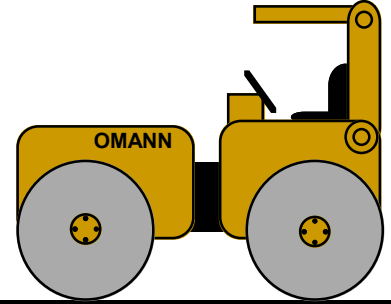
6551 La Beaux Ave. NE

PO Box 120

Albertville, Mn. 55301

Phone # (763)-497-8259

Fax # (763)-497-8261



**Asphalt Paving / Concrete  
& Excavating**

ATT.: \_\_\_\_\_

Dayton Filtration Plant Wells 4&5

Job number

Dayton

, MN

Salesman

Matt Hoeneman

Labor increases:

Add \$675.00

Due to the volatile fuel prices, fuel surcharges may apply above and beyond this quote

This proposal may be rejected if not signed and returned within 15 days of date as listed below. Unless a standard contract agreement is issued within that time

**ACCEPTANCE OF PROPOSAL & GUARANTEE OF PAYMENT:** The above prices, specifications and conditions are satisfactory and are hereby accepted. I verify there are no current liens or judgments on above said property. You are authorized to do the work as specified. Payment will be made as outlined per contract. In the event that a contract is not issued, payment will be due upon receipt of invoice.

Authorized Signature \_\_\_\_\_

(please print)

Signature \_\_\_\_\_

Date \_\_\_\_\_





## PROPOSAL

8-16-2023

PROJECT: DAYTON FILTRATION

**1-10-2025 DELAY CLAIM FOR LABOR AND MATERIAL INCREASES ADD: \$15,933.00**

### SCOPE OF WORK FOR CONCRETE:

CONCRETE BLOCK MASONRY (REGULAR BLOCK ONLY)  
4" COLORED ROCKFACE VENEER  
FURNISH AND INSTALL ARCHITECTURAL PRECAST  
MODULAR BRICK MASONRY (\$1,150.00 PER THOUSAND ALLOWANCE)  
THROUGH WALL FLASHING  
3" XPS CAVITY INSULATION  
CLEANING OF MASONRY

### EXCLUSIONS & NOTES:

REBAR MATERIAL

GRAFFITTI COATINGS

AIR AND WEATHER BARRIER

ALL CONCRETE WORK

ALL PRICES QUOTED ARE IN EFFECT FOR 30 DAYS FROM DATE OF QUOTATION.

CONCRETE & MASONRY TESTING EXPENSES

NO "ADDITIONAL INSURED" INSURANCE COVERAGE

BONDS, PERMITS OR LIQUIDATED DAMAGES

WINTER CONDITIONS (ENCLOSURES, HEAT CHARGES/ACCELERATOR, ETC.)

SNOW OR FROST REMOVAL AND THAWING OF SUBGRADE

DEWATERING

EXCAVATION, BACKFILL, SANDFILL, COMPACTION & UNDERPINNING

SLAB ON GRADE BASE MATERIAL +/- .10, BALANCED

BUILDING HEAT & VENTILATION

BARRICADES OR ENVIRONMENTAL PROTECTION

SAWCUTTING & DEMOLITION, PATCHING AT EXISTING

ANCHOR BOLTS & MISC. STEEL MATERIAL

TEMP SITE UTILITIES

JOINT SEALANTS OR CONTROL JOINT CAULKING

WATER PROOFING OR DAMP PROOFING

DUMPSTER EXPENSE

MASONRY & CONCRETE FIREPROOFING

MASONRY SEALERS

DRY BLOCK (OR EQUIVALENT) MORTAR AND BLOCK ADMIXTURES

"FIRE-WATCH" OF OPEN FLAMES, EXTREMELY HOT MATERIALS, SPARKS OR SIMILAR

WBE/MBE/DBE REQUIREMENTS ARE EXCLUDED

MINORITY AND FEMALE WORKFORCE GOALS ARE EXCLUDED

PRICING ASSUMES UNALTERED "AIA A401-1997 STANDARD FORM OF AGREEMENT BETWEEN  
CONTRACTOR AND SUB-CONTRACTOR" WILL BE USED





NCM RETENTION SHALL NOT BE GREATER THAN THAT BEING WITH HELD FROM THE OWNER  
TO THE GENERAL CONTRACTOR  
NCM AND GC TO MUTUALLY AGREE ON THE PROJECT SCHEDULE PRIOR TO FINAL CONTRACT

SINCERELY,  
ANDY HOLZERLAND  
ESTIMATOR/PROJECT MANAGER  
NORTHLAND CONCRETE & MASONRY  
CELL: 612-490-0744  
EMAIL: [Aholzerland@northlandcm.com](mailto:Aholzerland@northlandcm.com)



Customer

Magney Construction, Inc.  
1401 Park Road  
Chanhassen, MN 55317  
RFC #DELAY

Job

Dayton Filtration Plant Wells

Description of Change:

12-27-24

Price adjustment for schedule delay into 2025.

Rental equipment increase

Wage increase

Above work is subject to the same conditions as specified in original contract unless otherwise stipulated.  
You agree the sum of 1,280.00 will be added to the total contract price.

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

J & L Steel Erectors

Date: \_\_\_\_\_

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

Magney Construction, Inc.

Date: \_\_\_\_\_





## Request for Change Order

**To: Magney Construction**

**Project: Filtration Plant Wells 4 & 5**

Original Contract : \$31,200.00

Other Approved Change Orders: \$0.00

Total Contract to Date: \$31,200.00

Other Pending Requests: \$0.00

**This Request: \$1,996.83**

RTL Job # 23-370

Date: 1/29/2024

RFC No: RTL #001

Description: Updated costs due to delay in start. Expected start Spring 2025

Labor	Hours	Rate	Total
Labor Rate Increase	210	\$3.50	\$735.00
Labor Total	210		\$735.00

Material	Cost	Tax	Total
Material Increase	\$670.00	\$60.30	\$730.30

Equipment	Total
Equipment Increase	\$350.00

Description	Pcnt	Amount
Labor		\$735.00
Material		\$730.30
Equipment		\$350.00
Total Cost		\$1,815.30
Overhead and Profit	10%	\$181.53
Change in Contract Amount		\$1,996.83

The above work is subject to the same conditions as specified in the original contract unless otherwise stipulated.

Upon approval the sum of \$1,996.83 will be added to the contract price.

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
RTL Construction Inc

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Magney Construction





**HENKEMEYER  
COATINGS INC.**  
PAINTING  
AIR / VAPOR BARRIER  
WATERPROOFING

## Change Order

**1/14/2025**

**Proposal submitted to:** Magney Construction

**Job Name:** Dayton Filtration Plant

**Attention:** Dan Fuhrman

**Job Location:** Dayton, MN

**Change order includes labor, materials, tax, furnished and installed for:** Labor and material increases

**Labor: ADD: \$240.00**

**Material: ADD: \$334.00**

**Note: This change order becomes part of and in conformance with the existing contract.**

We agree hereby to make changes(s) specified at this price: \$  
Previous Contract Amount: \$  
Revised Contract Amount: \$

Authorized Signature: \_\_\_\_\_ (Contractor) Date of Agreement: \_\_\_\_\_

Payment will be made as follows:

Accepted – The above prices and specification of this Change Order are satisfactory and are hereby accepted. All work to be performed under same terms and conditions as specified in the original contract unless otherwise stipulated.

Authorized Signature: \_\_\_\_\_ (Owner) Date of Agreement: \_\_\_\_\_

**Henkemeyer Coatings**

P.O Box 459 Clearwater, MN 55320  
P 320.558.4447 F 320.558.4448  
info@henkemeyercoatings.com  
henkemeyercoatings.com



Atomic Architectural Sheet Metal, Inc.

3207 Labore Road  
Vadnais Heights, MN 55110  
651-248-0645 Office  
651-248-2314 cell

[Russ@atomicsheetmetal.com](mailto:Russ@atomicsheetmetal.com) [www.atomicsheetmetal.com](http://www.atomicsheetmetal.com)



TO: Magney Construction

CO #1

Date: 1/10/2025

Addendums: 0

Plans Dated: 0/0/0

ATTN: Dan Fuhrman

Project: Dayton Filtration Plant Wells 4 and 5 Change Order 1  
14695 Davton River Road Davton MN 55327

**Scope of Work: Exterior Metal Roofing, Soffit and Fascia System**

Project Bid Date 8/15/23

Requested Material Adjustment \$4,580.00

Requested Labor Adjustment \$4,440.00

Total Add To Contract \$9,020.00

**By: Russ Schmitz**

**Senior Vice President of Sales**

**Atomic Architectural Sheet Metal, Inc.**

UNLESS AGREED IN WRITING, PAYMENT FOR ALL INVOICES SHALL BE DUE NET **30 DAYS**, AFTER WHICH INTEREST SHALL BE A RATE OF 1.5% PER MONTH TO THE UNPAID BALANCE. ATOMIC ARCHITECTURAL SHEET METAL, INC. MAY STOP WORK IN PROGRESS, FILE A LIEN TO PROTECT THE DEBT, BRING SUIT, OR TAKE ANY OTHER ACTION AVAILABLE TO COLLECT THE DEBT IF INVOICES ARE NOT PAID. CLIENT AGREES TO PAY ALL COSTS INCURRED IN COLLECTING THE DEBT. **QUOTE GOOD FOR 30 DAYS FROM DATE OF SUBMITTAL DATE - CALL FOR QUALIFICATIONS PLEASE**

**Acceptance:**

**P.O.#:**

**Date:**

PLEASE SIGN AND RETURN WITH A PURCHASE ORDER.



# DZIEDZIC CAULKING, INC.

DBE, TGB, SBE and Women-Owned Business Enterprise

3928 - 168<sup>th</sup> Avenue NW  
Andover, MN 55304-1837

PHONE 763-712-0333  
dziedziccaulking@msn.com

## Response

<b>Date:</b>	January 10, 2025	<b>No.:</b>	1
<b>Attention:</b>	Dan Fuhrman	<b>Job Name:</b>	<b>Dayton Filtration Plant Wells</b>
<b>To:</b>	Magney Construction	<b>Location:</b>	14695 Dayton River Road
	1404 Park Road		Dayton, MN
	Chanhassen, MN 55317	<b>Re:</b>	<b>Escalation for delayed schedule</b>
<b>Phone:</b>	763-786-4779		

**Add / Deduct:**    \$ 784.00    *Seven Hundred Eighty-four Dollars----*

**Description:**    Cost escalation due to delayed schedule.

Signed:    Danielle Dziedzic





## Change Order

Request #: 01

General Contractor: Magney Construction

To: Dan Fuhrman

Date: 1/17/2025

Job Name: Dayton Filtration Plant Wells 4 & 5

TAX HAS BEEN INCLUDED IN THE BELOW PRICE

*Please change the contracted amount with the below number*

**ADD**

**\$215 .00**

Description

Labor increase due to project delay

By approving this CO, you agree to adding the following days for completion:

Proposal By:

Chris Schloer

*By signing below, you agree to the above change order request*

Approval of Change Order

Signature:

Date:

**CHANGE ORDER VALID FOR 30 DAYS**



December 27, 2024

RE: Delay Claim for Dayton Filtration Plant Wells Project

Dan,

Due to the extent of the delay at the Dayton Filtration Plant Wells project, Champion Coatings will have some cost changes.

We recently got all our new material price increases at year end, and it will be 4%. We are projecting all other costs to have the same increase. Thus, the total increase in costs for this project would be \$4,500.

Please let me know if you have any questions.

Thank you.



Gary Johnson  
President  
612-845-5326





**SUPERIOR CRANE CORP**

HEALY MANUFACTURING GROUP

P.O. Box 18, Waukegan, WI 53187-0018

☎ 262-0099 ! " # ☎ 262-7777

**Magney Construction / City of Dayton, MN**

**Mr. Dan Fuhrman**

**Filtration Plant, Wells 4 & 5**

**Section: 14621 – Monorail chain hoist**

**Original subcontract dated: 10/12/2023**

**Due to project delays we require a change order to proceed**

**Delivered materials price increase of \$225.00**

**Field labor price increase of \$80.00**

**Change order will be required for the \$305.00 additional cost**

**SUPERIOR CRANE CORPORATION JOB 100706**





7601 Northland Drive North • Brooklyn Park, MN 55428 • Ph: (763) 424-6680 • [www.majormech.com](http://www.majormech.com)

---

January 10, 2025

Magney Construction  
1401 Park Road  
Chanhassen, MN 55317  
Attn: Dan Fuhrman

**RE: Dayton Filtration Plant Wells 4 & 5  
Dayton, Minnesota  
Increases Due to Delay**

Dan,

Cost increases due to project delay.

Unit Heater Price Increase – 6 Total Units	\$ 454.50
Taxes	<u>\$ 38.77</u>
Total Material Deduct	\$ 493.26
Mark-Up (15%)	<u>\$ 73.99</u>
Major Mechanical Add	\$ 567.25

Sub-Contractor Adds:	
Midwest Controls – Conduit, Control Dampers and NEMA 4 Enclosures	\$ 2,559.50
Mark-Up (5%)	<u>\$ 127.98</u>
Sub-Contractor Add	\$ 2,687.48
Major Mechanical Add	<u>\$ 567.25</u>
Total Add	\$ 3,254.73

If you have any questions or would like to discuss the scope or pricing, please feel free to contact me at 763-296-5649 office or 763-331-4735 mobile.

Thank You,  
Jay Johnson  
Project Manager  
Major Mechanical





## Erickson Electric Company, Inc.

3308 Southway Drive • Saint Cloud MN 56301-9513

Phone 320.251.1501 • Fax 320.251.1504

# Proposal

January 6, 2025

Dan Fuhrman  
Magney Construction

RE: Dayton Filtration remobilization and added cost.

Mobilization:	\$2,500.00
Material:	\$4,200.00
Labor:	\$11,060.00
Lightning Protection:	\$1,136.00
Permit:	\$1,500.00
Total Control:	\$5,569.00
Total	\$25,965.00

Please feel free to contact me if you have any questions. My cell phone: 320-774-5613

Sincerely,

Kyle Klemek  
kylek@ericksonelectricmn.com



# APPENDIX - B



MAGNEY CONSTRUCTION,  
INC.

Dayton Filtration Plant Wells 4 & 5

PRELIMINARY SCHEDULE	2025																	2026			
	JAN				FEB				MAR					APR				MAY			
	6	13	20	27	3	10	17	24	3	10	17	24	31	7	14	21	28	5	12	19	26
TASK	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M
FILTRATION PLAN CONSTRUCTION																					
Re-Mobilize Crane																					
Delivery of Filter Equipment																					
Offload & Set Filters on Pads																					
Re-Install SWPPP (as needed)																					
Masonry - CMU Backing Block																					
Fluid-Applied Vapor Barrier																					
Masonry - Split-face CMU, accent stone, brick																					
Install Metals / Ladders in BW Reclaim Basins																					
Set Steel Roof Framing / Trusses																					
Install Filter Face-Piping																					
Construct Soffit & Metal Roof Decking																					
Install Filter Media																					
Roof Blocking, Insulation, Coverboard																					
Standing-Seam Roofing																					
Install Doors / Frames / Windows																					
Painting																					
Plumbing																					
HVAC																					
Electrical																					
Install Blower Equipment																					
Install Air Compressor Equipment																					
Install Process Piping																					
Install Stainless Steel Piping																					
Pneumatic Tubing/piping																					
Chem Feed piping/connections																					
Disinfection & Testing																					
Startup & Commissioning																					
SITE WORK																					
Install FI Lines																					
Install FE Line																					
Electrical Site Work																					
Install 3" CC Lines from Well to WTP																					
Roof Drain Piping & Outfall w/Rip Rap																					
Sidewalks																					
Aggregate Base																					
Site Grading																					
Paving																					
Natural Gas Service Install																					
Seeding / Turf Establishment																					



**ITEM:**

Resolution of Support for Land Acquisition by Three Rivers Park District, 17020 Dayton River Road

**APPLICANT:**

Kelly Grissman, Three Rivers Park District

**PREPARED BY:**

Jon Sevald, Community Development Director

**POLICY DECISION / ACTION TO BE CONSIDERED:**

Motion to Approve Letter of Support.

**BACKGROUND:**

Three Rivers Park District is requesting a Letter of Support to purchase 17020 Dayton River Road from Brad and Kelly Stinke as part of the West Mississippi River Regional Trail corridor. The corridor extends from Brooklyn Center through Dayton. In 2016, the City passed a Resolution of Support for land acquisition, design, implementation and operation of the corridor.<sup>1</sup>

**CRITICAL ISSUES:**

N/A

**RELATIONSHIP TO COUNCIL GOALS:**

*Preserving Rural Character*

*Creating a Sought After Community*

**BUDGET IMPACT:**

N/A

**RECOMMENDATION:**

Staff recommends Approval.

**ATTACHMENT(S):**

Aerial Photo

Resolution

---

<sup>1</sup> Resolution 23-2016







**RESOLUTION No. 13-2025**

**CITY OF DAYTON  
COUNTY OF HENNEPIN AND WRIGHT  
STATE OF MINNESOTA**

**A RESOLUTION OF SUPPORT FOR THE ACQUISITION OF 17020 DAYTON RIVER ROAD  
BY THREE RIVERS PARK DISTRICT**

**WEHREAS**, the City of Dayton (“City”) participated in and passed Resolution No. 23-2016 in support for the West Mississippi River Regional Trail master plan on June 29, 2016; and

**WHEREAS**, implementation of the West Mississippi River Regional Trail (“Regional Trail”) corridor requires acquisition of land sufficient to design, build, operate and maintain a regional trail; and

**WHEREAS**, 17020 Dayton River Road (PID: 05-120-22-24-0006) was offered for sale to Three Rivers Park District; and,

**WHEREAS**, the property owner has signed a purchase agreement to sell the property to Three Rivers Park District on a willing seller basis and intends to close in 2025; and

**WHEREAS**, Three Rivers Park District is required to obtain municipal consent via resolution when acquiring property; and

**WHEREAS**, City has reviewed the acquisition of the Property by the Park District and find that it is in conformance with the master plan; and,

**THEREFORE, BE IT RESOLVED**, that the City Council of the City of Dayton, Minnesota approves the direct purchase of the property rights of the aforementioned property by Three Rivers Park District for the West Mississippi River Regional Trail.

Adopted by the City Council of the City of Dayton on this 25<sup>th</sup> day of February, 2025.

---

Dennis Fisher, Mayor

ATTEST:

---

Amy Benting, City Clerk

*Motion by \_\_\_\_\_, Second by \_\_\_\_\_.*  
**Resolution Approved**



**ITEM:**

DCM Farms

**APPLICANT:**

Tom Dehn, Sundance Woods LLC

**PREPARED BY:**

Jon Sevald, Community Development Director

**POLICY DECISION / ACTION TO BE CONSIDERED:**

Provide feedback on the revised site plan of DCM Farms.

**BACKGROUND:**

DCM Farms consists of 253 single-family homes and about 10 acres of commercial-retail. Staff is currently reviewing the Preliminary Plat and related plans, which will be reviewed by the Planning Commission on March 6, 2025. The commercial component requires a Comprehensive Plan amendment. This amendment requires an Environmental Assessment Agreement (EAW), which will also be reviewed on March 6<sup>th</sup>.

Since this is a large project, Staff is requesting the Council to provide feedback prior to formal approval. The Site Plan has been revised since the Planning Commission's February 6<sup>th</sup> meeting. Major changes include:

- Reduced # of 40' and 45' lots from 123 to 68.
- Increased # of 50' and 55' lots from 84 to 108.
- Increased side yard setbacks from 5' to 7.5'
- Reduced total lots from 266 to 253 (-13 lots)
- Changed SE cul-de-sac to thru road, eliminating intersection at 114<sup>th</sup> Ave.

**CRITICAL ISSUES:**

TBD

**COMMISSION REVIEW / ACTION (IF APPLICABLE):**

The Planning Commission held a Public Hearing on February 6, 2025, to be continued at its March 6, 2025 meeting. The Commission made several comments, many of which were incorporated into the attached Site Plan.

**RELATIONSHIP TO COUNCIL GOALS:**

*Planning Ahead to Manage Thoughtful Development*  
*Create a Sought After Community*

**BUDGET IMPACT:**

N/A



**RECOMMENDATION:**

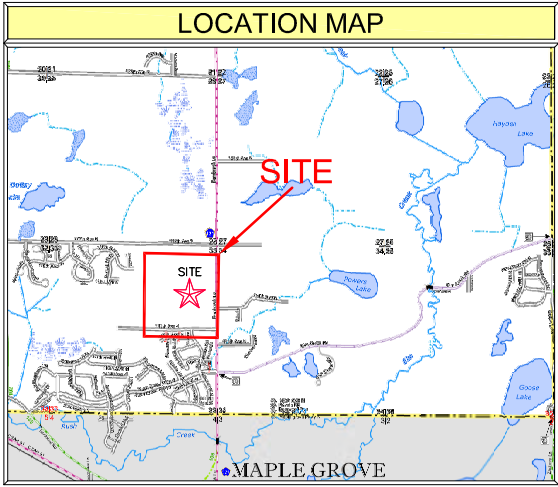
Provide feedback and recommendations. No Action is needed.

**ATTACHMENT(S):**

Site Plan, Jan 7, 2025

Site Plan, Feb 11, 2025

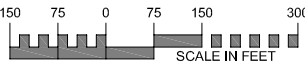




SHEET INDEX TABLE	
SHEET	Description
SP	Site Plan
ALTA	ALTA Survey
PP	Preliminary Plat
UP	Preliminary Utility Plan
GP	Preliminary Grading Plan
EC	Preliminary Erosion Control Plan

DEVELOPMENT DATA	
PUD PLAN	
266 Lots -	
40' Lots - 103	
45' Lots - 20	
50' Lots - 56	
55' Lots - 28	
65' Lots - 54	
75' Lots - 5	
Street:	
Public	
60' ROW - 32' B-B	
CDS - 50' R	
15.5' Island	
Private	
28' B-B	
SETBACKS	
40' / 45' / 50' / 55' FT LOTS	
Frontyard Setback: 25'	
Corner Setback: 25'	
Side yard Setback: 5'/5'	
Rear yard Setback: 25'	
Hardcover: 55%	
65' / 75' FT LOTS	
Frontyard Setback: 25'	
Corner Setback: 25'	
Side yard Setback: 7.5'/7.5'	
Rear yard Setback: 25'	
Hardcover: 35%	

PREPARED BY	PREPARED FOR
ENGINEER SATHRE-BERGQUIST, INC. 14000 25th Ave N, Suite 120 Plymouth, MN 55447 PHONE: (952) 476-6000 FAX: (952) 476-0104 CONTACT: ROBERT S. MOLSTAD, P.E. EMAIL: MOLSTAD@SATHRE.COM	DEVELOPER SUNDANCE WOODS, LLC 6701 Highway 10 NW Ramsey, MN 55303 CONTACT: TOM DEHN PHONE: (612) 328-2215 EMAIL: TOM.DEHN@POWERLODGE.COM



EXISTING UTILITIES SHOWN ARE SHOWN IN AN APPROXIMATE MANNER ONLY. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ANY AND ALL EXISTING UTILITIES BEFORE COMMENCING WORK. HE AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES ARISING OUT OF HIS FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL EXISTING UTILITIES.

DRAWING NAME	NO.	BY	DATE	REVISION
XXX	1			
DRAWN				
XXX				
CHECKED				
XXX				
DATE				
XXXXXX				

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

Name, P.E. \_\_\_\_\_  
Date: \_\_\_\_\_ Lic. No. \_\_\_\_\_



**SATHRE-BERGQUIST, INC.**  
14000 25TH AVE N #120 PLYMOUTH, MN. 55447 (952) 476-6000

CITY PROJECT NO.

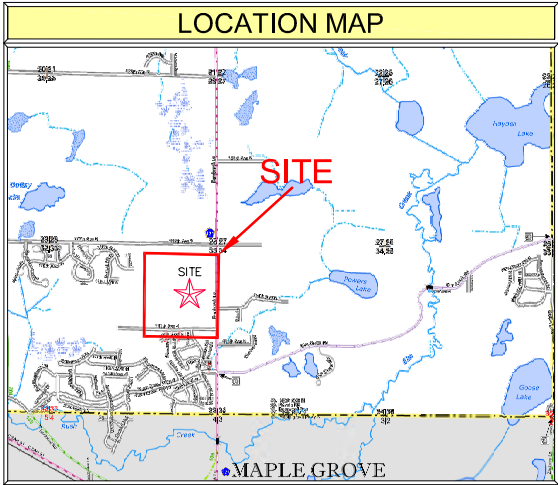
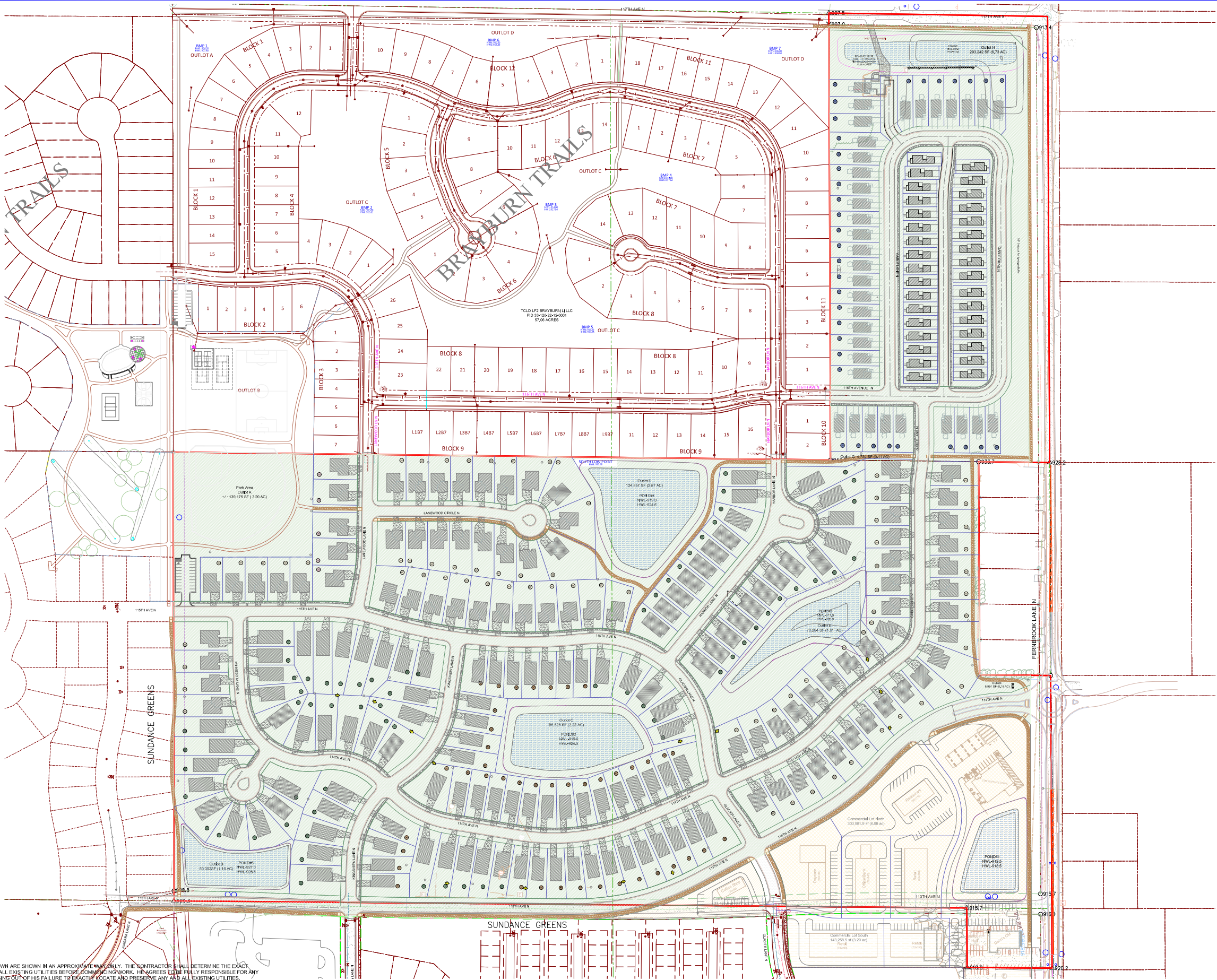
DAYTON,  
MINNESOTA

**SITE PLAN**  
**DCM FARMS**  
**SUNDANCE WOODS, LLC.**

FILE NO.  
19214-006

SP1

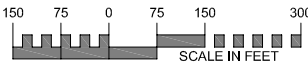




SHEET INDEX TABLE	
SHEET	Description
SP	Site Plan
ALTA	ALTA Survey
PP	Preliminary Plat
UP	Preliminary Utility Plan
GP	Preliminary Grading Plan
EC	Preliminary Erosion Control Plan

DEVELOPMENT DATA	
PUD PLAN 253 Lots -	
40'	40' Lots - 33
45'	45' Lots - 35
50'	50' Lots - 42
55'	55' Lots - 66
65'	65' Lots - 72
75'	75' Lots - 5
Street: Public 60' ROW - 32' B-B CDS - 50' R 15.5' Island	
Private 28' B-B	
SETBACKS 40 / 45 / 50 / 55 FT LOTS Frontyard Setback: 25' Corner Setback: 25' Side yard Setback: 7.5'/7.5' Rear yard Setback: 25' Hardcover: 55%	
65 / 75 FT LOTS Frontyard Setback: 25' Corner Setback: 25' Side yard Setback: 7.5'/7.5' Rear yard Setback: 25' Hardcover: 35%	

PREPARED BY	PREPARED FOR
ENGINEER SATHRE-BERGQUIST, INC. 14000 25th Ave N, Suite 120 Plymouth, MN 55447 PHONE: (952) 476-6000 FAX: (952) 476-0104 CONTACT: ROBERT S. MOLSTAD, P.E. EMAIL: MOLSTAD@SATHRE.COM	DEVELOPER SUNDANCE WOODS, LLC. 6701 Highway 10 NW Ramsey, MN 55303 CONTACT: TOM DEHN PHONE: (612) 328-2215 EMAIL: TOM.DEHN@POWERLODGE.COM



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DRAWING NAME	NO.	BY	DATE	REVISION
XXX	1			
DRAWN				
XXX				
CHECKED				
XXX				
DATE				
XXXXXX				

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

Robert S. Molstad, P.E.  
Date: 01/06/25 Lic. No. 26428



SATHRE-BERGQUIST, INC.  
14000 25TH AVE N #120 PLYMOUTH, MN. 55447 (952) 476-6000

CITY PROJECT NO.  
DAYTON,  
MINNESOTA

SITE PLAN  
DCM FARMS  
SUNDANCE WOODS, LLC.

FILE NO.  
19214-006  
SP1  
82



## MEMORANDUM

Meeting Date: 2-25-2025  
Item Number: J.

TO: Zach Doud, City Administrator  
FROM: Jason Aarsvold, Ehlers  
DATE: January 22, 2025  
SUBJECT: Parkway Neighborhood Apartments - Request for Financial Assistance

---

The City of Dayton (the “City”) received a request for assistance from WME Real Estate Holdings, LLC (the “Developer”) to construct 452 market rate rental units located at southwest intersection of Interstate 94 and Dayton Parkway. Construction of the proposed project requires a significant investment in new infrastructure totaling approximately \$5.8 million. The City will require the developer to construct this new infrastructure for the project, but the Developer indicated this is creating a financial gap in the project.

The Developer intends to build the project in three phases. Phase one of the project will begin in 2025 and includes approximately 232 rental units. Phase two of the project is planned to begin in 2026 and includes approximately 180 rental units. Phase three of the project is planned to begin in 2027 and includes approximately 40 rental townhouses.

Based on direction from the City Council, staff, the developer and Ehlers worked to structure assistance that would not require any up front contribution from the City and would provide some immediate tax benefit. The proposed assistance for the project includes a combination of City fee waivers for phases one and two and pay-as-you-go tax abatement.

The fee waivers related to phase one total an estimated \$1,938,576 and the waivers for phase two total an estimated \$1,545,640. These would be forgiven when each project moves forward. In addition, city staff and Ehlers concluded an additional \$1.9 million (present value) in pay-as-you-go tax abatement can be supported. With pay-as-you-go tax abatement, the developer must finance the initial costs and nothing up front is required from the City. The City in this case would then rebate 75% of the *increased* City portion of property taxes from the project and retain 25% for city service demands. Payments are limited to 9 years, and if the full \$1.9 million is not repaid at the end of 9 years, the City does not make up the shortfall.

This memo reviews the need for fee waivers and tax abatement based on our analysis of the developer’s project budget and projections, generally known as a pro forma. We have reviewed the project based on general industry standards for construction, land, and project costs; market rate rents; operating expenses; developer fees; underwriting and financing criteria; and return on investment. The tables on the following page depict the Developer’s proposed sources and uses for the project for phases one and two assuming City assistance as outlined above.



SOURCES		PHASE 1		
	Amount	Pct.	Per Unit	
First Mortgage	43,806,738	68.2%	188,822	
Tax Abatement PAYGO	1,900,000	3.0%	8,190	
Equity	16,603,670	25.8%	71,568	
City Fee Waiver	1,938,576	3.0%	8,356	
<b>TOTAL SOURCES</b>	<b>64,248,984</b>	<b>100%</b>	<b>276,935</b>	

USES		PHASE 1		
	Amount	Pct.	Per Unit	
Acquisition Costs	3,375,600	5.3%	14,550	
Construction Costs	42,920,000	66.8%	185,000	
Public Infrastructure	5,840,000	9.1%	25,172	
Permits / Fees	3,178,332	4.9%	13,700	
Professional Services	1,503,360	2.3%	6,480	
Financing Costs	4,897,092	7.6%	21,108	
Developer Fee	2,204,000	3.4%	9,500	
Cash Accounts/Escrows/Reserves	330,600	0.5%	1,425	
<b>TOTAL USES</b>	<b>64,248,984</b>	<b>100%</b>	<b>276,935</b>	

SOURCES		PHASE 2		
	Amount	Pct.	Per Unit	
First Mortgage	31,129,465	63.0%	172,941	
Equity	16,762,019	33.9%	93,122	
City Fee Waiver	1,545,640	3.1%	8,587	
<b>TOTAL SOURCES</b>	<b>49,437,124</b>	<b>100%</b>	<b>274,651</b>	

USES		PHASE 2		
	Amount	Pct.	Per Unit	
Acquisition Costs	2,619,000	5.3%	14,550	
Construction Costs	35,487,134	71.8%	197,151	
Permits / Fees	2,496,060	5.0%	13,867	
Professional Services	1,292,233	2.6%	7,179	
Financing Costs	5,407,697	10.9%	30,043	
Developer Fee	1,575,000	3.2%	8,750	
Cash Accounts/Escrows/Reserves	560,000	1.1%	3,111	
<b>TOTAL USES</b>	<b>49,437,124</b>	<b>100%</b>	<b>274,651</b>	

## Pro Forma Analysis

- Project Financing: The Developer proposes to finance the project with a combination of debt and equity. Both phases assume between 63% and 68% debt financing (including the abatement portion) and 25.8% to 33.9% equity. The proposed financing is acceptable for the project.



- **Total Development Costs (TDC):** The TDC of Phase one, including the public infrastructure, is \$64.24 million or \$276,935 per unit. The TDC of Phase two is \$49.4 million or \$274,651 per unit. Projects like this one are generally ranging between \$275,000 and \$325,000 per unit. The project is within the expected range.
- **Land Acquisition Costs:** The proposed land acquisition cost is \$14,550 per unit. We would expect the cost of land to be between \$10,000 and 15,000 per unit. The land cost is within market range for multi-family projects.
- **Rents:** Proposed rents range between \$1,448 per month for a studio unit, to \$2,528 per month for a 3-bedroom unit. On a per square foot basis, rents range between \$1.82 to \$2.30, averaging just over \$2.00 per sq. ft. Projected rents for recent suburban market rate rental projects are ranging between \$2.00 and \$2.35 per square foot depending on location, unit size and amenities. The proposed rents for this project are supported by a third-party market study and are acceptable for the project.
- **Operating Expenses:** The operating expenses for phases one and two are approximately \$4,182 and \$4,411 per unit per year respectively. This is within the typical range of \$3,500 to \$4,500 per unit per year (before management fees, property taxes, and replacement reserves). The total expense ratios for phases one and two (including management fees, property taxes, and replacement reserves) are 36.09% and 38.06% respectively. Based on this, we conclude that the projected operating expenses are not being overstated for the project.
- **Management Fee:** The management fee is projected at 3% of effective gross income (EGI). Management fees typically range between 3% to 5% of EGI. The proposed fee is within the acceptable range.
- **Developer Fee:** The developer fee for phase one is \$2.2 million or 3.4% of total development costs. The developer fee for phase two is \$1.575 million or 3.2% of total development costs. This is within the typical industry range of 3-4% for rental projects.
- **Return on Investment –** The yield on cost return on investment (net operating income / total development costs) at stabilization without any city assistance is projected at 5.7% for phases 1 and 2 combined. In the current market, developers typically need a yield on cost of at least 6.5% for financial feasibility. Based on this, we conclude public assistance is warranted for the project.

As currently proposed, the developer would receive City fee waivers for phases 1 and 2 of the project as well as a pay-as-you-go tax abatement note in the amount of \$1.9 million (present value) over a 9-year period. If the developer receives the assistance outlined here, projections show the yield on cost return on investment will *average* 6.5% by year 9 when the tax abatement payments end, which indicates providing the proposed assistance is not excessive.



### Recommendation:

Based on our review of the Developer's pro forma, the project is being represented appropriately for the market. If the project assumes construction of the necessary infrastructure, the projected return on investment is below market expectations. Assistance from the City is justified to make the project financially feasible.

Given the size of the project and the potential amount of assistance, we recommend inclusion of a 'lookback' provision in a future tax abatement agreement. This provision will allow for review of actual project performance and returns on investment against initial projections. If returns on investment exceed certain limitations, then the tax abatement assistance may be reduced.

Please contact me at 651-697-8512 if you have any questions or comments.





## Dayton Parkway Apartments - No Inflation

City of Dayton

452 Market Rate Rental Units

## ASSUMPTIONS AND RATES

<b>District Type:</b>	<b>Abatement</b>	Current Total Local Tax Rate:	104.028% Prelim. Pay 2025
<b>First Year Construction or Inflation on Value</b>	<b>2025</b>	Current City Tax Rate	37.2660% Prelim. Pay 2025
Inflation Rate - Every Year:	<b>0.00%</b>	Current County Tax Rate	36.8930% Prelim. Pay 2025
Interest Rate	<b>6.25%</b>	Current School District No. 279 Tax Rate	23.5620% Prelim. Pay 2025
Present Value Date:	<b>1-Aug-26</b>	Current Other Tax Rate	6.3070% Prelim. Pay 2025
First Period Ending	1-Feb-27	State-wide Tax Rate (Comm./Ind. only used for total taxes)	29.0000% Prelim. Pay 2025
Cashflow Assumes First Abatement	2027	Market Value Tax Rate (Used for total taxes)	0.24167% Prelim. Pay 2025
Assumes Last Year of Abatement	2038		
Fiscal Disparities Election [Inside, Outside or NA]	Inside	<b>PROPERTY TAX CLASSES AND CLASS RATES:</b>	
Incremental or Total Fiscal Disparities	Incremental	Exempt Class Rate (Exempt)	0.00%
Fiscal Disparities Contribution Ratio	27.2693% Prelim. Pay 2025	Commercial Industrial Preferred Class Rate (C/I Pref.)	
Fiscal Disparities Metro-Wide Tax Rate	123.8880% Prelim. Pay 2025	First \$150,000	1.50%
Term of City Abatement	<b>20</b>	Over \$150,000	2.00%
Term of County Abatement	<b>0</b>	Commercial Industrial Class Rate (C/I)	2.00%
Term of School District Abatement	<b>0</b>	Rental Housing Class Rate (Rental)	1.25%
Total Years of Abatement:	279	Affordable Rental Housing Class Rate (Aff. Rental)	0.75%
	12	Non-Homestead Residential (Non-H Res.)	1.25%
		Homestead Residential Class Rate (Hmstd. Res.)	
		First \$500,000	1.00%
		Over \$500,000	1.25%
		Agricultural Non-Homestead	1.00%

## BASE VALUE INFORMATION (Original Tax Capacity)

Map #	PID	Owner	Address	Land Market Value	Building Market Value	Total Market Value	Percentage Of Value Used for District	Original Market Value	Tax Year Original Market Value	Property Tax Class	Current Original Tax Capacity	Class After Conversion	After Conversion Orig. Tax Cap.	Area/Phase
	3112022340009	Roberg	Unassigned	1,094,200	0	1,094,200	100%	1,094,200	Pay 2025	Non-Homeste	10,942	Rental	13,678	1
	3112022340007	City of Dayton	Unassigned	295,000	0	295,000	100%	295,000	Pay 2025	Non-Homeste	2,950	Rental	3,688	
				<b>1,389,200</b>	<b>0</b>	<b>1,389,200</b>		<b>1,389,200</b>			<b>13,892</b>		<b>17,365</b>	

## Note:

1. Base values are for pay 2025 based on review of County website on 9-3-24.
2. Located in SD #279, WS #2



## Dayton Parkway Apartments - No Inflation

City of Dayton  
452 Market Rate Rental Units



PROJECT INFORMATION (Project Tax Capacity)												
Area/Phase	New Use	Estimated Market Value Per Sq. Ft./Unit	Taxable Market Value Per Sq. Ft./Unit	Sq. Ft./Units	Market Value	Property Tax Class	Project Tax Capacity	Percentage Completed 2025	Percentage Completed 2026	Percentage Completed 2027	Percentage Completed 2028	First Year Full Taxes Payable
1	Apatments	230,000	230,000	232	53,360,000	Rental	667,000	56%	100%	100%	100%	2028
1A	Apartments	230,000	230,000	40	9,200,000	Rental	115,000	0%	50%	100%	100%	2029
2	Apartments	230,000	230,000	180	41,400,000	Rental	517,500	0%	0%	65%	100%	2030
TOTAL					103,960,000		1,299,500					
Subtotal Residential				452	103,960,000		1,299,500					
Subtotal Commercial/Ind.				0	0		0					

**Note:**

1. Market values are based upon estimates received from the Developer

TAX CALCULATIONS									
New Use	Total Tax Capacity	Fiscal Disparities Tax Capacity	Local Tax Capacity	Local Property Taxes	Fiscal Disparities Taxes	State-wide Property Taxes	Market Value Taxes	Total Taxes	Taxes Per Sq. Ft./Unit
Apartments	667,000	0	667,000	693,867	0	0	128,955	822,822	3,546.65
Apartments	115,000	0	115,000	119,632	0	0	22,234	141,866	3,546.65
Apartments	517,500	0	517,500	538,345	0	0	100,051	638,396	3,546.65
<b>TOTAL</b>	<b>1,299,500</b>	<b>0</b>	<b>1,299,500</b>	<b>1,351,844</b>	<b>0</b>	<b>0</b>	<b>251,240</b>	<b>1,603,084</b>	

**Note:**

1. Taxes and abatement will vary significantly from year to year depending upon values, rates, state law, fiscal disparities and other factors which cannot be predicted.

WHAT IS EXCLUDED FROM ABATEMENT?	
Total Property Taxes	1,603,084
less State-wide Taxes	0
less Fiscal Disp. Adj.	0
less Market Value Taxes	(251,240)
Less Small Taxing Jurisdiction Taxes	(81,959)
less Base Value Taxes	(16,969)
<b>Annual Gross Maximum Tax Abatement</b>	<b>1,252,915</b>





## Dayton Parkway Apartments - NO INTIATION

City of Dayton  
452 Market Rate Rental Units

Project Tax Capacity	Original Tax Capacity	Fiscal Disparities Incremental	Captured Tax Capacity	Combined City, County, & School Tax Rate	Maximum Annual Gross Tax Abatement	Semi Annual Gross Tax Abatement	75% City Abatement w/ Tax Rate 37.2660%	75% County Abatement w/ Tax Rate 36.8930%	75% School Abatement w/ Tax Rate 23.5620%	Semi Annual Net Tax Abatement	Semi-Annual Present Value	PERIOD ENDING Yrs.	Tax Year	Payment Date
373,520	(17,365)	-	356,155	98%	348,038	174,019	49,772	-	-	49,772	46,801	0.5	2027	02/01/27
724,500	(17,365)	-	707,135	98%	691,019	174,019	49,772	-	-	49,772	92,184	1	2027	02/01/28
						345,510	98,820	-	-	98,820	179,559	1.5	2028	08/01/28
						345,510	98,820	-	-	98,820	264,287	2	2028	02/01/29
1,118,375	(17,365)	-	1,101,010	98%	1,075,918	537,959	153,863	-	-	153,863	392,211	2.5	2029	08/01/29
						537,959	153,863	-	-	153,863	516,259	3	2029	02/01/30
1,299,500	(17,365)	-	1,282,135	98%	1,252,915	626,458	179,175	-	-	179,175	656,335	3.5	2030	08/01/30
						626,458	179,175	-	-	179,175	792,167	4	2030	02/01/31
1,299,500	(17,365)	-	1,282,135	98%	1,252,915	626,458	179,175	-	-	179,175	923,883	4.5	2031	08/01/31
						626,458	179,175	-	-	179,175	1,051,608	5	2031	02/01/32
1,299,500	(17,365)	-	1,282,135	98%	1,252,915	626,458	179,175	-	-	179,175	1,175,462	5.5	2032	08/01/32
						626,458	179,175	-	-	179,175	1,295,563	6	2032	02/01/33
1,299,500	(17,365)	-	1,282,135	98%	1,252,915	626,458	179,175	-	-	179,175	1,412,024	6.5	2033	08/01/33
						626,458	179,175	-	-	179,175	1,524,957	7	2033	02/01/34
1,299,500	(17,365)	-	1,282,135	98%	1,252,915	626,458	179,175	-	-	179,175	1,634,467	7.5	2034	08/01/34
						626,458	179,175	-	-	179,175	1,740,658	8	2034	02/01/35
1,299,500	(17,365)	-	1,282,135	98%	1,252,915	626,458	179,175	-	-	179,175	1,843,632	8.5	2035	08/01/35
						626,458	179,175	-	-	179,175	1,943,486	9	2035	02/01/36
1,299,500	(17,365)	-	1,282,135	98%	1,252,915	626,458	179,175	-	-	179,175	2,040,313	9.5	2036	08/01/36
						626,458	179,175	-	-	179,175	2,134,206	10	2036	02/01/37
1,299,500	(17,365)	-	1,282,135	98%	1,252,915	626,458	179,175	-	-	179,175	2,225,254	10.5	2037	08/01/37
						626,458	179,175	-	-	179,175	2,313,543	11	2037	02/01/38
1,299,500	(17,365)	-	1,282,135	98%	1,252,915	626,458	179,175	-	-	179,175	2,399,157	11.5	2038	08/01/38
						626,458	179,175	-	-	179,175	2,482,176	12	2038	02/01/39
<b>Total</b>						<b>13,391,212</b>	<b>3,830,064</b>	-	-	<b>3,830,064</b>				
<b>Present Value From 08/01/2026</b>						<b>8,678,536</b>	<b>2,482,176</b>	-	-	<b>2,482,176</b>				



## Preliminary Term Sheet

This Term Sheet, dated as of \_\_\_\_\_, 2025, is intended to set forth the general terms upon which the Developer (as defined below) and the City of Dayton, Minnesota (the "City") may be willing to enter into a Tax Abatement Agreement (the "Abatement Agreement").

1. Developer: WME Real Estate Holdings, LLC (or a limited partnership or other entity to be formed thereby or affiliated therewith)
2. Property: PID: 31-120-22-34-0007  
PID: 31-120-22-34-0009
3. Developer Conditions, as determined to date:
  - a. Execution of Abatement Agreement
  - b. Execution of City Development Agreement
  - c. Secure necessary financing for the construction of the Minimum Improvements
  - d. Site Control
4. City Conditions, as determined to date:
  - a. Establishment of a new tax abatement subject to approval after all proceedings required by law
  - b. City approval of Construction Plans
  - c. City Council approval of Planning Application
  - d. Execution of an Abatement Agreement
5. Minimum Improvements: Improvements to the Property will include the construction and equipping of an approximately 452-unit multifamily rental housing development constructed in three phases. The developer shall also construct the road and utility infrastructure necessary to serve the site consistent with the City's Development Agreement.
6. Construction Schedule: Commence construction on the Minimum Improvements by September 30, 2025 and substantially complete construction by December 31, 2028. For the purpose hereof, "Commence" shall mean beginning of physical improvement to the Property, including grading, excavation, or other physical site preparation work; and "Complete" shall mean that the Minimum Improvements are sufficiently complete for the issuance of a Certificate of Occupancy.
7. Public Assistance: Subject to all terms and conditions of the Development Agreement and satisfaction of the requirements of applicable law the City will reimburse the Developer for costs of construction of the Minimum Improvements as follows:
  - a. In the form of a pay-as-you-go (PAYGO) tax abatement note in the amount of up to \$1,900,000, bearing simple, non-compounding interest at a rate per annum of 6.25%. The PAYGO note will be payable from 75% of the increase in the City's portion of taxes generated from the Minimum Improvements for a period of up to 9 years.
  - b. The City, in its Development Agreement, agrees to waive city fees for phases 1 and 2 of the projects currently estimated to total \$3,484,216



The PAYGO note will be issued upon completion of Phase 1, completion of all necessary public infrastructure, and proof of expenditure of Qualified Costs.

“Qualified Costs” means costs of construction of the Minimum Improvements, including without limitation, site improvements, utilities, building construction and underground parking, if any, and any other expenses incurred by the Developer in connection with construction of the Minimum Improvements.

9. Fees: The City acknowledges the Developer made an escrow deposit of \$10,000 for reasonable out-of-pocket expenses for legal and financial consultant services related to tax abatement creation, drafting the Abatement Agreement, analysis, and administrative fees associated with this transaction. This includes costs related to the above incurred to date as well as future expenditures.

The Developer will be required to deposit additional funds if the initial deposit is fully drawn. Any funds deposited by Developer and not expended by the City for its legal, financial advisor, or other consultant fees on or before the date of execution of the Abatement Agreement will be returned to the Developer without interest. The Developer shall pay all other normal and customary City fees and expenses, unless otherwise specified in the Development Agreement, for the approval and construction of the Minimum Improvements.

10. Look-Back Provision: The Abatement Agreement will include a look-back provision to review actual project performance and returns on investment against initial projections. If returns on investment exceed certain limitations, then the PAYGO note may be reduced. This provision will be further defined in the Abatement Agreement.

11. Miscellaneous:

- a. Transfer of the Property or of the Development Agreement or PAYGO note payments will be subject to City consent except for certain limited exceptions including mortgage financing and rentals of housing units in the ordinary course of operations.
- b. Developer covenants to pay property taxes and maintain customary insurance.

The Developer acknowledges that except for Section 9 above which shall be binding upon the Developer, this Term Sheet shall not be deemed conclusive or legally binding upon either the Developer or the City, and neither the Developer nor the City shall have any obligations regarding the Property, the Minimum Improvements or the Public Assistance described herein, unless and until a definitive Abatement Agreement is approved by the City Council and executed by both the Developer and the City.

WME REAL ESTATE HOLDINGS, LLC

By: \_\_\_\_\_  
Its: \_\_\_\_\_



**ITEM:**

Consideration of a Conditional Use Permit (CUP) to Exceed Impervious Surface Coverage Maximum in the A-1, Agricultural District related to Construction of a Detached Accessory Structure at 17900 149<sup>th</sup> Ave. N., Dayton, MN 55327

**APPLICANT:**

Gary Current

**PREPARED BY:**

Hayden Stensgard, Planner II

**BACKGROUND:**

Mr. Current approached the City in late 2024 regarding the construction of an accessory structure on the subject property. It was found through initial review that the property currently exceeds the 10% impervious surface maximum coverage for the district. The property is .82 acres (35,522 sq. ft.) in total and is zoned A-1 Agricultural. This is a platted property a part of the Thicket Hills subdivision. The property is considered legally non-conforming in this regard, and through a CUP, would be allowed to exceed that maximum.

**CRITICAL ISSUES:**

None

**ANALYSIS:**

The applicant's request is to exceed the code standard for maximum impervious surface coverage in the A-1 district (10%). The property currently has an impervious surface coverage of roughly 5,271 sq. ft. including the home, paved areas, deck, and the minor accessory structure on site (14.8% total coverage). The addition of a 36' x 52' accessory structure would increase this calculation to 20.1% of the property. In comparison for context, R-1 lots require a minimum of 15,000 sq ft of lot space and are permitted up to 50% of impervious surface coverage (7,500 sq. ft.). Additionally, the conforming minimum lot size in the A-1 district is 40 acres, allowing 10% of that area to be impervious surface (4 acres).

Standard design requirements will still need to be met for this proposed structure, as the conditional use permit does not allow for flexibility from those. These items have been reviewed with the applicant and has no concerns with meeting them.

According to City Code Section [1001.35 Subd. 4\(1\)](#), no building permit shall be issued for the construction of detached accessory buildings on an agriculture parcel exceeding the underlying zoning district's impervious surface limit except by conditional use permit. Through the review of a conditional use permit application for an accessory structure, the following standards are reviewed and considered:

**[1001.35 Subd. 3](#)**

- 1) There is a demonstrated need and potential for continued use of the structure for the purpose stated and subject to the following requirements:
  - a. The proposed use shall be in conformance with all City regulations.



- b. A certificate of survey shall be required that identifies all existing structures on site, including buildings, septic sites and wells. In addition, the survey shall include the proposed structure, flood plain, wetlands, and any recorded easements.
  - c. The City may require compliance with any other conditions, restrictions, or limitations deemed reasonably necessary to protect the public health, safety, and welfare, to protect the viewsheds and the natural environment, and to promote harmony with adjacent uses.
- 2) No accessory building or private garage shall be utilized for all or a portion of a home occupation, for commercial activities, or for commercial storage, unless otherwise approved through the Home Occupation Section.
- 3) No accessory buildings shall be constructed in Business Districts zoned B-1, B-2, B-3; Mixed Use Districts zoned GMU-1, GMU-2, GMU-3, GMU-4, GMU-5.
- 4) No accessory buildings shall be constructed in Industrial Districts zoned I-1 and I-2 without a CUP.
- 5) The accessory building has an evident reuse or function related to a single-family residential environment in urban service areas, agriculture environment in nonurban service areas, or industrial use in urban areas of the City.
- 6) Detached accessory buildings shall be maintained in a manner that is compatible with the adjacent residential uses and does not present a hazard to public health, safety and general welfare.
- 7) The performance standards and criteria of Subsection [1001.14](#) of this Code shall be considered and a determination made that the proposed activity is in compliance with such criteria.

In addition to these requirements above, Conditional Use Permit requests shall also be reviewed and considered to ensure the following standards are met:

[1001.23 Subd. 1\(3\)\(e\)](#)

- 1. The proposed use is consistent with the Comprehensive Plan and the purpose of the underlying zoning district.
- 2. The proposed use will not substantially diminish or impair property values within the immediate vicinity of the subject property.
- 3. The proposed use will not be detrimental to the health, safety, morals or welfare of persons residing or working near the use.
- 4. The proposed use will not impede the normal and orderly development of surrounding property.
- 5. The proposed use will not create an undue burden on parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the area.
- 6. The proposed use is adequately screened.
- 7. The proposed use will not create a nuisance, including but not limited to odor, noise, vibration or visual pollution.
- 8. The proposed use will provide adequate parking and loading spaces, and all storage on the site is in compliance with this Subsection.
- 9. The proposed use will protect sensitive natural features.
- 10. The City Council may attach conditions to the permit, as it may deem necessary in order to lessen the impact of a proposed use, meet applicable performance standards and to promote health, safety and welfare.



## CITY COUNCIL REGULAR MEETING

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Findings related to these requirements have been incorporated into a draft resolution attached to this report. In summary, staff believes that the request at hand is consistent with the Conditional Use Permit requirements for such request.

### **60/120-DAY RULE:**

Request for Interim Use Permit	60-Days	120-Days
	3/8/2025	5/7/2025

### **RELATIONSHIP TO COUNCIL GOALS:**

This item is not directly related to City Council goals.

### **PLANNING COMMISSION RECOMMENDATION:**

The Planning Commission held a public hearing on this item at its February 6, 2025, Regular meeting. No one was present for the public hearing, and the Planning Commission unanimously recommended approval of the request.

Notice was given to the surrounding property owners within 500 feet of the subject property for this public hearing, and also published notice in THE PRESS on January 23, 2025.

### **STAFF RECOMMENDATION:**

Staff recommends approval of the Conditional Use Permit. The property is surrounded by farmland and the structure would not cause undue burden on surrounding properties. The applicant has also provided sufficient evidence to prove that the proposed size of the structure would not cause issues to the essential needs for residential living on the property (existing septic system location). Staff's recommendation also includes the following conditions:

1. The Applicant shall provide a site proving an alternative septic site on the property will not be burdened by the construction of the accessory structure.
2. No other accessory structure shall be permitted on this property with the construction of the proposed structure.
3. Any additional impervious surface additions shall require an amendment to this Conditional Use Permit.

### **ACTION:**

The Planning Commission has the following options:

- A. Motion to recommend **approval** of the Conditional Use Permit based on findings of fact and subject to the conditions in said resolution.
- B. Motion to recommend **denial** of the Conditional Use Permit with findings of fact to be provided by the Planning Commission.
- C. Motion to **table** action on the item with direction to be provided to the applicant and staff by the Planning Commission.

### **ATTACHMENT(S):**

Draft Resolution No. XX-2025, Approval of Conditional Use Permit to Exceed Impervious Surface Maximum Coverage in the A-1 Related to an Accessory Structure.

Aerial Image

Property Survey with Proposed Accessory Structure Location

Site Photos from January 30<sup>th</sup>, 2025



Dayton Zoning Ordinance Section 1001.23 Conditional Use and Interim Use Permits  
Dayton Zoning Ordinance Section 1001.35 Accessory Buildings and Structures



**RESOLUTION NO. 12-2025**

**CITY OF DAYTON  
COUNTIES OF HENNEPIN AND WRIGHT**

**RESOLUTION APPROVING A CONDITIONAL USE PERMIT TO EXCEED IMPERVIOUS  
SURFACE COVERAGE MAXIMUM RELATED TO AN ACCESSORY STRUCTURE AT 17900  
149<sup>th</sup> AVENUE NORTH**

**BE IT RESOLVED**, by the City Council of the City of Dayton, Minnesota, as follows:

**WHEREAS**, Gary Current (hereinafter referred to together as the “Applicant”), owner of 17900 149<sup>th</sup> Avenue North, has made an application for a Conditional Use Permit to exceed impervious surface coverage maximums related to the construction of an Accessory Structure (hereinafter referred to as the “Use”). The parcel has a Property Identification Number 06-120-22-43-0003 a legal description as follows:

Lot 1, Block 2, Thicket Hill (Hereinafter referred to as the “Subject Property”)

**WHEREAS**, the property is zoned A-1, Agricultural, and is .82 acres in size; and

**WHEREAS**, City Code 1001.35 allows for property owners to apply for a Conditional Use Permit to exceed impervious surface maximum coverages of 10% on an A-1 zoned parcel related to the construction of an Accessory Structure.

**WHEREAS**, City Code 1001.23, Subd 1 defines the purpose and scope of a Conditional Use Permit (CUP). In summary, a CUP provides the City with an opportunity to review a proposed use that has the potential to be incompatible with surrounding uses. Approval of a CUP is site specific and does not indicate that the conditional use is able to be conducted on every parcel.

**WHEREAS**, the City staff studied the matter, made a report, and provided other information to the Planning Commission and City Council; and

**WHEREAS**, the City Planning Commission held a Public Hearing at its February 6, 2025 meeting regarding the Permit where the Applicant was present. A Public Hearing notice was published by The Press on Thursday, January 23, 2025, and mailed to property owners within 500 feet of the project. The Planning Commission recommended approval; and

**WHEREAS**, the City Council at its February 25<sup>th</sup>, 2025 meeting reviewed and considered the application.

**NOW, THEREFORE**, based upon the information from the public hearing, the testimony elicited, and information received, the meetings of the City Council, reports of City Staff and information contained within the files and records of the City, the City Council for the City of Dayton makes the following findings:

1. There is a demonstrated need and potential for continued use of the structure for the purpose stated.

**Finding:** The applicant has stated that the accessory structure will be used for personal storage only. Accessory structures are a permitted accessory use within Agricultural and Residential



districts. As the property's primary use remains single-family residential, re-use of the structure accordingly is anticipated.

2. No accessory building or private garage shall be utilized for all or a portion of a home occupation, for commercial activities or for commercial storage, unless otherwise approved through the Home Occupation Section.

**Finding:** The applicant has stated that the Use will be constructed for personal storage only. The applicant has been made aware that commercial activity is permitted in this structure.

3. The accessory building has an evident reuse or function related to a single-family residential environment in urban service areas, agriculture environment in nonurban service areas, or industrial use in urban areas of the City.

**Finding:** Though the property is currently zoned A-1, Agricultural District, the principal use of this property is single-family residential. Reuse of this structure for single-family residential-related purposes is anticipated.

4. Detached accessory buildings shall be maintained in a manner that is compatible with the adjacent residential uses and does not present a hazard to public health, safety and general welfare.

**Finding:** The accessory structure will be built with materials compatible with the principal dwelling on the property. Given the rural nature of the area, the accessory will not present a hazard to public health, safety and general welfare of the adjacent properties.

5. The proposed use is consistent with the Comprehensive Plan and the purpose of the underlying zoning district.

**Finding:** The property's land use designation in the 2040 Comprehensive Plan is Low-Density Residential, and the is within the Post 2050 area of the Staging Plan. The request is consistent with the Comprehensive Plan.

6. The proposed use will not substantially diminish or impair property values within the immediate vicinity of the subject property.

**Finding:** The proposed use will not substantially diminish or impair property values of surrounding properties.

7. The proposed use will not be detrimental to the health, safety, morals or welfare of persons residing or working near the use.

**Finding:** The proposed Use will not be detrimental to the health, safety, morals or welfare of persons residing or near.

8. The proposed use will not impede the normal and orderly development of surrounding property.

**Finding:** Orderly development is not anticipated to occur until after 2050 given the Staging Plan designation of the property and surrounding area.



9. The proposed use will not create an undue burden on parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the area.

**Finding:** The proposed use will not create an undue burden on parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the area.

10. The proposed use is adequately screened.

**Finding:** The proposed use is adequately screened from surrounding homes, as well as from the public street, as there is a significant grade change to the location of the proposed structure. There is no need for additional screening with the construction of the accessory structure.

11. The proposed use will not create a nuisance, including but not limited to odor, noise, vibration or visual pollution.

**Finding:** The proposed use will not create a nuisance.

12. The proposed use will provide adequate parking and loading spaces, and all storage on the site is in compliance with this Subsection.

**Finding:** Additional parking and loading spaces are not required for the construction of an accessory structure in residential and agricultural zones.

13. The proposed use will protect sensitive natural features.

**Finding:** Minor tree removal will likely be required for the placement of the structure. With that being said, sensitive natural features will not be harmed by the proposed use.

14. The City Council may attach conditions to the permit, as it may deem necessary in order to lessen the impact of a proposed use, meet applicable performance standards and to promote health, safety and welfare.

#### DECISION

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Dayton, based upon the information received and the above Findings, that the City Council does hereby **Approve** the Applicant's request for a Conditional Use Permit to exceed the impervious surface coverage maximum in the A-1, Agricultural District. The Applicant shall meet the following conditions to the satisfaction of the City:

1. The Applicant shall provide a site plan proving an alternative septic site on the property will not be burdened by the construction of the accessory structure.
2. No other accessory structure shall be permitted on this property with the construction of the proposed structure.
3. Any additional impervious surface additions beyond 20.1% property coverage shall require an amendment to this Conditional Use Permit.

---

Mayor — Dennis Fisher



\_\_\_\_\_  
City Clerk — Amy Benting

*Motion by \_\_\_\_\_ Second by \_\_\_\_\_*

*Resolution **approved***

*MOTION DECLARED PASSED*

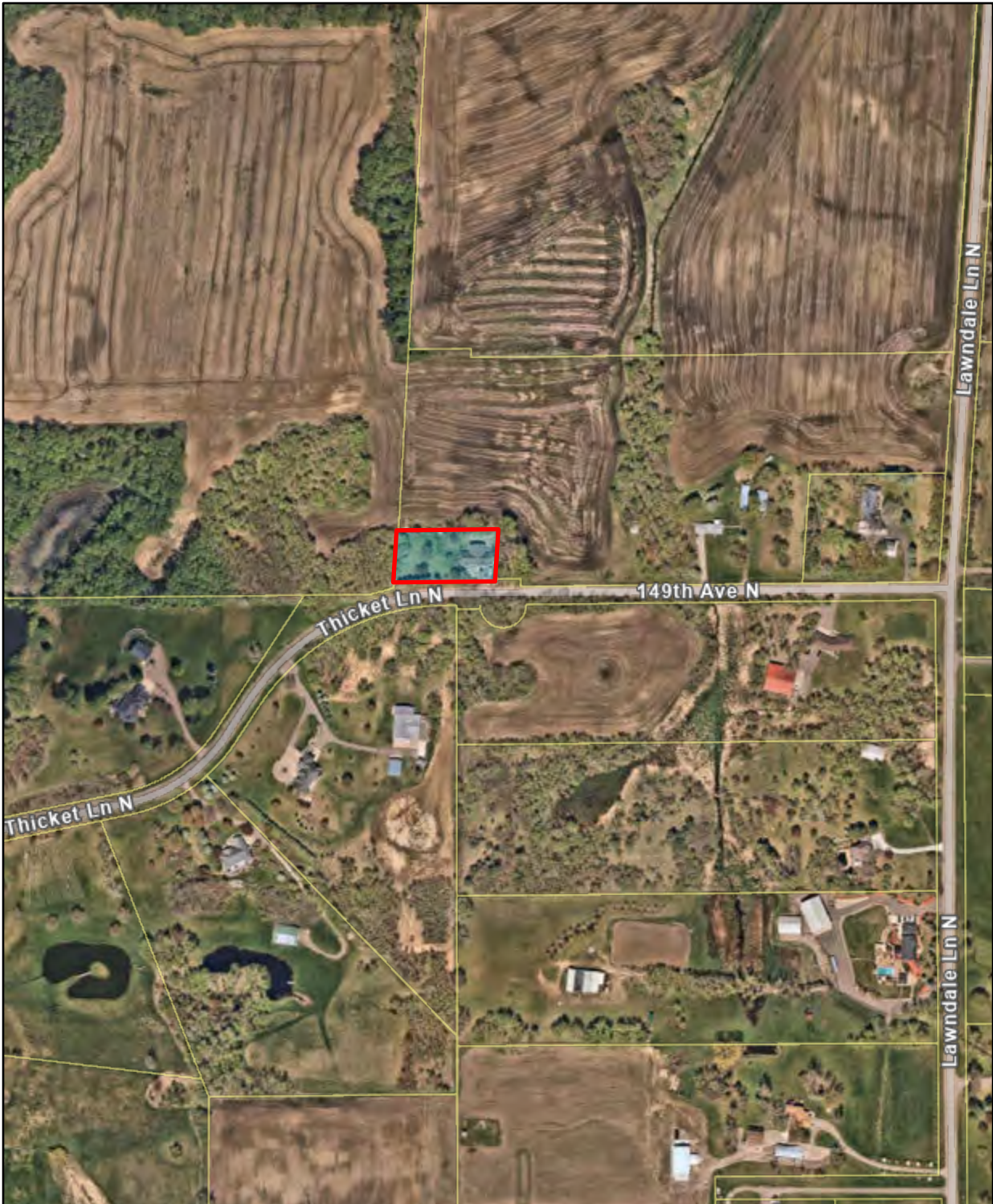
DRAFT





# Hennepin County Locate & Notify Map

Date: 1/22/2025



**Buffer Size:**

0 100 200 400 Feet  
|-----|-----|-----|

**Map Comments:**

Current Conditional Use Permit for Exceeding Impervious Surface Maximum (10%) related to Construction of a Detached Accessory Structure

This data (i) is furnished 'AS IS' with no representation as to completeness or accuracy; (ii) is furnished with no warranty of any kind; and (iii) is not suitable for legal, engineering or surveying purposes. Hennepin County shall not be liable for any damage, injury or loss resulting from this data.

For more information, contact Hennepin County GIS Office  
300 6th Street South, Minneapolis, MN 55487 / [gis.info@hennepin.us](mailto:gis.info@hennepin.us)



PROPOSED EASEMENT EXHIBIT

LOT 1, BLOCK 2, THICKET HILL  
HENNEPIN COUNTY, MINNESOTA

LEGAL DESCRIPTION

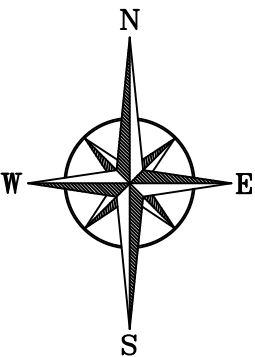
LOT 1, BLOCK 2, THICKET HILL,  
HENNEPIN COUNTY, MINNESOTA

PROPOSED EASEMENT

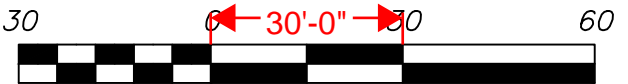
A INGRESS AND EGRESS EASEMENT LYING OVER,  
UNDER, AND ACROSS THAT PART OF THE  
SOUTHEAST QUARTER OF SECTION 6, TOWNSHIP 120  
NORTH, RANGE 22 WEST DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SAID  
SOUTHEAST QUARTER; THENCE SOUTH 89 DEGREES  
07 MINUTES 04 SECONDS WEST ALONG THE SOUTH  
LINE OF SAID QUARTER, 1182.87 FEET; THENCE  
NORTH 03 DEGREES 11 MINUTES 04 SECONDS  
EAST, 30.08 FEET TO THE SOUTHEAST CORNER OF  
LOT 1, BLOCK 2, THICKET HILL PLAT BEING THE  
POINT OF BEGINNING; THENCE CONTINUING NORTH  
03 DEGREES 11 MINUTES 04 SECONDS EAST  
ALONG THE EAST LINE OF SAID LOT 1, BLOCK 2,  
134.92 FEET TO THE NORTHEAST CORNER OF SAID  
LOT 1, BLOCK 2; THENCE SOUTH 89 DEGREES 07  
MINUTES 07 SECONDS WEST ALONG THE NORTH  
LINE OF SAID LOT, 264.00 FEET TO THE  
NORTHWEST CORNER OF SAID LOT, THENCE NORTH  
03 DEGREES 11 MINUTES 09 SECONDS; THENCE  
NORTH 89 DEGREES 07 MINUTES 07 SECONDS  
EAST, 281.57 FEET; THENCE SOUTH 17 DEGREES  
36 MINUTES 14 SECONDS EAST, 161.41 FEET TO  
THE NORTHERLY RIGHT-OF-WAY LINE OF THICKET  
LANE; THENCE SOUTH 89 DEGREES 07 MINUTES 04  
SECONDS WEST ALONG SAID RIGHT-OF-WAY, 75.00  
FEET TO THE POINT OF BEGINNING.

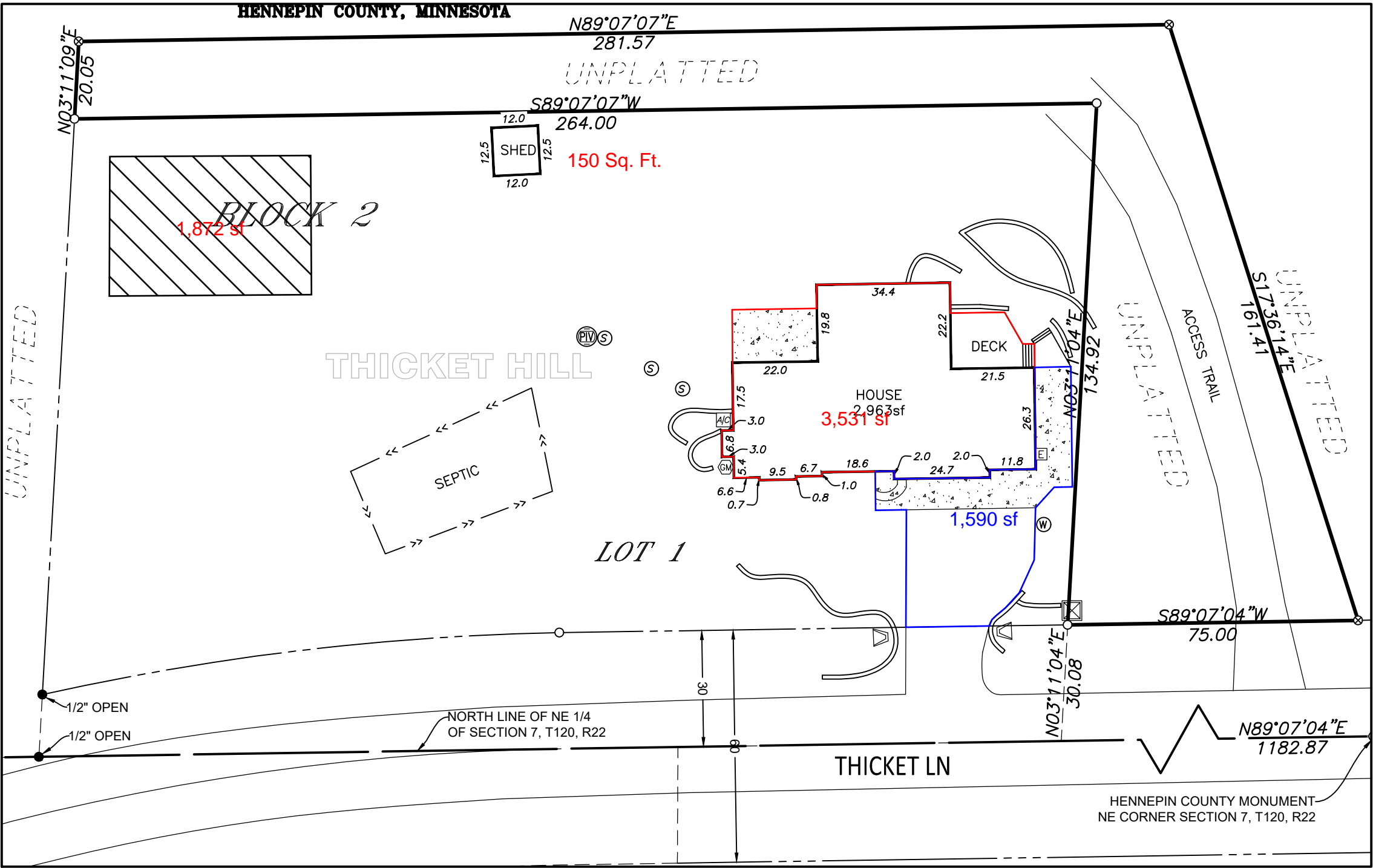
SAID EASEMENT CONTAINING 0.15 ACRES, MORE OR  
LESS, AND IS SUBJECT TO ALL EASEMENTS,  
RESTRICTIONS, AND RESERVATIONS OF RECORD, IF  
ANY.



SCALE  
1" = 30'



BEARINGS ARE BASED ON NAD83(2011)  
HENNEPIN COUNTY COORDINATE SYSTEM



LEGEND

- IRON MONUMENT FOUND
- IRON MONUMENT SET WITH CAP NO. (57991)
- ⊗ PROPOSED EASEMENT CORNER
- PROPERTY BOUNDARY
- EASEMENT
- - - EXISTING LOT LINE/ADJOINERS
- - - RIGHT-OF-WAY

NORTHWESTERN SURVEYING AND ENGINEERING, INC. PREPARED THIS  
SURVEY WITHOUT THE BENEFIT OF CURRENT TITLE WORK. THE PROPERTY  
SHOWN IS BASED ON A LEGAL DESCRIPTION PROVIDED BY YOU THE  
CLIENT OR A GENERAL REQUEST AT THE APPROPRIATE COUNTY  
RECORDER'S OFFICE. EASEMENTS, SITE RESTRICTIONS OR ADJOINING DEED  
CONFLICTS MAY EXIST WHICH AFFECT SUBJECT PROPERTY AND ARE NOT  
SHOWN BY THIS SURVEY. WE RESERVE THE RIGHT TO REVISE THE SURVEY  
UPON RECEIPT OF A CURRENT TITLE COMMITMENT OR TITLE OPINION.



GREG CURRENT  
PROPOSED EASEMENT  
EXHIBIT  
HENNEPIN COUNTY, MN

JOB#:	00000	DRAWN BY:	MMB
FILENAME:	00000	XXXXXXXXXXXX	
REV#	DESCRIPTION	DATE	

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

MATTHEW M. BOMSTAD (LIC. NO. 57991)

DATE: 12/17/2024



























## **Subd. 1 Conditional Use Permits**

(1) *Purpose and scope.* The conditional use permit process is intended to provide the City with an opportunity to review a proposed use that has the potential to be incompatible with surrounding uses, but can be made compatible through the establishment of reasonable conditions. Approval of a conditional use is a site specific approval and does not indicate that the conditional use is able to be conducted on every parcel within the zoning classification. Every application for a conditional use permit will be individually reviewed on its own merits, and the facts surrounding the subject property will determine the appropriateness of the proposed use. The approval of the conditional use permit runs with the land and is not impacted by changes in ownership.

(2) *Application.* A request for a conditional use permit shall be initiated by an owner of property or an authorized representative of an owner through the submission of a conditional use permit application to the Zoning Administrator that includes the following:

- a. A complete application form signed by the property owner and the applicant (if different from the property owner);
- b. A thorough written description of the proposed conditional use;
- c. A legal description of the property;
- d. Application fee and escrow deposit;
- e. Certified list and set of mailing labels of the names and addresses of all property owners within 500 feet of the boundaries of the property in question. (This item is not required for administrative conditional use permit applications.)
- f. A map showing the property in question and the surrounding land use of all property within 500 feet of the property in question;
- g. A complete site plan showing all aspects of the proposed use and its relationship to the surrounding neighborhood;
- h. Schematic architectural, landscape, grading and utility plans for projects involving new construction, exterior remodeling or additions;
- i. A survey may be required if it is determined to be necessary by the Zoning Administrator; and
- j. Any other information required by the Zoning Administrator, Planning Commission or City Council.

(3) *Process.*

a. Notice of the time and place of the public hearing shall be given not more than 30 days nor less than 10 days in advance of the public hearing by publishing a notice in the official newspaper of the City and by mailed notice to the property owners within 500 feet of any boundary of the property for which the use is proposed. This notice shall describe the particular conditional use and shall contain a brief description thereof. The County Auditor's records shall be used for determination of ownership and mailing addresses.

b. No hearing will be scheduled and the application will not be deemed to be complete until all of the application requirements are submitted by the applicant in a form acceptable to the Zoning Administrator.

c. The Planning Commission shall hold at least 1 public hearing on the proposal to issue a conditional use permit.

d. Before any conditional use permit may be granted, the request shall be referred to the Planning Commission for study concerning the effect of the proposed conditional use on the Comprehensive Plan and on the character and the development of the neighborhood. The Planning Commission will make a recommendation to the City Council regarding reasonable conditions and findings of fact.

e. The approval of a conditional use permit requires that the City Council shall find that conditions can be established to ensure all of the following criteria will always be met:

1. The proposed use is consistent with the Comprehensive Plan and the purpose of the underlying zoning district.
2. The proposed use will not substantially diminish or impair property values within the immediate vicinity of the subject property.
3. The proposed use will not be detrimental to the health, safety, morals or welfare of persons residing or working near the use.
4. The proposed use will not impede the normal and orderly development of surrounding property.
5. The proposed use will not create an undue burden on parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the area.
6. The proposed use is adequately screened.
7. The proposed use will not create a nuisance, including but not limited to odor, noise, vibration or visual pollution.
8. The proposed use will provide adequate parking and loading spaces, and all storage on the site is in compliance with this Subsection.



9. The proposed use will protect sensitive natural features.

10. The City Council may attach conditions to the permit, as it may deem necessary in order to lessen the impact of a proposed use, meet applicable performance standards and to promote health, safety and welfare.

f. *Denial.* Conditional use permits may be denied by resolution of the City Council when there is a determination and findings of fact by the City Council that the proposed use does not meet the criteria for granting a conditional use permit.

(4) *Time limit.*

a. Unless otherwise specified in the conditional use permit, the operation of the use and/or issuance of building permits for permitted structures shall begin within 6 months of the date of the conditional use permit approval. Failure to do so will invalidate the conditional use permit. Permitted timeframes do not change with successive owners. Upon written request, 1 extension of 6 months may be granted by the Zoning Administrator if the applicant can show good cause.

b. If a use operating pursuant to an approved conditional use permit is discontinued for a period of at least 6 months, any further use of the property shall conform to the requirements of this Subsection. A discontinued conditional use shall not begin operations again without first obtaining approval of a new conditional use permit.

(5) *Revocation.*

a. In the event that any of the conditions set forth in the permit are violated, the City Council shall have the authority to revoke the conditional use permit. Before the revocation is considered, the City Council shall hold at least 1 public hearing after proper written notice has been issued in accordance with this section.

b. Following the hearing and subsequent discussion, the City Council may revoke the conditional use permit by adopting findings of fact showing there has not been substantial compliance with the required conditions.

(6) *Amendments.* A conditional use permit may be amended or modified only in accordance with the procedures and standards established when originally securing the conditional use permit. A request for a change in the conditions of approval of a conditional use permit shall be considered an amendment and subject to the full review procedure set forth in this Subsection. An additional application fee may be required before the consideration of the amendment request.

## **1001.35 ACCESSORY BUILDINGS AND STRUCTURES.**

### **Subd. 1 Purpose.**

The purpose of this Chapter is to provide performance standards for the erection, siting and use of accessory buildings, structures and uses that may be allowed within the various zoning districts to ensure compatibility with the principal use and with surrounding properties, as well as to protect the general health, safety, and welfare of the community.

### **Subd. 2 General Regulations**

(1) No accessory building or structure shall be permitted on any lot, in any district, prior to the time of construction of the principal building to which it is accessory, except for a building devoted exclusively to agricultural use, and on a parcel of land at least 10 acres in size and zoned A-1 or A-2, or 20 acres in size and zoned S-A.

(2) The City Council may allow the construction of an accessory building prior to the principal structure being constructed if a building permit is taken out for both structures and an appropriate escrow deposit and agreement is made between the applicant and the City to provide for forfeiture in the event the principal structure is not built within the time specified.

(3) All accessory storage buildings 200 square feet in area or less except those used for agricultural purposes, located within the Mississippi River Corridor Critical Area (MRCCA) Overlay or located on lots where the home is setback from the front property line 150 feet or more shall be located in the rear or side yard between the rear or side property line and the rear or side of the main structure no closer than 5 feet to any property line or 20 feet to a side lot line, if adjacent to any public street right-of-way. Accessory storage buildings 200 square feet in area or less within the MRCCA Overlay shall meet the MRCCA setback requirements and may be placed in the side yard. The shed may be placed in the front yard if the main structure is setback from the front property line 150 feet or more. The shed placed in the side yard must meet the underlying zoning requirement for placement in the side if the shed is placed in the front yard the setback is half the distance of the principal structure from the front property line.

(4) In case an accessory building is attached to the main building it shall be made structurally a part of the main building and shall comply in all respects to the main building. An accessory building, unless attached to and made a part of the main building, shall not be closer than 10 feet to the main building, except as otherwise provided in this Subsection.

(5) *Accessory building design requirements:*

a. The following requirements are for residential districts under 1 acre in size and commercial and industrial zoned districts:

1. The exterior materials of the proposed accessory building shall be complementary in color, materials and design (e.g. orientation of siding) with those of the principal dwelling. No accessory building shall be constructed of canvas, plastic, fabric or other similar nonrigid materials, nor shall the use of a metal storage container be permitted as a permanent accessory structure.

2. Architectural metal siding can be used as a permitted material provided it is complementary in color to the principal



structure. Any exposed screws or fasteners shall match the color of the siding. Roof material shall be asphalt shingles or standing seam metal roof material.

3. The accessory building shall include design elements that match the principal structure. This shall include additional accenting through the use of a porch, complementary building trim, window/door trim, dormer, wainscoting, or other elements that are complementary to the principal building.

b. *Requirements are for residential districts over 1 acre in size* No accessory building shall be constructed of canvas, plastic, fabric or other similar nonrigid materials, nor shall the use of a metal storage container shall be permitted as a permanent accessory structure.

(6) *Carports.* Carports shall be used for the parking of vehicles (including recreational vehicles) and shall not be used for the storage of materials or refuse that would constitute a nuisance.

(7) All accessory storage buildings in any zone shall be maintained and kept in a neat and orderly fashion, specifically, structurally sound, no excessive flaking or peeling; if a metal building, no excessive rusting upon or through the walls, floor or roof. Any building which is not so maintained shall be removed by the property owner, or upon due notice the building may be removed by the City at the property owner's expense.

(8) All accessory buildings shall be suitably anchored to the ground.

(9) Any accessory building in excess of 200 square feet shall require a building permit issued by the City and shall be constructed to the standards of the Minnesota State Building Code.

(10) For the purpose of this Subsection, gazebos, decks, patios, and other unenclosed residential uses of property similar in nature shall be excluded from the definition of the term accessory building.

(11) Consideration shall be given to provide for the future expansion and/or replacement of the septic system. Any application for an accessory structure in a non-sewered site shall be accompanied by a certified septic compliance certificate and a site plan showing both the primary and a secondary site suitable for a septic system. The City may deny the requested permit or alter the location to account for future septic system needs or to ensure adequate setbacks from septic systems are provided as required by state law.

(12) Accessory buildings are not permitted in Mixed Use or Business Districts.

(13) *Accessory building location.*

a. Lots where the home is setback from the front property line 150 feet or more, the detached accessory building may be located nearer to the front property line than the principal building provided that the placement of the detached accessory building shall be at minimum half the distance as measured from the front property line to the front of the principal structure.

b. No permanent accessory storage building shall be located in any public utility easement or easements of record.

c. Where any question arises as to the location or design of accessory buildings, the City Administrator or designee may refer the matter to the City Council for final determination.

d. No industrial zoned lots shall have an accessory building located in the front yard.

### **Subd. 3 Conditional Use Permits.**

Application for a Conditional Use Permit under this Chapter shall be regulated by Subsection 1001.23 of this Code. Such a Conditional Use Permit may be granted provided that:

(1) There is a demonstrated need and potential for continued use of the structure for the purpose stated and subject to the following requirements:

a. The proposed use shall be in conformance with all City regulations.

b. A certificate of survey shall be required that identifies all existing structures on site, including buildings, septic sites and wells. In addition, the survey shall include the proposed structure, flood plain, wetlands, and any recorded easements.

c. The City may require compliance with any other conditions, restrictions or limitations deemed reasonably necessary to protect the public health, safety, and welfare, to protect the viewsheds and the natural environment, and to promote harmony with adjacent uses.

(2) No accessory building or private garage shall be utilized for all or a portion of a home occupation, for commercial activities or for commercial storage, unless otherwise approved through the Home Occupation Section.

(3) No accessory buildings shall be constructed in Business Districts zoned B-1, B-2, B-3; Mixed Use Districts zoned GMU-1, GMU-2, GMU-3, GMU-4, GMU-5.

(4) No accessory buildings shall be constructed in Industrial Districts zoned I-1 and I-2 without a CUP.

(5) The accessory building has an evident reuse or function related to a single-family residential environment in urban service areas, agriculture environment in nonurban service areas, or industrial use in urban areas of the City.

(6) Detached accessory buildings shall be maintained in a manner that is compatible with the adjacent residential uses and does not present a hazard to public health, safety and general welfare.



(7) The performance standards and criteria of Subsection 1001.14 of this Code shall be considered and a determination made that the proposed activity is in compliance with such criteria.

(8) There is a demonstrated need and potential for an accessory structure taller than the restrictions outlined below in all Residential, Commercial and Industrial zoned districts. The CUP shall be limited for additional height to the underlying zoning district or the height of the principal structure.

**Subd. 4 Agricultural Districts**

(1) *Conditional use permit.* No building permit shall be issued for the construction of detached accessory buildings on an agriculture parcel exceeding the limits stated below and the underlying zoning district's impervious surface limit except by conditional use permit.

(2) *Site plan approval.*

a. *Building permit required.* Detached accessory buildings greater than 200 square feet in floor area shall require a building permit. The Building Official shall review the site plan and construction drawings to determine compliance with the Building Code and other applicable ordinances, laws, and regulations.

(3) *Setbacks and encroachment.*

<b>A-1, Agricultural District</b>	
<b>A-2, Agricultural District</b>	
<b>S-A, Special Agricultural District</b>	
<b>Setbacks</b>	
Front, side or rear to a street	30 feet
Front, side or rear to an arterial street	50 feet
Side yard	10 feet
Rear yard	10 feet
*Accessory building height shall not exceed the principal dwelling height	

(4) *Accessory building performance standards.*

a. Accessory buildings and structures constructed for agricultural purposes in Agricultural Districts (A-1, A-2, S-A) are permitted as impervious coverage allows in Section 1001.05 Subdivisions 9 and 10.

b. On parcels of less than 1 acre there shall be no more than 2 detached accessory structures and the total area of all detached accessory buildings shall not exceed the footprint of the principal dwelling.

c. The footprint of the principal building includes attached garage area, if any.

d. The exterior materials for residential accessory buildings must be comparable to the exterior materials of the principal dwelling on lots below 1 acre in size.

e. No new accessory structures are permitted on the non-homestead outlot. Existing structures at the time of creation of the outlot will become legal non-conforming structure.

**Subd. 5 Residential Districts**

(1) *Conditional use permit required.* No building permit shall be issued for the construction of detached accessory buildings on a residential parcel exceeding the height or building size, except by conditional use permit as restricted above in Subd. 3.

(2) *Site plan approval.*

a. *Building permit required.* Detached accessory buildings greater than 200 square feet in floor area shall require a building permit. The Building Official shall review the site plan and construction drawings to determine compliance with the Building Code and other applicable ordinances, laws, and regulations.

(3) *Setbacks and size standards.*

<b>Residential Districts Below 1 Acre in Size</b>						
	<b>R-1 (less than 1 acre)</b>	<b>R-1A</b>	<b>R-3</b>	<b>R-M</b>	<b>R-H</b>	<b>RMH</b>



<b>Residential Districts Below 1 Acre in Size</b>						
	<b><i>R-1 (less than 1 acre)</i></b>	<b><i>R-1A</i></b>	<b><i>R-3</i></b>	<b><i>R-M</i></b>	<b><i>R-H</i></b>	<b><i>RMH</i></b>
Front, side or rear to a street	30 feet*	30 feet*	30 feet*	30 feet*	30 feet*	15 feet*
Front, side or rear to an arterial street	50 feet*	50 feet*	50 feet*	25 feet*	25 feet*	5 feet*
Side yard	5 feet	5 feet	5 feet	10 feet	10 feet	10 feet
Rear yard	5 feet	5 feet	5 feet	10 feet	10 feet	5 feet
Height	18 feet**	18 feet**	18 feet**	10 feet**	10 feet**	**
Size limit	1,000	800 square feet	800 square feet	800 square feet	800 square feet	800 square feet
Maximum number of acc. buildings allowed	1	1	1	1	1	1
Limited to 1 story with max. sidewall of 10 ft. measured from floor surface to underside of the ceiling member	--	--	--	10 feet	10 feet	--
* Cannot be placed in front yard						
** Cannot exceed the height of the principal structure						
Note: all accessory buildings, with the exception of attached garages, shall be included when calculating the maximum square footage of accessory building space allowed on a property. All accessory buildings, excluding attached garages, shall be included when determining the total number of accessory buildings on a property. In addition to the allowed maximum number of accessory buildings each property is allowed 1 additional detached accessory building 200 square feet or less above the maximum allowed, provided it doesn't exceed the impervious surface limitation of the lot and meets required setbacks.						

<b>RO, Historic Village Residential District</b>	
<b>RO, Historic Village Residential District</b>	
Front, side or rear to a street	30 feet*
Side yard	5 feet
Rear yard	5 feet
Height	18 feet**
Structure sidewall	8 feet
<b>Size limit</b>	
Parcels 12,000 sq. ft. and larger	1,000 sq. ft.***
Parcels under 12,000 sq. ft.	800 sq. ft.***
* Accessory structure cannot be placed in front yard	
** Cannot exceed the height of the principal structure	



\*\*\* Size limit includes all attached and detached garages and accessory structures. In addition to the allowed maximum number of accessory buildings each property is allowed 1 additional detached accessory building 200 square feet or less above the maximum allowed, provided it doesn't exceed the impervious surface limitation of the lot and meets required setbacks.

**Residential Districts Above 1 Acre in Size**

**Residential Districts Above 1 Acre in Size**

	R-1 (more than 1 acre, less than 2)	R-1 (more than 2 acres)	R-2	R-E	Maximum number of acc. buildings allowed
Front, side or rear to a street	30 feet*	30 feet*	30 feet*	30 feet*	--
Front, side or rear to an arterial street	50 feet*	50 feet*	50 feet*	50 feet*	--
Side yard	5 feet	5 feet	10 feet	10 feet	--
Rear yard	5 feet	5 feet	15 feet	15 feet	--
Height	35 feet**	35 feet**	35 feet**	35 feet**	--
Lot size	Building size limit				--
	1,200 square feet				2
87,121-130,680 (2-3 acres)	--	2,000 square feet	2,000 square feet	2,000 square feet	3
130,681-217,800 (3-5 acres)	--	3,000 square feet	3,000 square feet	3,000 square feet	4
217,800 and above (5 acres and above)	--	4,000 square feet	4,000 square feet	4,000 square feet	5

\* Cannot be placed in front yard. Please see Subd. 2, Section(13) for exemptions

\*\* Cannot exceed the height of the principal structure

Note: All accessory buildings, with the exception of attached garages, shall be included when calculating the maximum square footage of accessory building space allowed on a property. All accessory buildings, excluding attached garages, shall be included when determining the total number of accessory buildings on a property. In addition to the allowed maximum number of accessory buildings, each property is allowed 1 additional detached accessory building 200 square feet or less above the maximum allowed, provided it doesn't exceed the impervious surface limitation of the lot and meets required setbacks.

**(4) Detached accessory buildings not exceeding 200 square feet in floor area**

- a. All detached accessory buildings in excess of 200 square feet shall be set back at least 10 feet from any other building or structure on the same lot, and shall not be located within a required buffer yard or drainage and/or utility easement.
- b. Such structures may encroach into the required side or rear yard setbacks when behind the front of the principal structure located in the rear yard of a lot, except in the case of a side yard of a corner lot abutting a public street.
- c. The structure can be set in the front yard if it meets the exemptions outlined in Subd. 2 Section(16) of this Chapter.
- d. When encroachment into required side or rear yard setbacks is allowed, such detached accessory buildings shall be set back at least 10 feet from all adjoining lots.

**(5) Attached private garages.** A private garage attached to the principal building shall not exceed 1,000 square feet as measured by interior dimensions and shall be subject to all building and setback requirements of the principal structure, except as provided for herein.

**(6) Animal enclosures.**



a. Notwithstanding Subdivision 5(6)c. of this Subsection, domestic animal enclosures shall not be placed in the front yard or in the side yards abutting a street, shall not be placed closer than 10 feet to any property line, and shall not be placed closer than 25 feet to any dwelling unit other than on the owner's property.

b. No encroachment shall be permitted in existing or required buffer yard or drainage and/or utility easements.

c. Screening and/or a hard surface will be required if problems occur with appearance, noise, odor, and sanitation as determined by the Zoning Administrator.

d. No such enclosure shall exceed 200 square feet, unless approved through an administrative permit.

(7) *Temporary shelters.* Unless mounted on a trailer or equipped with wheels, temporary shelters, ice fishing houses or other such structures used or designed to be used as temporary shelters shall be considered accessory buildings and shall be subject to the setback, square footage and other regulations of this Code.

(8) *Special provisions.* There shall be no more than 5 detached accessory structures on any lot and the total area of all detached accessory buildings and attached garages shall not exceed 4,000 square feet.



**PRESENTER:** Martin Farrell

**ITEM:** Elsie Stephens Park Master Plan Update RFP, Respondent Presentations, Q/A and Contract Award.

**PREPARED BY:** Martin Farrell

**POLICY DECISION / ACTION TO BE CONSIDERED:** Vendor presentations, Q/A, and Contract Award.

**BACKGROUND:** The Master Plan for Elsie Stephens Park was an effort developed between 2016 and 2018, with Staff, Council, Contract Landscape Architects, and a Steering Committee. The project was refined over several meetings and with input from all of the participants at the various stages of development. The City is currently in Phase 3 of the development of the Park, with various elements being installed including, trails and river overlooks, landscaping, bridges, performance area with seating and power, patio, decorative lighting, and trail link into Cloquet Overlook Park, part of the Three Rivers Park District Mississippi Regional Trail.

The City Council has requested that future phases and amenities be identified along with costs and an approximate timeline for the additional phases. Staff recommended an update of the Master Plan, and a request for proposal documents from interested Landscape Architects.

Staff Advertised for Proposals (RFP) on December 26 2024, with proposals due on January 17 2025. Staff received 6 proposals, Staff reviewed the proposals for compliance to the RFP and reduced the contenders to 3 finalists for Park Commission to Interview.

Park Commission heard presentations from 3 vendors at the 02-04-2025 Park commission meeting, they also had a Q/A opportunity with each of the 3 presentation teams. After discussing the merits of each of the 3 candidates they settled on their top 2 candidates for Council consideration. The number 1 choice was MSA and the number 2 choice was Damon Farber, both candidates will present to the Council and be available for questions.

Staff would like Council to award the contract for the Elsie Stephens Master Plan update at tonight's meeting, so that we can have the Master Plan Update completed this year and start budgeting for the future phases of the project as identified in the Revised Master Plan. Staff has scheduled a project start date of March 2025.

**CRITICAL ISSUES:** Award Elsie Stephens Master Plan Update Contract

**BUDGET IMPACT:** Funded from Capital Fund 405

**RECOMMENDATION:** None.

**ATTACHMENT(S):** RFP Document, Proposals from MSA and Damon Farber.





## Request for Proposal (RFP) for Elsie Stephens Park master plan update

### **Description of proposal**

This document constitutes a Request for Proposal (RFP) from qualified individuals and organizations to help update the existing master plan for Elsie Stephens Park, the proposal should integrate existing park development and future needs into a cohesive and strategic park design. This request is an offer by the City of Dayton to purchase, in accordance with the terms and conditions of this RFP, the services proposed by the successful vendor(s), by contract as needed.

The Respondent shall provide a proposal, in accordance with the terms and conditions set forth herein, to provide services to the City of Dayton as follows:

- Develop a master plan that integrates existing park amenities and future amenities into a cohesive and strategic master plan.
- City of Dayton is looking to select a full-service vendor, to re-develop the existing master plan to provide a strategic plan that includes but is not limited to a phasing plan, budget expectations, amenity and equipment recommendations.
- We are looking to receive a proposal that will include information about your business, your experience in developing parks, examples of completed projects with references, and a timeline to complete development of such a plan and the associated costs.

### **City of Dayton Mission Statement**

The City of Dayton's mission is to promote a thriving community and to provide residents with a safe and pleasant place to live while preserving our rural character, creating connections to our natural resources, and providing customer service that is efficient, fiscally responsible, and responsive.

### **About Dayton**

The City of Dayton is located along the shores of the Crow and the Mississippi Rivers and is shared between Hennepin and Wright County. We are a progressively growing community with a population of approximately 11,000. Dayton is located along the I-94 corridor and is only 20 minutes from downtown Minneapolis, and 30 minutes from downtown St. Paul.

City Hall Information  
12260 S. Diamond Lake Road  
Dayton, MN 55327  
Phone (763) 427-4589



The City of Dayton purchased the property for Elsie Stephens Park a number of years ago with the intention of making this a premier park, with amenities that will attract visitors to the City. The site is a little over 21 acres with river frontage on the Mississippi River. This park has trail connection to Cloquet Overlook Park, which is a segment of a proposed regional trail, there is also an underpass connection to a 22-acre park at the River Hills neighborhood.

#### Park Address

Elsie Stephens Park  
14430 Dayton River Road,  
Dayton MN55327

### **Scope of Work**

The City of Dayton is seeking a Landscape Architect to provide professional park design, development and implementation services. The successful proposal shall fully coordinate all services under an Agreement with City Staff. The intent of this project is to develop a premier, destination park in the City of Dayton:

- Create a unique park, that incorporates and enhances the original master plan.
- Develop a phasing plan for implementation of the amenities and facilities in the plan.
- Provide cost estimates and timelines for the various phases of development.
- Designs must incorporate completed park improvements from the three Phases completed or scheduled.
- Designs must maximize the natural aspects of this unique riverfront location.

The Respondent will provide the City of Dayton with consulting services as mutually agreed upon and described in a proposal statement of work which will govern any particular assignment that is engaged upon under this RFP.

The Statement of Work shall be drafted as an engagement letter between the parties setting forth the following:

- A complete and detailed description of the type(s) of services to be rendered by the Vendor.
- The applicable billing rates for the services to be rendered.
- Any additional terms and conditions to which the parties may agree.

## **1 Process and Requirements**

- Vendors will submit their proposals within the timeframe indicated. The City of Dayton is committed to selecting the most competitive offer. Our evaluation will be geared to identify those proposals which offer the best combination of expertise and value. The City of Dayton will not, however, base its evaluation solely on price.
- No extension to the submittal date will be granted on an individual basis. If the City determines that the timeframe it has established for this RFP is inadequate, it may at its option extend the submission deadline to all offerors.



- Vendors agree that their proposals are an agreement to provide services at a stipulated rate to the City of Dayton. Those rates will be reflected in the Statement of Work engagement letter. All pricing schedules quoted in response to this RFP, must remain in effect for the duration of the contract if awarded.

## **2 Contract Terms and Conditions**

- The City of Dayton reserves the right to award all, part or none of this solicitation.
- This contract does not create an employment relationship. Individuals performing services required by the contract are not employees of the City. Vendor's employees shall not be considered employees of the City for any purpose and as such shall not be eligible for benefits accruing to City employees.
- Travel and Travel reimbursement is not authorized for this acquisition.
- This purchase is not subject to any sales tax. An exemption certificate will be furnished upon request.
- The vendor shall be paid upon submission of proper invoices to the City at the prices stipulated on the contract. Invoices shall contain the contract number and purchase order number. Failure to follow these instructions may result in delay of processing invoices for payment.
- All billing and subsequent payments must be in arrears.
- No oral statement, facsimile, mail or other notification issued by the vendor shall modify or otherwise effect the terms, conditions, or specifications stated in this purchase order unless accepted in writing by the City.
- The vendor shall have the capability, experience and expertise to provide the City of Dayton with services in accordance with the requirements set forth herein and consistent with the representations made in the submission under this RFP.

## **3 Proposal Format**

- a. Five bound hard copies and 2 digital copies of each proposal shall be submitted to the City of Dayton.
- b. The City of Dayton will not provide any reimbursement for any cost associated with the development or presentation of a proposal.
- c. Failure to include any of the following information may have an adverse impact on the evaluation of a proposal.
- d. Vendors shall complete all of section 4. The vendor should respond to the main themes of each of the outlined areas in Section 4 in a comprehensive, and succinct, narrative that addresses the City's core needs as outlined above. The vendor should provide corresponding examples, sample work products or references as requested. The Selection Committee may request additional detailed responses to individual questions during the oral presentation phase.
- e. Inclusion of client information or references that reflect upon the offerors consulting expertise or experience is desirable.
- f. Proposal should be prepared in a standard 8 1/2 x 11 format and adequately bound.



- g. Table of Contents and an executive summary of the proposal should be included.
- h. A fee schedule for work proposed under the RFP should be included.

## **4 Evaluation and Selection Criteria**

If an award is made as a result of this RFP, it will be awarded to the vendor(s) whose proposal is most thorough and advantageous to the City of Dayton, including price as well as demonstrated technical ability, overall expertise and recommendations.

The following factors will be considered during the assessment process:

- The vendor's overall ability, capacity and skill to provide the service required.
- The vendor's reputation and experience.
- The vendor's staffing plan and commitment to respond to issues and questions for the length of the contract.
- Quality of current or previous projects.
- Previous experience in similar municipal branding campaigns.
- Technical ability and customer service approach.
- Cost.
- Any other reason deemed proper by the City of Dayton.



## **Proposal Details**

### **Company Details**

- Company name and parent company name.
- Ownership structure.
- Years in operation.
- Mailing address.
- Primary phone.
- Fax number.
- Website URL
- Primary point of contact, (name, title, phone and e-mail address).
- Biographies of primary team members who would be engaged in this project.
- Total number of employees.
- Please provide a comprehensive pricing and/or rate sheet for all potential services you might provide under this RFP should you be selected as a service provider.

Are there any potential conflicts with existing vendor client base and this RFP.

### **Capabilities and Experience**

- List all capabilities.
- List all experience you have with similar master plan development projects.
- Provide detail on any specific industry or type of work your firm specializes in.
- Provide three detailed case studies of similar park development projects.

### **Park Master Plan development**

- Tell us the process that you would use to develop the park master plan for Dayton:
  - Provide a detailed description of your work plan.
  - Detailed list of tasks to be accomplished and the amount of budget hours for each task and sub-task.
- Identify deliverables and provide numbers of revisions that are included.
- Detail the technical needs and systematic implementation that would be needed.
- Detail project management from your company.
- Level of staff participation.
- Meetings identified through work plan with staff and a master plan development subcommittee.
- Outline analytical metrics that will be integrated into measuring the success of the plan.

### **RFP Deadline**

Completed proposals relating to the RFP must be received by the City of Dayton on or before January 17 2025 at 12.00 noon. All proposals with the appropriate required information must be submitted in a sealed package. The outside of the package must contain the name of the submitting vendor, the due date and name of the project.



Please submit the proposal material to:  
Martin Farrell  
City of Dayton  
12260 South Diamond Lake Road  
Dayton MN 55327

Vendor questions due date.

Please forward any questions via e-mail to: [mfarrell@cityofdaytonmn.com](mailto:mfarrell@cityofdaytonmn.com) by January 9, 2025. Responses will be provided by January 13 2025 to all respondents. Questions will not be considered unless submitted via email. Telephone calls or personal visits to the City of Dayton offices are prohibited during the solicitation and evaluation process.

Proposals submitted after the due date and time will not be considered, no exceptions.

Schedule of RFP process and project timeline

Issue Date: December 12, 2024.

Proposal Due: January 17 2025 AT 12.00 noon.

Staff review proposals and schedule interviews by January 24, 2025.

Selected proposals Interview with Park Commission February 4 2025.





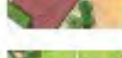


Selected Proposal Final Interviews with City Council: February 11, 2025 (tentative).

Finalize contract and award: February 25, 2025 (tentative).





## LEGEND

-  Existing Trees
-  Open Lawn
-  Prairie/Meadow
-  New Trail
-  Existing/Proposed Structures
-  Garden Area
-  Parking

## PREFERRED CONCEPT

STEPHEN'S FARM MASTER PLAN  
City of Dayton, Minnesota

July, 2016  
15659







## LEGEND

- 1 Year Round Event Center
- 2 The Patio
- 3 Veteran's Memorail Space & Garden
- 4 Outdoor Performace Area
- 5 Seasonal Docks and Fishing Pier
- 6 Parking with Stormwater Enhancements
- 7 Overflow Parking Area
- 8 Existing Boathouse
- 9 Playground Area
- 10 Enhanced Horse Barn
- 11 Existing Silos
- 12 Picnic Area with Shelter
- 13 Outdoor Classroom
- 14 Relocated Historic School House Building
- 15 Carry-In Boat Access
- 16 Restored Prairie
- 17 Trail
- 18 Regional Trail Along Dayton River Road
- 19 Proposed Trail Underpass
- 20 Existing Stairs
- 21 Existing Overlook
- 22 Existing Parking
- 23 Existing Shelter and Playground
- 24 851 OHWL
- 25 200' Structure Setback

## PREFERRED CONCEPT





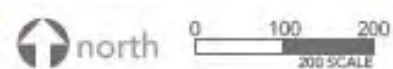
## LEGEND

- 1 Year Round Event Center (reception space for 250-300 people)
- 2 The Patio (utilize historic residence footprint and chimney. Provide arbors and seating with views to the river)
- 3 Veteran's Memorail Space & Garden
- 4 Outdoor Performace Area
- 5 Performance Platform
- 6 Seasonal Docks and Fishing Pier
- 7 Parking with Stormwater Enhancements
- 8 Overflow Parking Area
- 9 Existing Boathouse
- 10 Playground Area (utilize barn footprint and stone wall)
- 11 Enhanced Horse Barn (potential uses are city office space, picnic shelter, trail head, storage)
- 12 Existing Silos (climbing wall, viewing/overlook opportunity)
- 13 Picnic Area with Shelter (maintain existing farm house location for new shelter structure)
- 14 Outdoor Classroom
- 15 Relocated Historic School House Building (rental space for canoe, kayak, cross country ski and snow shoes)
- 16 Carry-In Boat Access
- 17 Restored Prairie
- 18 Trail
- 19 Regional Trail Along Dayton River Road
- 20 Proposed Trail Underpass
- 21 Added Turn Lane and Access Enhancements
- 22 Entry Signage
- 23 Enhance Existing Drainage Way
- 24 Existing Stairs

## PREFERRED CONCEPT

STEPHEN'S FARM MASTER PLAN  
City of Dayton, Minnesota

July, 2016  
15659







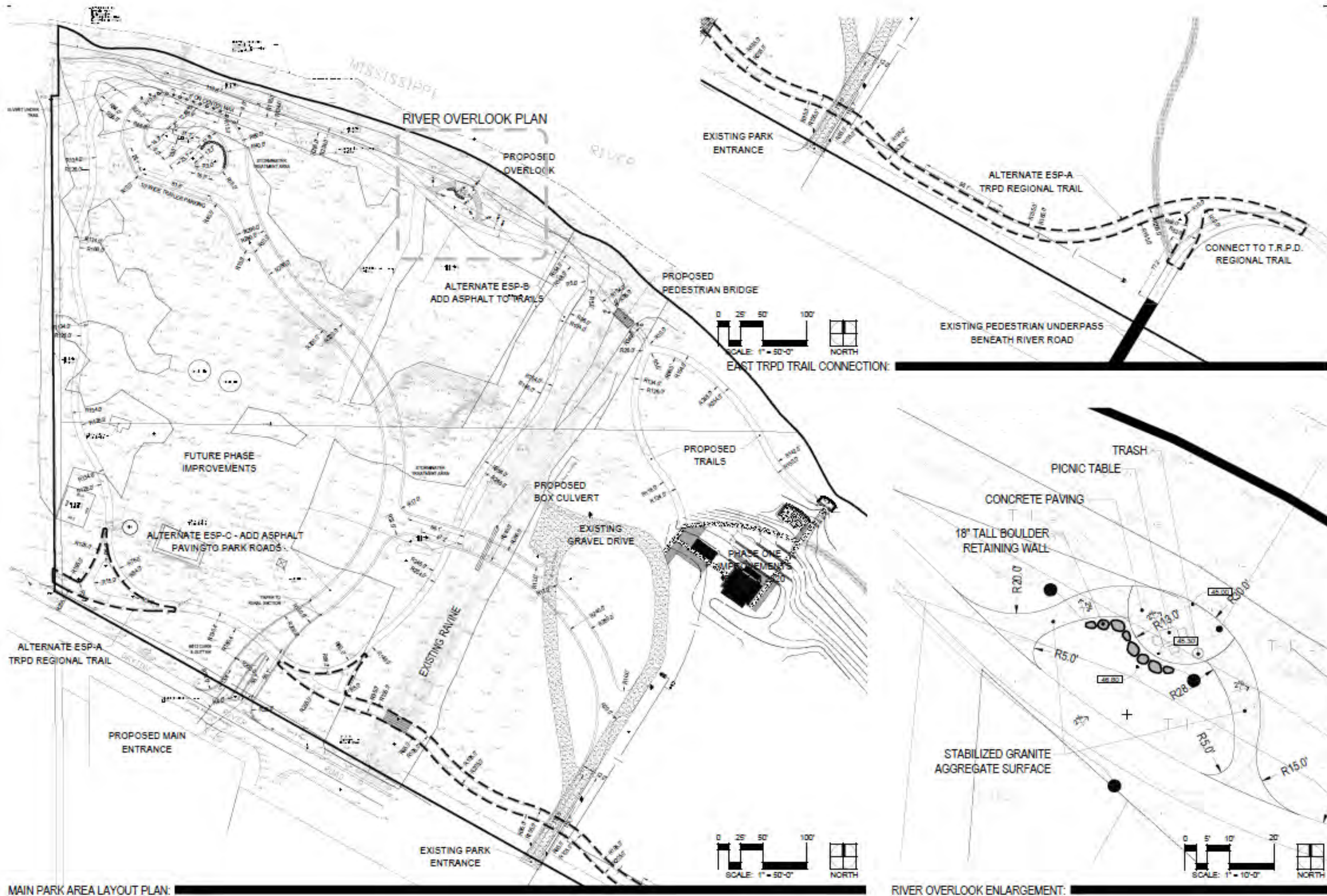
## LEGEND

- Phase 1 -  
Parking, Park Entrance Road, The Patio, Trails  
to Access the River
- Phase 2 -  
Regional Trail Connections
- Phase 3 -  
The plan is set up to add any of the remaining  
park elements as funding allows

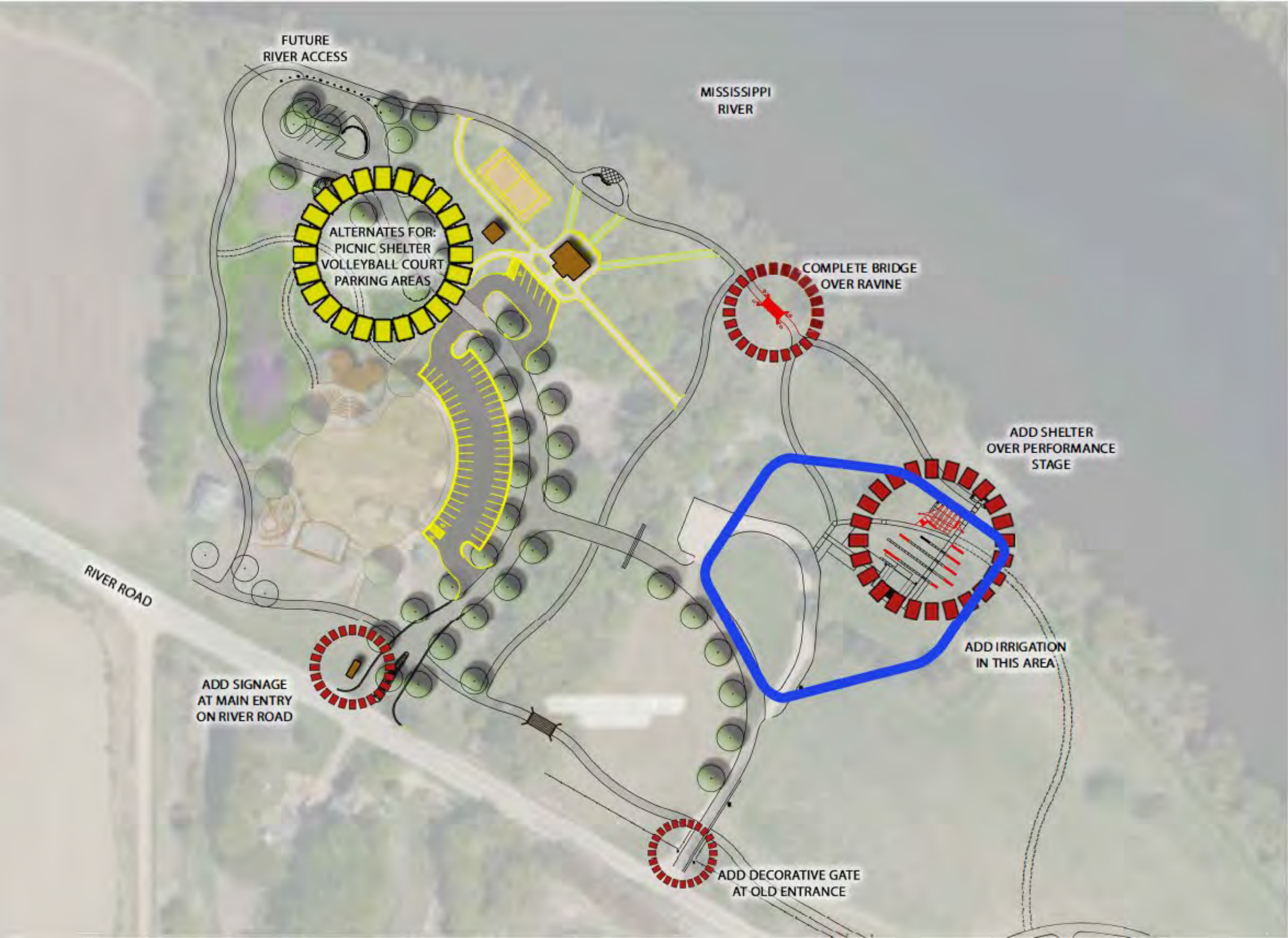












ELSIE STEPHENS  
MEMORIAL PARK  
PHASE III

DAYTON, MN

MARCH 18, 2024



PHASE III  
PREFERRED  
ELEMENTS



# PROPOSAL TO PROVIDE

## Elsie Stephens Park Master Plan Update



### Prepared for:

City of Dayton  
January 17, 2025





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60 Plato Boulevard E., Suite 420  
St. Paul, MN 55107  
(612) 548-3132  
[www.msa-ps.com](http://www.msa-ps.com)

January 17, 2025

Martin Farrell, Public Works Director  
City of Dayton  
12260 South Diamond Lake Road  
Dayton, MN 55327

Re: Proposal to Provide Elsie Stephens Park Master Plan Update

Dear Martin,

The Elsie Stephens Park Master Plan Update is a critical initiative for the City of Dayton, aimed at transforming the park into a premier destination for residents and visitors that integrates existing amenities with future developments. This project is essential for creating a cohesive and strategic park design that aligns with the City's mission to promote a thriving community and enhance connections to natural resources. By selecting a full-service vendor, the City seeks to develop a comprehensive plan that includes phasing, budget expectations, and recommendations for amenities and equipment, making sure the park meets the needs of residents and future growth of the community.

MSA Professional Services, Inc. (MSA) is excited to present our proposal for the Elsie Stephens Park Master Plan Update. Our extensive experience with the City of Dayton, particularly through our work on the Water Trail Feasibility Study, has provided us with a deep understanding of the project area and your specific needs. Our familiarity with the trail and boat launch areas, combined with our dedicated team of experts who have previously collaborated on the water trail project, positions us to deliver a seamless and efficient planning process. We are committed to making this project a priority and making sure it meets your expectations.

Leading this project will be myself (Dan Williams), as Project Manager, with local support from Claire Stickler and Eleanor Brant in our St. Paul office. Together, with the rest of our team, we bring a wealth of knowledge in park and waterfront development. Our team is well-equipped to transform your vision into reality, helping to provide a smooth transition from planning to construction. We prioritize clear communication and timely responses to keep the project on track, addressing any challenges proactively. Our comprehensive approach balances your goals with sound engineering principles, aiming to deliver a successful and impactful project for the community.

We appreciate your consideration of our team and qualifications. We welcome the opportunity to further discuss your needs and our approach, fine-tuning our proposal to best fit your project goals. Please do not hesitate to contact me directly at (608) 216-2066.

Sincerely,  
MSA Professional Services, Inc.

A handwritten signature in black ink, appearing to read "Dan J. Williams", is written over a light blue horizontal line.

Dan Williams, PLA, ASLA, SOBA  
Project Manager, Primary Point of Contact



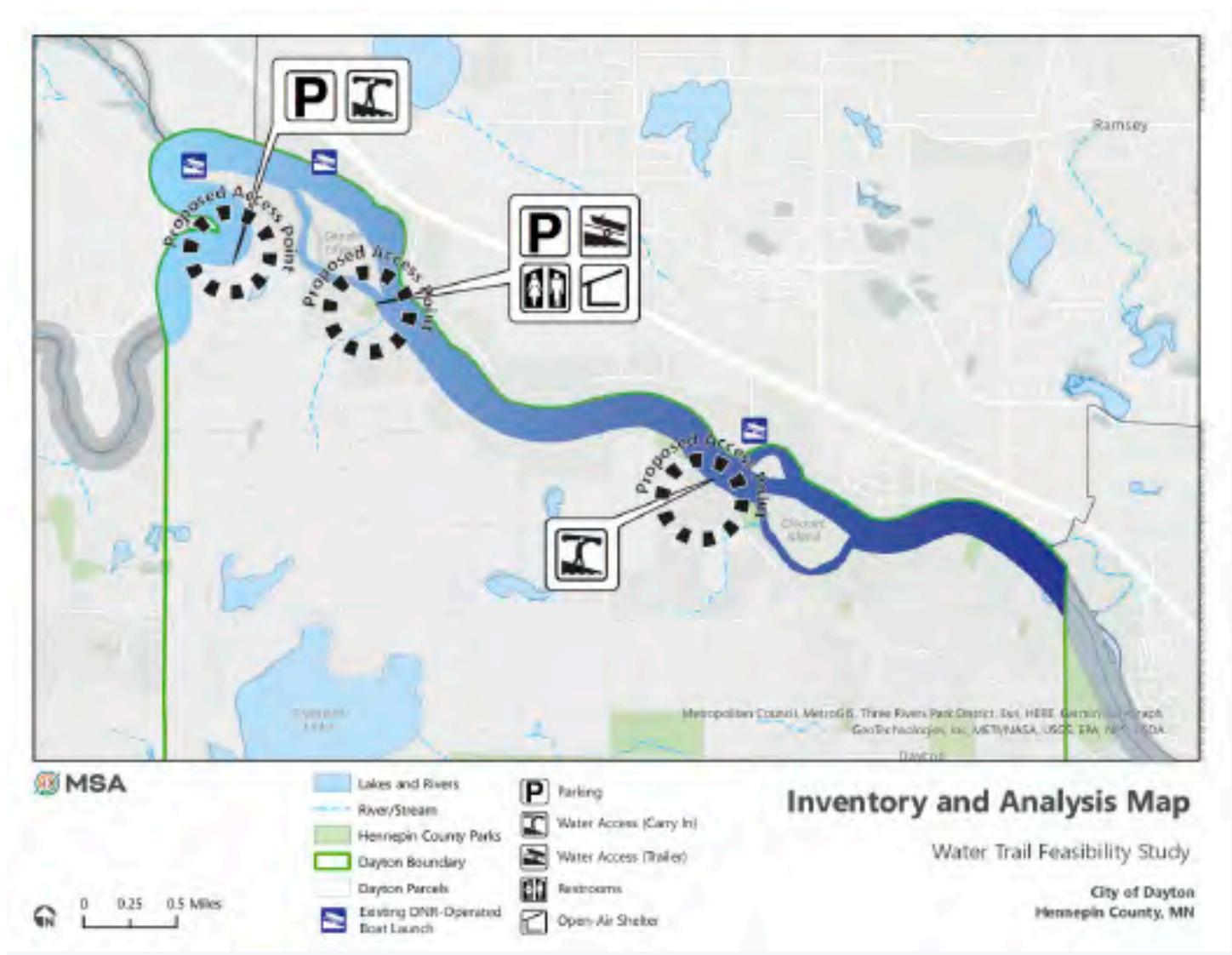
## EXECUTIVE SUMMARY

WHY US? INSIGHTS, EXPERTISE AND VALUE.

### FAMILIARITY AND EXPERIENCE WORKING WITH THE CITY OF DAYTON

#### WATER TRAIL FEASIBILITY STUDY

The City of Dayton and MSA embarked upon a collaborative effort to study and plan for a dedicated water trail. MSA was hired to first conduct a Water Trail Feasibility Study. MSA then developed site conceptual plans including accessible trails and [kayak/canoe launches at Elsie Stevens Park](#) as well as in Goodin Park. The final report also includes a summary of local feedback, an inventory and analysis, programming and promotional recommendations, funding opportunities, summary of public feedback/input, and the suggested prioritization of water trail improvements based on the final analysis of the corridor. [MSA looks forward to continuing our work on this Elsie Stephens Park Master Plan Update.](#)





## EXECUTIVE SUMMARY

MSA Professional Services, Inc. (MSA) specializes in the sustainable development of communities. We achieve this by building honest, open relationships that go beyond the project to become a trusted source of expertise and support for immediate challenges and long-term goals. Big or small, we do whatever it takes to meet each need, working to make communities stronger in the process. **It's more than a project. It's a commitment.**

The following is a high-level summary of our proposal and why the MSA team is the right fit for this project:



**History/Experience with Dayton and this Project.** MSA's work on the City's Water Trail Feasibility Study ideally positions us to seamlessly and swiftly focus our efforts on the Elsie Stephens Park Master Plan Update. We are very familiar with the project area from our previous work with the City on the Water Trail Feasibility Study and boat launch implementation at Elsie Stephens Park. We understand the importance of this park along the Mississippi River corridor and the recreation connections the park provides to surrounding neighborhoods and future development. Our team has a thorough understanding of your needs and expectations. The team we are proposing includes key players and familiar faces from our work on the water trail. Rest assured, we are committed in making this project a priority.



**A Dedicated Project Manager and Local Presence.** The project will be managed by Dan Williams, with local support from Claire Stickler in MSA's St. Paul's office, providing enhanced response times and collaboration opportunities. Dan will be your main point of contact. He truly understands the impact this project will have on the community and his sole focus is the success of your project.



**Award-winning Experience Working on Similar Projects.** Our collective team has vast experience planning and designing park and waterfront projects. This experience includes work on over 100 park projects in recent years and over 75 years of waterfront development experience, including over 30 award-winning projects. Our planners, landscape architects, designers, engineers, and technical staff provide a cohesive, comprehensive team and depth of expertise applicable to our projects. We collaborate with stakeholders to create an ideal blend of engagement that ultimately produces high-quality park and waterfront developments.



**Expertise to Turn Your Vision into a Reality.** We understand this is a "landmark" project for the City of Dayton and are dedicated to partnering with you to turn your vision into reality. Because we are a full-service team, we're able to plan and design with the end in mind, effectively balancing your goals with sound engineering principles and providing comprehensive support from planning through construction to provide continuity and minimize costly overruns.



**Availability, Capacity and Commitment.** We understand the importance of choosing a consultant who is responsive and prioritizes your project, and we are committed to being that partner for you. We will make your project a priority, with a focus on aligning staff with availability to provide timely responses and deliverables. With over 450 employees and 17 offices, MSA has the capacity and flexibility to handle your project efficiently and responsively. In addition to our capacity and availability, we are committed to maintaining effective communication and conducting frequent check-ins to keep you posted on project progress and proactively address potential challenges before they occur.





## COMPANY INFORMATION

### COMPANY NAME AND PARENT COMPANY NAME **MSA Professional Services, Inc. (no parent company)**

Our firm consists of 450+ engineers, architects, planners, landscape architects, funding experts, surveyors, GIS experts and environmental scientists. MSA excels at helping clients identify grant and funding sources and then delivering high-quality, cost-effective solutions. While you know the faces behind your projects, we are a team that works as one to support our clients. When you work with MSA, you're not just working with individuals—you're working with all of us.

### OWNERSHIP STRUCTURE

As an employee-owned company, our ESOP structure empowers our employees to take ownership of their work, leading to higher levels of commitment and quality in our services. This model aligns the interests of our employees with those of our clients, promoting long-term partnerships and exceptional project outcomes. Our professionals think like owners because they are owners. When you partner with MSA, your team will be comprised of individuals who are invested in your success and committed to a high standard of performance. We're proud to be 100% employee owned.

### YEARS IN OPERATION

With a legacy that began in 1919 and formal incorporation in 1962, our firm has over 100 years of experience in providing top-notch engineering and consulting services. This rich history underscores our commitment to innovation and reliability.

### MAILING ADDRESS

60 Plato Boulevard E.  
Suite 420  
St. Paul, MN 55107

**PRIMARY PHONE**  
(612) 548-3132

**FAX NUMBER**  
(763) 786-4574

**WEBSITE URL**  
[www.msa-ps.com](http://www.msa-ps.com)

**PRIMARY POINT OF CONTACT**  
Dan Williams, PLA, ASLA, SOBA, AMI  
Project Manager  
(608) 216-2066  
[dwilliams@msa-ps.com](mailto:dwilliams@msa-ps.com)

**BIOGRAPHIES OF PRIMARY TEAM MEMBERS**  
See the following pages.

**TOTAL NUMBER OF EMPLOYEES**  
450+

**COMPREHENSIVE PRICING AND/OR RATE SHEET**  
Please see the Fee Schedule portion of our proposal for our cost information.

**ANY POTENTIAL CONFLICTS OF INTEREST**  
We have no potential conflicts of interest with existing vendor client base and this RFP.

## POSITIVE IMPACT

Finding funding for projects is what we do. We know projects and plans are no good to you if they don't work toward implementation. We get creative. And, it's led to securing over \$625 million in grants and low-interest loans to offset costs for our partner communities.



## STAFFING PLAN, COMMITMENT, AND CAPACITY

Our team is staffed to handle the needs of your projects. We are a group of experienced landscape architects, planners, and engineers backed by more than 450 other technical specialists who are accustomed to working together on similar projects. Our familiarity with each other will enable us to meet your workload and timeline requirements. **We have chosen a team that reflects the needs for this project, including familiarity with similar-sized projects, and the expertise to explore all viable alternatives.**



## Availability and Commitment to Respond to Issues and Questions

**We understand the importance of choosing a consultant who is responsive and prioritizes your project, and we are committed to being that partner for you.** MSA submits this proposal with the commitment that our staff and equipment will be available to accomplish the work in sequence and according to established timetables. Our team has the capacity to handle this project and be responsive to your needs, issues, and questions.

additional resources as needed to provide timely and effective project completion. Our 17 offices collaborate seamlessly, sharing information and ideas to provide you with innovative solutions. Our proposed project team will have access to our extensive disciplinary expertise throughout the project's duration. Our employees work flexible hours, and workloads are shared across teams to ensure projects are completed efficiently as needs arise.

With over 100 years of experience in the consulting industry, MSA has honed strategies for distributing workloads across time and distance, efficiently meeting challenges within the allotted time frames. As a firm with more than 450 employees, we have the capacity to allocate

In addition to our skilled personnel, MSA is committed to leveraging the latest technology. All MSA offices are connected via a high-speed wide-area network (WAN), facilitating the rapid and easy sharing of electronic data between offices.





## Dan Williams, PLA, ASLA, SOBA

PROJECT MANAGER, PRIMARY POINT OF CONTACT

With more than 35 years of waterfront and landscape architectural experience, Dan takes pride in his ability to make every project, large or small, something special. He has managed and directed design for over 30 award-winning projects, including five national recipients. Specifically, his waterfront resume includes rivers, lakes, and coasts, from the Atlantic Ocean to the Pacific Ocean. He is also a co-author of the "ASCE Manuals and Reports on Engineering Practice No. 50: Planning and Design Guidelines for Small Craft Harbors." Dan understands the challenges associated with waterfront projects and has the experience to provide sustainable and cost-effective solutions.

### EDUCATION

B.S., Landscape Architect,  
University of Kentucky

### REGISTRATION & AFFILIATIONS

Professional Landscape  
Architect, WI, CO, IA

American Society of Landscape  
Architects (ASLA)

Society of Outdoor Recreation  
Professionals (SORP)

States Organization for  
Boating Access (SOBA)

Association of Marine Industries  
(AMI)

### AREAS OF EXPERTISE

- Project Management
- Marina/Waterfront  
Planning and Design
- Park Master Plans
- Park Planning

### SELECTED PROJECT EXPERTISE

- Dayton Boat Launch, Dayton, MN
- Bridgeview Park Courtesy Boat Docks, Stillwater, MN
- Vilas Park, Madison, WI
- San Damiano Community Vision and Master Plan, Monona, WI
- Split Rock Lighthouse Trails and Landscape Rehabilitation, Two Harbors, MN
- Ellen Kort Peace Park, Appleton, WI
- Camp Manito-wish Shoreline and Drainage Improvement, Boulder Junction, WI
- Elm Street Plaza, Wisconsin Dells, WI
- John Michael Kohler Art Preserve Sculpture Trail, Sheboygan, WI
- Beach Drive Resiliency Project, Fox Point, WI
- Fairport Harbor Waterfront Development, Fairport Harbor, OH
- Milwaukee Yacht Club Redevelopment, Milwaukee, WI
- Downtown Waterfront Development, Monroe, LA
- Waterfront Master Plan and Town Core Walkability Study, Dillon, CO
- West Baraboo Entrance Signs and Landscape Plan Beach, Baraboo, WI
- Riverfront Park, Sauk City, WI
- Fireman's Park, Verona, WI
- Monroe Transient Marina, Monroe, LA
- Riverfront and Marina, Owensboro, KY
- Fairport Harbor Transient Marina, Fairport Harbor, OH
- Apostle Islands Marina, Bayfield, WI
- Dillon Marina and Park, Dillon, CO
- Beach Drive Resiliency Project, Fox Point, WI
- Pelican Bay Marina MP, Denver, CO\*
- Manitowoc Marina, Manitowoc, WI
- Terrace Mtn. Resort Marina, Raystown Lake, PA
- Port of Dubuque Marina, Dubuque, IA\*
- Alton Marina, Alton, IL\*
- Hoakalei Marina, Awa Beach, HI\*
- Chicago Harborfront Master Plan, Chicago, IL\*
- Hawn's Bridge Marina, Raystown Lake, PA\*
- Ocean Reef Marina, Panama City, Panama\*
- Schwiebert Park Transient Marina, Rock Island, IL
- Tribute Marina, Dallas, TX\*
- Isle of Capri Casino Transient Dock, Bettendorf, IA





**Raine Gardner, PE**  
**PRINCIPAL IN CHARGE**  
**QA/QC**

As a park and recreation senior project engineer, Raine has worked on a variety of projects including recreational parks and trail projects, waterfront development/access, river corridor planning, stormwater, water main, and sanitary sewer design, roadway reconstruction, lake dredging, and streetscaping plans. In addition to project planning and design, Raine has aided in construction management, right of way and easement acquisition, project permitting, wetland mitigation work, and GIS mapping.

#### Education

M.S., Civil Engineering, University of Wisconsin-Madison  
 B.S., Civil Engineering, Michigan Technological University

#### Registration | Certifications

Professional Engineer, MN, MI, WI, IA, OH  
 States Organization for Boating Access (SOBA)  
 Association of Marine Industries (AMI)

#### Selected Project Experience

- Water Trail Feasibility Study, Dayton, MN
- Vilas Park, Madison, WI
- San Damiano Community Vision and Master Plan, Monona, WI
- Ellen Kort Peace Park, Appleton, WI
- Camp Manito-wish Shoreline and Drainage Improvement Project, Boulder Junction, WI
- Beach Drive Resiliency Project, Fox Point, WI
- Lower Miller Park Reconstruction, Omro, WI
- Newport Park and Boat Launch Project, Lake Delton, WI
- Village Forest Park, West Baraboo, WI
- Milwaukee Yacht Club Renovations, Milwaukee, WI
- Fairport Harbor Transient Marina, Fairport Harbor, OH
- Shoreline Resiliency Project, Fox Point, WI
- Oconomowoc Boat Launch, Waukesha, County, WI
- Monroe Transient Marina, Monroe, LA
- Baraboo River Corridor Project, Various Baraboo River Communities, WI
- Apostle Islands Marina, Bayfield, WI
- West Side Park and Leonard-Leota Park Improvements, Evansville, WI



**Claire Stickler, AICP**  
**PLANNER**

Claire serves as a project planner for MSA's Planning + Design Studio and has worked on a variety of engineering and planning-related projects. Claire has experience in facilitating public engagement activities, GIS map creation, and document creation and writing. She assists with planning projects in a variety of capacities and is passionate about community engagement and the connections that she makes with communities, helping them become better places to live, work and play.

#### Education

B.S., Community and Regional Planning, Iowa State University

#### Registration

American Institute of Certified Planners (AICP)

#### Selected Project Experience

- Water Trail Feasibility Study, Dayton, MN
- Parks, Recreation, and Open Space Master Plan, Scandia, MN
- Comprehensive Parks, Recreation, and Trails Master Plan, Austin, MN
- Parks Planning, La Crescent, MN
- Parks and Recreation Assessment, Pine City, MN
- Parks and Recreation Plan and Vision, Hiawatha, IA
- Parks and Recreation Plan and Vision, Durant, IA
- Parks and Recreation Plan and Vision, Riverdale, IA
- Countywide Trail and Recreation Plan, Washington County, IA
- Parks and Recreation Assessment, Pine City, MN
- Comprehensive Plan, Thomson Township, MN
- Comprehensive Plan Update, Hudson, WI
- Downtown Master Plan, Clinton, IA
- Downtown Master Plan, Independence IA
- Comprehensive Plan, Lexington, MN
- Comprehensive Plan Update & Small Area Plan, New Prague, MN
- Comprehensive Plan Update, Hastings, MN
- Comprehensive Plan & Zoning Ordinance Updates, Dassel, MN





**Emily Herold, AICP**  
**Candidate**  
**ASSISTANT PLANNER**

Emily has experience in many disciplines within the planning and design realm, ranging from comprehensive plan production and community engagement to zoning administration. She is passionate about the experiential aspects of design and helping communities improve their built environments on small and large scales.

#### Education

B.D.A., Architecture, University of Minnesota-Twin Cities

#### Registration

American Institute of Certified Planners (AICP) Candidate

#### Selected Project Experience

- Parks, Recreation, and Open Space Master Plan, Scandia, MN
- Comprehensive Parks, Recreation, and Trails Master Plan, Austin, MN
- Parks Planning, La Crescent, MN
- Comprehensive Outdoor Recreation Plan and Comprehensive Plan Updates, Osceola, WI
- Zoning Administration, Lakeland, MN; Afton, MN; Pine City, MN; Shafer, MN; Amery, WI
- Comprehensive Plan Update & Small Area Plan, New Prague, MN
- Unified Development Code, Becker, MN
- Zoning and Subdivision Code Updates, Fairmont, MN
- Comprehensive Plan Update, Hudson, WI
- Comprehensive Plan & Zoning Ordinance Update, Dassel, MN



**Eleanor Brandt, PLA**  
**LANDSCAPE ARCHITECT**

Eleanor brings extensive expertise in parks and trails, cultural sites, construction documents and detailing, and construction administration. She has successfully managed a variety of projects, including the design of parks, signage, and site features; the replacement of trail bridges and enhancements; and the renovation of sports facilities. Eleanor's responsibilities have encompassed everything from conceptual design to construction documents, bidding, and construction administration, demonstrating her comprehensive project management skills and attention to detail.

#### Education

B.S., Landscape Architecture, University of Wisconsin-Madison

#### Registration

Professional Landscape Architect, MN, WI, IL  
Design of SWPPP, MN

#### Selected Project Experience

- Bruce Mine Headframe Park and Trailhead, Chisholm, MN\*
- Balsam Creek Bridge Replacement, Itasca County, MN\*
- Hibbing High School Cheever Field, Hibbing, MN\*





**Lucas Geiger, PLA, ASLA**  
LANDSCAPE ARCHITECT

Lucas is heavily involved in MSA's parks and recreation projects, site developments, and downtown designs. He has taken on a passion for urban planning and design in the hopes of helping communities activate spaces for the good of the public. Lucas' resume includes site inventory and analysis, concept development and master planning, site design and engineering, construction document preparation, and project management. He also leads 3D rendering and design efforts within MSA's Planning + Design Studio.

#### Education

B.S., Landscape Architecture, University of Wisconsin-Madison

#### Registration

Professional Landscape Architect, MN, WI, IL, TX  
American Society of Landscape Architects (ASLA)

#### Selected Project Experience

- Vilas Park, Madison, WI
- Beach Drive Resiliency Project, Fox Point, WI
- Milwaukee Yacht Club Redevelopment, Milwaukee, WI
- Waterfront Master Plan & Town Core Walkability Study, Dillon, CO
- Mandt Park, Stoughton, WI
- Swan Park, Beaver Dam, WI
- Fireman's Park, Verona, WI
- West Side Park and Leonard Leota Park, Evansville, WI
- Centennial Park Improvements, Hartford, WI
- Elm Street Plaza, Wisconsin Dells, WI
- Memorial Park Master Plan, Waverly, IA
- Gramercy Park Master Plan, East Dubuque, IL
- Great Sauk Trail Feasibility Study, Sauk County, WI
- Barron Streetscape Enhancements, Barron, WI



**Kyra Flynn**  
LANDSCAPE DESIGNER

Kyra recently joined MSA as a landscape designer. She has experience with a variety of projects including park design, master planning, educational hubs, planting plans, and splash pad design.

#### Education

B.L.A., Landscape Architecture, University of Wisconsin-Madison  
Environmental Studies Certificate, University of Wisconsin-Madison

#### Selected Project Experience

- Wade Bowl Park, Superior, WI
- Village Green Restrooms and Park Improvements, Oconomowoc, WI
- Fireman's Park Improvements, Campbellsport, WI
- Sauk County Farm Education Hub, Sauk County, WI\*
- Sun Prairie Public Library, Sun Prairie, WI\*

\*Denotes experience with a prior firm.



## CAPABILITIES



## ANALYSIS

### FROM START TO FINISH, WE'RE HERE TO HELP

How residents perceive the quality of life within their community can be attributed to the quality of parks and recreational facilities available to them. As new sports emerge, and as the population and age of Americans continues to diversify, the demand for both traditional and non-traditional recreational facilities surges. We look forward to the opportunity to partner with you and your community to make it the best place to live, play, and grow.

By designing with the end in mind, we're able to balance your goals with sound engineering principles – meaning the improvements we envision together are buildable, fundable and align with your short- and long-term priorities. Because we are a full-service team, you'll have access to experts who oversee all parts of the planning, design and construction process – all in-house, and all working in concert to deliver the solutions you seek. And since we're with you each step of the way, we get to know your project on a deep level, and that continuity helps minimize costly overruns and time spent getting new project team members up to speed.

### OUR EXPERTISE | WHAT WE DO

- ADA Audits
- Aerial Solutions
- Aquatic Facilities and Splash Pads
- Architectural Design
- Asset Management
- Athletic Facilities
- Campground Development and Infrastructure Design
- Community/Recreational Centers
- Comprehensive Park and Recreation Plans
- Conceptual Site Plans, 3D Renderings and Virtual Reality
- Educational Programming
- Funding
- Landscape Design
- Infrastructure Survey and Design
- Lighting Design
- Multimedia
- Park and Recreational Grant and Funding Administration
- Park Planning and Design
- Playground Safety Audits
- Public Engagement
- Recreational Trails, Bridges and Boardwalks
- Skate Parks
- Tree Inventories and Assessments
- Waterfront Improvements
- Wayfinding





## VISION PLAN

### SPECIALIZED KNOWLEDGE

#### Delivering Value — MSA's Planning + Design Studio

At MSA, we know every project begins with a clear and consensus-driven vision for the future. Our Planning + Design Studio has helped hundreds of communities and private organizations define their vision, obtain funding and implement improvements they seek. Our Studio members are active in the industry, and, because our planners are part of a multidisciplinary firm, they are able to engage our professional engineers and architects in the planning process to aid in the creation of sustainable, implementable plans—delivering even greater value to our clients.

#### Maximizing Funds — Trust Us, We're Experts

We turn every stone in order to find both public and private sources to help you fund your project. We know the ins and outs of a wide variety of programs to help you maximize funding sources, manage timelines, and take care of the details to satisfy the fund requirements. With MSA's support, you can complete the projects you must, and deliver more of the projects you want, all while getting closer to the balanced, sustainable community you've always envisioned. Our dedicated funding specialists bring to the table a broad knowledge base of public funding sources.

## CONSENSUS BUILDING | COMMUNITY RELATIONS | STAKEHOLDER ENGAGEMENT

**Our ability to create and implement effective, comprehensive public participation plans is one of the many reasons communities turn to MSA for their public engagement needs.**

At MSA, we believe that when planning a public project, it must be done with the public's advice and input. Our ability to create and implement effective, comprehensive public participation plans is one of the many reasons communities turn to MSA for their public engagement needs. We specialize in working alongside our clients and selecting the best available methods to hear the voices of many citizens through the process. The type and combinations of methods selected will ensure a balance of informing, consulting, involving, collaborating and empowering the public. that have been traditionally underserved.



Click the link below to view an ArcGIS StoryMap for our San Damiano Vision and Master Planning Process:  
<https://bit.ly/41sh9IU>





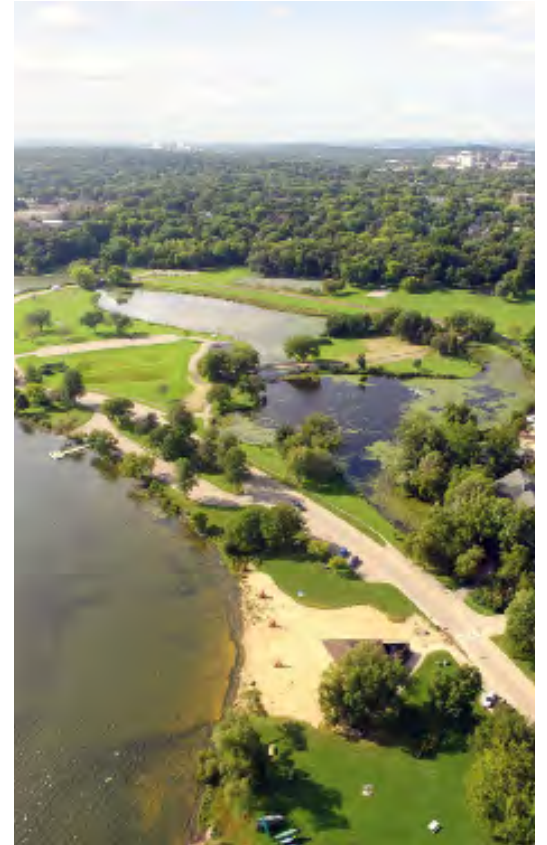
## EXPERIENCE WITH SIMILAR MASTER PLAN DEVELOPMENT PROJECTS

MSA has helped numerous clients meet this growing demand through the planning, development and revitalization of recreational amenities, including parks, waterfront developments, aquatic facilities, multi-use paths and athletic facilities. What makes a successful park and recreation facility or master plan? A successful master plan requires close collaboration with all stakeholders to identify goals and policies for park and recreational planning that fulfill the unique needs of the community. Throughout the development of each of these plans, MSA facilitates several meetings with key stakeholders, including community staff, board members, advisory committees and residents. MSA also hosts community open-house style events and develops surveys specifically geared toward giving residents a platform to provide feedback concerning desired park and recreation improvements. It's important all stakeholders are engaged to reflect a true community-based comprehensive plan.

The below list highlights some of our recent master plan projects. **Projects in orange represent projects we worked on from planning through design:**

- Water Trail Feasibility Study, Dayton, MN
- Parks, Recreation, and Open Space Master Plan, Scandia, MN
- Comprehensive Parks, Recreation, and Trails Master Plan, Austin, MN
- Parks Planning, La Crescent, MN
- Parks and Recreation Assessment, Pine City, MN
- Memorial Park Master Plan, Lexington, MN
- Robinson Park Master Plan, Pine City, MN
- **SouthTown Master Planning and Preliminary Design, Kalona, IA**
- Trails Master Plan, Hiawatha, IA
- Mitchell Park Master Plan, Guthrie Center, IA
- Lowe Park, Marion, IA
- Memorial Park Master Plan, Waverly, IA
- Park Master Plan, Waukon, IA
- **West Side Park and Leonard-Leota Park Improvements and Splash Pad, Evansville, WI**
- Savoy Parks Master Plan, IL
- Barber Park Master Plan, Mahomet, IL
- Kelly Park Master Plan, Arcola, IL
- Park Master Plan, Annawan, IL
- Gramercy Park Master Plan, East Dubuque, IL
- Vilas Park Master Plan, Madison, WI
- Carson Park Master Plan, Eau Claire, WI
- **Fireman's Park, Verona, WI**
- Birch Lake Park and Memorial Park Master Plan, Barneveld, WI
- 22-Acre Park Master Plan, Cottage Grove, WI
- 13-Acre Park Master Plan, Mahomet, IL
- Ervin Park Plan and Improvements, Tuscola, IL
- Hanzen Park Master Plan, Philo, IL
- **Village Forest Park, West Baraboo, WI**
- Park Master Plan, Germantown, WI
- 51 West Park Master Plans, Stoughton, WI
- Racetrack Park Master Plan, Stoughton, WI
- Mandt Park Master Plan, Stoughton, WI
- **Erb Park, Appleton, WI**
- Riverfront Park, Wisc. Rapids, WI
- **Wisconsin Rapids Aquatic Center, Wisconsin Rapids, WI**
- Webb Park, Reedsburg, WI
- Kautzer Park Master Plan Update, Nekoosa, WI
- **Swan Park and Splash Pad, Beaver Dam, WI**
- Baraboo River Corridor Water Trail Planning Project, WI
- Rowe Park Master Plan, Onalaska, WI
- Park Master Plan and CORP, North Freedom, WI
- Ellen Kort Peace Park Master Plan, Appleton, WI
- Park Master Plans, Ripon, WI
- Zingg Park Master Plan, Verona, WI
- Alonzo Park Master Plan, Hortonville, WI
- 51 West Park Master Plans, Stoughton, WI
- Crawford Park Master Plan, Caledonia, WI
- Municipal Zoo Master Plan, Wisconsin Rapids, WI
- Lincoln Park Zoo Master Plan, Manitowoc, WI
- Tee Naasak Park Master Plan, Stoughton, WI





## VILAS PARK MASTER PLAN

MADISON, WI

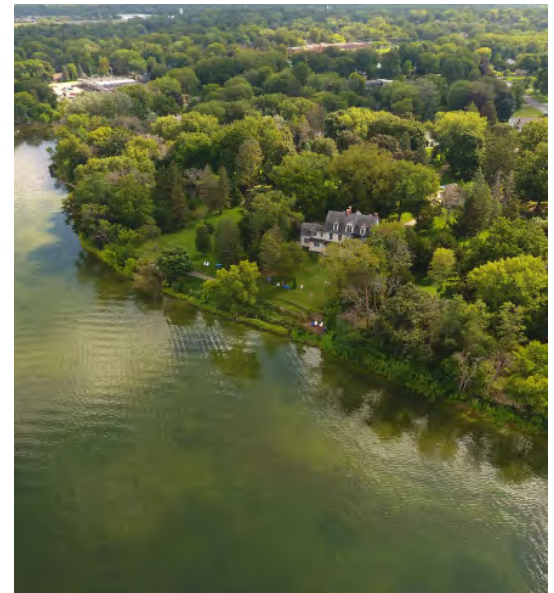
Vilas Park is one of Madison's oldest and well-loved parks. When William and Anna Vilas bequeathed the land to the City of Madison in 1906 "for the uses and purposes of a public park and pleasure ground," they gave the residents of the City a public open space that has well served countless users for over one hundred years. Named for their son, Henry Vilas, the park was designed by a well-known period landscape gardener, O.C. Simonds. His signature prairie landscapes with lagoon systems is still prevalent at Vilas and Tenney Parks in Madison.

Vilas Park is 45 acres along the shore of Lake Wingra. The original landscape was mostly bog land, which has been transformed into a meadow and lagoon open space with play areas, shelter/warming house for winter skating on the lagoon, trails and beach with beach house. A significant consideration for the future is the use of Vilas Park Drive, a collector road that cuts through the park. Originally, the Madison Park and Pleasure Drive Association oversaw the management and plan for Vilas Park in which Simonds planned a carriage path encircling the park. Today, the remnants of the carriage path design is still present in Vilas Park Drive.

MSA worked closely with the Madison Parks Division to gather valuable input from City of Madison staff, neighborhood residents, key stakeholders and potential funding partners to craft a grounded, attractive and implementable Park Master Plan. Significant analysis of the site includes design information such as a tree inventory, sedimentation and runoff, historical and cultural elements and pertinent relevant document review. The Master Plan will guide future park improvements over the next 100 years.

Master Plan link: <https://www.cityofmadison.com/parks/documents/VilasParkMPReportExecSummaryupdate5102021.pdf>





## SAN DAMIANO COMMUNITY VISION AND MASTER PLAN

### MONONA, WI

MSA was selected by the City to develop a community vision and master plan for the San Damiano property. The goals for this plan were simple: transform the San Damiano property into a regional community asset, while also preserving its historical significance. Partnering with Quinn Evans Architects, MSA worked closely with the City of Monona and the Friends of San Damiano, a local interest group, to define a clear, purposeful vision for the future development of the San Damiano property.

**First phase:** MSA performed a detailed site inventory and analysis. The team performed extensive research on the history of the site, archaeological resources, topography, soil conditions, floodplains and wetlands, wind and sun patterns, traffic counts, and vegetation. MSA inventoried each tree on the property, taking photos and recording their size, species, and current condition in an ArcGIS Online database. The purpose of this tree inventory was to provide the City with an interactive guide for future tree maintenance, removals, and plantings.

MSA focused heavily on community/stakeholder engagement through all phases of the planning process; hosting virtual interviews, in-person events, and online surveys allowed the team to gather an abundance of input on the future of the San Damiano property.

**Second phase (concept development):** MSA utilized information gathered through their site analysis research and public engagement efforts to develop three distinct design concepts for the San Damiano property. The main vision for the site, developed

using feedback from initial public engagement activities, is to create a community park with dedicated gathering spaces, more accessible paths, opportunities for passive recreation, and enhanced natural areas.

MSA came up with a final master plan for the site with alternate options. The final master plan includes an access pier from Lake Monona, paved walking paths through the site, a pebble beach, a nature-based play area, community garden beds, a paved parking lot along Monona Drive, and enhanced native planting communities around the site. This plan incorporates the original vision of the project perfectly; it creates opportunities for recreation, education, and community gathering for people of all ages during all four seasons, it preserves the existing natural tranquility of the site, it increases public access to the property and Lake Monona from both land and water, and it honors and celebrates the unique history of the property.

Implementation of this community vision and master plan will be a gradual process, broken down into five phases. A phased approach allows the City to establish a realistic timeline for developing the park, starting with the paving of parking areas and main walkways in Phase 1, introducing additional walkways and landscape improvements in Phase 2, improving and enhancing shoreline conditions in Phase 3, constructing an access pier from Lake Monona and gathering nodes around the site in Phase 4, and finally improving the existing Frank Allis House or replacing it with a new structure in Phase 5.

**ArcGIS StoryMap:** <https://storymaps.arcgis.com/stories/8153714d52ba440ebd0c90b0f1e9b354>



## STILLWATER BRIDGEVIEW PARK COURTESY DOCK

### STILLWATER, MN

The City of Stillwater, MN is looking to create a public courtesy dock at Bridgeview Park as part of the St. Croix River Loop Trail. The 300 – lineal foot dock is to include two fishing/observation piers for public use and side ties for boating access to the Shoddy Mill and Bergstein Warehouse interpretive site and Loop Trail to downtown. The river datum indicates that the elevation at the top of bluff is 692.5' and the low water elevation at 675', for an elevation change of approximately 17.5'. The courtesy dock is planned to be a floating system with steel pile pole anchorage. A gangway system will provide a fully accessible connection from the top of the bluff at the Mill to the floating dock.

MSA is providing upland and bathymetric survey, hydraulic modeling, structural marine engineering, and design. MNDNR and USACE permits will be required for the implementation of the dock and shoreline improvements for gangway and walk connections. MSA is working hand in hand with the regulatory agencies for an inclusively design public pier.



Courtesy dock location - Shoddy Mill (currently under restoration) and Bridgeview Park. St. Croix River and Loop Trail between parking lot and shoreline.



## REFERENCES

The following references are provided to demonstrate our expertise and experience in successfully completing similar projects.

### CITY OF LEXINGTON

#### **Bill Petracek, City Administrator**

P: (763) 784-2792

E: [bill.petracek@cityoflexingtonmn.org](mailto:bill.petracek@cityoflexingtonmn.org)

### CITY OF CHAMPLIN

#### **Daniel Glynn, Parks & Recreation Director**

P: (763) 923-7163

E: [dglynn@ci.champlin.mn.us](mailto:dglynn@ci.champlin.mn.us)

### CITY OF MAPLE LAKE

#### **Scott Hildebrand, City Administrator**

P: (320) 963-3611

E: [cityadmin@ci.maple-lake.mn.us](mailto:cityadmin@ci.maple-lake.mn.us)





## PROJECT UNDERSTANDING

The City of Dayton is seeking to update its Elsie Stephens Park Master Plan to create a cohesive design that integrates both existing and future amenities. This project aims to transform the park into a premier destination that highlights its unique riverfront location along the Mississippi River. The park spans over 21 acres and includes connections to regional trails and nearby parks.

The scope of work shall include the development of a unique park concept that builds upon the original master plan, thorough recommendations for equipment and amenities improvements, and a phased implementation plan with detailed cost estimates and timelines for each phase. The project shall also involve collaboration with City staff, key stakeholders, and community members to help provide the successful development and implementation of the plan.

## PROJECT APPROACH

### PHASE I – INVENTORY AND ANALYSIS

#### Task 1.1 Kick-off and Site Visit/Evaluation

Our team will hold a kick-off meeting with the City to confirm the project schedule and deliverables, as well as identify initial park needs. We will also visit Elsie Stephens Park to document current conditions and conduct an inventory of existing amenities, which will be included in the site analysis section of the master plan report.

#### Task 1.2 Site Analysis

Our team will create site analysis diagrams that highlight the existing conditions, utilities, opportunities and constraints of the park. This analysis will include details on soil conditions, slopes, and environmental factors such as wind and sun exposure. Scaled site plans will be developed and included in the master plan report.

#### Task 1.3 Public Engagement

Our team will hold meetings with City staff, key stakeholders and decision-makers as needed to identify priorities and concerns for the improvement of Elsie Stephens Park. This will include the establishment of the Master Plan Development Subcommittee,

which will meet monthly during the duration of the project to guide the creation of the park concept and master plan report document.

#### Task 1.4 Public Survey

Our team will work with City staff to create a brief public survey based on the goals and objectives identified in the initial visioning meetings. We will provide a link for the City to distribute as preferred, as well as a PDF file to create physical copies as needed.

#### Task 1.5 Pop Up-Meeting

Our team will lead a public open house event early in the process to collect initial park improvement ideas from community members. This task will include promotional materials, such as fliers and social media graphics, that the City can distribute through key channels.

#### Meetings

- Kick-off Meeting
- Public Open House Event

#### Deliverables

- Site analysis in PDF format
- Digital public survey and distribution link
- Open house promotional materials and event activities

### PHASE II – CONCEPT DEVELOPMENT

#### Task 2.1 Develop Concept Plans

Our team will create up to three (3) conceptual plans for Elsie Stephens Park, using insights from City staff, stakeholders, Master Plan Development Subcommittee, and community members to inform recommended improvements. Scaled concept plans will be provided for inclusion in the master plan report.

#### Task 2.2 Public Engagement

Our team will meet with City staff and the Master Plan Development Subcommittee to review the park concept plans and discuss preferred features and future direction. We will revise the concepts based on the recommendations received during these discussions.



### Task 2.3 Work Session with the City and Staff

Our team will present the revised concept plans and the draft master plan memo to the City and staff.

### Task 2.4 Draft Master Plan Memo

Our team will prepare a draft master plan memo that evaluates the park's existing conditions, outlines community engagement efforts, and describes the preliminary concept plans and recommended improvements.

### Task 2.5 Public Open House

Our team will host a pop-up engagement booth at a well-attended community event, allowing attendees to stop by at their leisure and provide feedback in an informal setting. This is often an effective way to engage with community members that may not otherwise attend a traditional City meeting or open house event.

#### Meetings

- Concept Review Meeting
- Pop-up Event

#### Deliverables

- Up to three (3) conceptual plans in PDF format and one hardcopy each for meeting and event
- Draft Master Plan Memo in PDF format

## PHASE III – FINAL MASTER PLAN AND REPORT

### Task 3.1 and 3.2 Draft Master Plan and Draft Cost Estimate

Our team will prepare a comprehensive draft master plan based on feedback from the City and public comments. The draft master plan will show improvements that are most preferred. We will prepare a preliminary cost estimate for recommended improvements that encapsulates the quantity and cost of items needed in specific areas of the park. The estimate will be used to establish a project budget and potentially develop implementation phasing to meet funding availability.

### Task 3.3 Refined Master Plan Memo

Once the park concept plan is finalized, our team will finish compiling the master plan memo. This document will outline all

relevant elements of the project process, including but not limited to: Existing Conditions Analysis; Concept Plans; and the Master Plan Phasing and Cost Estimate. The Existing Conditions Analysis section will document the current site conditions, analysis of those conditions, and opportunities and constraints of the site. The memo will include potential project phasing and related budget cost.

### Task 3.4 Draft Master Plan Presentation

Our team will meet with the City and staff to present the draft master plan for final comments prior to project completion.

### Task 3.5 Final Master Plan and Memo

Our team will modify the final park master plan, potential phasing diagram, and memo based on the feedback gathered. We will submit the documents for one (1) last review prior to adoption.

### Task 3.6 Presentation of Final Master Plan and Report

Our team will present the final park master plan memo, inclusive of a global budget with potential phasing and related cost to each, to close out the planning effort for Elsie Stephens Park. The presentation will be in PowerPoint with a hard copy print of the site plan for display.

#### Meetings

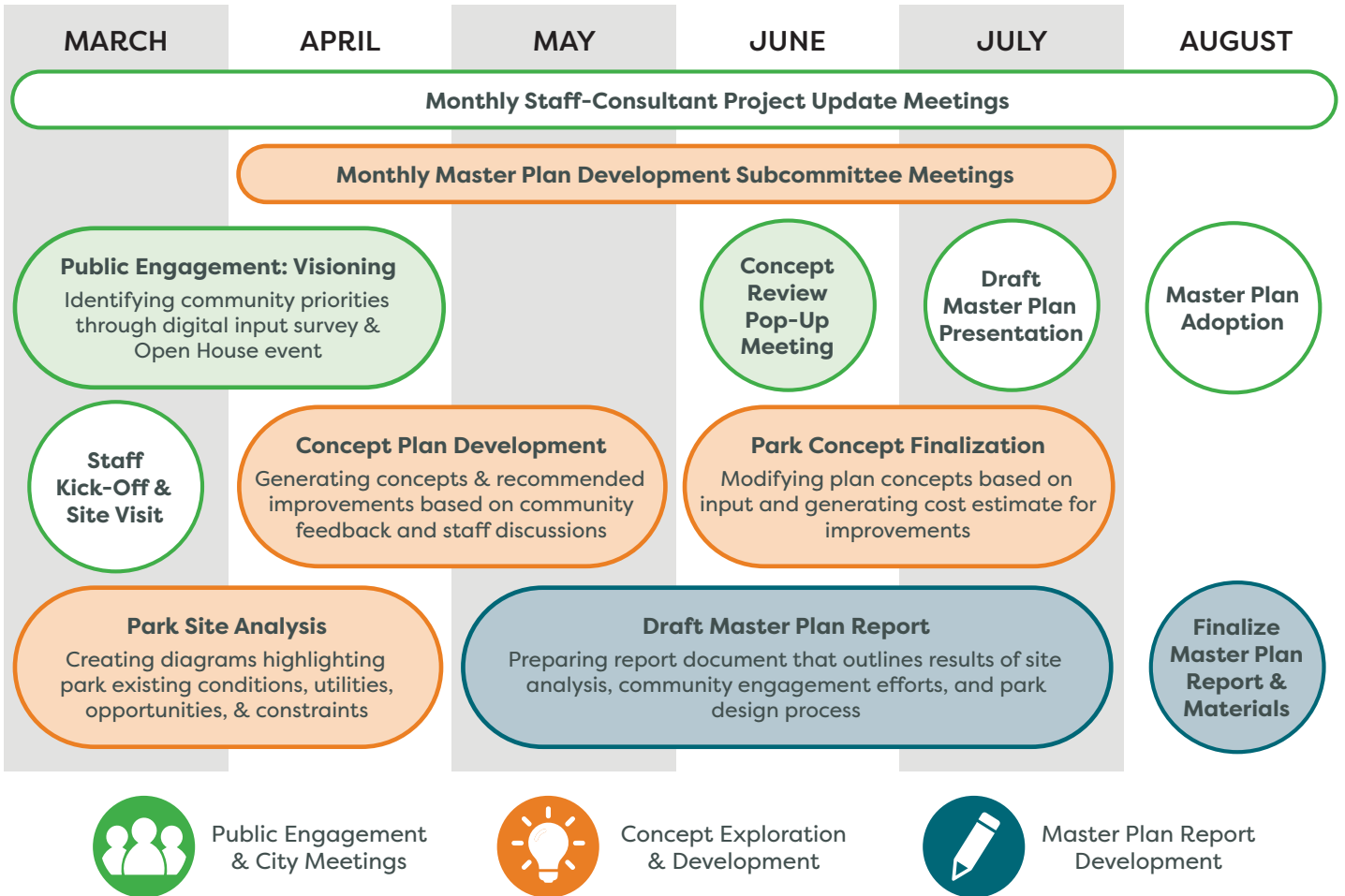
- Draft Master Plan Presentation
- Presentation of Final Park Master Plan and Memo

#### Deliverables

- Draft Cost Estimate in PDF format
- Draft Master Plan in PDF format and one scaled hardcopy print
- Draft Master Plan Memo in PDF format
- Final Master Plan in PDF format and one scaled hardcopy print
- Final Master Plan Memo in PDF format
- Master Plan Presentation in PowerPoint format



## TIMELINE TO COMPLETE DEVELOPMENT





Dayton Elsie Stephens Park Master Plan Update								
Team Member Team Role Hourly Rate	Dan Williams Project Manager \$200	Eleanor Brant Landscape Arch \$120	Kyra Flynn Site Designer \$105	Claire Stickler Park Planner \$155	Emily Herold Assist. Planner \$120	Raine Gardner QA/QC \$250	Total	
PHASE 1 - INVENTORY AND ANALYSIS								
Task 1.1 Kick-off and Site Visit/Evaluation	4	4	4	0	0	0	12	
Task 1.2 Site Analysis	2	4	8	2	2	1	19	
Task 1.3 Public Engagement	0	4	4	4	4	0	16	
Task 1.4 Public Survey	1	2	4	2	4	1	14	
Task 1.5 Pop-up Meeting	1	4	4	4	4	0	17	
Subtotal Hours	8	18	24	12	14	2	78	
Subtotal Fees	\$1,600	\$2,160	\$2,520	\$1,860	\$1,680	\$500	\$10,320	
PHASE 2 - CONCEPT DEVELOPMENT								
Task 2.1 Develop Concept Plans	8	24	40	2	4	1	79	
Task 2.2 Public Engagement	0	4	4	4	4	0	16	
Task 2.3 Work Session with City and Staff	2	4	4	4	0	0	14	
Task 2.4 Draft Master Plan Memo	2	8	24	2	16	1	53	
Task 2.5 Public Open House	0	4	4	4	4	0	16	
Subtotal Hours	12	44	76	16	28	2	178	
Subtotal Fees	\$2,400	\$5,280	\$7,980	\$2,480	\$3,360	\$500	\$22,000	
PHASE 3 - FINAL MASTER PLAN								
Task 3.1 Draft Master Plan	4	16	40	0	8	2	70	
Task 3.2 Draft Cost Estimate	1	4	8	1	0	1	15	
Task 3.3 Refined Master Plan Memo	2	8	8	2	12	1	33	
Task 3.4 Draft Master Plan Presentation	0	4	0	4	0	0	8	
Task 3.5 Final Master Plan and Memo	4	8	40	2	8	1	63	
Task 3.6 Presentation of Final Master Plan and Report	0	4	0	4	0	0	8	
Subtotal Hours	11	44	96	13	28	5	197	
Subtotal Fees	\$2,200	\$5,280	\$10,080	\$2,015	\$3,360	\$1,250	\$24,185	
						Subtotal		\$56,505
						Reimbursables		\$2,000
						Total		\$58,505

## LEVEL OF STAFF PARTICIPATION

Dan Williams - 100% as the project manager, Dan will be involved in all aspects of the project.

Eleanor Brandt - 90% as a landscape architect she will be involved heavily in the technical aspect of the project.

Kyra Flynn - 90% as a landscape designer she will be involved heavily with Eleanor and Dan on the technical aspects of the project.

Claire Stickler - 50% as a planner, Claire will be involved in the public engagement and master plan development meetings.

Emily Herold - 30% as a planner, Emily will be involved with the public engagement portion of the project.

Raine Gardner - 15% as QA/QC, Raine will be involved in the project for high level review and extensive technical knowledge.

Lucas Geiger - 25% as a Landscape Architect, Lucas will provide high level technical oversight for the project.



**IT'S MORE THAN A PROJECT. IT'S A COMMITMENT.**  
ELSIE STEPHENS PARK MASTER PLAN UPDATE | DAYTON, MN | JANUARY 17, 2025





Proposal for

# ELSIE STEPHENS PARK MASTER PLAN UPDATE

JAN 17

20  
25

**DF/ DAMON FARBER LANDSCAPE ARCHITECTS**

**WITH H+U CONSTRUCTION & DESIGN TREE**

Submitted to:

**CITY OF DAYTON**





January 17, 2025

Martin Farrell  
**CITY OF DAYTON**  
 12260 South Diamond Lake Road  
 Dayton MN 55327

Dear Mr. Farrell,

We are excited to present our proposal to update the master plan for Elsie Stephens Park, providing a strategic vision with phasing, cost estimates, and recommendations that underscore the park's unique riverfront natural features.

As a landscape architecture and planning studio with a strong presence in Minnesota and Wisconsin, Damon Farber is committed to creating innovative, sustainable, and community-driven designs that connect people to place, and enhance the natural environment. We are excited about the opportunity to collaborate with the City of Dayton to fully realize this premier destination park that reflects the city's mission and meets the evolving needs of its growing community.

Elsie Stephens Park, with its stunning riverfront location along the Mississippi River and its proximity to existing and proposed regional trails, offers tremendous potential to become a vital civic asset. Our approach will honor the site's unique natural features while integrating the community's aspirations for this park as a gathering space, a destination, and an extension of the city's commitment to preserving its rural character.

Our design process is built on three core values: Curious, Collaborative, and Caring. These values guide every project we undertake and are fundamental to our master planning approach. Through curiosity, we will deeply explore the site's potential, its history, and the city's needs, ensuring that our design provides innovative solutions. Collaboration will be key as we engage with city staff, local residents, and other stakeholders, incorporating their perspectives to create a plan that is both visionary and practical. Lastly, caring is at the heart of everything we do, and we are dedicated to delivering a park plan that reflects the values and priorities of the Dayton community.

Our proposal will integrate the completed and planned improvements, propose a phased development approach for future amenities, and incorporate sustainable practices that maximize the riverfront's natural beauty. We will provide clear cost estimates and timelines for each phase, ensuring a strategic and fiscally responsible implementation plan.

Our goal is to create a cohesive and flexible park design that supports both immediate needs and long-term growth, with a focus on making Elsie Stephens Park a destination that attracts visitors and serves the residents of Dayton for generations to come.

We look forward to the opportunity to work with the City of Dayton on this exciting project. Should you have any questions or require further information, please do not hesitate to reach out. Thank you for considering our proposal, and we are excited to explore the possibilities for Elsie Stephens Park together.

Sincerely,



Chuck Evens, Associate Principal  
 Damon Farber Landscape Architects  
 310 South 4th Avenue, Suite 7050, Minneapolis, MN 55415

cevens@damonfarber.com / 612.332.7522

- 01 Cover Letter
- 02 Company Details
- 03 Capabilities & Experience
- 04 Park Master Plan Development



## 02 / COMPANY DETAILS



Damon Farber Landscape Architects is a landscape architecture and planning studio with roots in Minnesota and Wisconsin. Our portfolio embodies the breadth of the landscape architecture profession, and we approach design through a process that is deeply collaborative, curious, and caring. Our studio was founded on the idea that the best solutions are created through teamwork. We strive to learn more about the people we work with, the places we work in, and the communities we serve. Landscape architecture can and should make the world a better place, and we strive to meet this ideal in our practice.

Damon Farber's multifaceted firm strengths include inspiring design, community leadership and engagement, cultural landscapes, campus planning, extraordinary graphic abilities, disciplined materials research, and fiscal responsibility. For over 43 years, our portfolio has consistently reflected a composed clarity and strong contribution to the built environment.

When it comes to challenges facing our communities and our planet, *we lean in.*



### Location

- > 310 4th Ave S, Suite 7050  
Minneapolis, MN 55415
- > 612-332-7522

### Website URL

- > [www.damonfarber.com](http://www.damonfarber.com)

### Primary Point of Contact

- > Chuck Evens, Associate Principal
- > [cevens@damonfarber.com](mailto:cevens@damonfarber.com)
- > 612.332.7522

### Firm Facts

- > Established 1981
- > 43 Years In Service
- > Ownership: Thomas Whitlock, ASLA.
- > S-Corporation
- > 12 Landscape Architects
- > 8 Landscape Architects-In-Training
- > 2 Administrative
- > 1 LEED Accredited Professional
- > 1 SITES Accredited Professional
- > 1 Certified Playground  
Safety Inspector(CPSI)

### Planning & Design Expertise

- > Landscape Architecture
- > Urban Design and Planning
- > Master Planning
- > Site Design
- > Cultural/Historic Landscapes
- > Recreational and Park Planning
- > Site Inventory & Analysis
- > Design Visioning & Illustrations
- > Environmental Sustainability
- > Construction Documents  
& Specifications
- > Design & Maintenance Guidelines
- > Signage & Wayfinding
- > Cost Estimating
- > Construction Administration



## 02 / COMPANY DETAILS

▼ RIVERFRONT PARK - MANKATO



▼ SPRING LAKE REGIONAL PARK



### Chuck Evens, PLA Principal Landscape Architect DF/



Chuck is an experienced Landscape Architect and Associate Principal at Damon Farber - he's grounded by small-town roots - and driven by a passion for uncomplicated pragmatic design. Consistently

throughout his nearly 25 years of practicing, Chuck seeks a balance of vision and practicality to his work. A natural problem-solver - he has cultivated a strong understanding of construction modalities and enthusiastically embraces the planning and implementation phases as a collaboration between client, contractor, & design team. This in turn fuels his optimism for landscape architecture & placemaking.

Recently Chuck led a team in partnership with the City of Minnetonka to develop the new \$8m Ridgedale Commons - a new award winning 2-acre park that hosts the city's farmer's market and upcoming concerts. Chuck also led design teams for creative play areas at the award winning \$6m Trane Park in La Crosse Wisconsin and \$1m Baker Creative Play Area - part of the Three Rivers Park System. His fearless can-do attitude helps him tackle complex issues with both confidence and candor.

#### Credentials

- > Registered Landscape Architect: MN 50575
- > Leadership Twin Cities 2018/19 Graduate
- > Saint Paul Parks & Recreation Comprehensive Plan Update Taskforce Former Member
- > St. Paul Academy & Summit School: Parent Volunteer
- > Summit Hill Neighborhood: Resident Volunteer

#### Education

- > BA Environmental Design - North Dakota State University
- > BA Landscape Architecture - North Dakota State University
- > European Study Abroad Program

#### Awards

- > 2024 ASLA MN Honor Award, Crane Lake Preserve
- > 2024 ASLA MN Design Award, Boathouse at Lebanon Hills Regional Park
- > 2022 ASLA MN Honor Award, Trane Park - La Crosse, WI
- > 2022 ASLA WI Honor Award, Trane Park - La Crosse, WI
- > 2021 ASLA MN Planning Award, Ridgedale Commons - Minnetonka, MN
- > 2021 ASLA MN Design Award, The Commons - Minneapolis, MN
- > 2017 ASLA MN Design Award, Carlton Science Center, 3M World Headquarters
- > 2015 ASLA Design Award, University of St Thomas Anderson Student Center, Monahan Plaza, Anderson Athletic & Recreation Complex, Fowler Veranda, and Quadrangle Renovation
- > 2014 ASLA Design Award of Excellence, University of Minnesota Cardiovascular and Cancer Research Building
- > 2013 ASLA Planning Award, Lifetime Fitness Landscape Design Guidelines
- > 2013 Best Place for Live Music by Southern MN Scene - Vetter Stone Amphitheater, Mankato, MN

#### Relevant Experience

- > Spring Lake Regional Park Lakefront Development - Scott County & Three Rivers Park District, MN
- > Baker Regional Park - Creative Play Area Renovation- Three Rivers Park District
- > Ridgedale Commons - Minnetonka, MN
- > Trane Park - All Ages & All Abilities, La Crosse, WI
- > The Commons - Downtown Minneapolis, MN
- > Crane Lake Preserve - Minnetonka, MN
- > Excelsior Commons - Excelsior, MN
- > Maple Grove Central Park - Maple Grove, MN
- > Riverfront Community Park - Mankato, MN
- > Vetter Stone Amphitheater at Riverfront Park - Mankato, MN
- > Lebanon Hills Regional Park Boathouse - Dakota County, MN
- > Grams Regional Park Master Plan & Phase 1 - Sherburne County, MN
- > Bridgeview Regional Park - Sherburne County, MN



## 02 / COMPANY DETAILS

▼ BAKER REGIONAL PARK



▼ GRANITE FALLS MEMORIAL PARK MASTER PLAN



### Rachel Baudler Blaseg, PLA, ASLA Project Manager **DF/**



Rachel Baudler Blaseg, a registered landscape architect with over fifteen years of experience, blends artistic vision with a commitment to enriching public spaces.

Passionate about collaborative design, she fosters connections and dialogue to create meaningful environments. Since joining Damon Farber in 2013, Rachel has contributed to award-winning projects at national, regional, and local levels, spanning a diverse range of scales and complexities, from large-scale public projects and master planning efforts to memorial installations. Notable projects in her portfolio include the Baker Park Creative Play Area, Central Park in Maple Grove, and the Minnetonka Parks, Open Space, and Trail System Plan.

In addition to her practice, Rachel serves as President of ASLA-MN, where she leads initiatives to advance the landscape architecture profession in Minnesota. She is also a guest juror at the University of Minnesota College of Design, where she has taught studio and graphic representation courses, engaging with future professionals. Rachel holds a Master of Landscape Architecture from the University of Minnesota and degrees in Environmental Studies and Sociology from UC Santa Cruz.

#### Credentials

- > Registered Landscape Architect: MN 59086
- > President, ASLA-MN
- > Adjunct Professor, Studio & Computer Visualization Courses - University of Minnesota College of Design, 2012-present

#### Education

- > Master of Landscape Architecture - University of Minnesota
- > BA Environmental Studies and Sociology - University of California Santa Cruz

#### Awards

- > American Society of Landscape Architects Minnesota:
  - > Excelsior Commons Park, Merit Award 2024
  - > Trane Park - All Ages & All Abilities, Honor Award 2022
  - > Memorial to Survivors of Sexual Violence, Award of Excellence 2021
  - > Burnsville Center: Redefining the Suburban Mall, Merit Award 2019
  - > Ridgedale Public Realm Guidelines, Merit Award 2018
  - > Sandy Hook Memorial, Merit Award 2018
  - > Weisman Art Museum Plaza, Merit Award 2012
- > Delta Alliance Young Professionals Award, U.N. Conference for Sustainable Design
- > ASLA-MN Student Honor Award
- > University of Minnesota Landscape Architecture Capstone Honor Award
- > Wayne Grace Award, Council of Landscape Architectural Registration Board

#### Relevant Experience

- > Baker Regional Park - Creative Play Area Renovation - Three Rivers Park District
- > Trane Park - All Ages & All Abilities, La Crosse, WI
- > Warroad Point Regional Park, Warroad, MN
- > Albert Plaza - West St. Paul, MN
- > The Blake School - Middle School & Athletic Facility Improvements - Hopkins, MN
- > Northfield Bridge Square Park - Northfield, MN
- > Water Works - Minneapolis, MN
- > Maple Grove Central Park - Maple Grove, MN
- > Excelsior Commons Park - Excelsior, MN
- > Sheridan Park - Minneapolis, MN
- > University of Minnesota Child Development Center - Minneapolis, MN
- > Minnetonka Parks, Open Space and Trail System Plan - Minnetonka, MN
- > Grams Regional Park - Sherburne County, MN
- > Northfield Parks and Recreation Capital Improvement Plan - Northfield, MN
- > Midtown Greenway - Minneapolis, MN
- > Bluffview Community Park - Bluffview, WI



## 02 / COMPANY DETAILS

▼ NORTHFIELD BRIDGE SQUARE PARK



▼ BRIDGEVIEW REGIONAL PARK



### Rachel Peterson Landscape Designer DF/



Since completing her Master of Landscape Architecture degree at the University of Minnesota, Rachel has kept her design work rooted in the human experience. Drawing from her background in biology and psychology, she is inspired by the connections that the built environment can create between people as well as with our surroundings. Rachel is fascinated by the roles that narratives play in the landscape and is constantly exploring ways in which landscape design can disclose existing stories and construct new ones. From concept sketches to built work, she keeps these narratives at the forefront of her process.

Rachel is passionate about play in the landscape and strives to weave elements of joy into the narratives of her designs. Based on her experience working on playgrounds, schools and, campuses, she has developed the ability to craft joyful experiences in a multitude of forms. While Rachel's work is functional and detail-oriented, she is dedicated to creating spaces that foster connection, joy, and meaningful interaction.

#### Credentials

- > Guest reviewer College of Design UMN
- > Published in \_SCAPE Magazine - Winter 2021

#### Education

- > Masters of Landscape Architecture - University of Minnesota
- > Bachelor of Science - Biology - Concordia College Moorhead

#### Relevant Experience

- > Mendota County Park Playground - Middleton, WI
- > Northfield Bridge Square Park - Northfield, MN
- > Bde Maka Ska Pavillion - Minneapolis, MN\*
- > Park Spanish Immersion Elementary Playground - St. Louis Park, MN\*
- > Central Community Center Playground - St. Louis Park, MN\*
- > Higher Ground Academy Student Plaza - St. Paul, MN\*
- > Jie Ming Mandarin Immersion Academy Outdoor Classroom & Student Drop Off - St. Paul, MN\*
- > EPIC Systems Corporate Campus - Master Planning and Custom Landscape Features - Verona, WI\*
- > Hillcrest Master Plan - St. Paul, MN\*
- > Littleton Epic Campus CTC - Littleton, Colorado\*
- > University of Minnesota St. Paul Student Center - St. Paul, MN
- > University of Delaware - Newark, Delaware
- > St. Norbert College of Business Plaza - De Pere, WI
- > Boston Scientific Campus Master Plan - Arden Hills, MN
- > Crystal Blue Line Station Area Plan - Crystal, MN



## 02 / COMPANY DETAILS



### COST ESTIMATING CONSULTANT

5555 W 78th St Suite A,  
Minneapolis, MN 55439

#### References

**Kate Lamers, Design Project Manager**  
Minneapolis Park and Recreation Board (former)  
612-756-5833 | klamers@tlallicollaborative.com

**Kelly O'dea, Recreation Director**  
City of Minnetonka  
952-939-8360 | kodea@minnetonkamn.gov

#### Firm Overview

H+U Construction provides preconstruction and construction management services for public and private sector entities across the Midwest. Our preconstruction services include estimating, value engineering, design review, and schedule development. Over the past 10 years, H+U Construction has estimated and managed over \$50M of Park and Recreation construction. This experience makes us uniquely qualified to serve as the estimator for this project.

#### Services

- > Cost estimating
- > Construction management
- > Construction consulting
- > General contracting

#### Staff Breakdown

- > Cost Estimators - 3
- > Project Managers - 7
- > Assistant PMs - 5
- > Site Managers - 14
- > Marketing & Admin - 3
- > Project Executives - 3

### Joe Uhlhorn

#### H+U CONSTRUCTION Cost Estimator



Joe has over 15 years of construction industry experience and serves as a partner in H+U Construction. He holds a Bachelor's degree in Finance and Economics from the University of St. Thomas, and has

estimated and led more than \$600 Million in construction projects, serving as a Cost Estimator, Preconstruction Manager, and Project Manager during his 8-years at H+U Construction, including several award-winning parks and recreation projects. Joe is a hands-on leader, who has not only led, but also managed several of H+U's past park and recreation projects including park projects located in urban environments. Joe has provided preconstruction and estimating services to several park projects working alongside DF/. Joe's approach to estimating this project will analyze costs, constructability, and impacts during construction.

#### Education

- > Bachelor of Science in Finance and Economics, University of St. Thomas - Saint Paul, MN

#### Years with H+U Construction

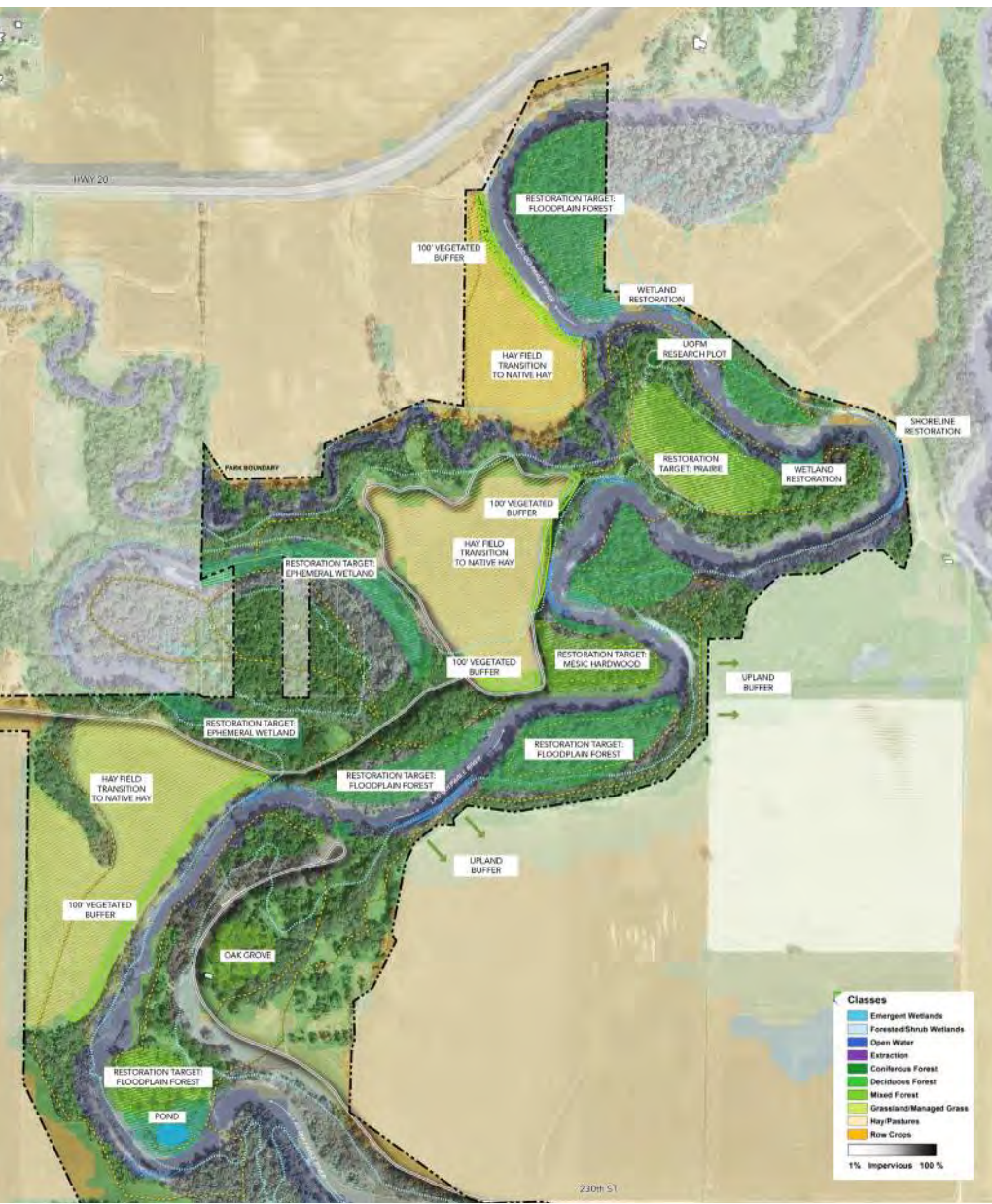
- > 8 years

#### Relevant Experience

- > Loring Green Condominiums Renovation
- > MPRB, Water Works Park
- > City of Minnetonka, Ridgedale Commons + Crane Lake Preserve
- > Three Rivers Park District, Mississippi Gateway Regional Park Redevelopment
- > Washington County, Ravine Landing at Cottage Grove Ravine Regional Park
- > City of Bloomington, Bryant + Tretbaugh Park Renovation



02 / COMPANY DETAILS



▲ LAC QUI PARLE COUNTY PARK MASTER PLAN

POSITION	2025 HOURLY RATE
Principal / Owner	\$227.00
Design Principal	\$215.00 - \$207.00
Senior Associate	\$195.00 - \$170.00
Associate	\$157.00 - \$136.00
Landscape Designer	\$131.00 - \$120.00
Drafter 1	\$ 68.00
Drafter 2	\$ 47.00
Administrative Staff	\$115.00
H+U Cost Estimator	\$150.00



## 03 / CAPABILITIES & EXPERIENCE

Damon Farber Landscape Architects is a highly experienced landscape architecture and planning firm known for its innovative, sustainable designs that connect people to place. We have a strong presence in Minnesota and Wisconsin, and specialize in creating thoughtful, community-driven landscapes that enhance natural environments and foster social connectivity.

### DAMON FARBER CAPABILITIES

- > Site Analysis & Assessment
- > Master Planning
- > Environmental & Ecological Planning
- > Conceptual Design
- > Programming and Event Design
- > Community Engagement
- > Recreational and Active Design
- > Inclusive and Universal Design
- > Cultural & Historic Preservation
- > Schematic Design
- > Design Development
- > Construction Documents
- > Phasing & Implementation Planning
- > Cost Estimation & Budgeting
- > Wayfinding and Signage
- > Permitting and Regulatory Compliance
- > Construction Administration

### CLIENTS WE'VE WORKED WITH

Our portfolio includes a diverse range of projects, from urban to rural parks and regional trails, reflecting our ability to design spaces that are both functional and inspiring. Partial list of communities and park districts that we have successfully collaborated with:

- > Minneapolis Park & Recreation Board
- > Three Rivers Park District
- > City of Maple Grove
- > City of Excelsior
- > Sherburne County Parks
- > Scott County Parks
- > City of Warroad
- > City of Minnetonka
- > La Crosse Parks, Recreation, & Forestry
- > Dakota County Parks & Trails
- > Dane County Parks & Recreation
- > Ramsey County Parks & Recreation
- > Washington County Parks & Trails

### CAPABILITIES OF OUR CONSULTANTS

#### H+U CONSTRUCTION:

##### *COST ESTIMATING CONSULTANT*

As part of our comprehensive approach to park master planning, our scope of work includes detailed cost estimating to ensure that the project is both financially feasible and aligned with the client's budget expectations. Accurate cost projections are essential to informed decision-making and project success.

We are pleased to continue our long-standing partnership with H+U Construction, a trusted collaborator on numerous planning and design initiatives, including several park projects. Their expertise and hands-on experience in construction provide valuable insight throughout the design process, ensuring that our cost estimates are realistic and reflective of current market conditions.

To provide the most precise and up-to-date cost information, we make it a priority to involve a contractor in the cost estimating process from the outset. This collaborative approach allows us to incorporate real-time data on materials, labor, and market trends, which helps mitigate potential risks and unexpected cost overruns.

#### DESIGN TREE:

##### *CIVIL ENGINEERING CONSULTANT*

We have not included a budget for civil engineering consulting in our master planning scope and fee proposal, as we believe it is not required for the updated master plan. However, should these services become necessary, we have Design Tree Engineering on standby and can engage them under an additional services agreement.



## 03 / CAPABILITIES & EXPERIENCE

Our expertise in park design and master planning is rooted in a collaborative approach that engages stakeholders, integrates community input, and emphasizes sustainable practices. We excel at developing comprehensive master plans that balance existing conditions with future needs, providing clear phasing strategies, cost estimates, and actionable recommendations. Whether designing a destination park, a regional trail network, or a revitalized public space, our team is dedicated to creating spaces that foster connection, well-being, and environmental stewardship.



### SIMILAR PARK MASTER PLAN PROJECTS:

- > Riverside Park (along the Mississippi River), Minneapolis, MN
- > Central Park, Maple Grove, MN
- > Town Green, Maple Grove, MN
- > Grams Regional Park, Sherburne County
- > Bridgeview Regional Park, Sherburne County
- > Trane Park, La Crosse, WI
- > Warroad Point Regional Park
- > Granite Falls Memorial Park
- > Ridgedale Commons, Minnetonka, MN
- > Excelsior Commons Park, Excelsior, MN
- > Water Works Park, Minneapolis, MN
- > Riverfront Park, Mankato, MN



## 03 / CAPABILITIES & EXPERIENCE



### SPRING LAKE REGIONAL PARK PRIOR LAKE, MN

In collaboration with Scott County Parks and Three Rivers Park District - Damon Farber Landscape Architects was selected to implement the long master-planned lakefront zone of Spring Lake Regional Park. The long anticipated park recently opened this spring. Lakeside amenities include an elevated overlook, shoreline platforms, a fishing pier, kayak launch, and picnic pads all designed to optimize the use of the lake and take advantage of the spectacular views. Natural resource preservation included protection of two on-site wetlands and preservation and protection of desirable hardwood and softwood trees. Native species were reintroduced to the site as part of the restoration process.

#### Project Highlights

- + Waterfront fishing pier, kayak launch, and shoreline platforms
- + Accessible trail network, and boardwalk bridge over wetland
- + Elevated overlook platform at waters edge
- + Natural resource preservation and native species reintroduction
- + Site parking and master planned park building

#### DF/ DAMON FARBER

##### Project Facts

- + Completed: Spring 2024
- + Size: 13 Acres
- + Budget: \$2,370,000

##### Scope of Work

- + Concept Design to Construction Administration

##### Reference

Patty Freeman, General Manager  
Scott County Parks and Trails  
952.496.8752  
PFreeman@co.scott.mn.us



## 03 / CAPABILITIES & EXPERIENCE



### WARROAD POINT REGIONAL PARK WARROAD, MN

Warroad Point Regional Park is a premier community and regional destination at the confluence of the Warroad River and Lake of the Woods. The park is an active waterfront hub for boaters, campers, and community gatherings. Amidst growing use and changing recreational trends, Damon Farber was engaged to develop a master plan to guide future development, support conservation, and celebrate the premier Lake of the Woods location. The plan reclaims culturally and ecologically significant shoreline previously dominated by vehicular use and reorients park programming to prioritize pedestrian access to the lake. Relocated boat launch & parking facilities allow for the addition of pedestrian oriented spaces including boardwalks, fishing piers, overlooks, trails and picnic shelters along the shore. Restored native landscapes celebrate northern ecosystems and contribute to the park's unique identity. Camping areas are improved and relocated for access and privacy. Overnight use is expanded with remote tent sites, yurts and camper cabins.

#### Project Highlights

- + Seeking Regional Park- Special Recreation Feature designation via Greater Minnesota Regional Parks & Trail Commission.
- + A community-led steering committee and public engagement influenced plan development.
- + Park improvements focus on improved and more equitable access to the lake, including new fishing piers, a beach, playground, boardwalks & trails, lakeside gathering areas, improved boat launches, and expanded camping opportunities.
- + Improved circulation defines the park entrance and boundaries, and expands access to pedestrian trails and features



### DF/ DAMON FARBER

#### Project Facts

- + Size: 161 Acres
- + Completed: 2022 (Master Plan)

#### Scope of Work

- + Community Engagement
- + Master Planning

#### Reference

Cyndy Renfrow  
Warroad Community Development  
Phone: 919-645-8839  
Email: crenfrow@wiktel.com



## 03 / CAPABILITIES & EXPERIENCE



### CENTRAL PARK MAPLE GROVE, MN

This reclaimed 40-acre mining site has become a signature community park in the heart of Maple Grove after 30 years in the comprehensive plan. The park provides open space, multi-seasonal recreation options, a cafe, picnic shelters, water play and playgrounds for the growing community.

#### Project Highlights

- + Park building offers space for community events, provides restrooms, food service, and functions as a warm space for the winter skating loop
- + Recreational opportunities include pickleball, basketball, tennis, ice skating, playground, walking & biking trails
- + Formal garden and lawn with raised stage for events and weddings
- + A central lawn provides flexible open space for passive and active recreation and is flanked by a bioswale that will treat and infiltrate stormwater and irrigation runoff
- + Splash pad offers relief from summer heat and affords children an interactive experience with water play
- + Playground includes vibrant and cleverly designed play elements with zones for various aged children, a hillside slide zone, sand play zone, tower zone, swing zone, and a rock climbing wall

### DF/ DAMON FARBER

#### Project Facts

- + Size: 40 acres
- + Budget: \$13,000,000 (PH1)
- + Completed: 2015

#### Reference

Chuck Stifter, Project Manager  
City of Maple Grove, Minnesota  
Phone: 763.494.6503  
Email: cstifter@ci.maple-grove.mn.us



## 04 / PARK MASTER PLAN DEVELOPMENT



Elsie Stephens Park is a valuable community asset in Dayton, MN, offering unique opportunities to create a premier destination park that connects the city's residents to its rich natural and recreational amenities. The City of Dayton seeks to build on the foundation of its existing master plan by incorporating completed improvements, addressing evolving community needs, and enhancing the park's natural features along the Mississippi River.

Our understanding of the project scope includes the following key objectives:

### INTEGRATION AND ENHANCEMENT OF THE ORIGINAL MASTER PLAN

The updated master plan must honor and build upon the original vision for Elsie Stephens Park while reflecting the progress made through completed and scheduled improvements. This integration will ensure a seamless blend of past and future work, creating a cohesive and strategic design.

### STRATEGIC PLANNING FOR FUTURE DEVELOPMENT

A critical aspect of the project is the development of a comprehensive phasing plan to guide future implementation. This plan will outline actionable steps for the design and construction of amenities, supported by updated cost estimates and timelines to align with the City's budgetary and operational goals.

### MAXIMIZATION OF UNIQUE NATURAL FEATURES

With its riverfront location, Elsie Stephens Park offers significant opportunities to enhance natural beauty and ecological value. The updated plan will maximize these features while fostering connections to adjacent parks and trails, such as Cloquet Overlook Park and River Hills Neighborhood Park.

### COMMUNITY-CENTERED DESIGN APPROACH

The success of this master plan depends on meaningful engagement with the Dayton community. The plan will incorporate input from residents, stakeholders, and City

leadership to identify updated priorities and ensure that future amenities align with the community's evolving needs and preferences.

### DELIVERING A PREMIER DESTINATION PARK

The ultimate goal is to deliver a master plan that positions Elsie Stephens Park as a premier regional destination. The updated plan will emphasize the park's role as a space for recreation, relaxation, and community connection, ensuring it meets the City of Dayton's mission to provide a thriving, customer-centered, and environmentally connected community.

#### Key Deliverables:

- > An updated master plan that incorporates completed improvements and enhances the original design.
- > A strategic phasing plan with detailed cost estimates and timelines.
- > Design recommendations that maximize natural features and foster regional connections.
- > Engagement summaries that reflect community input and guide design decisions.

Our approach will blend creativity, strategic thinking, and technical expertise to deliver a visionary yet practical master plan for Elsie Stephens Park.



## 04 / PARK MASTER PLAN DEVELOPMENT

### TASK 1 - REVIEW & DISCUSS PAST PARK PLANNING AND CONSTRUCTION

- > Attend meeting with city staff to review, discuss, and learn about past planning efforts.
- > Discuss what work has been completed at the park and what work is scheduled.
- > Establish goals for the master plan update with staff.
  - > **Timeline:** 1 day
  - > **Deliverables:** Meeting Minutes / Project Goals
  - > **Number of Meetings:** 1
  - > **Budget Hours:** 7
  - > **Fee:** \$1,200

### TASK 2 - INVENTORY AND ANALYSIS

- > Collect and analyze all related documents provided by the city.
- > Collect and review additional existing data, plans, and studies, including natural resources data
- > Prepare site base
- > Analyze regional context
- > Conduct site visit to confirm existing conditions, and identify information gaps
- > Discover unique natural aspects of the site
- > Review natural resources inventory and assessment of the park property
- > Evaluate past plans for stormwater management– and adjust recommendations as needed
  - > **Timeline:** 3 weeks
  - > **Deliverables:** Research Findings, Site Base
  - > **Number of Meetings:** 1 (site visit)
  - > **Budget Hours:** 24
  - > **Fee:** \$3,900

### TASK 3 - PROGRAM CONFIRMATION/ PREPARATION FOR PUBLIC ENGAGEMENT

- > Identify existing and desired park program elements with the city
- > Organize a site visit with city staff
- > Align programming opportunities with natural aspects of the riverfront park
- > Develop meeting materials including preliminary plans, diagrams, photographs, programming alternatives and other tools to assist with engagement.
  - > **Timeline:** 2 weeks
  - > **Deliverables:** Programming Matrix, Open House Materials
  - > **Number of Meetings:** 2 (1 site visit, 1 pre-engagement mtg)
  - > **Budget Hours:** 34
  - > **Fee:** \$5,500

### TASK 4 - OPEN HOUSE - CONCEPTUAL MASTER PLAN

- > Co-host public open house with city staff to engage the public and garner input
- > Gather public input on preferred program elements through open house
  - > **Timeline:** 1 week
  - > **Deliverables:** Final Open House Graphics and Feedback
  - > **Number of Meetings:** 1 (open house)
  - > **Budget Hours:** 16
  - > **Fee:** \$2,700

### TASK 5 - DEVELOP MASTER PLAN

- > **Synthesize** – Public input from the open house will be synthesized to inform the plan.
- > **Design & Articulate Strategic Master Plan** – Revised Master Plan will achieve established goals, build upon past planning efforts, and illustrate a vision that is complementary to already constructed works in the park.
- > **Amenities/Equipment Summary** – The Master Plan will include a list of existing and proposed amenities, and a summary of park equipment/ infrastructure that is being proposed.
- > **Phasing Plan** – Prepare sensible phasing approach that aligns with funding, priorities, and smart construction sequencing.
- > **Cost Analysis** – Develop estimate of probable costs aligned with phasing plan.
- > **Present** – Present the Updated Master Plan for Elsie Stephens Park to Staff and Parks Commission.
- > **Share** - Electronic files of the master plan, and related graphics will be shared for use by the City in grant funding applications.
  - > **Timeline:** 4 weeks
  - > **Deliverables:** Phasing Plan, Updated Master Plan, Cost Estimates
  - > **Number of Meetings:** 2 (mid-point, final presentation)
  - > **Budget Hours:** 115
  - > **Fee:** \$19,700
- > Subtotal: \$33,000
- > Expenses: \$500
- > **Total Fee: \$33,500**

*Our proposal assumes that the as-built drawing for work completed and scheduled to be completed along with the site existing conditions and topographical survey will be available to us in (CAD) .dwg file format.*



**OUR TEAM WOULD LIKE TO  
THANK YOU FOR YOUR CONSIDERATION**





**PRESENTER:** Martin Farrell/Paul Kangas

**ITEM:** Approval of bidding the 2024 Parks Improvement Package Update Presentation

**PREPARED BY:** Martin Farrell

**BACKGROUND:** Paul Kangas has been working on developing designs from the initial concepts presented to the Park Commission and Council. The projects included are the Area 21 Park, Lone Gardens upgrades and Elsie Stephens Phase 3. These plans are separate from the irrigation and bridge projects that have been bid and contracts awarded.

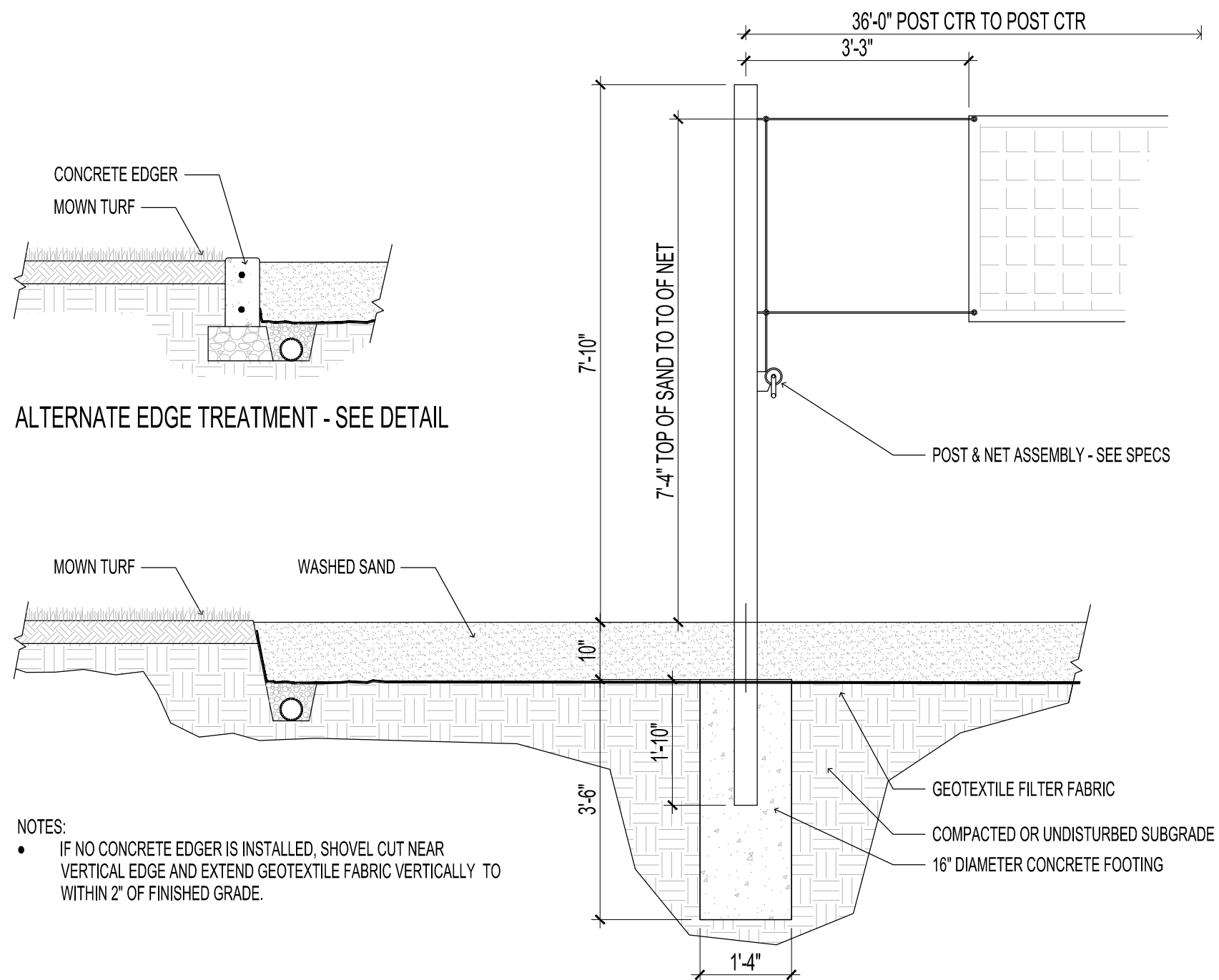
**CRITICAL ISSUES:** Approval of bidding for the 2024 Park Improvements Project

**BUDGET IMPACT:** Funded from fund 405

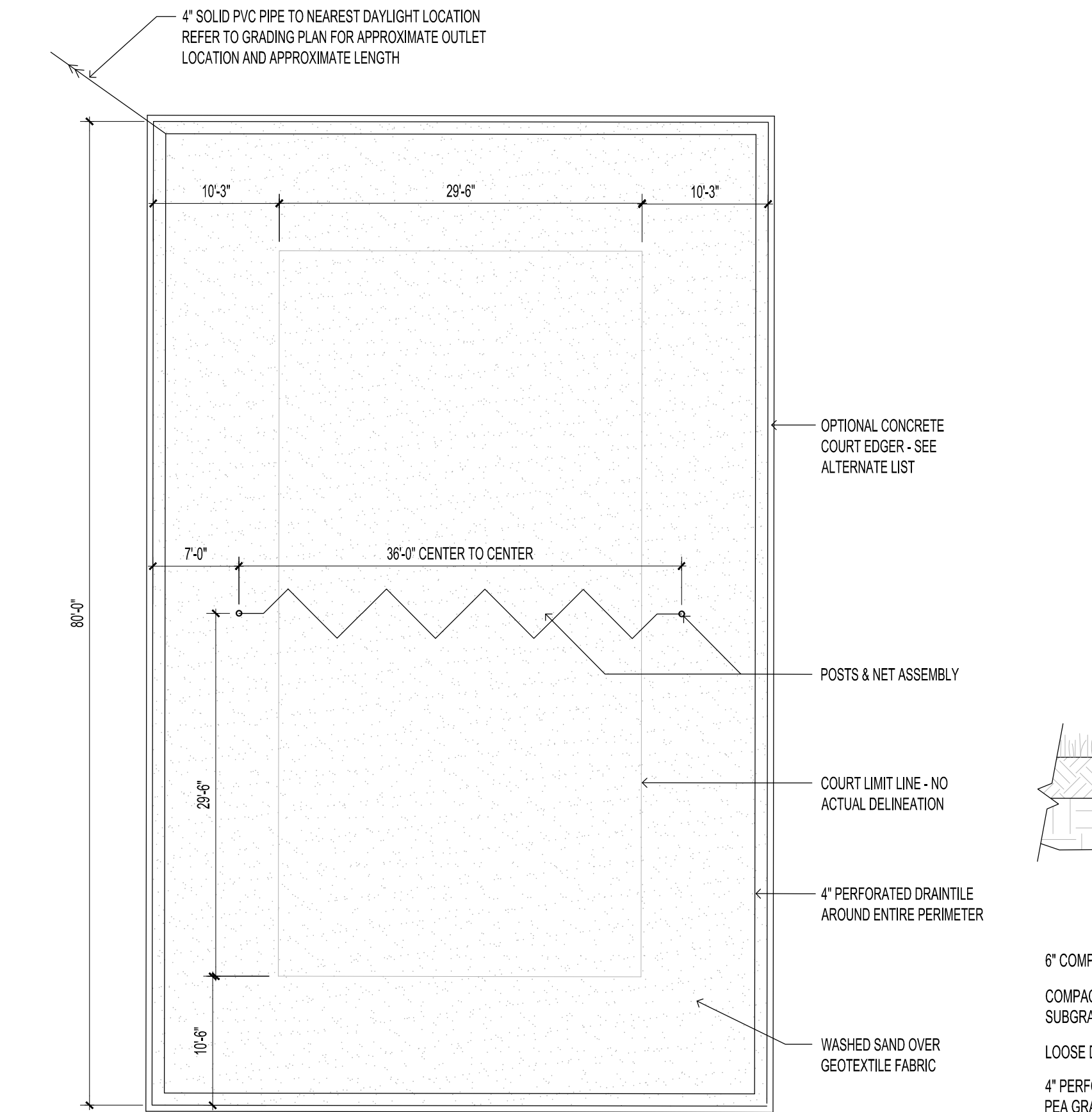
**RECOMMENDATION:** Approval of requesting bids for 2024 Park Improvements Projects.

**ATTACHMENT(S):** 95% Plans and Project estimates.

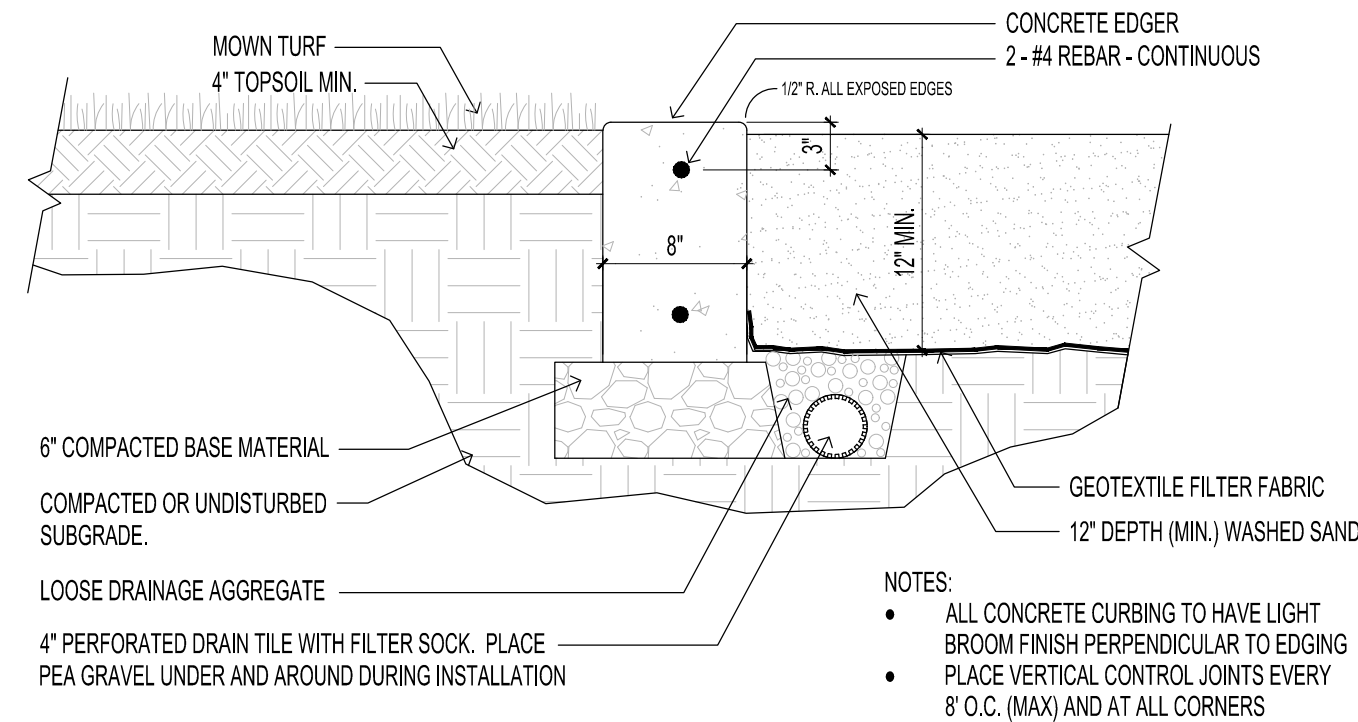




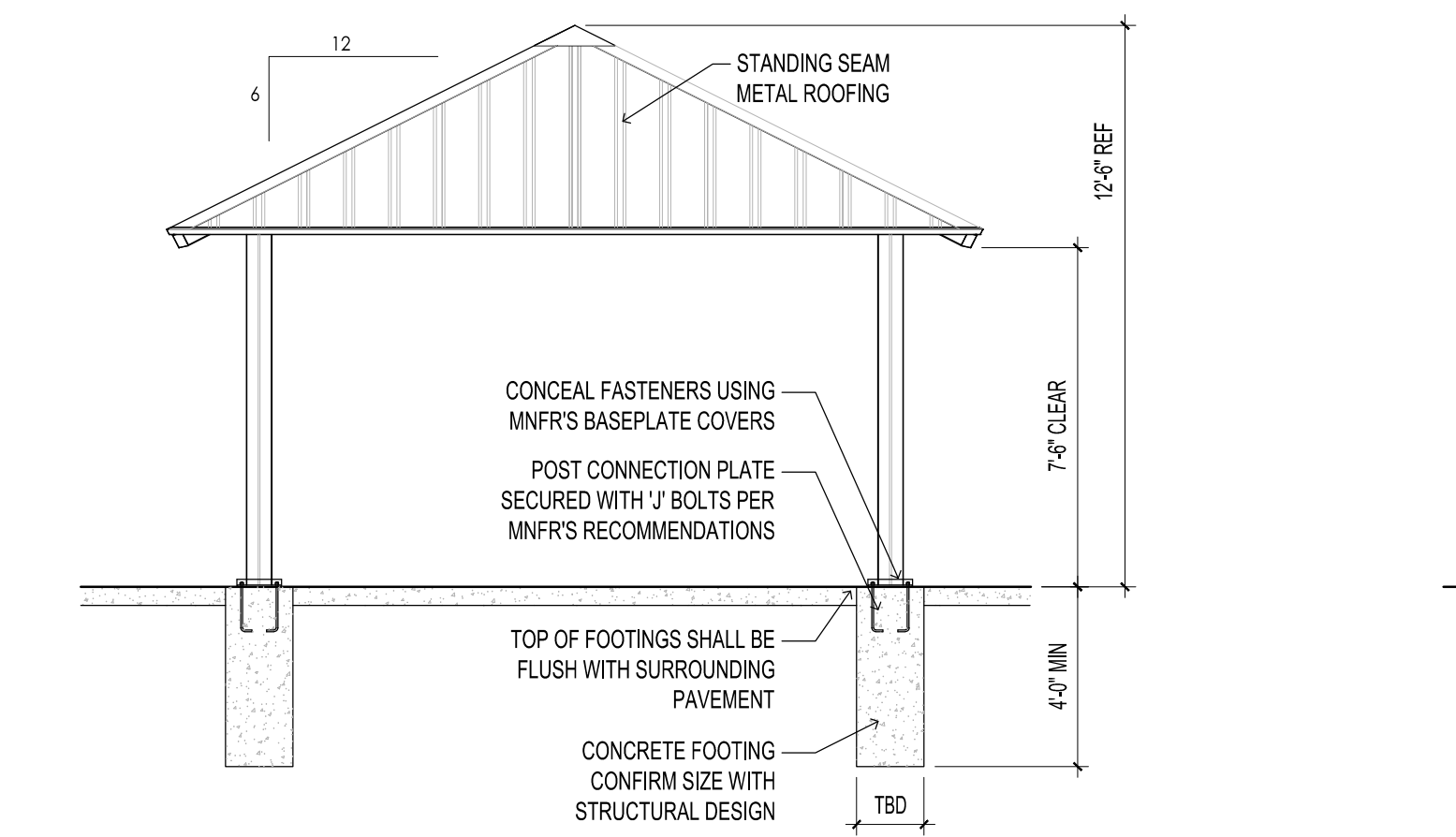
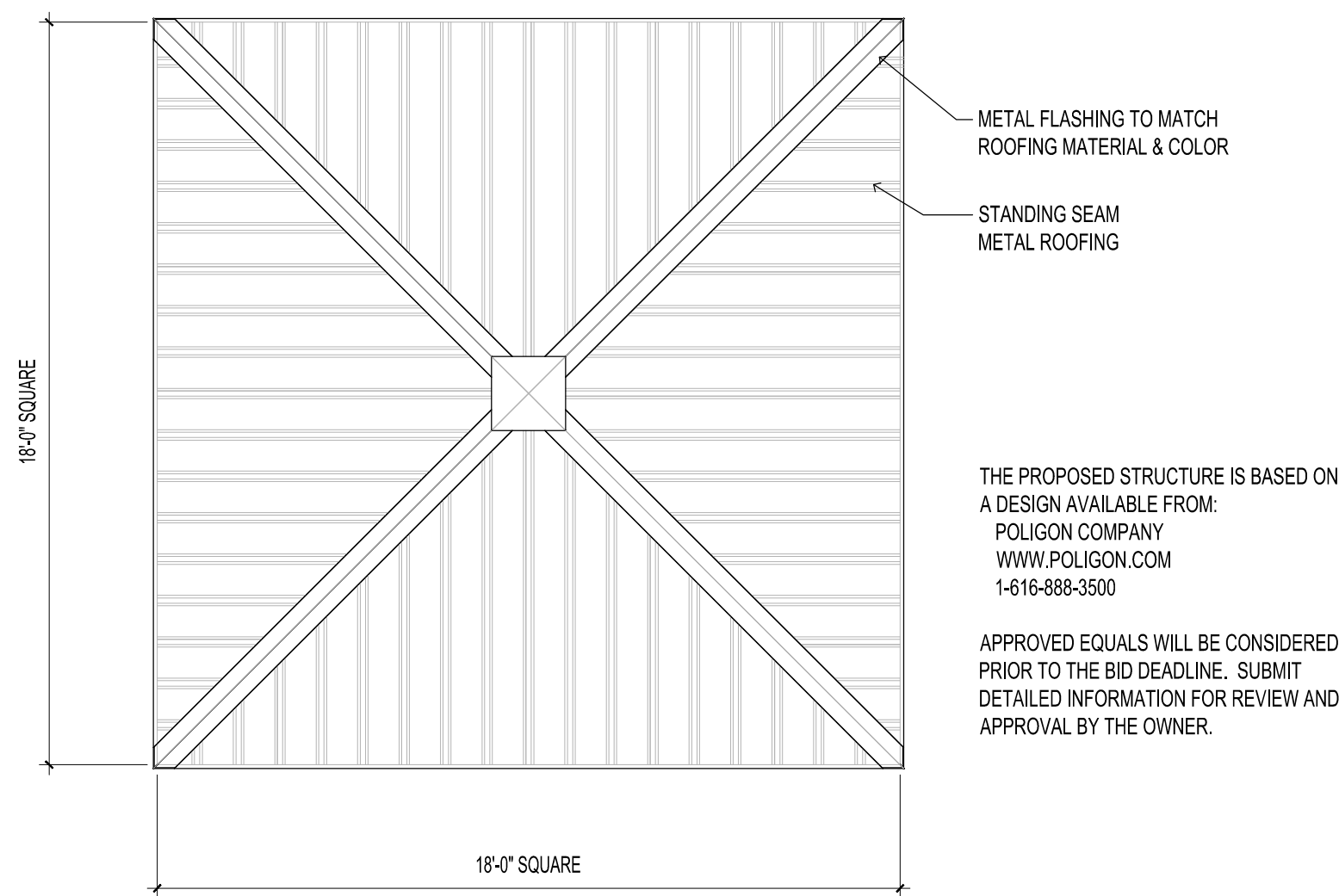
**X**  
**DT-1** **VOLLEYBALL COURT POST & NET ASSEMBLY**  
SCALE: 1" = 1'-0"



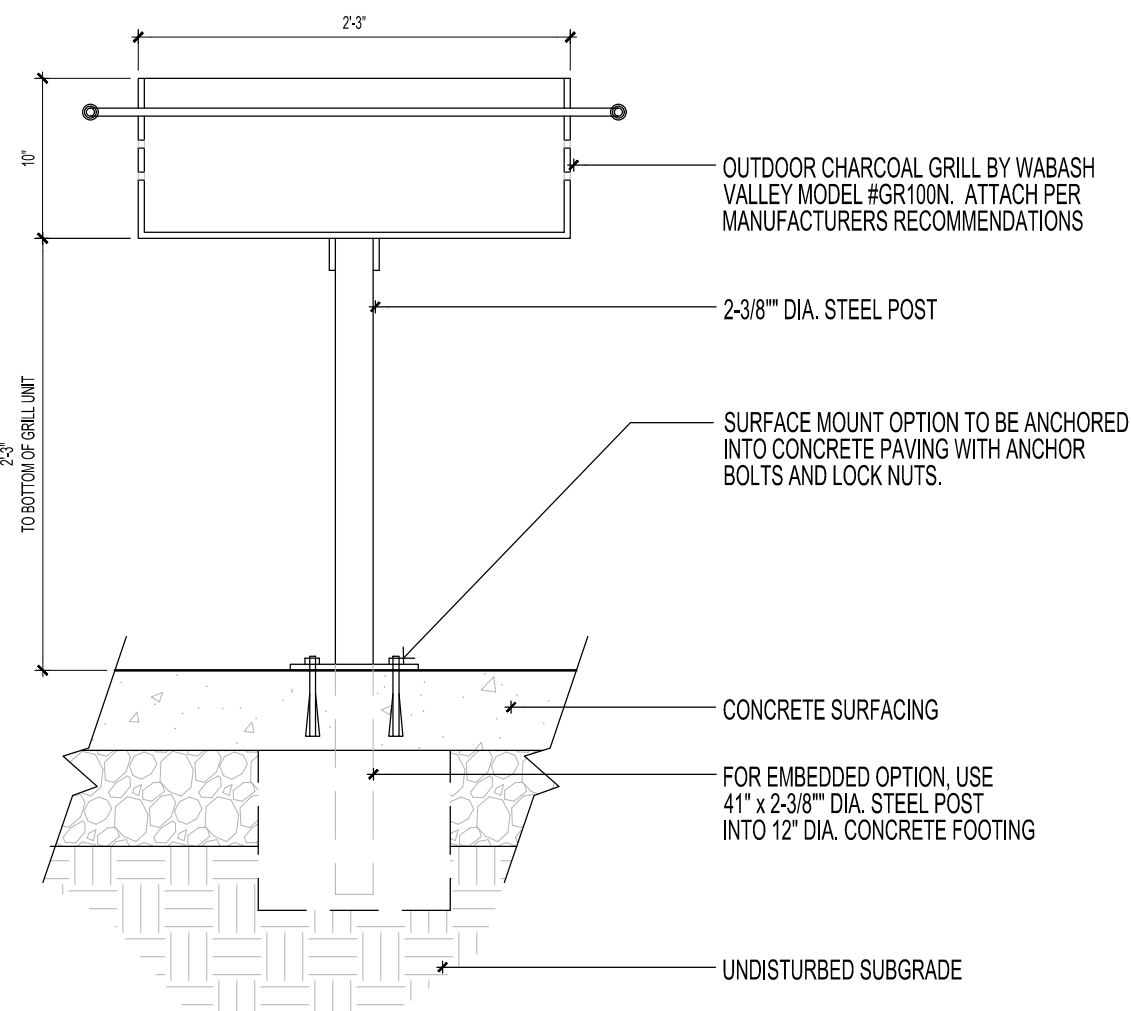
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**DT-1** **SAND VOLLEYBALL COURT LAYOUT**  
SCALE: 1" = 10'-0"



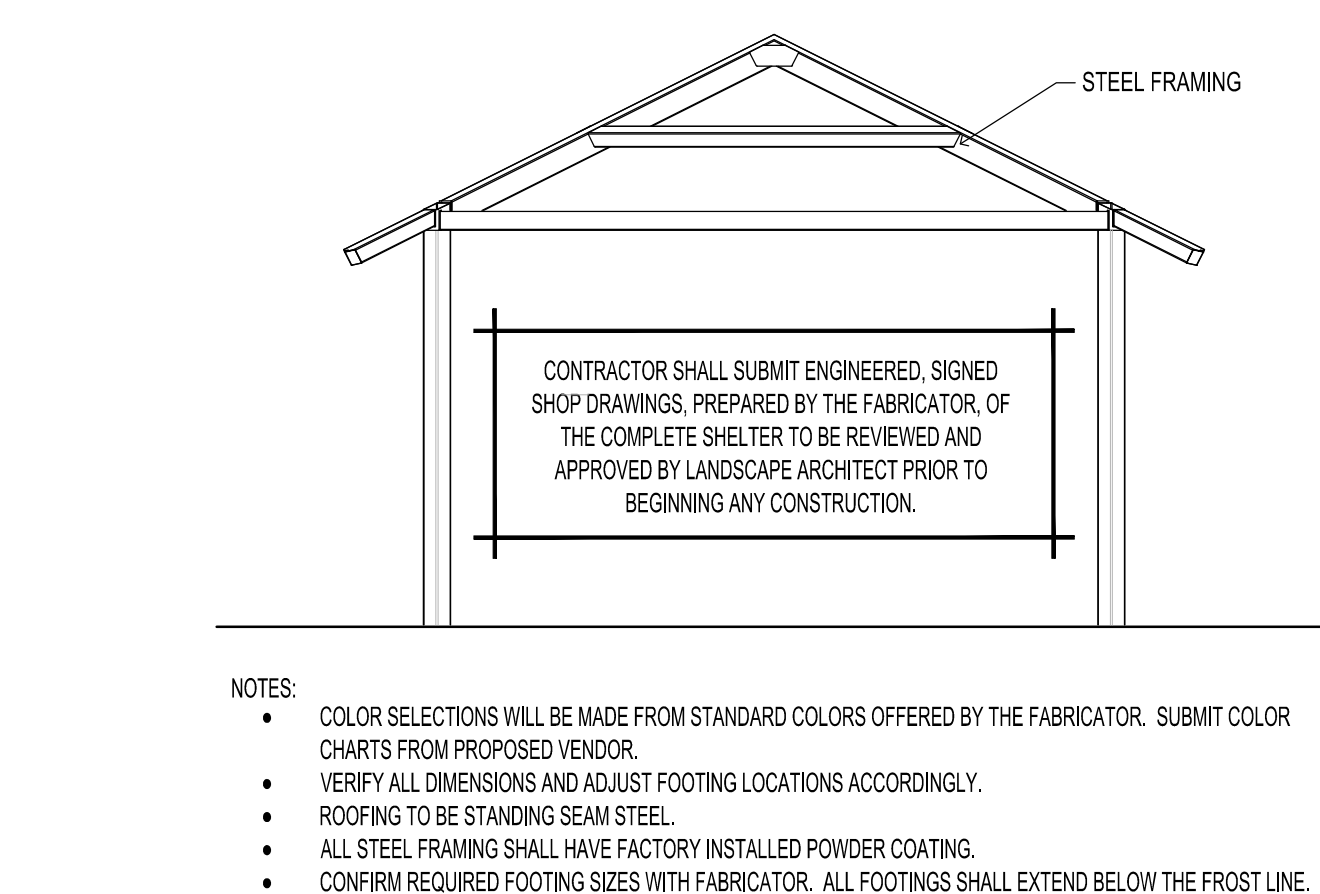
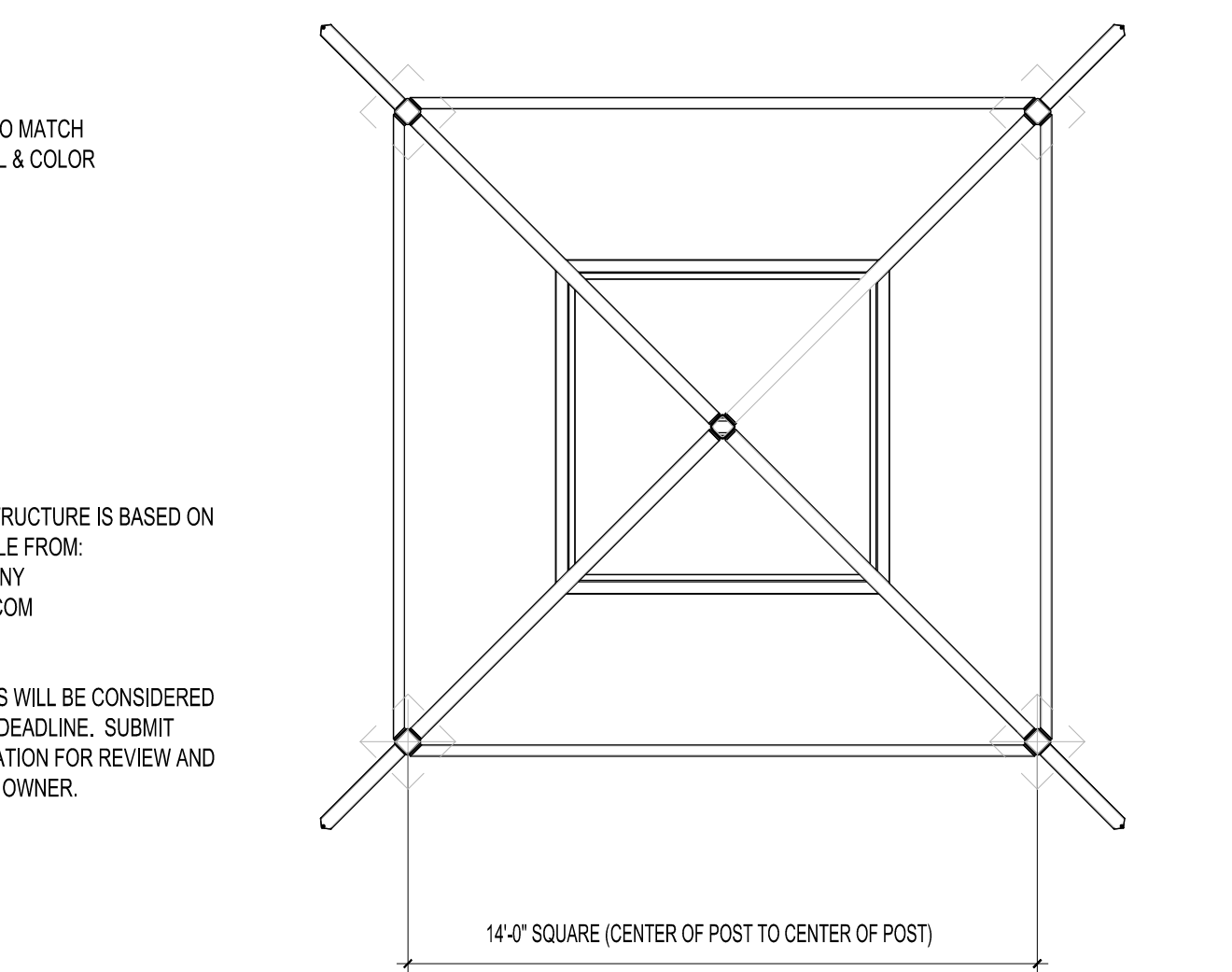
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**DT-1** **8 x 12" VERTICAL VOLLEYBALL COURT EDGER**  
SCALE: 1" = 1'-0"



**X**  
**DT-1** **18' SQUARE PRE-FABRICATED STEEL PICNIC SHELTER**  
SCALE: 1/4" = 1'-0"



**X**  
**DT-1** **OUTDOOR CHARCOAL GRILL**  
SCALE: 1" = 1'-0"



**X**  
**DT-1** **DUMOR 83 SERIES BIKE RACK**  
SCALE: 1" = 1'-0"



Project Name:

DAYTON 2024  
PARK IMPROVEMENT  
PACKAGE

Dayton, Minnesota

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me or under my direct supervision and that I am  
Registered Landscape Architect under the laws  
of the State of Minnesota.

Name: Paul Kangas

Registration #: 26017

Signature:  
Paul Kangas

Project #: 24-010

Date: 05-28-2024

Revision:

Drawn By: PK

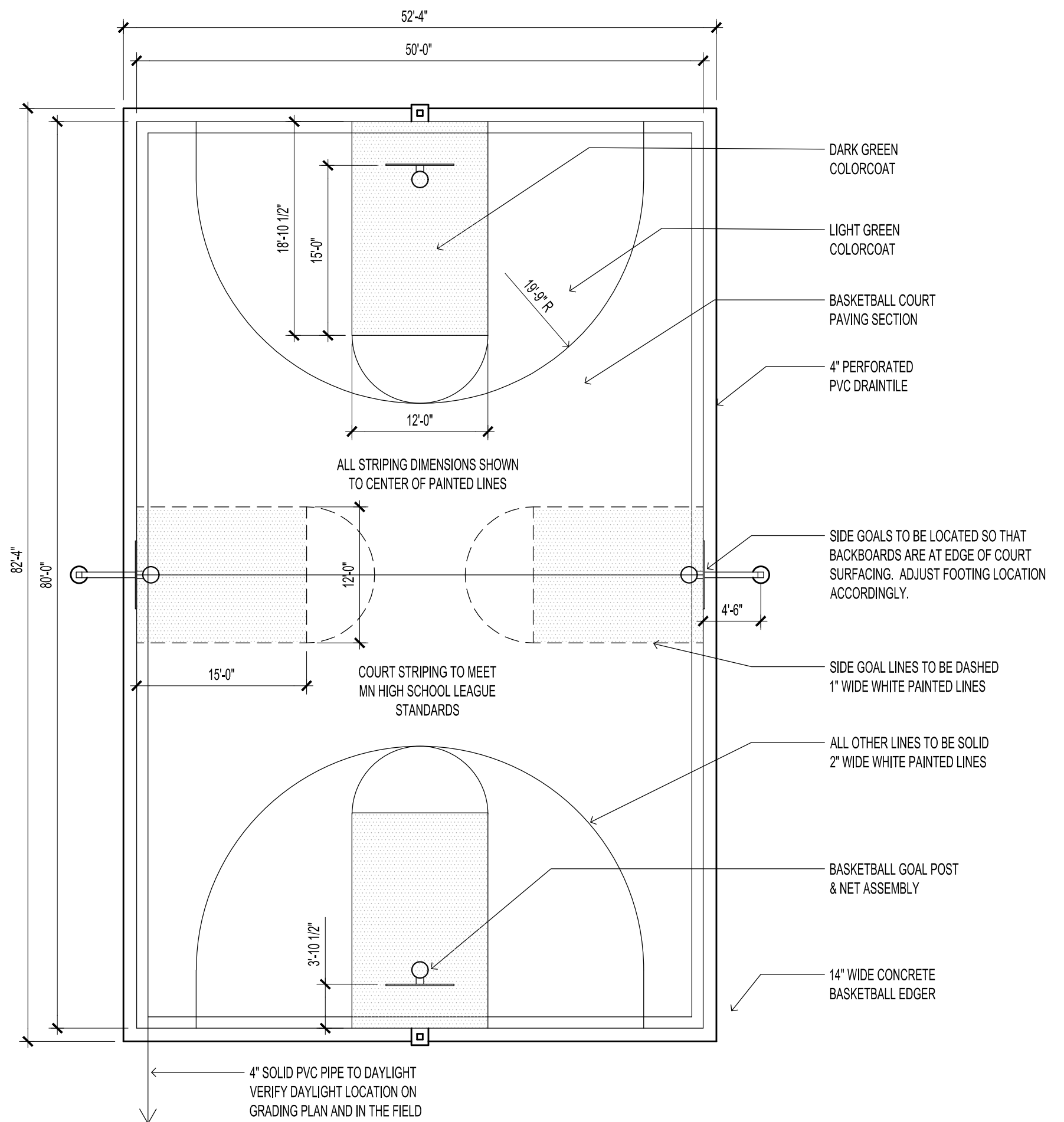
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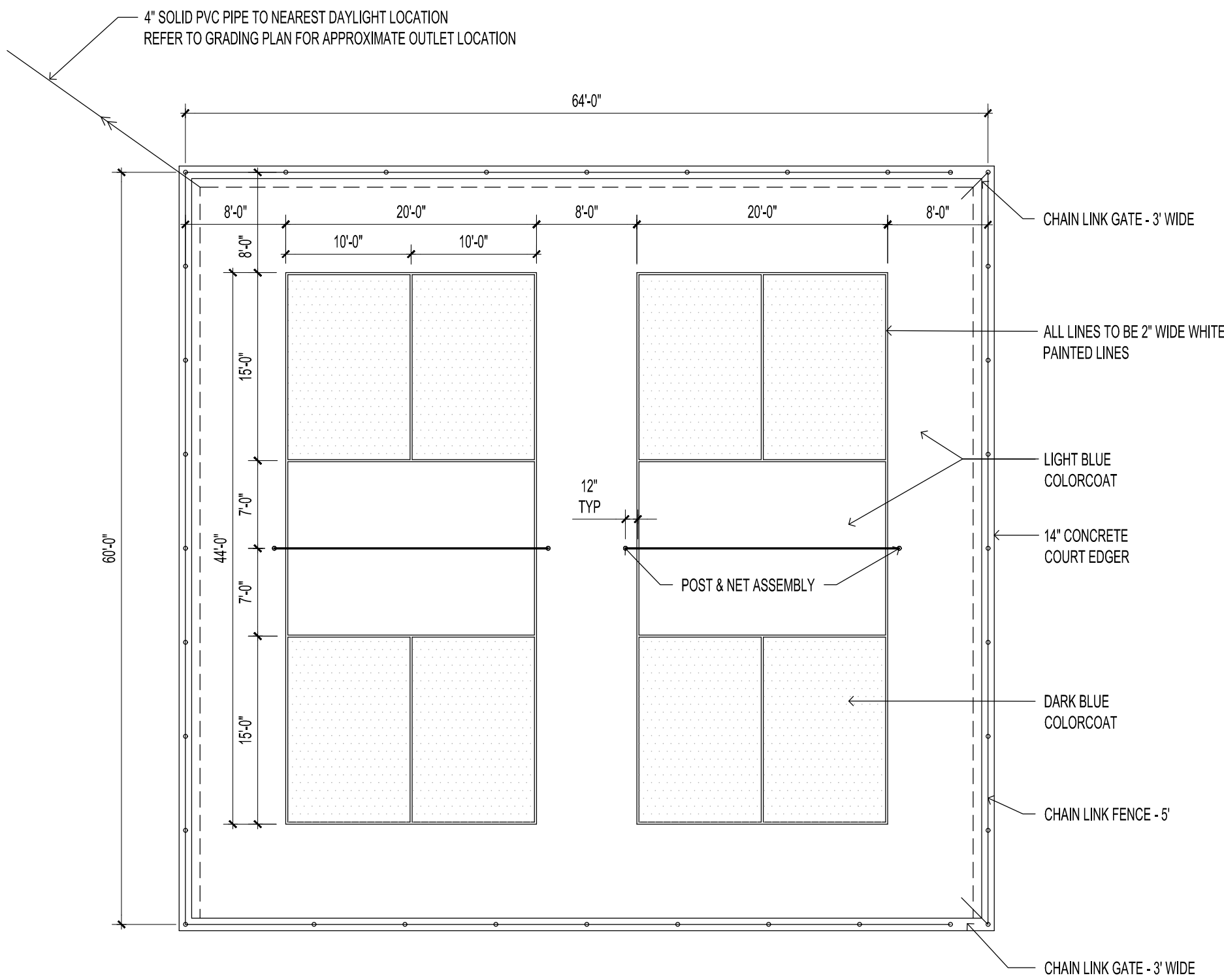
BASKETBALL,  
& PICKLEBALL COURT  
DETAILS

Sheet Number:

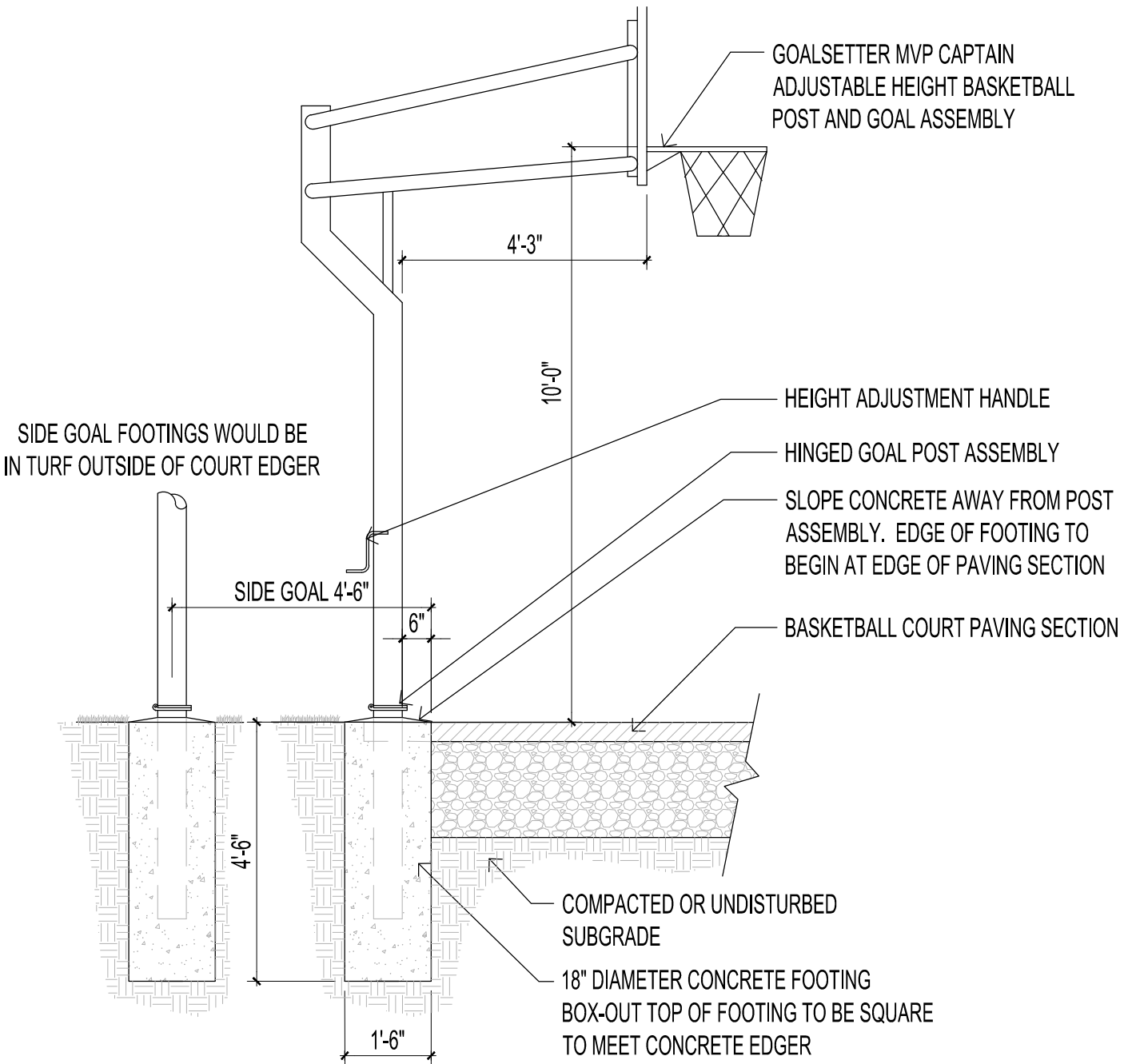
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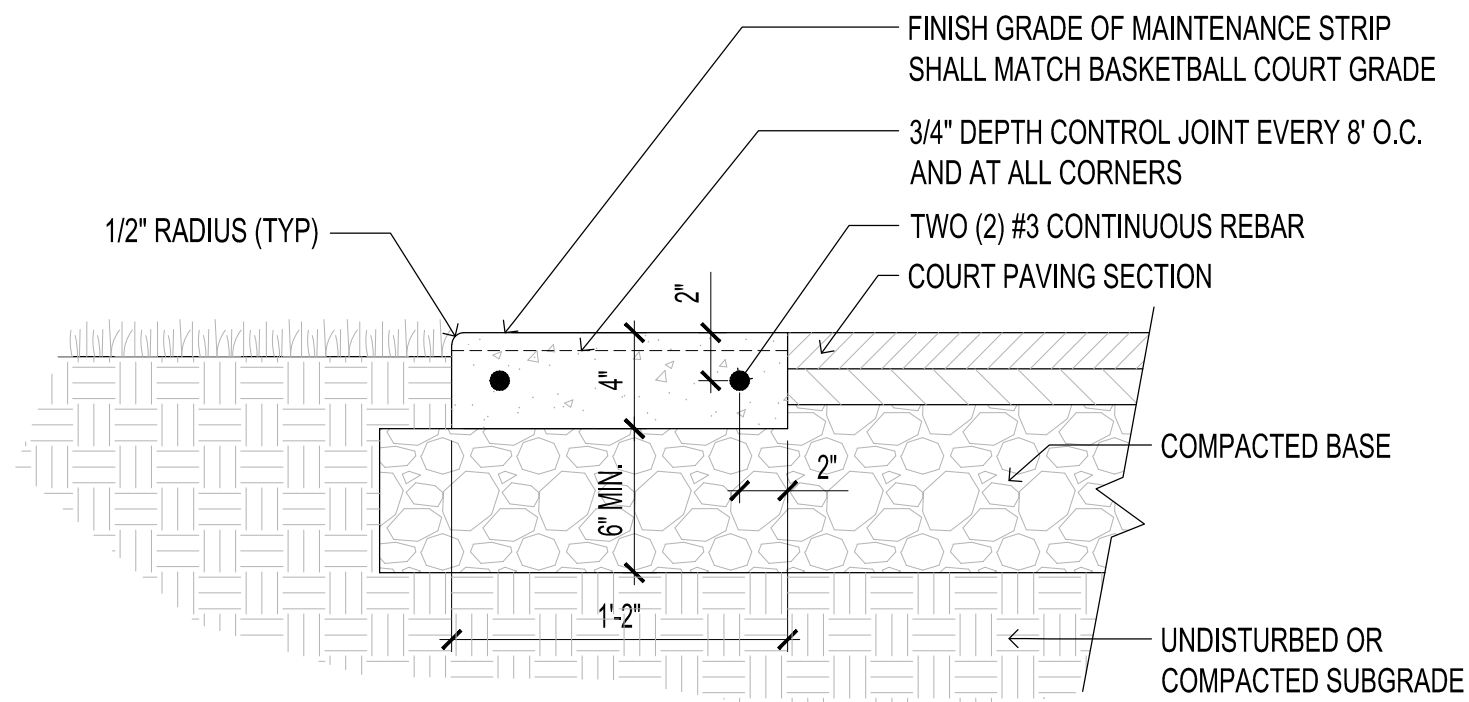
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**DT-2** FULL BASKETBALL COURT LAYOUT WITH AND & SIDE GOALS  
SCALE: 1" = 10'-0"



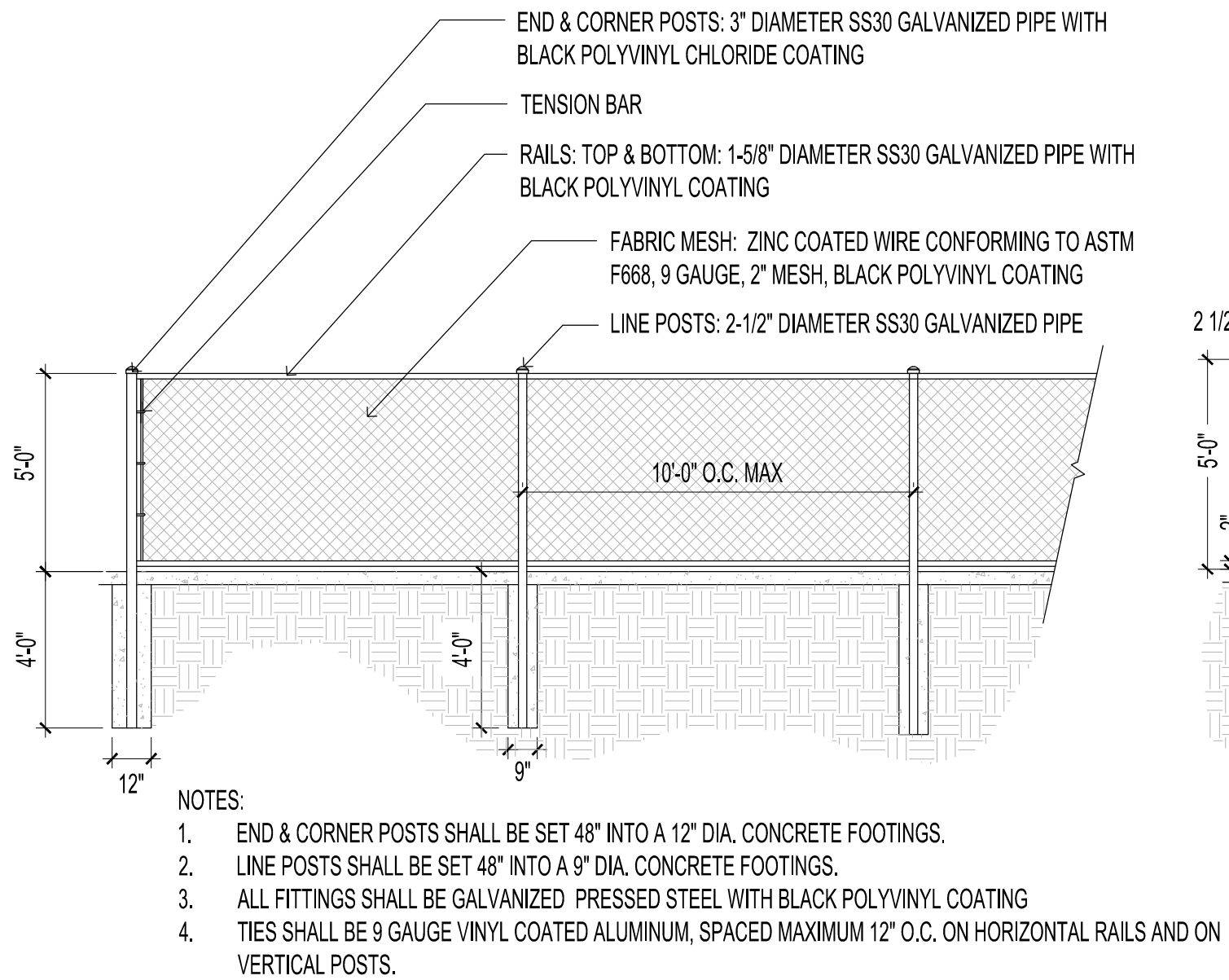
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**DT-2** DOUBLE PICKLEBALL COURT LAYOUT  
SCALE: 1" = 10'-0"



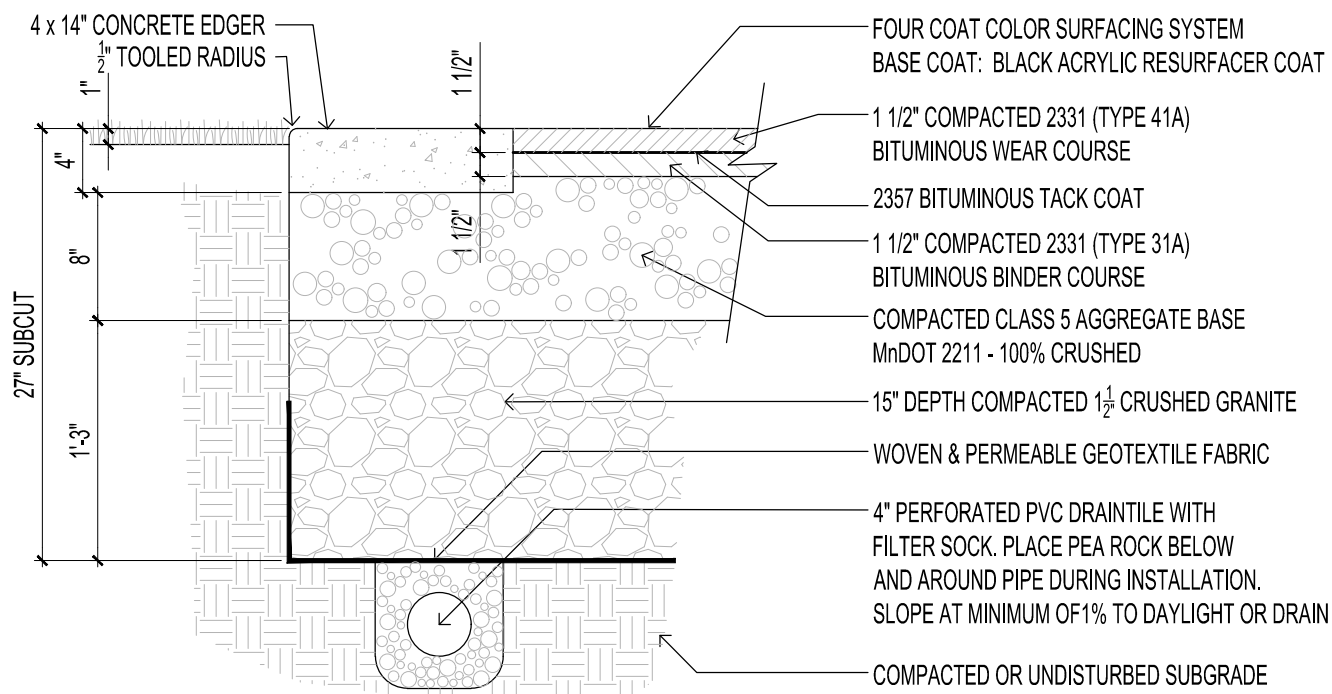
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**DT-2** ADJUSTABLE BASKETBALL GOAL POST  
SCALE: 3/8" = 1'-0"



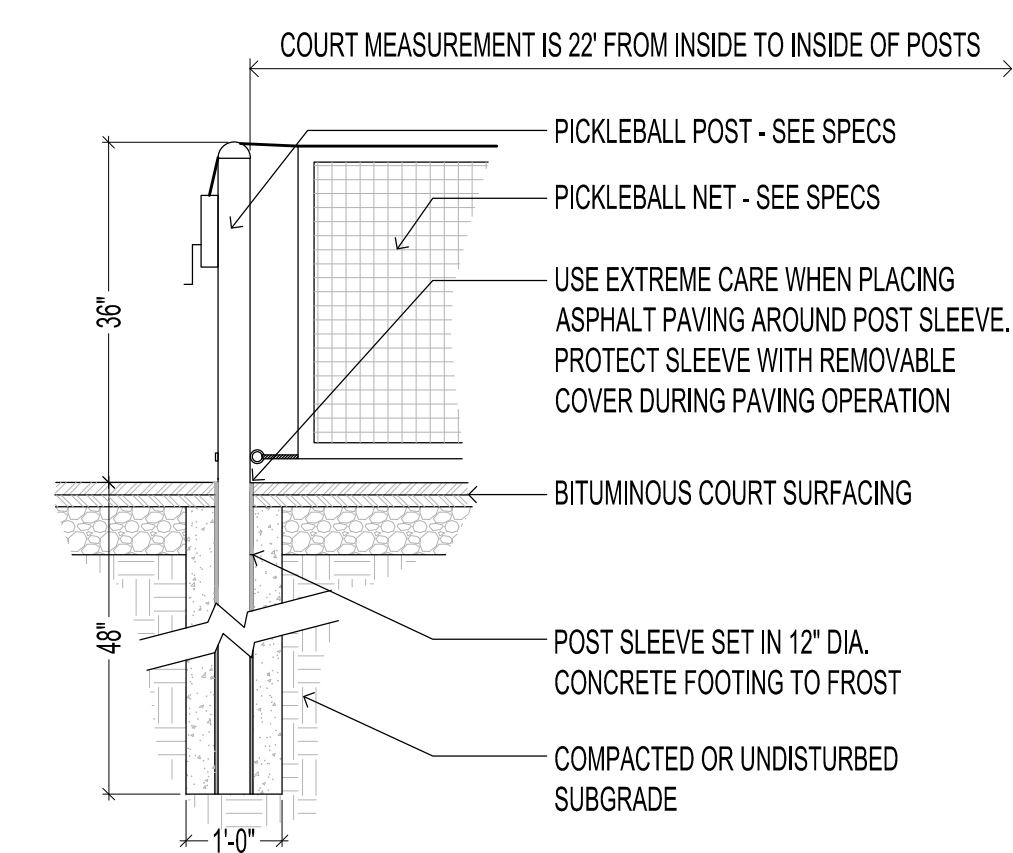
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**DT-2** CONCRETE COURT EDGER  
SCALE: 1 1/2" = 1'-0"



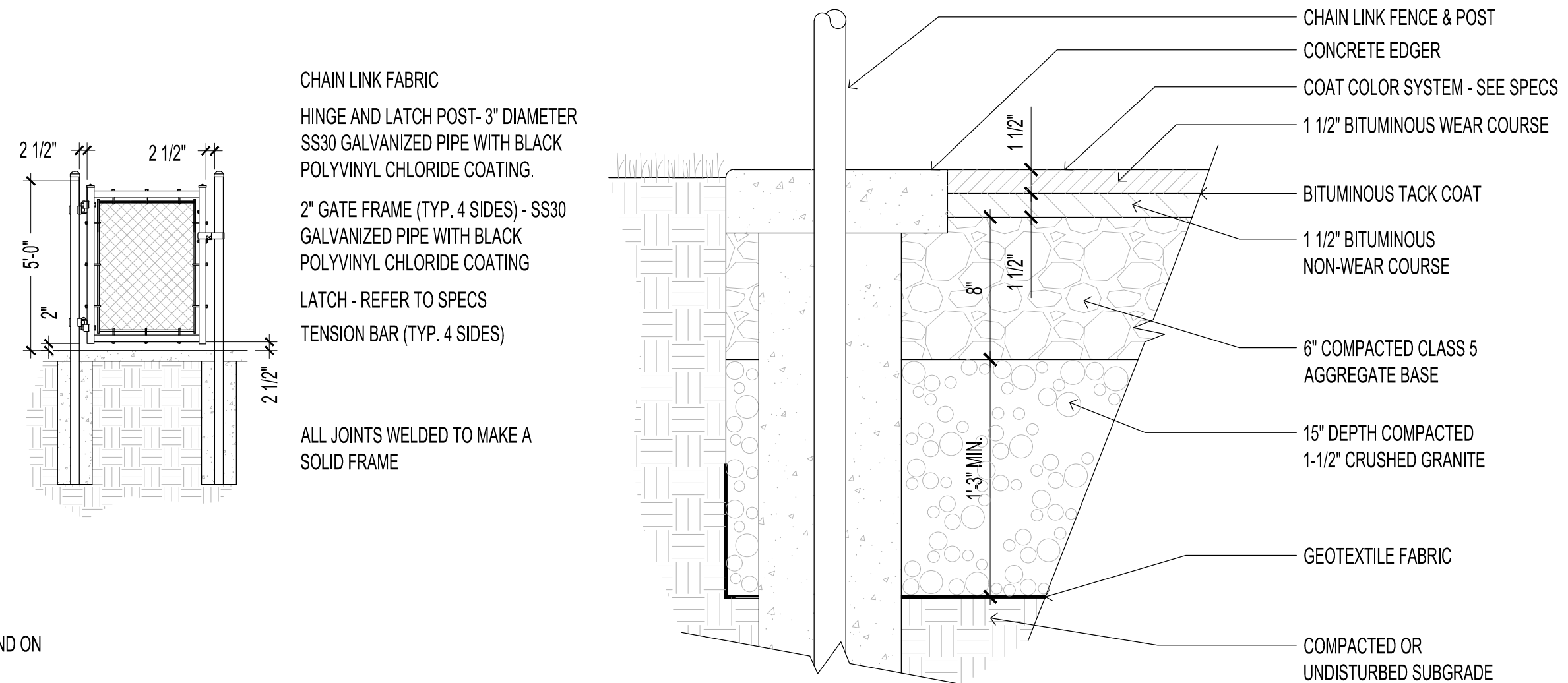
**X**  
**DT-2** 5' CHAINLINK FENCE AT PICKLEBALL COURT  
SCALE: 1/4" = 1'-0"



**X**  
**DT-2** BASKETBALL COURT PAVING SECTION  
SCALE: 1" = 1'-0"

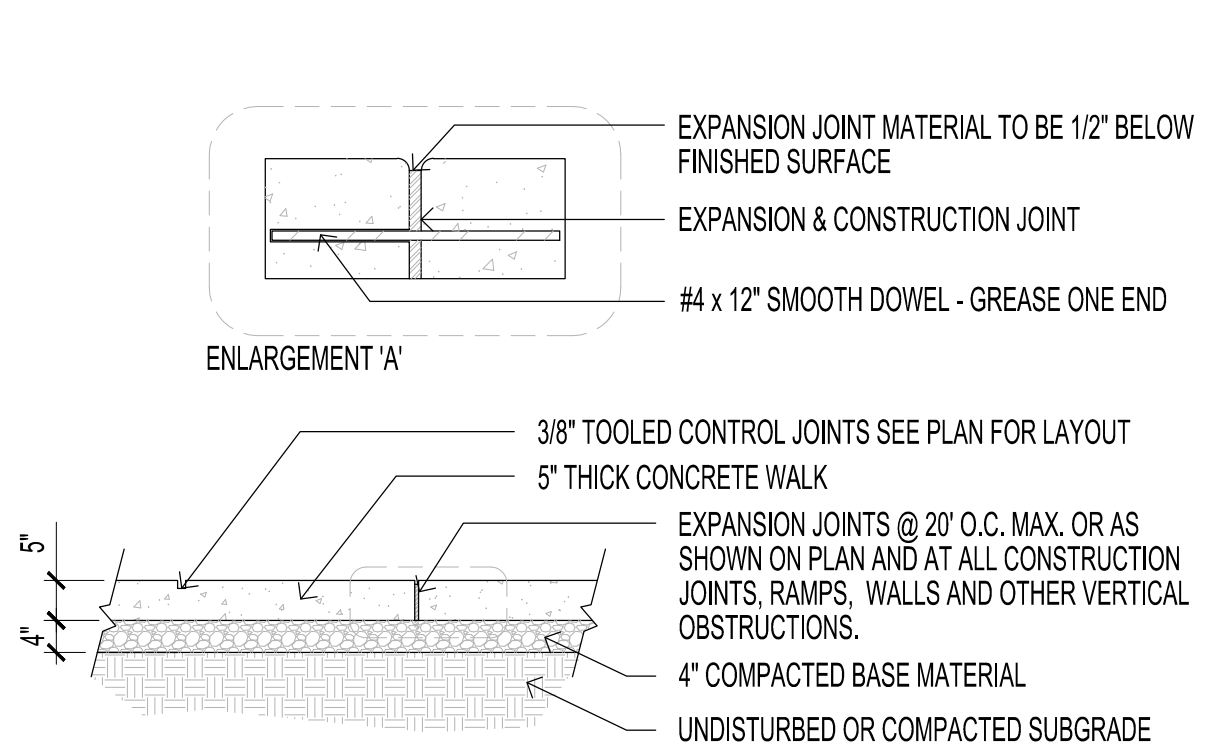


**X**  
**DT-2** PICKLEBALL POST & NET SYSTEM  
SCALE: 1/2" = 1'-0"



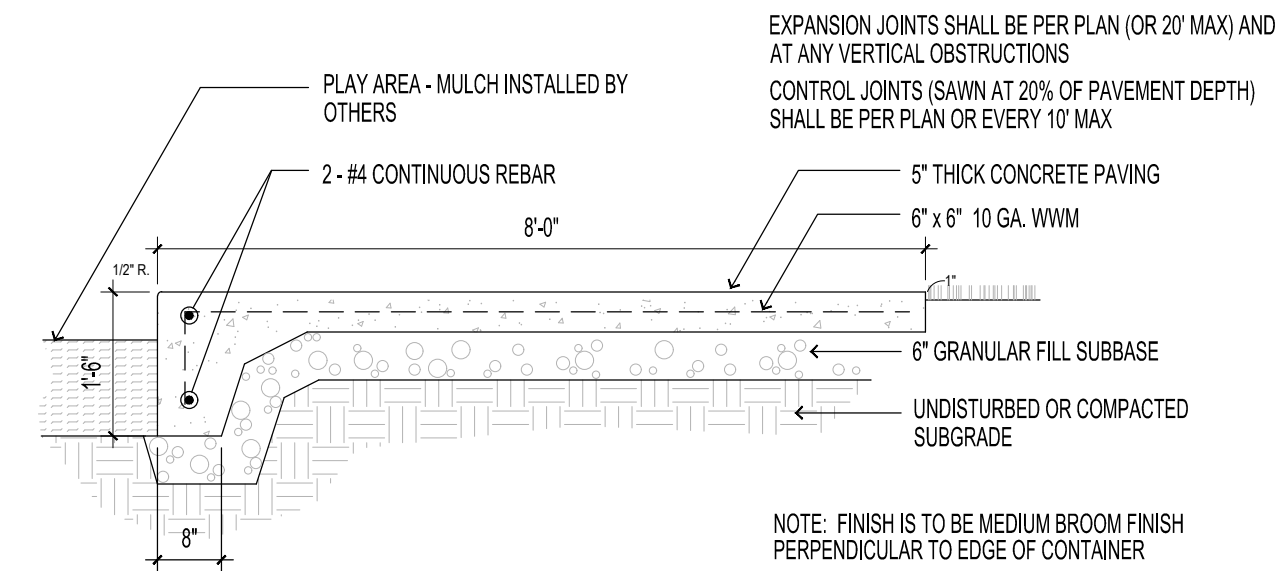
**X**  
**DT-2** PICKLEBALL COURT PAVING SECTION  
SCALE: 1 1/2" = 1'-0"



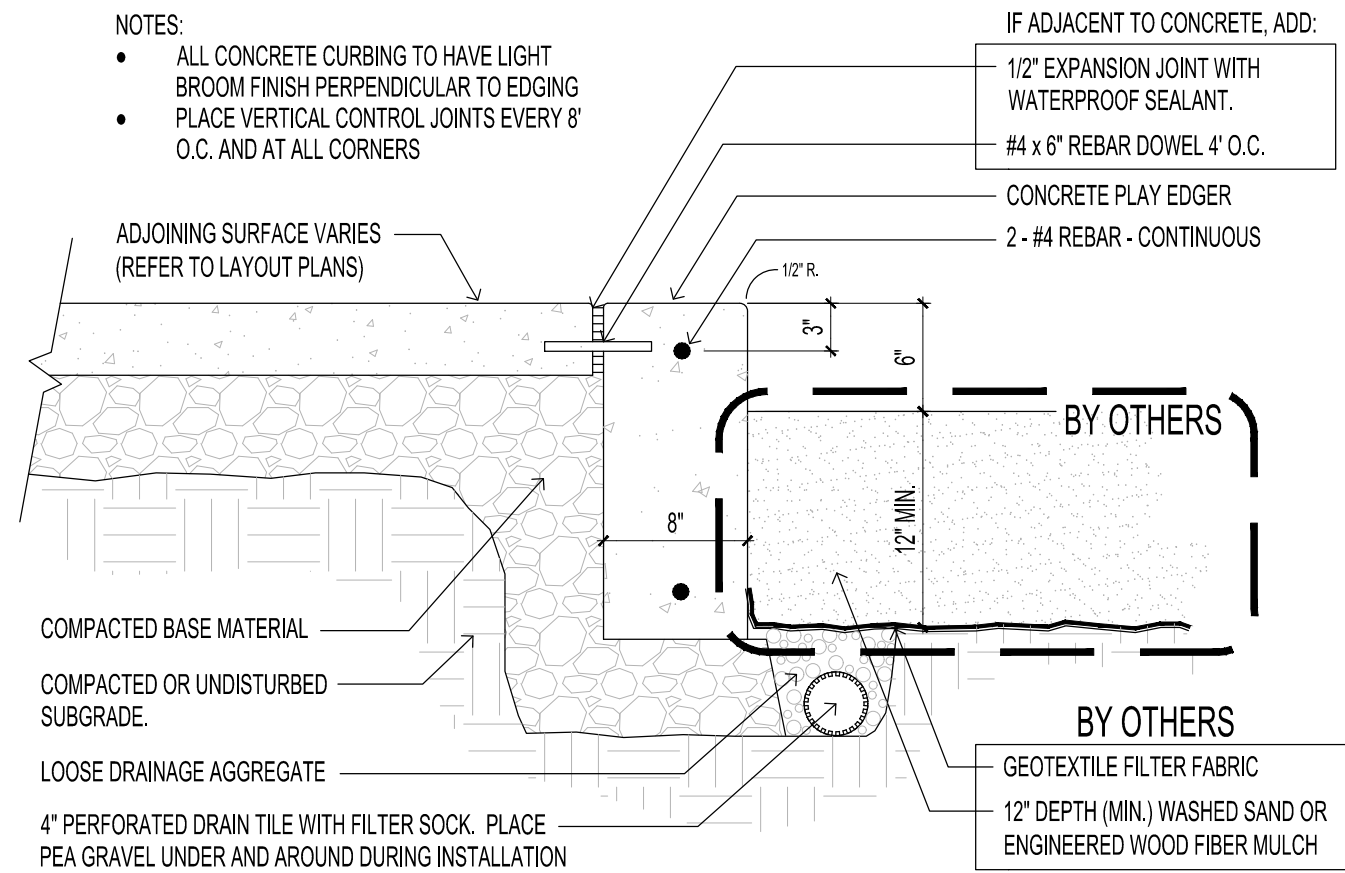


NOTE: FINISH VARIES - REFER TO PLAN  
NATURAL GRAY PAVING IS TO BE MEDIUM BROOM FINISH PERPENDICULAR TO PEDESTRIAN TRAFFIC

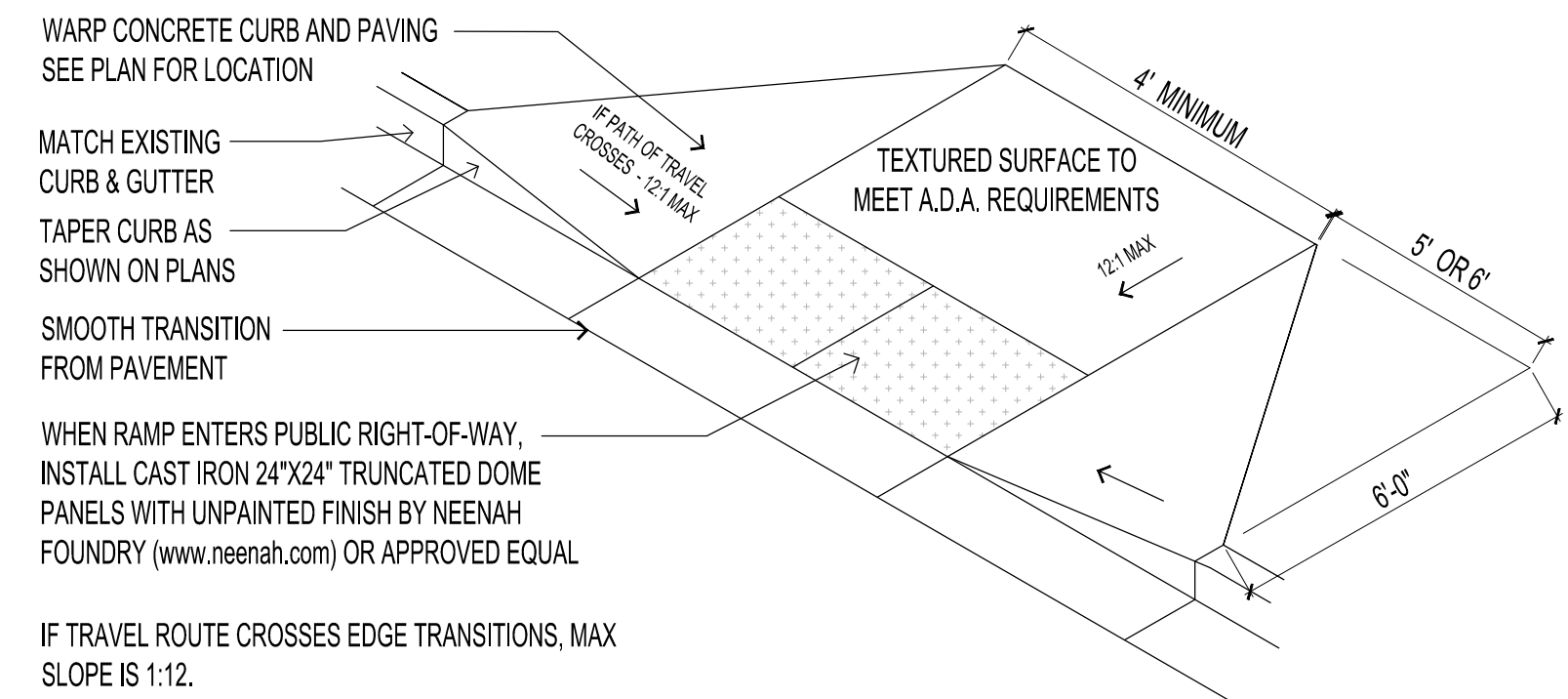
**X**  
**DT-3**  
**STANDARD DUTY - 5" CONCRETE PAVING SECTION**  
SCALE: 1/2" = 1'-0"



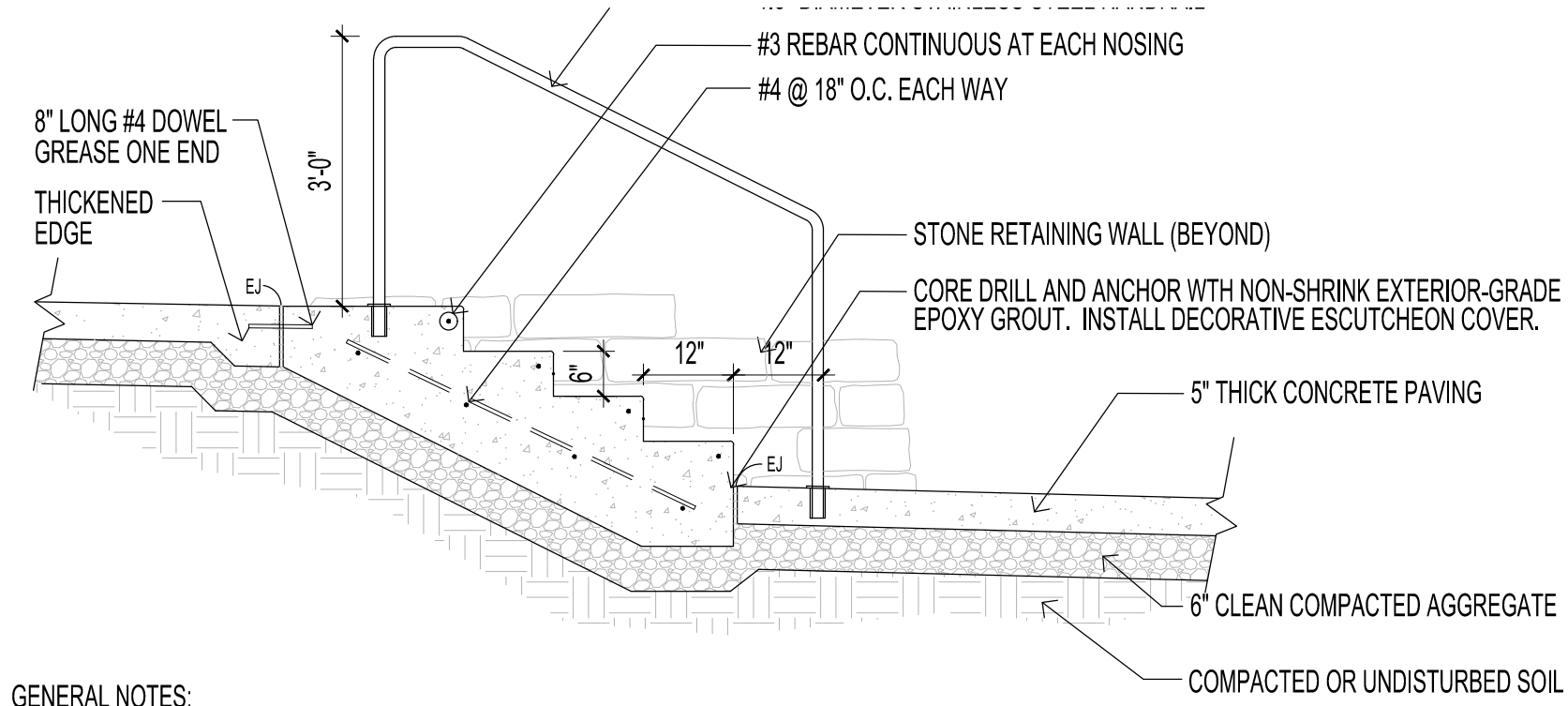
**X**  
**DT-3**  
**THICKENED EDGE SIDEWALK AT PLAY AREA**  
SCALE: 1/2" = 1'-0"



**X**  
**DT-3**  
**8 x 18" VERTICAL CONCRETE PLAY EDGER**  
SCALE: 1" = 1'-0"

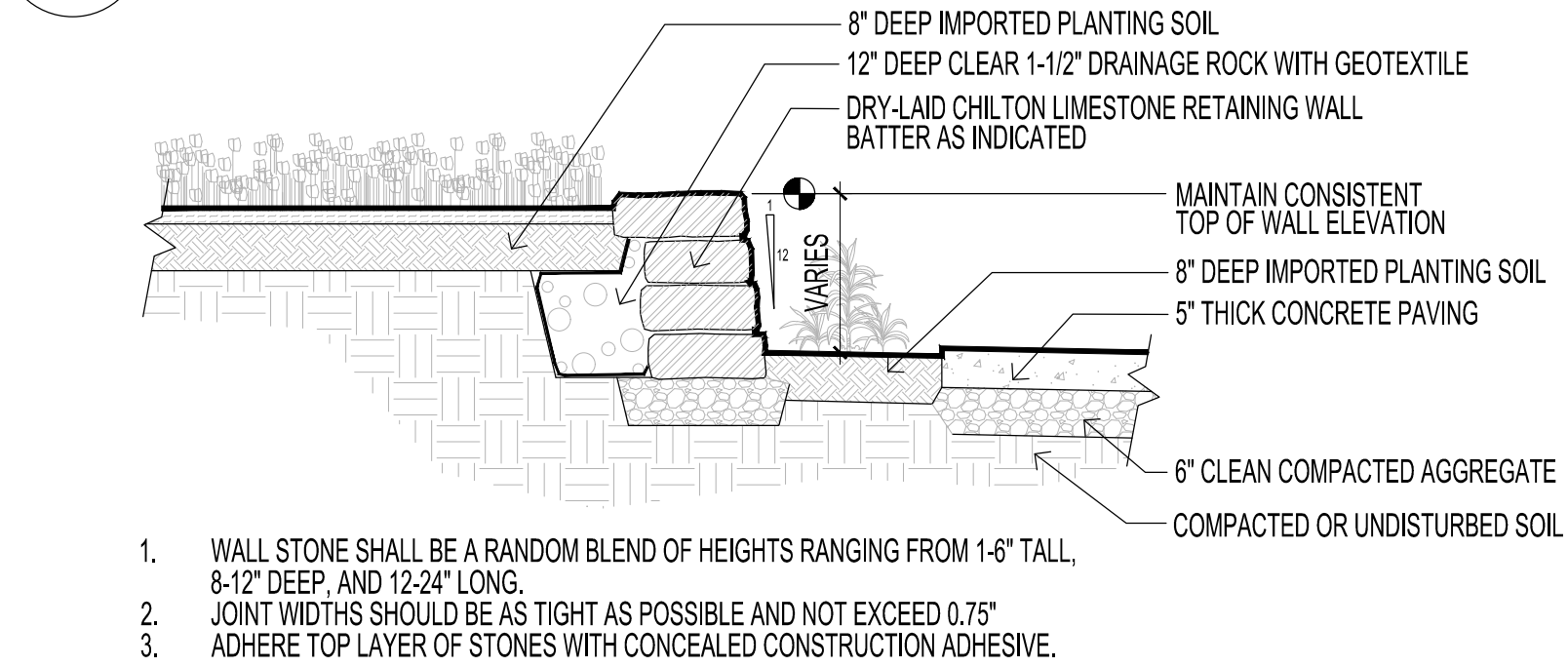


**X**  
**DT-3**  
**ADA CURB RAMP LAYOUT**  
SCALE: 3/8" = 1'-0"



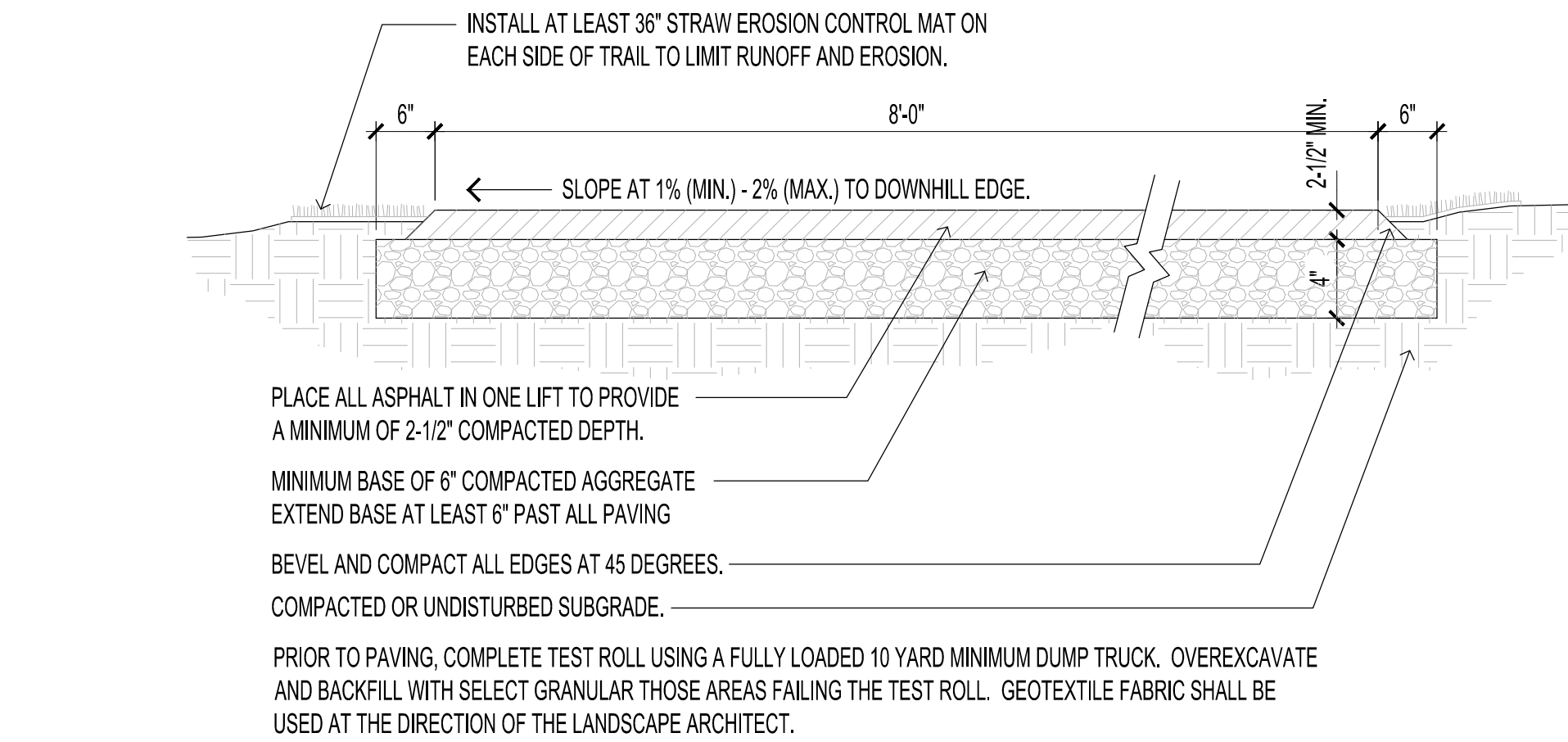
GENERAL NOTES:  
1. ALL REBAR TO BE COVERED BY 2" OF CONCRETE (MIN.)  
2. CONCRETE SURFACING TO BE MEDIUM BROOM FINISH PERPENDICULAR TO TRAVEL DIRECTION

**X**  
**DT-3**  
**CONCRETE STAIRS AND HANDRAIL**  
SCALE: 1/2" = 1'-0"

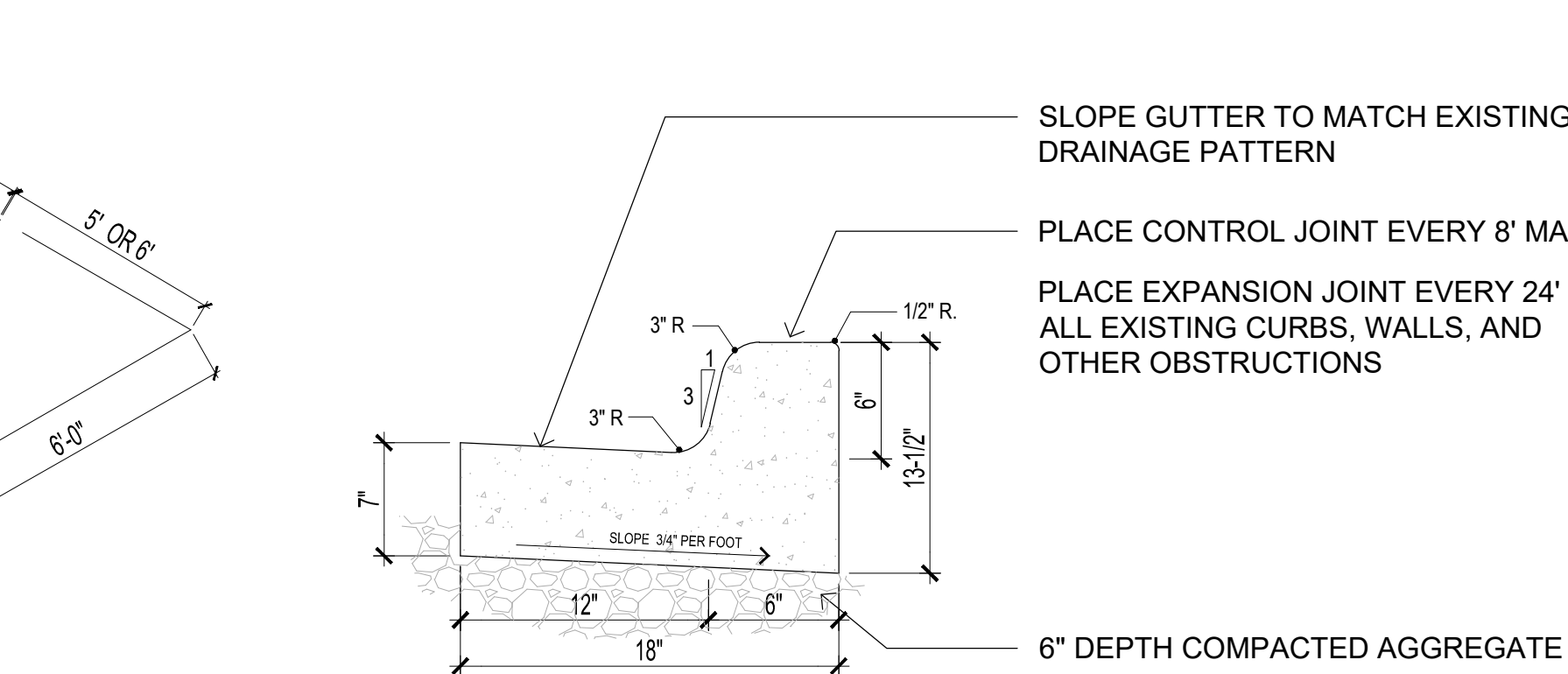


1. WALL STONE SHALL BE A RANDOM BLEND OF HEIGHTS RANGING FROM 1-6" TALL, 8-12" DEEP, AND 12-24" LONG.  
2. JOINT WIDTHS SHOULD BE AS TIGHT AS POSSIBLE AND NOT EXCEED 0.75"  
3. ADHERE TOP LAYER OF STONES WITH CONCEALED CONSTRUCTION ADHESIVE.

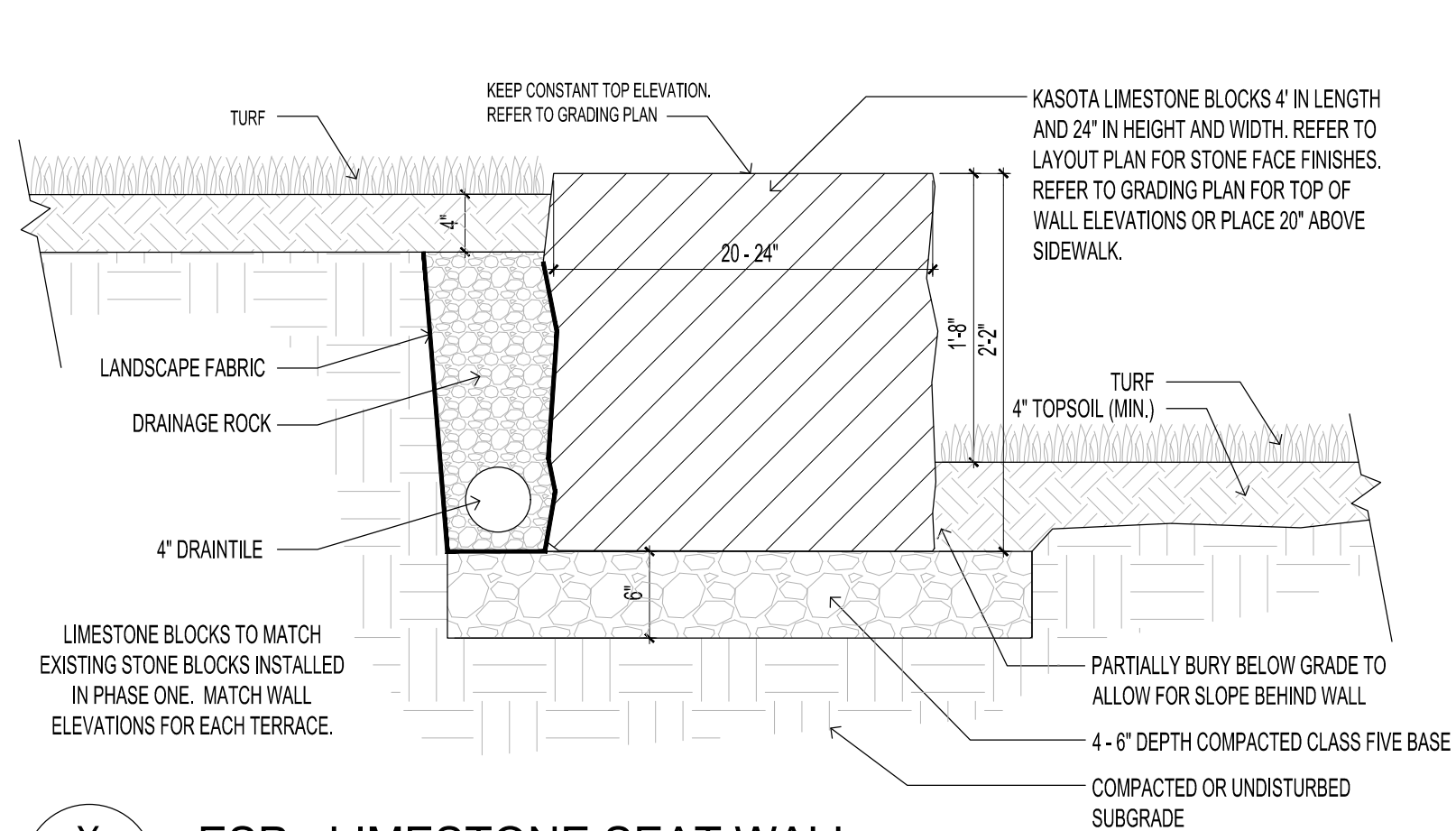
**X**  
**DT-3**  
**DRYLAID CHILTON STONE WALL**  
SCALE: 1/2" = 1'-0"



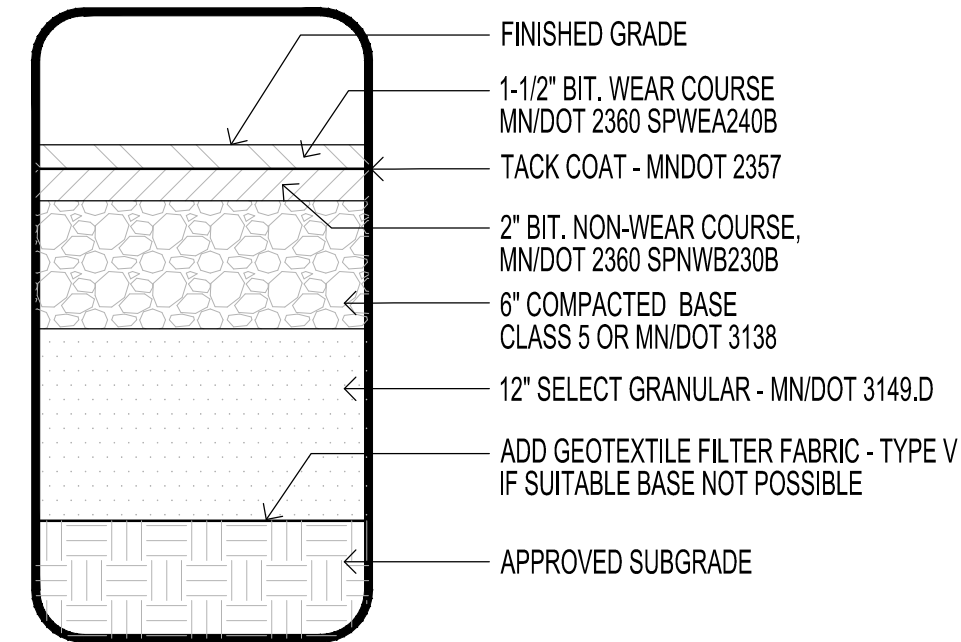
**X**  
**DT-3**  
**8' WIDE BITUMINOUS TRAIL PROFILE**  
SCALE: 3/4" = 1'-0"



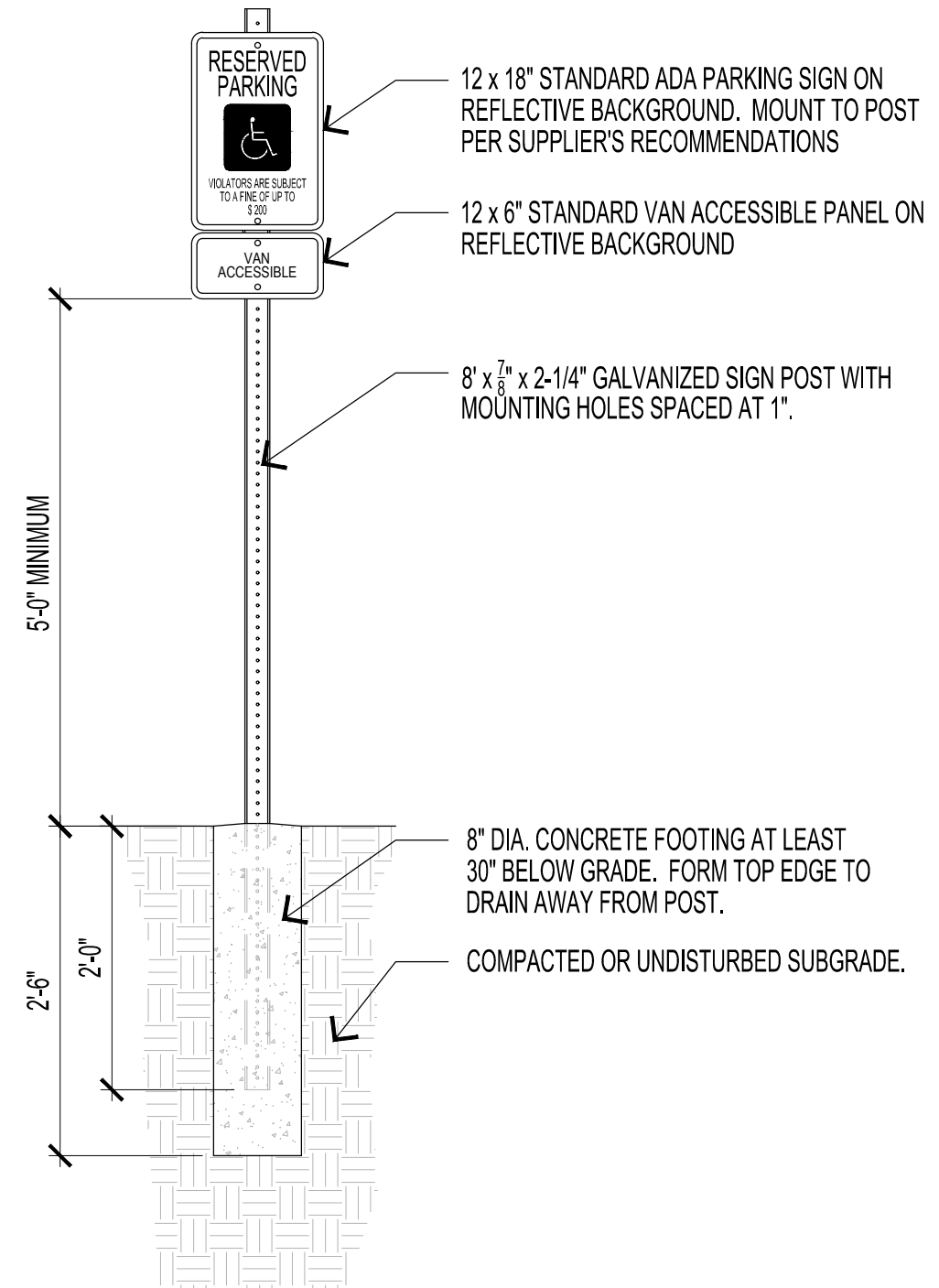
**X**  
**DT-3**  
**MN/DOT STANDARD B612 CONCRETE CURB**  
SCALE: 1 1/2" = 1'-0"



**X**  
**DT-3**  
**ESP - LIMESTONE SEAT WALL**  
SCALE: 1 1/2" = 1'-0"

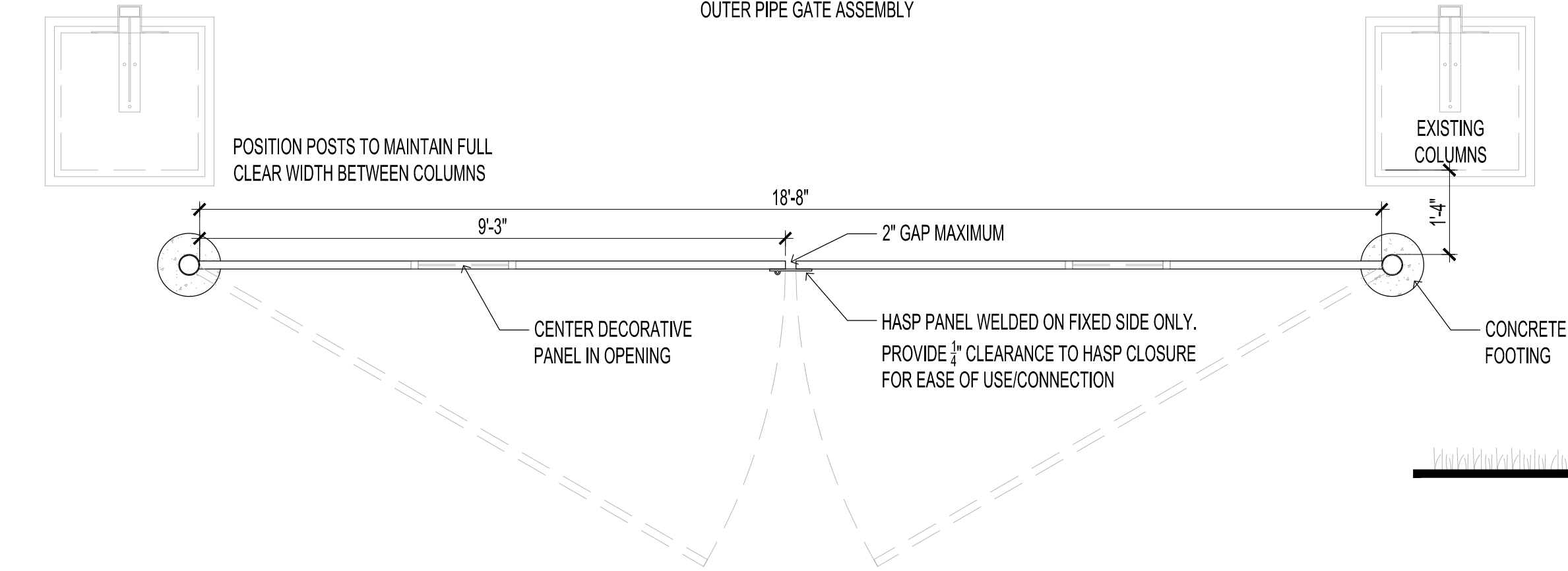
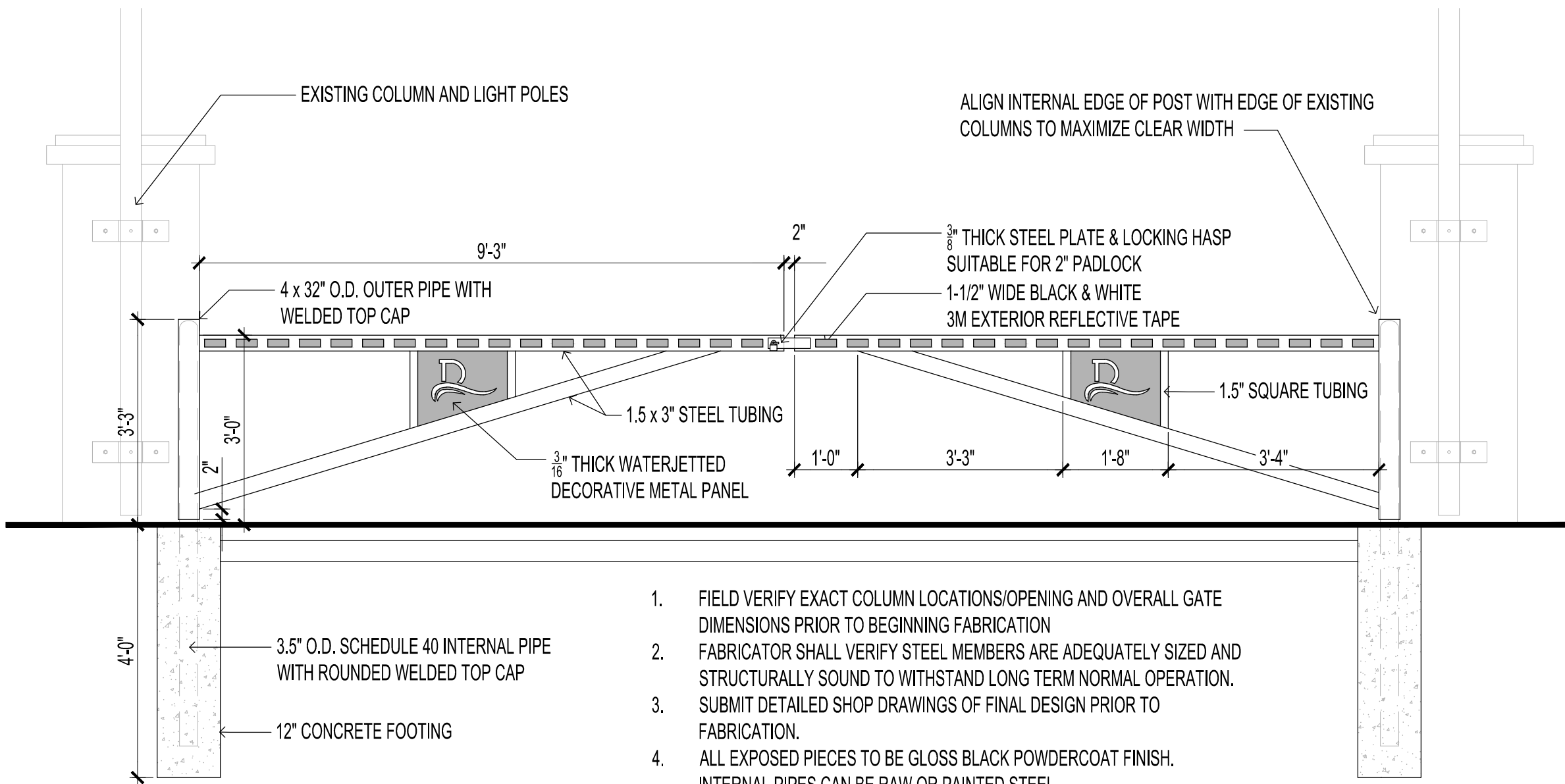


**X**  
**DT-3**  
**HEAVY DUTY ASPHALT PAVING**  
SCALE: 1" = 1'-0"

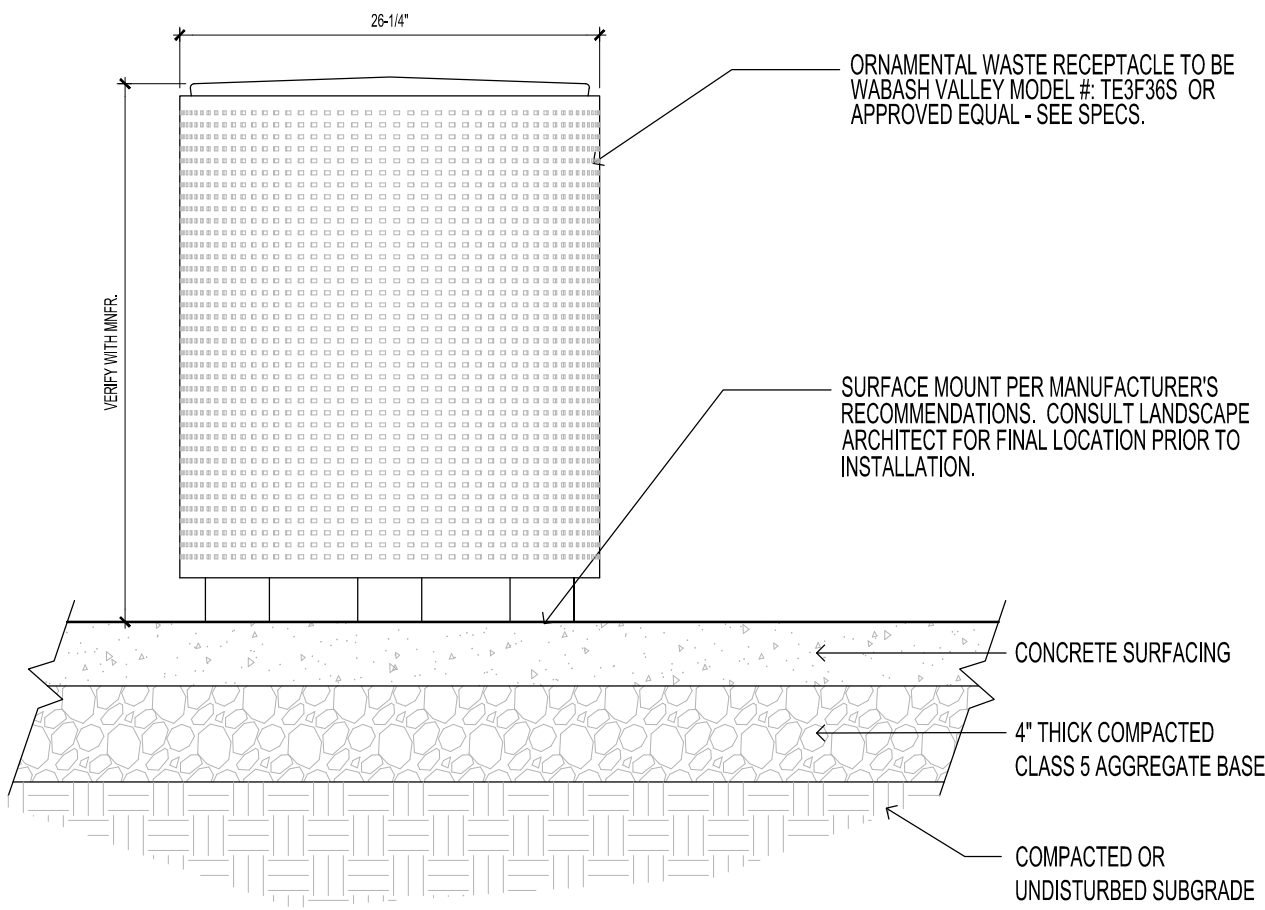


**X**  
**DT-3**  
**ADA METAL SIGN POST & PANELS**  
SCALE: 3/4" = 1'-0"

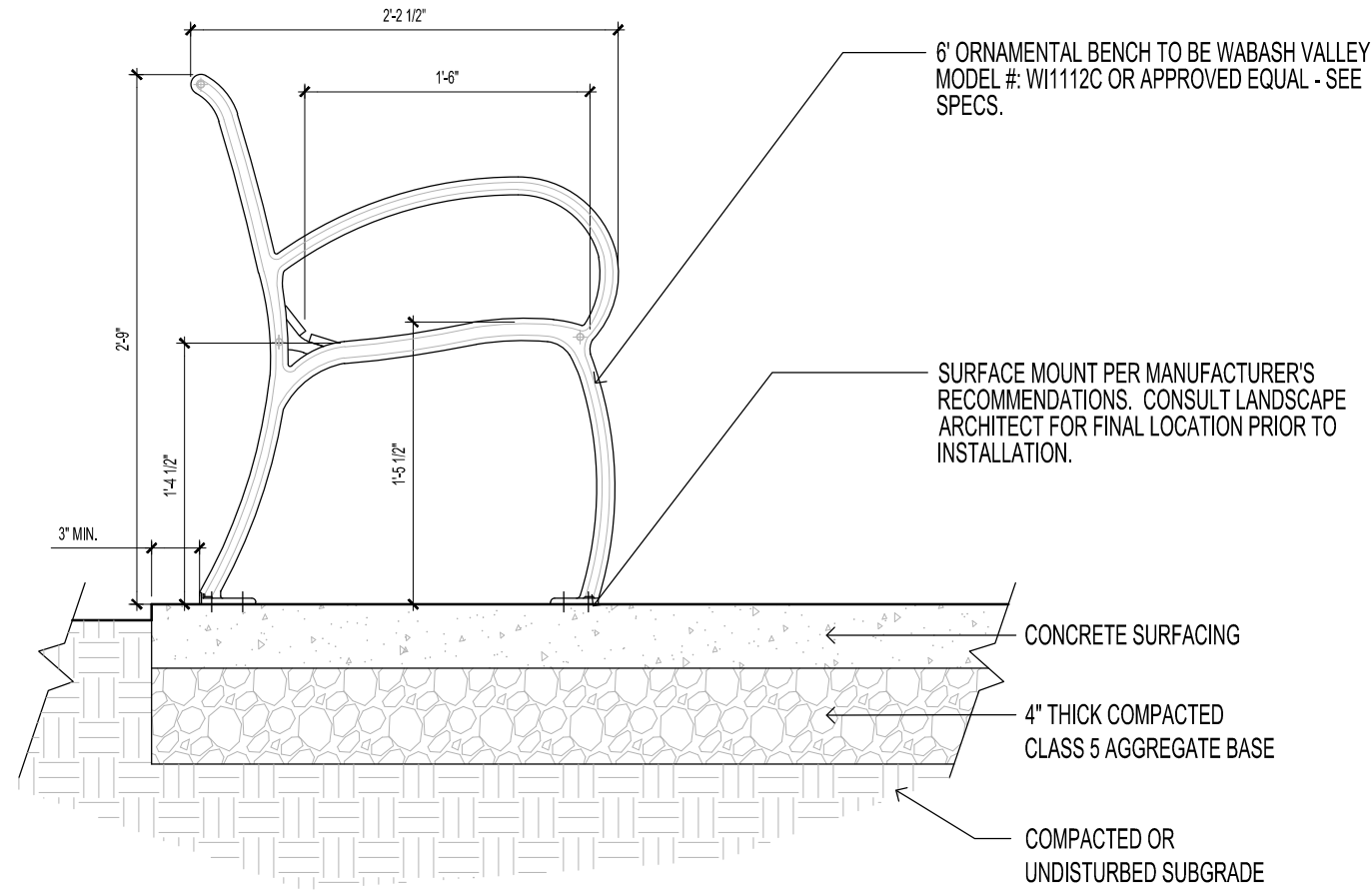




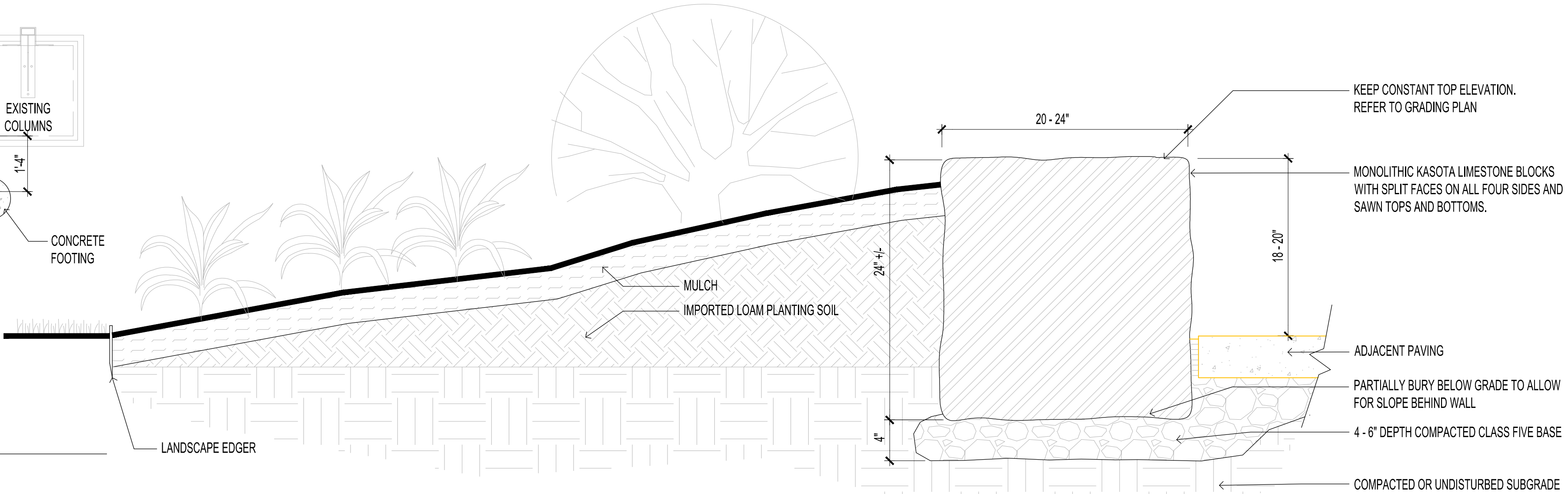
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**DT-4** **DOUBLE SWING GATE AT ESP HISTORIC PARK ENTRANCE**  
SCALE: 1/2" = 1'-0"



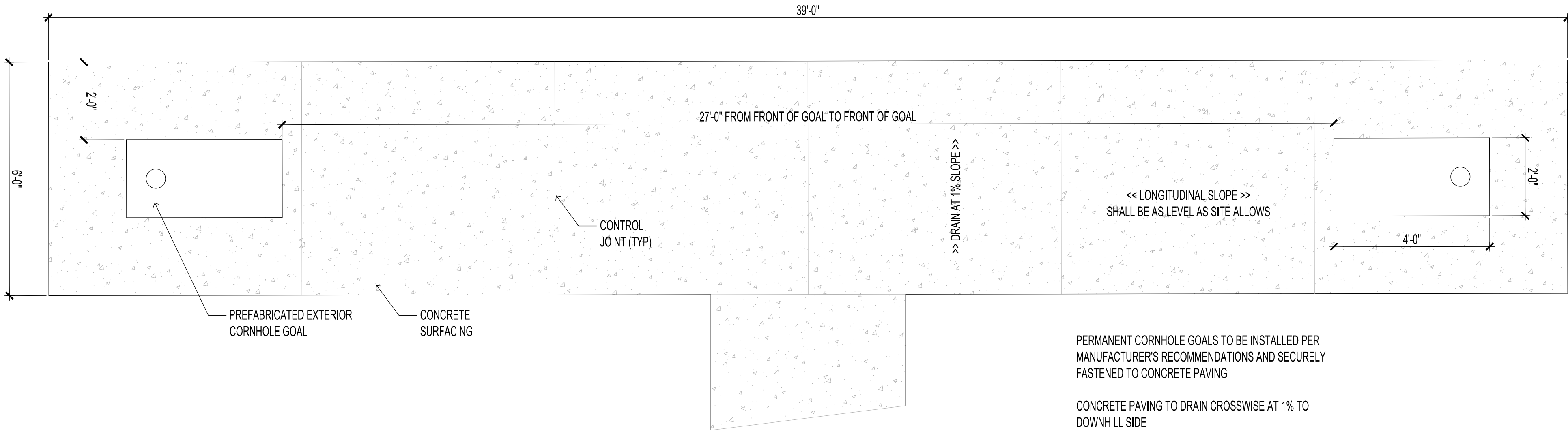
**X**  
**DT-4** **TRASH RECEPTACLE**  
SCALE: 1" = 1'-0"



**X**  
**DT-4** **6' ORNAMENTAL BENCH**  
SCALE: 1" = 1'-0"



**X**  
**DT-4** **MONOLITHIC LIMESTONE SEAT WALL**  
SCALE: 1 1/2" = 1'-0"



**X**  
**DT-4** **PERMANENT EXTERIOR CORNHOLE PLAY ELEMENT**  
SCALE: 1/2" = 1'-0"



PLANT MATERIALS:

ALL PLANT MATERIAL SHALL COMPLY WITH THE LATEST EDITION OF THE NURSERY STOCK STANDARDS AS PUBLISHED BY THE AMERICAN NURSERY AND LANDSCAPE ASSOCIATION (ANLA).

PLANTS SHALL NOT BE STOCKPILED ON SITE ANY LONGER THAN NECESSARY AND SHALL HAVE ADEQUATE WATERING AT ALL TIMES PRIOR TO PLANTING. PLANTS THAT SHOW OBVIOUS SIGNS OF DISTRESS FROM HEAT, OR LACK OF WATER, SHALL NOT BE INSTALLED. ROOT BALLS FOR ALL TREES SHALL BE COVERED WITH MULCH WHILE AWAITING PLANTING.

UNLESS NOTED OTHERWISE, DECIDUOUS SHRUBS SHALL HAVE AT LEAST 5 CANES AT THE SPECIFIED SHRUB HEIGHT. ORNAMENTAL TREES SHALL HAVE NO "V" CROTCHES AND SHALL BEGIN BRANCHING NO LOWER THAN 3' ABOVE THE ROOT FLARE. STREET AND BOULEVARD TREES SHALL BEGIN BRANCHING NO LOWER THAN 6' ABOVE THE ROOT FLARE.

ANY CONIFEROUS TREE PREVIOUSLY PRUNED FOR CHRISTMAS TREE SALES SHALL NOT BE USED. ALL CONIFEROUS TREES SHALL HAVE A FULL, NATURAL FORM CONSISTENT WITH THE SPECIES.

THE LANDSCAPE PLAN TAKES PRECEDENCE OVER THE PLANT SCHEDULE IF ANY DISCREPANCIES IN QUANTITIES EXIST. SPECIFICATIONS TAKE PRECEDENCE OVER NOTES.

ALL PROPOSED PLANTS SHALL BE LOCATED AND STAKED AS SHOWN ON PLAN. LANDSCAPE ARCHITECT MUST APPROVE ALL STAKING PRIOR TO ANY DIGGING.

NO PLANT MATERIAL SUBSTITUTIONS WILL BE ACCEPTED UNLESS APPROVAL IS REQUESTED OF THE LANDSCAPE ARCHITECT PRIOR TO THE SUBMISSION OF A BID AND/OR QUOTATION.

ADJUSTMENTS IN LOCATION OF PROPOSED PLANT MATERIALS ARE OCCASIONALLY NEEDED IN THE FIELD. SHOULD AN ADJUSTMENT BE REQUIRED, THE LANDSCAPE ARCHITECT MUST BE NOTIFIED IN ADVANCE TO DISCUSS AN ACCEPTABLE MODIFICATION..

ALL PLANT MATERIALS SHALL BE FERTILIZED UPON INSTALLATION WITH DRIED BONE MEAL, OTHER APPROVED FERTILIZER MIXED IN WITH THE PLANTING SOIL PER THE MANUFACTURER'S INSTRUCTIONS OR MAY BE TREATED FOR SUMMER AND FALL INSTALLATION WITH AN APPLICATION OF GRANULAR 0-20-20 OF 12 OZ PER 2.5" CALIPER PER TREE AND 6 OZ PER SHRUB WITH AN ADDITIONAL APPLICATION OF 10-10-10 THE FOLLOWING SPRING IN THE TREE SAUCER.

ALL PLANTING AREAS RECEIVING GROUND COVER, PERENNIALS, ANNUALS, AND/OR VINES SHALL RECEIVE A MINIMUM OF 8" DEPTH OF PLANTING SOIL CONSISTING OF AT LEAST 45 PARTS TOPSOIL, 45 PARTS PEA/COMPOST AND 10 PARTS SAND.

ALL PLANTS SHALL BE INSTALLED PER THE PLANTING DETAILS.

WRAPPING MATERIAL SHALL BE CORRUGATED PVC PIPING 1" GREATER IN CALIPER THAN THE TREE BEING PROTECTED OR QUALITY, HEAVY, WATERPROOF CREPE PAPER MANUFACTURED FOR TTHEIR PURPOSE. WRAP ALL DECIDUOUS TREES PLANTED IN THE FALL PRIOR TO 12-1 AND REMOVE ALL WRAPPING AFTER 5-1.

IF THE LANDSCAPE CONTRACTOR IS CONCERNED OR PERCEIVES ANY DEFICIENCIES IN THE PLANT SELECTIONS, SOIL CONDITIONS OR ANY OTHER SITE CONDITION WHICH MIGHT NEGATIVELY AFFECT PLANT ESTABLISHMENT, SURVIVAL OR GUARANTEE, HE MUST BRING THESE DEFICIENCIES TO THE ATTENTION OF THE LANDSCAPE ARCHITECT PRIOR TO PROCUREMENT AND/OR INSTALLATION.

EDGING AND MAINTENANCE STRIPS:

EDGER TO BE USED TO CONTAIN SHRUBS, PERENNIALS, AND ANNUALS WHERE BED MEETS SOD/SEED UNLESS NOTED OTHERWISE. REFER TO SPECS FOR INFORMATION ON EDGER PRODUCT TYPE.

MAINTENANCE STRIPS SHALL HAVE EDGER AND MULCH AS SPECIFIED OR AS INDICATED ON DRAWINGS.

MULCHING:

ROCK MULCH OR COBBLE SHALL BE CLEAN AND FREE OF ANY SIGNIFICANT DIRT, SOIL, OR ORGANIC MATTER THAT WILL PROMOTE WEED GROWTH. HIGH QUALITY GEOTEXTILE FABRIC, WITH EDGES OVERLAPPED AT LEAST 12", SHALL BE PLACED UNDER ALL ROCK MULCH.

ALL SHRUB BED MASSES SHALL RECEIVE 4" DEEP SHREDDED HARDWOOD MULCH AND FIBER MAT WEED BARRIER.

ALL ANNUAL AND PERENNIAL PLANTING BEDS TO RECEIVE 3" DEEP SHREDDED HARDWOOD MULCH WITH NO WEED BARRIER.

ALL TREES SHALL HAVE A MULCH RING (MINIMUM 48" DIAMETER) OF 4" DEEP SHREDDED HARDWOOD MULCH WITH NONE IN DIRECT CONTACT WITH TREE TRUNK.

SPREAD GRANULAR PRE EMERGENT HERBICIDE (PREEN OR EQUAL) PER MANUFACTURER'S RECOMMENDED RATES UNDER ALL MULCHED AREAS INCLUDING TREE MULCH RINGS.

SEEDING AND SODDING:

SEED ALL AREAS DISTURBED DUE TO GRADING OTHER THAN THOSE AREAS NOTED TO RECEIVE SOD. SEED SHALL BE INSTALLED AND MULCHED PER MNDOT SPECS UNLESS OTHERWISE NOTED.

ALL SEEDED AREAS WITH SLOPES STEEPER THAN 4:1 SHALL HAVE STRAW MAT, OR OTHER SUITABLE EROSION CONTROL METHODS, IN PLACE IMMEDIATELY AFTER SEEDING.

WHERE SOD OR SEED ABUTS A PAVED SURFACE, FINISHED GRADE SHALL BE HELD 1" BELOW SURFACE ELEVATION OF TRAIL, SLAB, CURB, ETC.

SOD SHALL BE LAID PARALLEL TO THE CONTOURS AND SHALL HAVE STAGGERED JOINTS. SOD MUST BE STAKED WITH WOOD LATH OR METAL STAKES ON SLOPES STEEPER THAN 3:1 OR IN DRAINAGE SWALES.

CALENDAR OR CLIMATIC RESTRICTIONS:

THE PREFERRED SODDING WINDOW IS FROM AUGUST 15th - OCTOBER 15th. HOWEVER, SOD MAY BE INSTALLED AT ANY TIME PROVIDED ADEQUATE IRRIGATION COVERAGE IS AVAILABLE. IF NO IRRIGATION IS AVAILABLE, THE CONTRACTOR IS RESPONSIBLE FOR SUPPLEMENTAL WATERING AS NEEDED FOR SOD ESTABLISHMENT.

THE PREFERRED FALL SEEDING WINDOW, FOR SITES WITHOUT IRRIGATION, IS FROM AUGUST 15th - SEPTEMBER 15th.

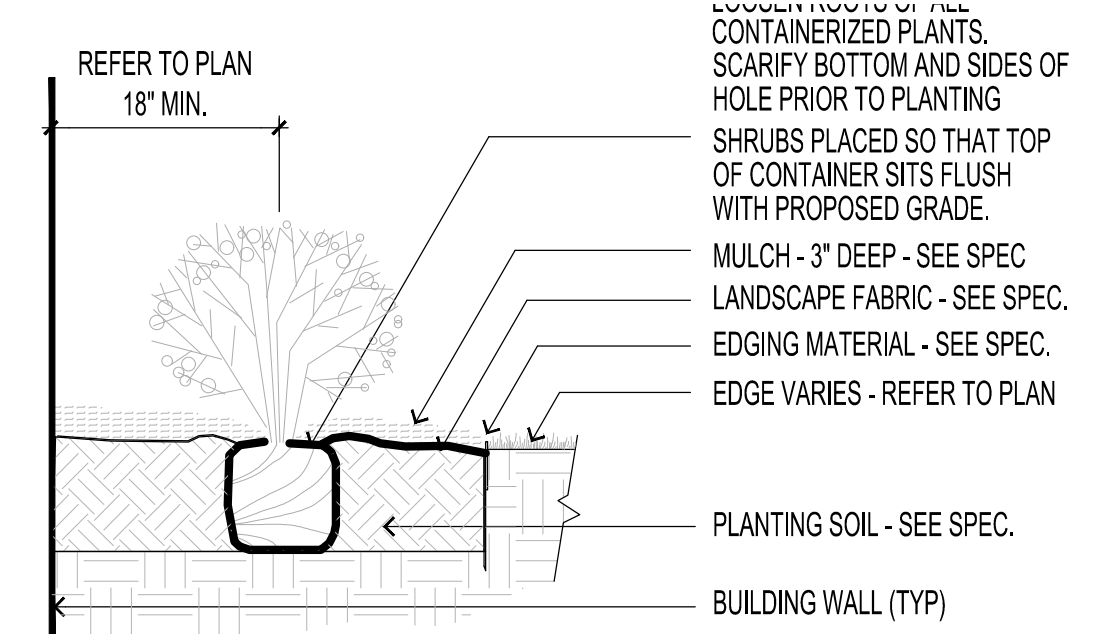
DORMANT SEEDING MAY OCCUR AFTER SOIL TEMPERATURES ARE CONSISTENTLY BELOW 45 DEGREES AND SHOULD GENERALLY NOT OCCUR PRIOR TO NOVEMBER 1st.

LANDSCAPE PLANTING SHOULD GENERALLY OCCUR FROM MAY 1st - JUNE 15th OR FROM SEPTEMBER 1st - OCTOBER 15th. PLANTING OUTSIDE THESE DATES IS NOT RECOMMENDED, BUT CAN OCCUR WITH PROPER CARE OF NURSERY STOCK ON SITE AND WITH AMPLE WATERING.

PLANTING SHALL NOT OCCUR IF TEMPERATURES ARE HIGHER THAN 85 F. DEGREES, OR IF WINDS EXCEED 15 MPH DURING PLANTING OPERATIONS.

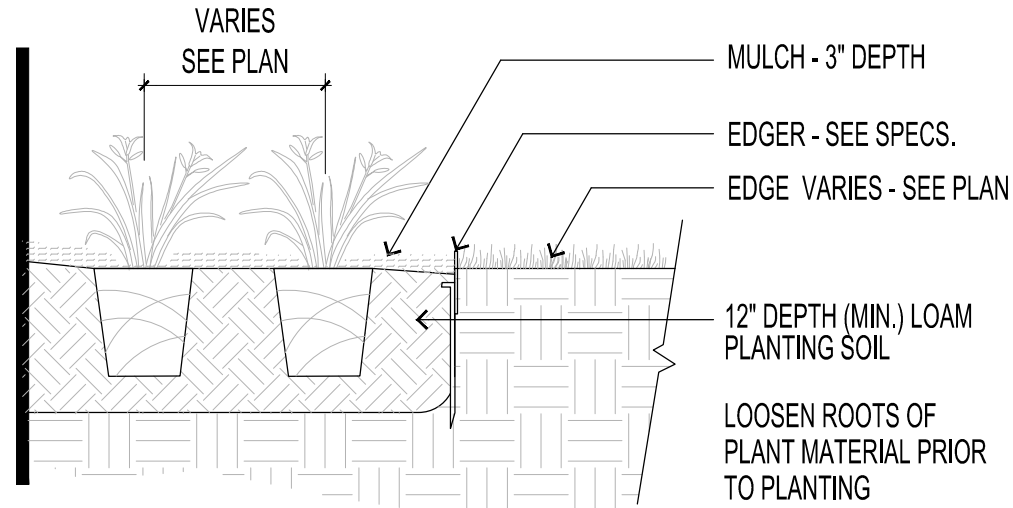
PROTECT ALL EXISTING OAKS ON SITE SCHEDULED TO REMAIN. IF EXISTING OAKS ARE DAMAGED IN ANY MANOR, ABOVE OR BELOW GROUND IN THE ROOT SYSTEM, AN ASPHALTIC TREE PRUNING PAINT SHOULD BE APPLIED IMMEDIATELY AFTER WOUNDING. OAKS ARE NOT TO BE PRUNED, REMOVED OR TRANSPLANTED BETWEEN APRIL 15th AND JULY 1st.

PLANTING NOTES:



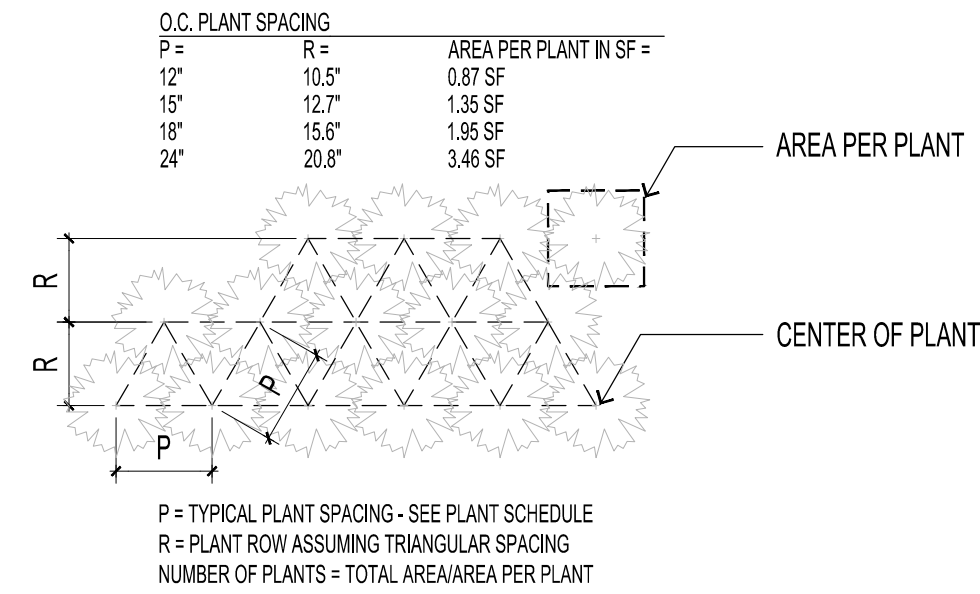
1 SHRUB PLANTING DETAIL

SCALE: 3/4" = 1'-0"



2 PERENNIAL PLANTING

SCALE: 3/4" = 1'-0"

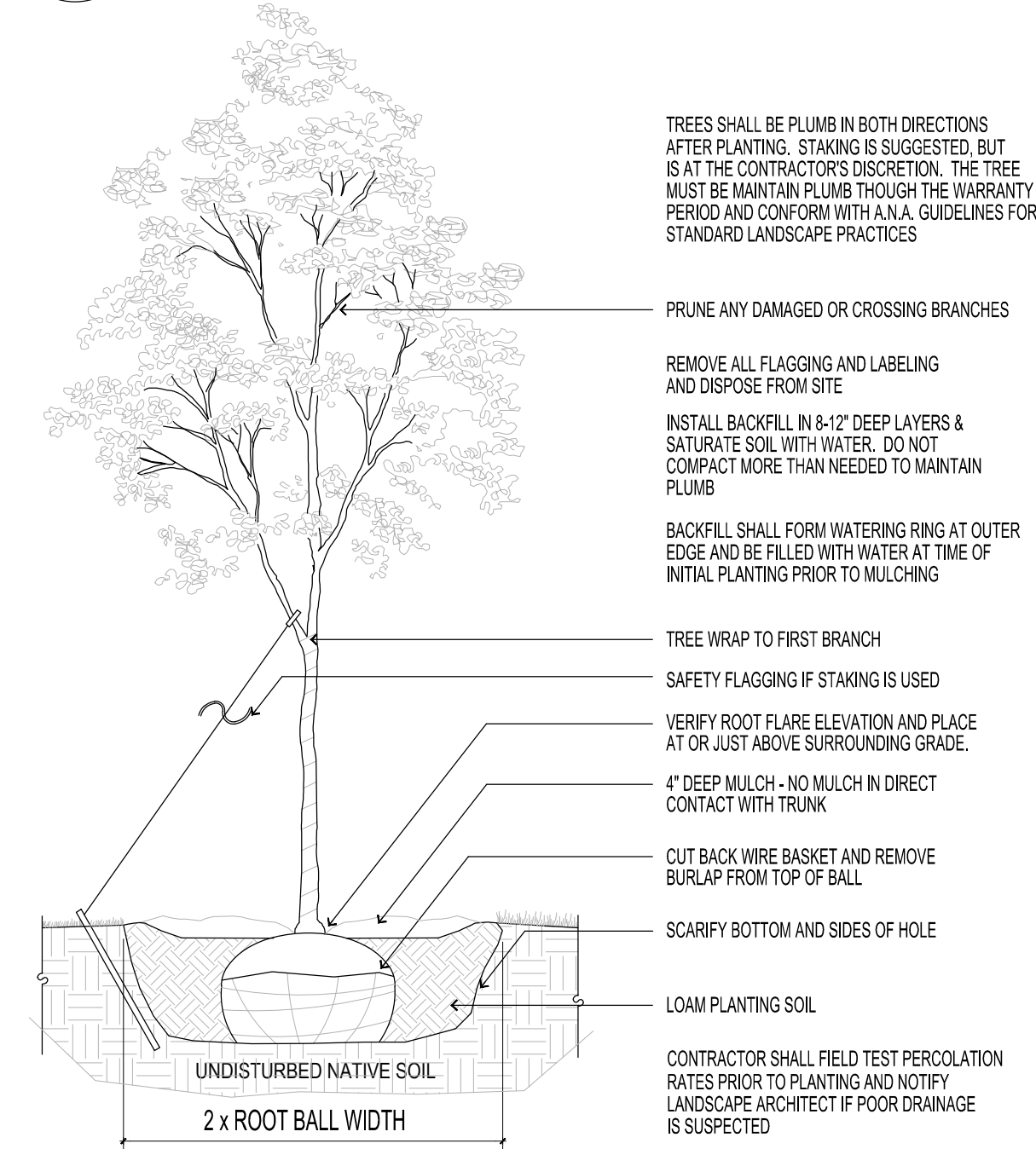


3 EXISTING TREE PROTECTION DETAIL

SCALE: 1/2" = 1'-0"

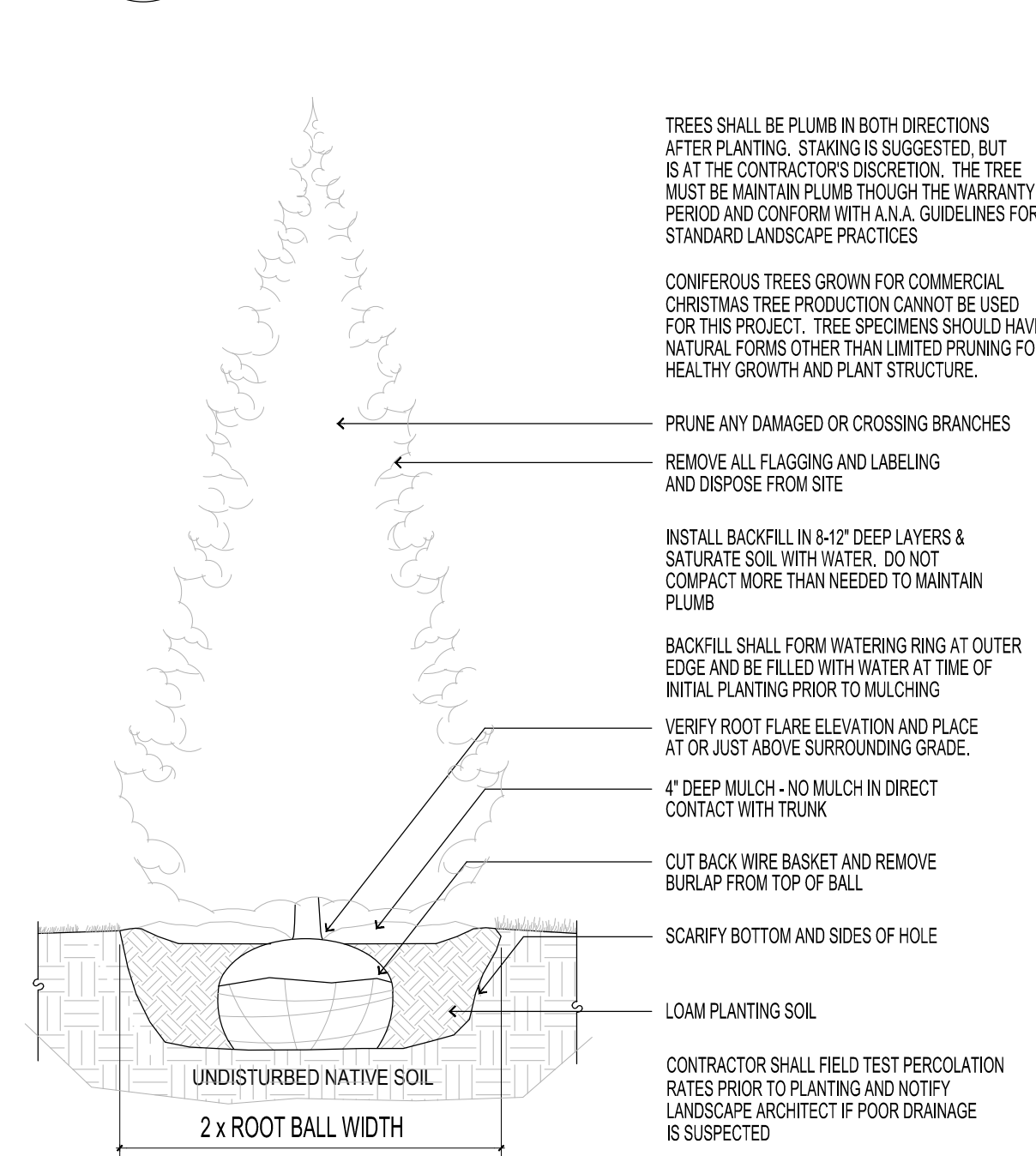
4 PERENNIAL SPACING GUIDELINES

SCALE: 3/4" = 1'-0"



5 DECIDUOUS TREE PLANTING DETAIL

SCALE: 1/2" = 1'-0"



6 CONIFEROUS TREE PLANTING DETAIL

SCALE: 1/2" = 1'-0"



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Project Name:  
DAYTON 2024  
PARK IMPROVEMENT  
PACKAGE

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I hereby certify that this plan was prepared by me or under my direct supervision and that I am Registered Landscape Architect under the laws of the State of Minnesota.

Name: Paul Kangas  
Registration #: 26017

Signature: Paul Kangas

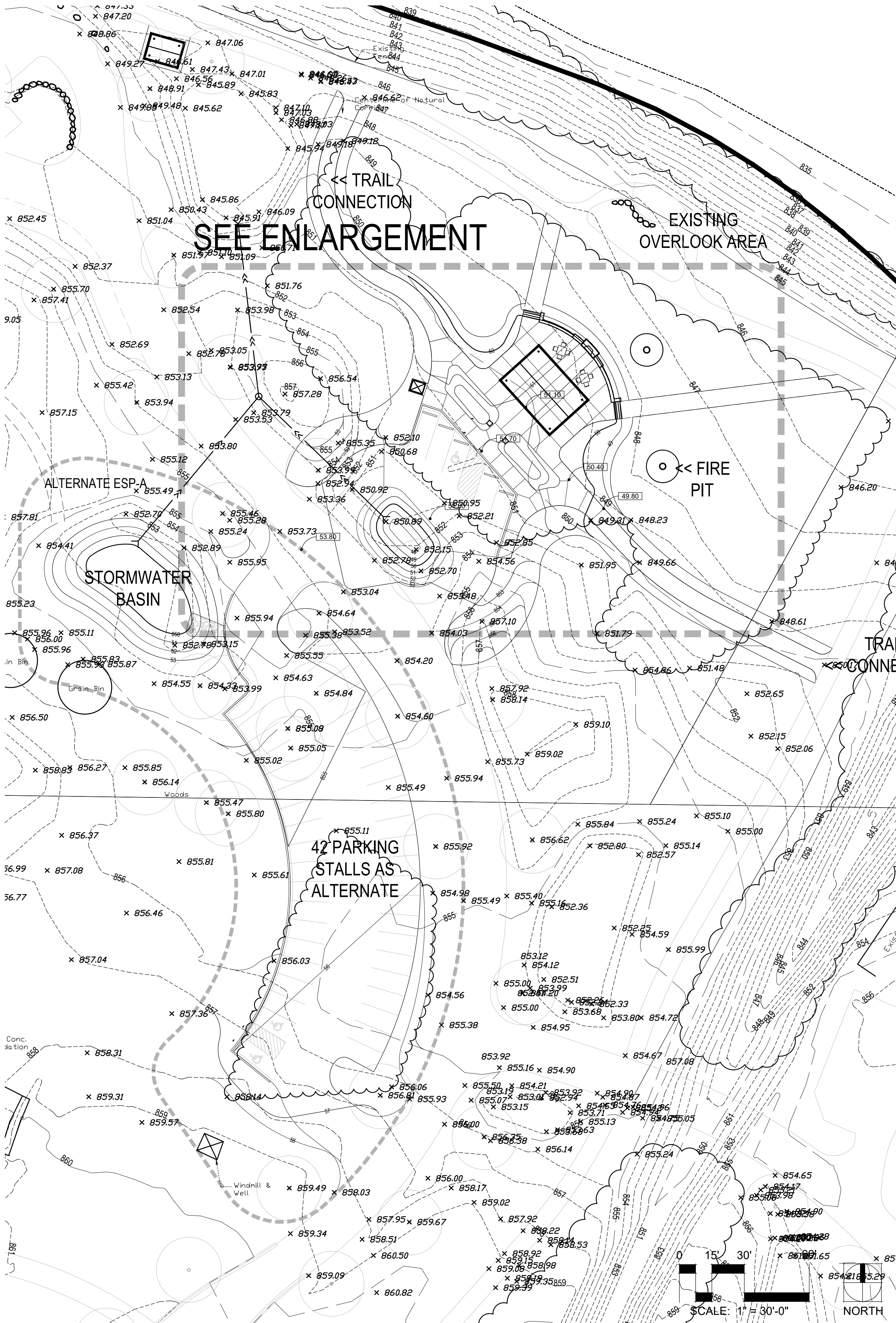
Project #:	24-010
Date:	05-24-2024
Revision:	
Drawn By:	PK
Checked By:	PK

Sheet Title:  
PLANTING &  
LANDSCAPE DETAILS

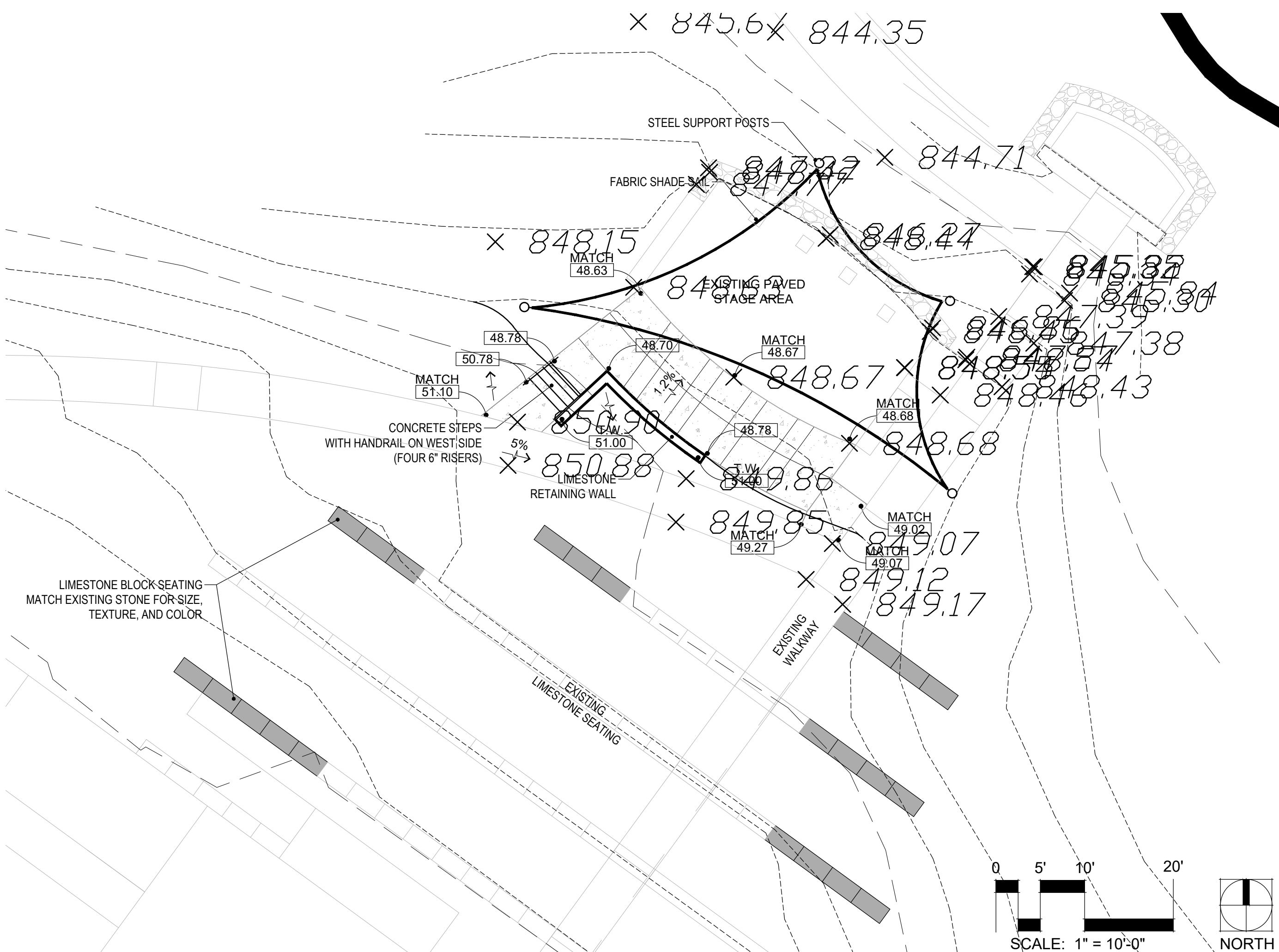
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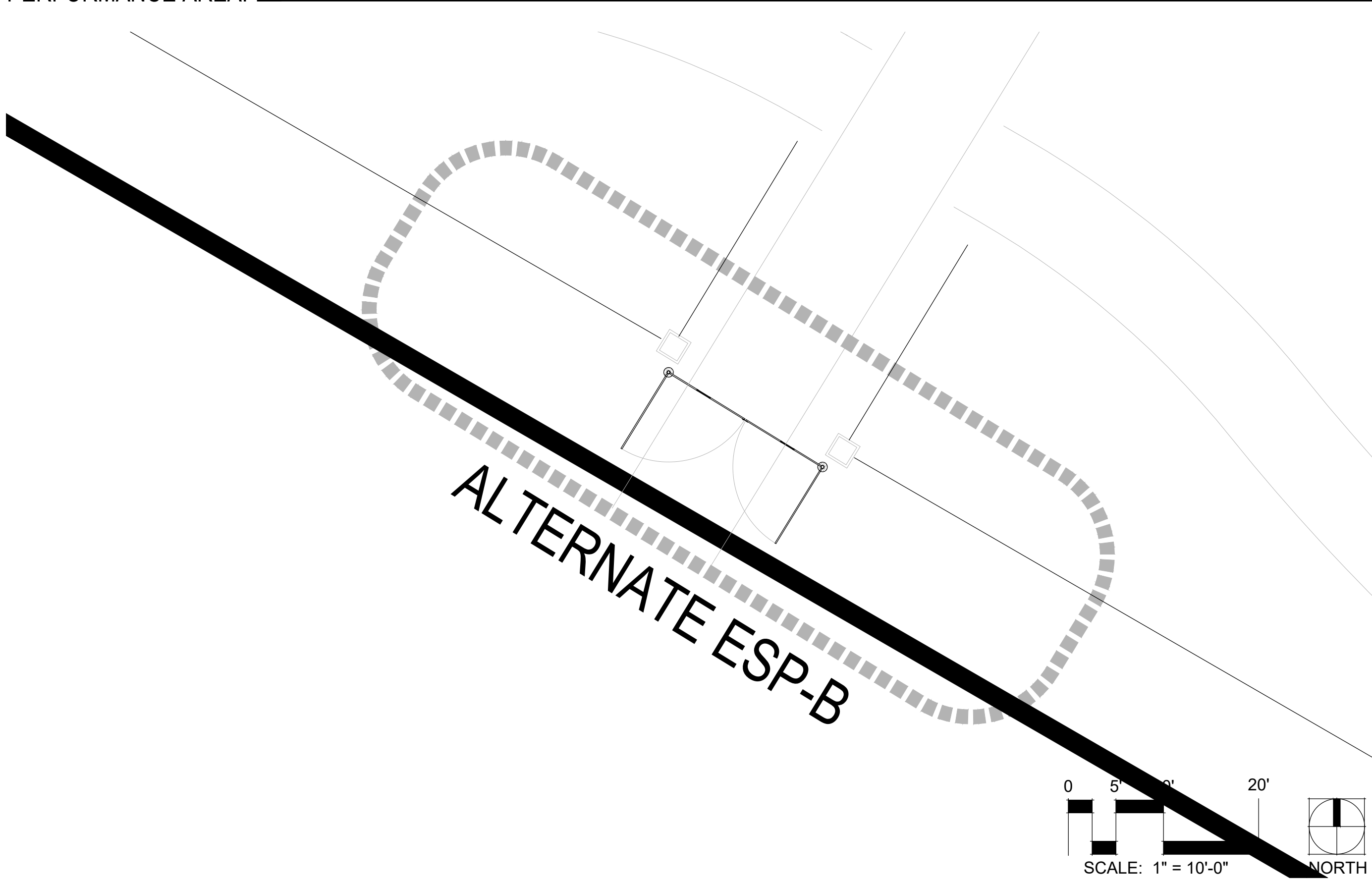




MAIN PARK AREA LAYOUT PLAN:



HISTORIC ENTRANCE GATE:



ALTERNATE ESP-B:





Dayton, Minnesota

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Name: Paul Kangas  
Registration #: 26017

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Date:	11-27-2024
Revision:	
	--
Drawn By:	PK
Checked By:	PK

Sheet Number:

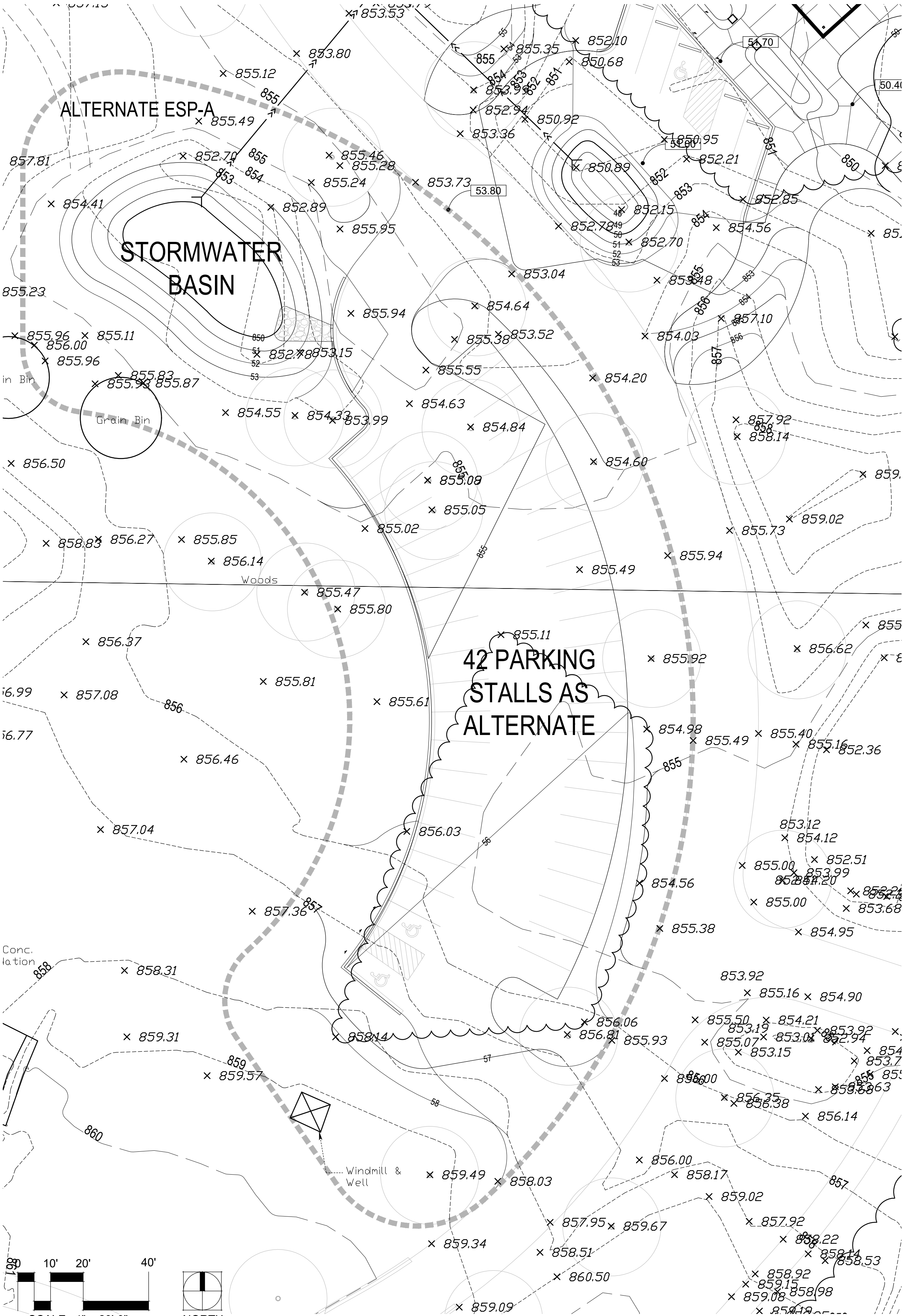
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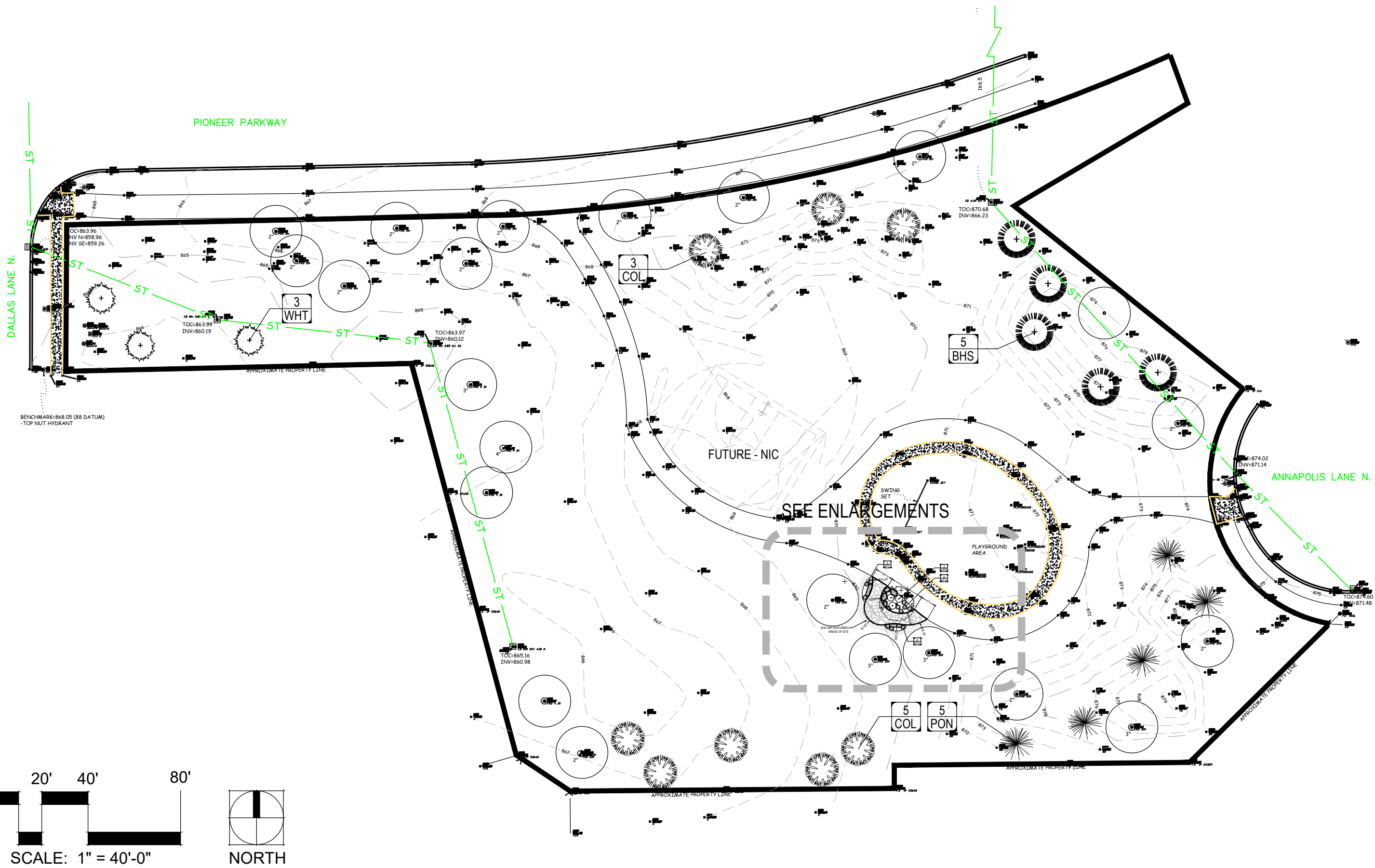


PARKING LOT LAYOUT PLAN:

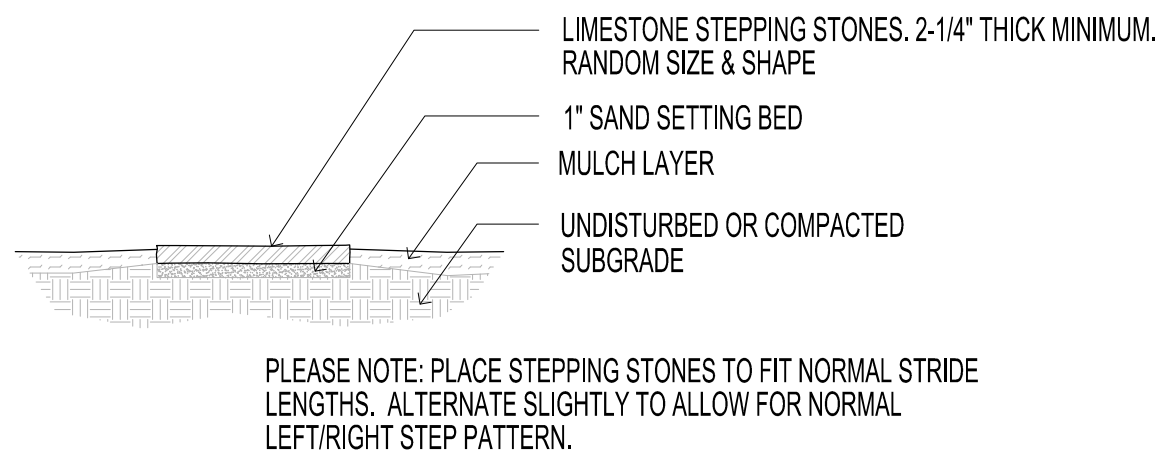


PARKING LOT GRADING PLAN:



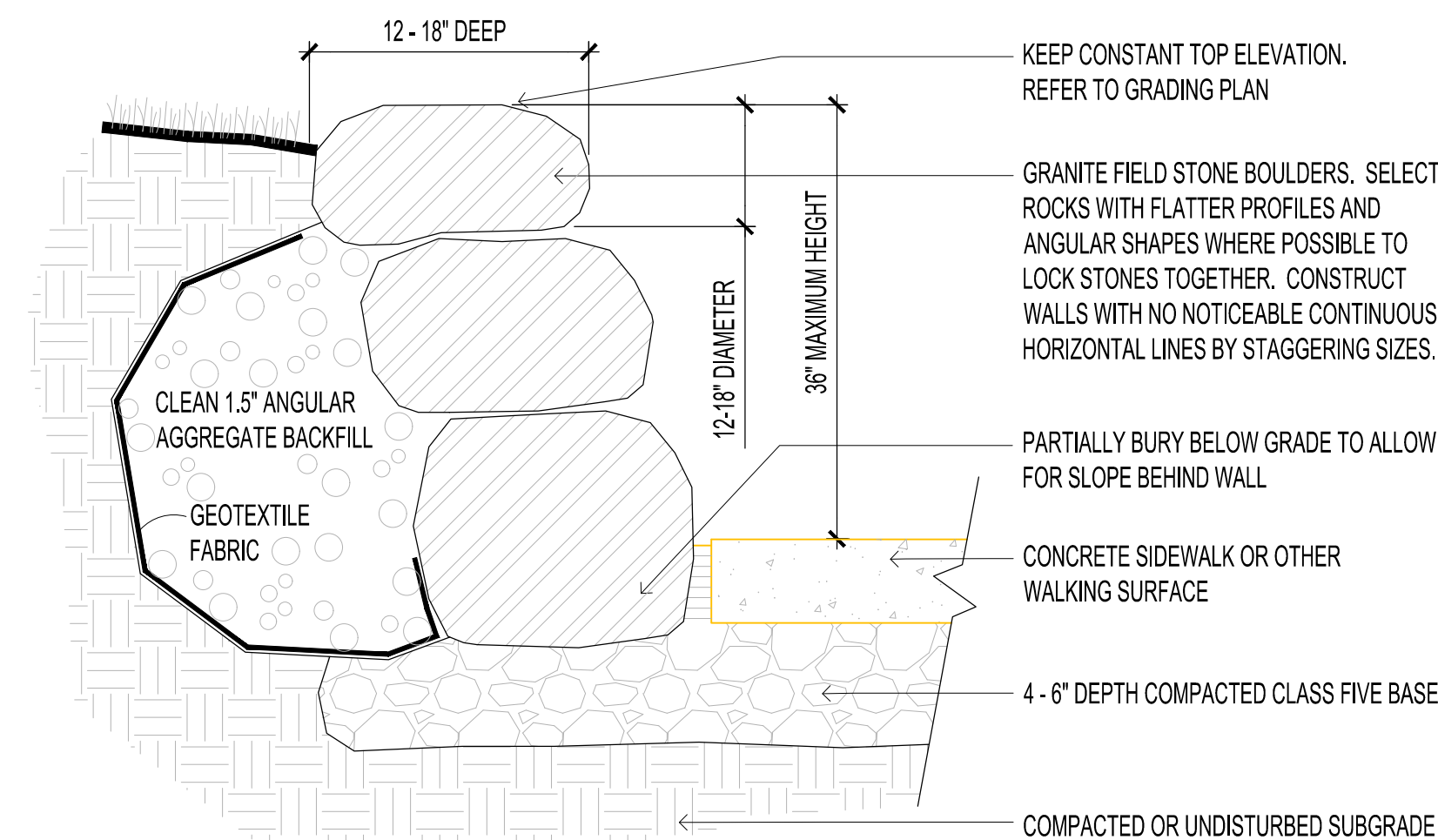


IONE GARDENS OVERALL PROJECT LOCATION & TREE PLANTING:



1  
IOG-1 LIMESTONE STEPPING STONES

SCALE: 1/2" = 1'-0"

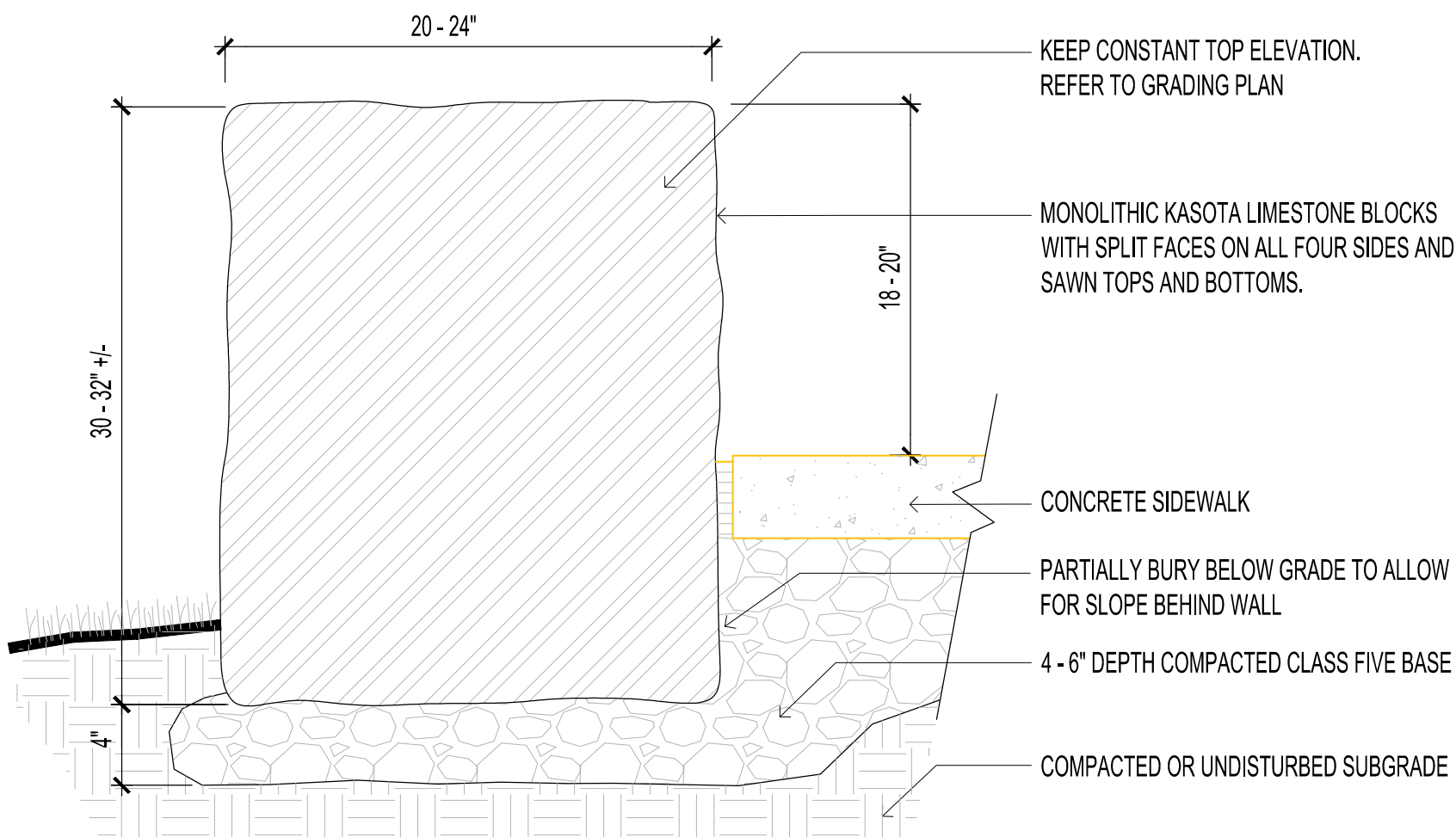


2  
IOG-1 GRANITE FIELDSTONE RETAINING WALL

SCALE: 1 1/2" = 1'-0"

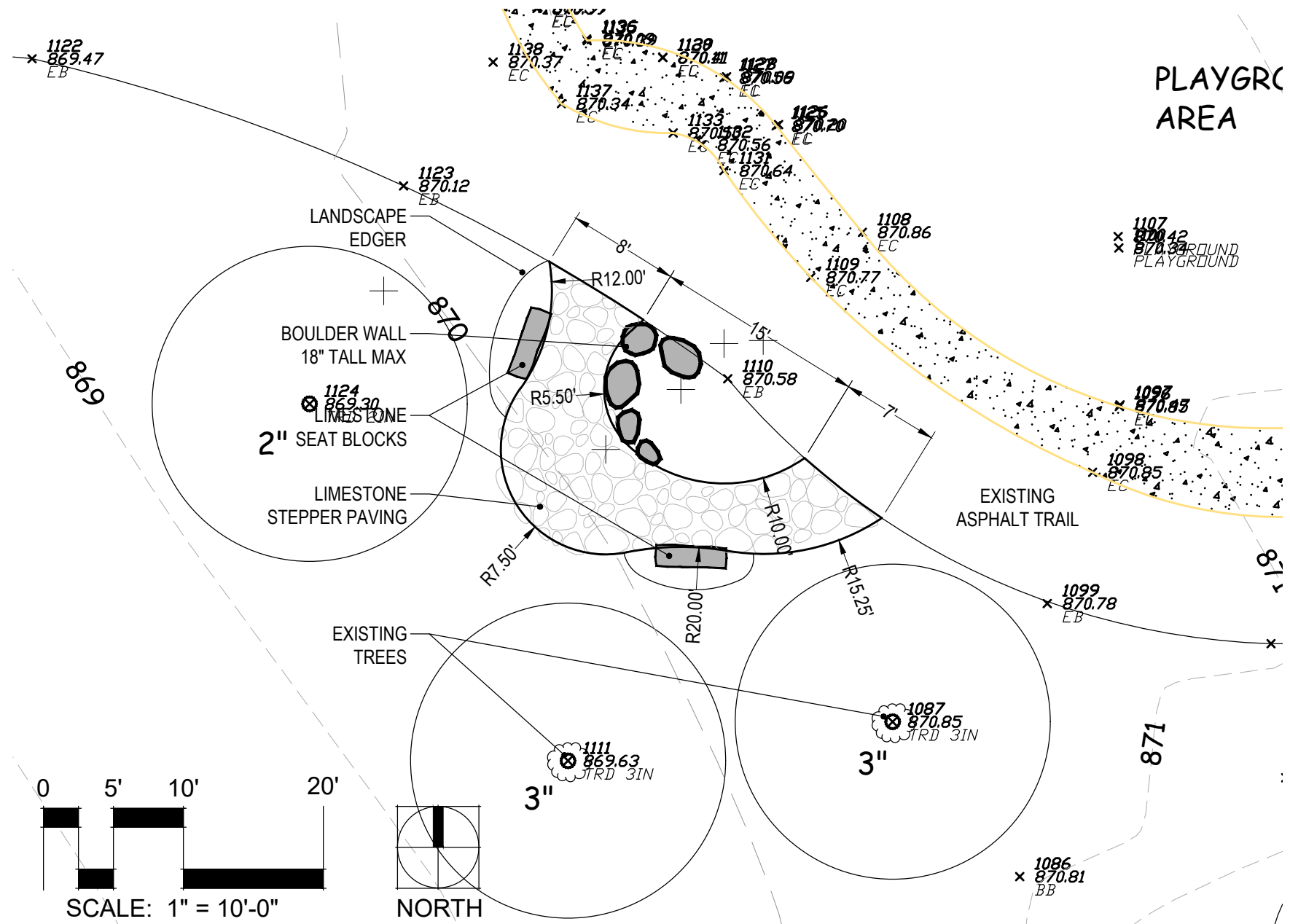
GRAPHIC	COMMON NAME	MIX	RATE
SEED & SOD			
	SOD	BLUEGRASS BLEND - SEE SPECS	
	HYDROSEEDDED TURF	MNDOT #25-131 - COMMERCIAL TURF MIX	200 lbs PER ACRE

TURF SCHEDULE:

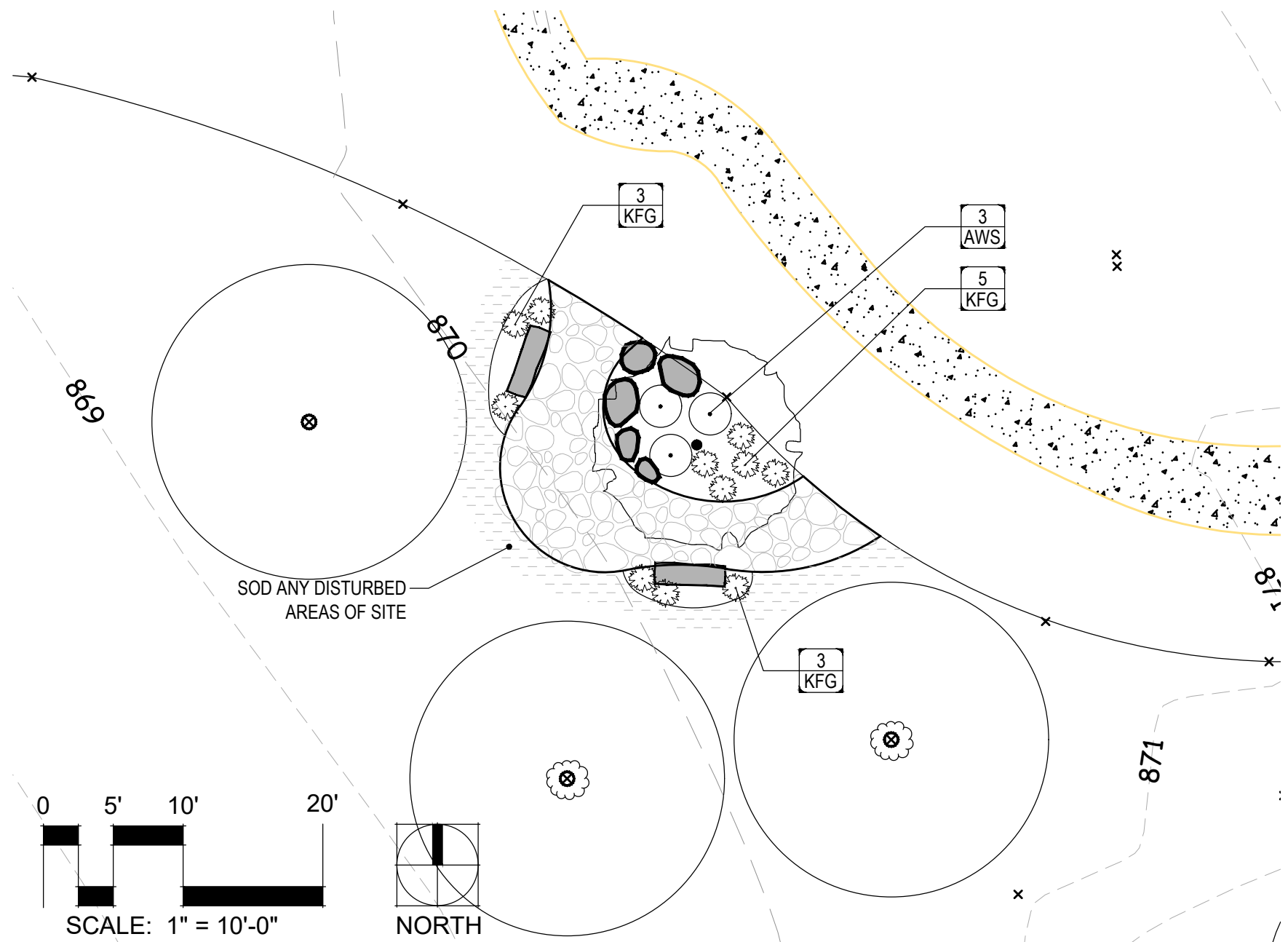


3  
IOG-1 MONOLITHIC LIMESTONE SEAT WALL

SCALE: 1 1/2" = 1'-0"



SEATING AREA LAYOUT:

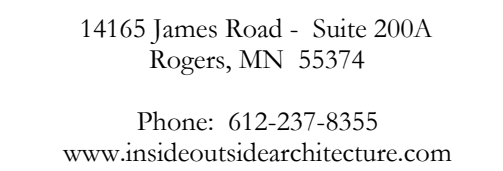


SEATING AREA LANDSCAPING:

SYM	QTY	COMMON NAME	SCIENTIFIC NAME	SIZE	CONT	COMMENTS
EVERGREEN TREES						
BHS	5	BLACK HILLS SPRUCE	Picea glauca densata	5-6" HGT	B&B	FULL FORM
COL	8	COLORADO SPRUCE	Picea pungens	5-6" HGT	B&B	FULL FORM
PON	5	PONDEROSA PINE	Pinus ponderosa	5-6" HGT	B&B	FULL FORM
WHP	3	WHITE PINE	Pinus strobus	5-6" HGT	B&B	FULL FORM
ORNAMENTAL TREES						
SSC	1	SPRING SNOW CRABAPPLE	Malus x 'Spring Snow'	1.5" CAL	B&B	FULL FORM
ORNAMENTAL TREES						
AWS	3	ANTHONY WATERER SPIREA	Spiraea x bumalda 'Anthony Waterer'	18" HGT.	POT	48" O.C.
PERENNIALS AND GRASSES						
KFG	11	KARL FOERSTER GRASS	Calamagrostis x acutiflora 'Karl Foerster'	1 GAL	POT	24" O.C.

PLANTING SCHEDULE (THIS PAGE ONLY):





Dayton, Minnesota

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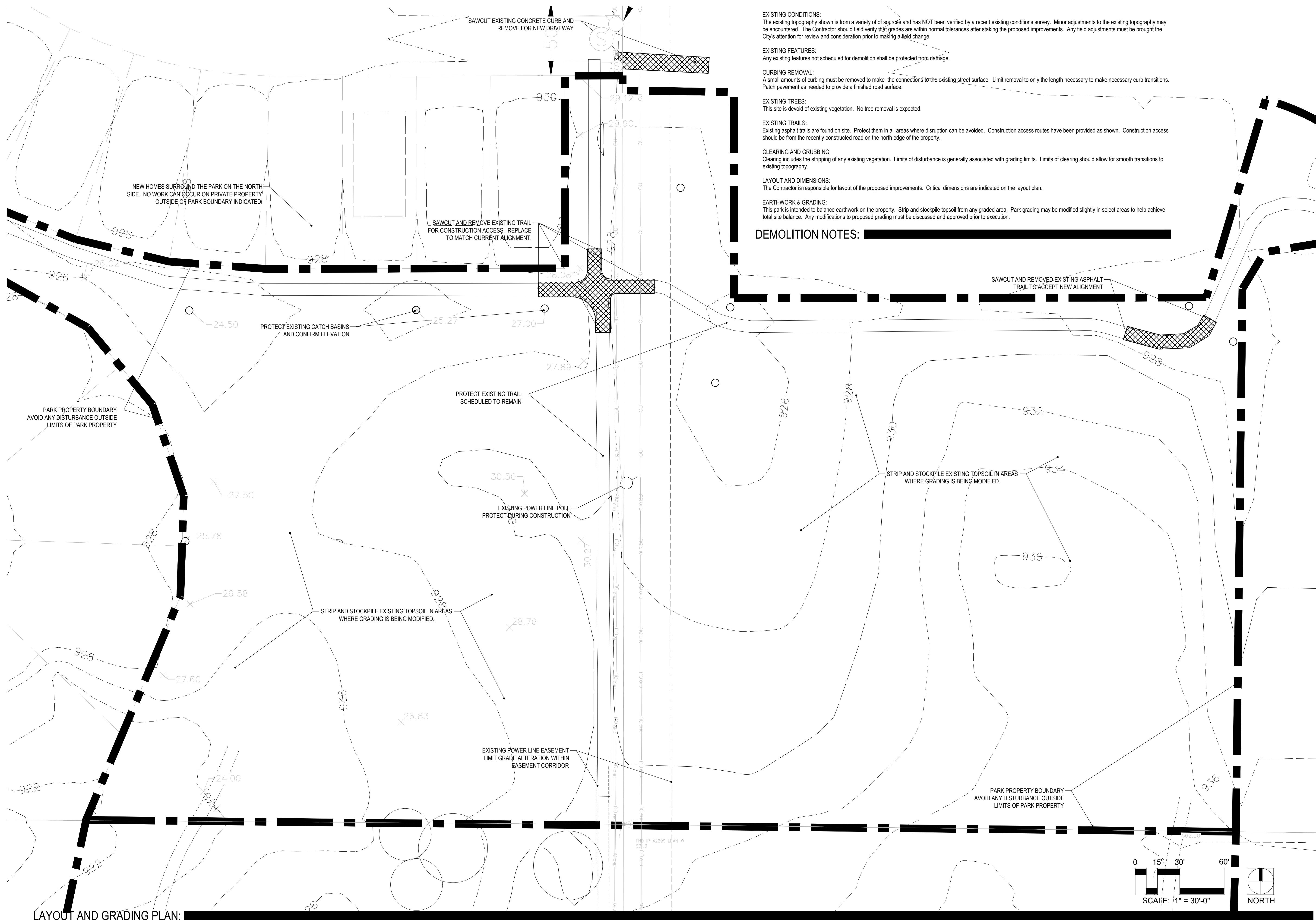
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Name: Paul Kangas  
Registration #: 26017

Project #:	
Date:	11-27-2024
Revision:	
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Drawn By:	PK
Checked By:	PK

Sheet Number:

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Dayton, Minnesota

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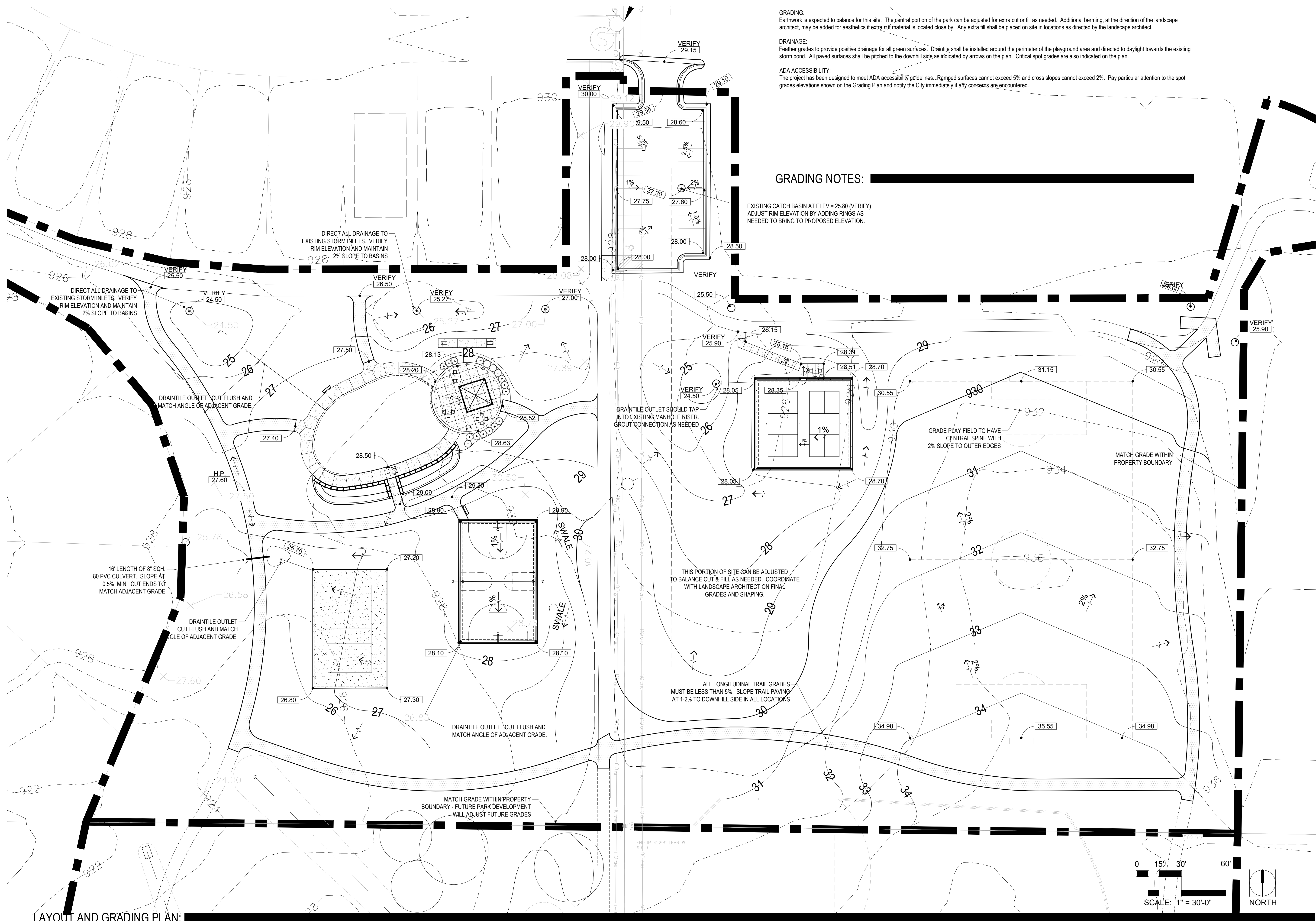
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Registration #: 26017

Project #:	
Date:	??
Revision:	
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Drawn By:	PK
Checked By:	PK

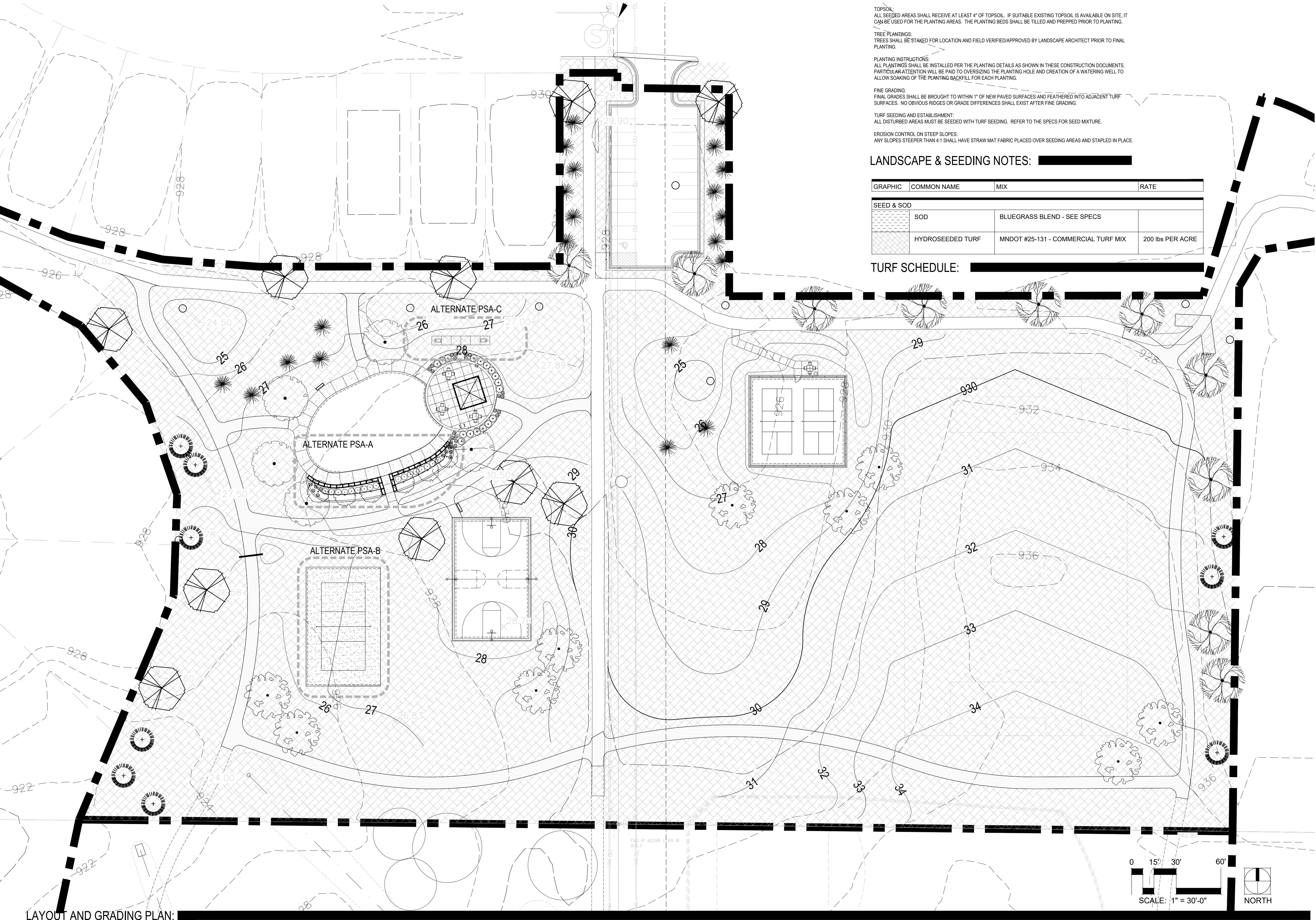
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# #21-3

179







**TOPSOIL:**  
ALL SEEDED AREAS SHALL RECEIVE AT LEAST 4" OF TOPSOIL. IF SUITABLE EXISTING TOPSOIL IS AVAILABLE ON SITE, IT CAN BE USED FOR THE PLANTING AREAS. THE PLANTING BEDS SHALL BE TILLED AND PREPPED PRIOR TO PLANTING.

**TREE PLANTINGS:**  
TREES SHALL BE STAKED FOR LOCATION AND FIELD VERIFIED/APPROVED BY LANDSCAPE ARCHITECT PRIOR TO FINAL PLANTING.

**PLANTING INSTRUCTIONS:**  
ALL PLANTINGS SHALL BE INSTALLED PER THE PLANTING DETAILS AS SHOWN IN THESE CONSTRUCTION DOCUMENTS. PARTICULAR ATTENTION WILL BE PAID TO OVERSIZING THE PLANTING HOLE AND CREATION OF A WATERING WELL TO ALLOW SOAKING OF THE PLANTING BACKFILL FOR EACH PLANTING.

**FINE GRADING:**  
FINAL GRADES SHALL BE BROUGHT TO WITHIN 1" OF NEW PAVED SURFACES AND FEATHERED INTO ADJACENT TURF SURFACES. NO OBVIOUS RIDGES OR GRADE DIFFERENCES SHALL EXIST AFTER FINE GRADING.

**TURF SEEDING AND ESTABLISHMENT:**  
ALL DISTURBED AREAS MUST BE SEEDED WITH TURF SEEDING. REFER TO THE SPECS FOR SEED MIXTURE.

**EROSION CONTROL ON STEEP SLOPES:**  
ANY SLOPES STEEPER THAN 4:1 SHALL HAVE STRAW MAT FABRIC PLACED OVER SEEDING AREAS AND STAPLED IN PLACE.

LANDSCAPE & SEEDING NOTES:

GRAPHIC	COMMON NAME	MIX	RATE
SEED & SOD			
	SOD	BLUEGRASS BLEND - SEE SPECS	
	HYDROSEEDDED TURF	MNDOT #25-131 - COMMERCIAL TURF MIX	200 lbs PER ACRE

TURF SCHEDULE:

Project Name:  
DAYTON 2025  
PARK IMPROVEMENT  
PACKAGE

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I hereby certify that this plan was prepared by  
me or under my direct supervision and that I am  
Registered Landscape Architect under the laws  
of the State of Minnesota.

Name: Paul Kangas  
Registration #: 26017

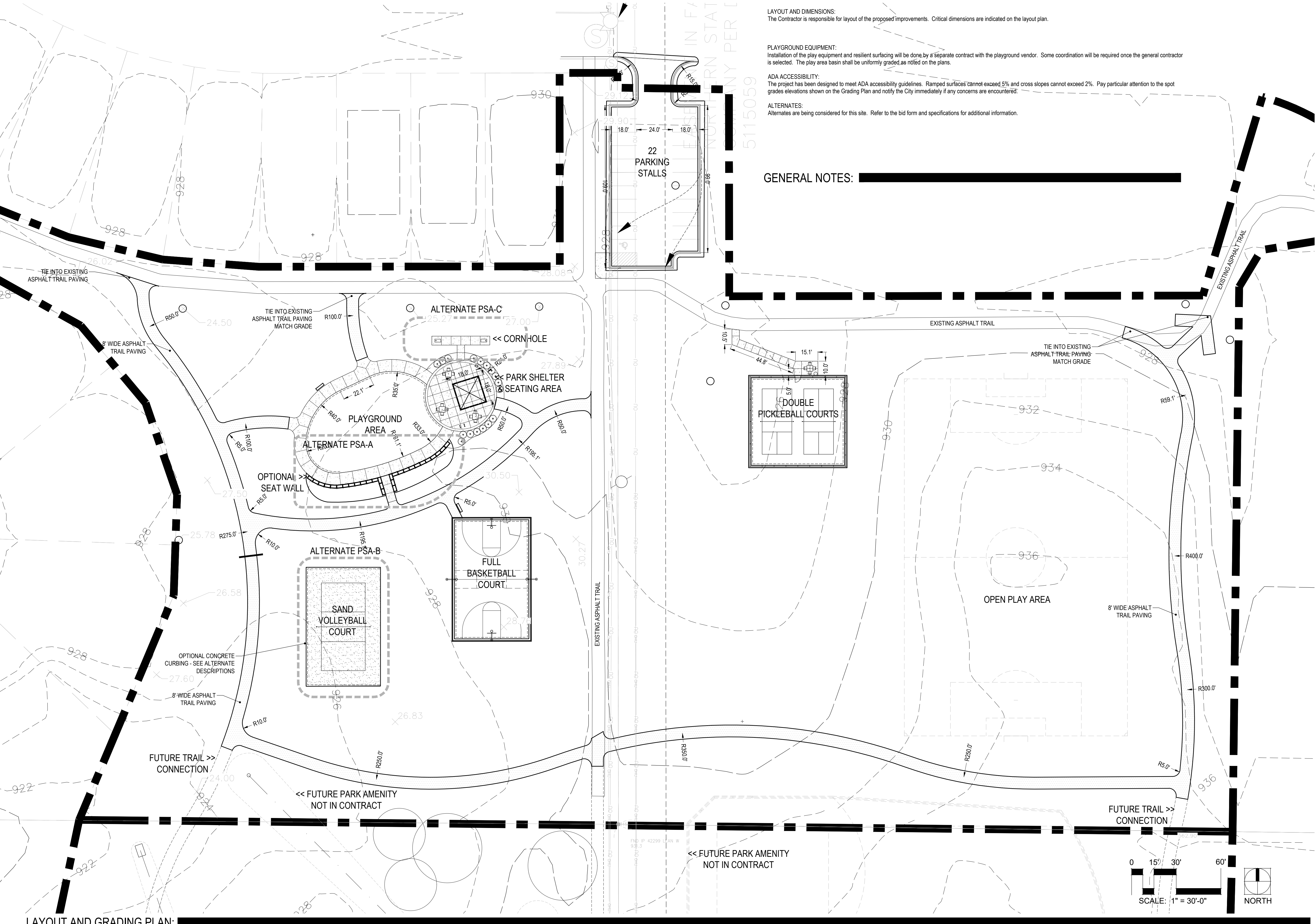
Signature:

Project #:	
Date:	??
Revision:	
Drawn By:	PK
Checked By:	PK

Sheet Title:  
PSA #21  
LANDSCAPING PLAN

Sheet Number:





LAYOUT AND DIMENSIONS:  
The Contractor is responsible for layout of the proposed improvements. Critical dimensions are indicated on the layout plan.

PLAYGROUND EQUIPMENT:  
Installation of the play equipment and resilient surfacing will be done by a separate contract with the playground vendor. Some coordination will be required once the general contractor is selected. The play area basin shall be uniformly graded as noted on the plans.

ADA ACCESSIBILITY:  
The project has been designed to meet ADA accessibility guidelines. Ramped surfaces cannot exceed 5% and cross slopes cannot exceed 2%. Pay particular attention to the spot grades elevations shown on the Grading Plan and notify the City immediately if any concerns are encountered.

ALTERNATES:  
Alternates are being considered for this site. Refer to the bid form and specifications for additional information.

GENERAL NOTES:



14165 James Road - Suite 200A  
Rogers, MN 55374  
Phone: 612-237-8355  
www.insideoutsidearchitecture.com

Project Name:  
**DAYTON 2025  
PARK IMPROVEMENT  
PACKAGE**

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I hereby certify that this plan was prepared by me or under my direct supervision and that I am Registered Landscape Architect under the laws of the State of Minnesota.

Name: Paul Kangas  
Registration #: 26017

Signature: *Paul Kangas*

Project #:	
Date:	??
Revision:	
Drawn By:	PK
Checked By:	PK

Sheet Title:  
**PSA #21  
LAYOUT PLAN**

Sheet Number:

**#21-1**



PSA #21 NEIGHBORHOOD PARK

ITEM	UNIT	EST QTY	UNIT COST	TOTAL COST
GENERAL & EROSION CONTROL			Subtotal	\$ 55,000.00
Temporary Signage, Fencing, and Security	LS	1	\$ 4,000.00	\$ 4,000.00
Mobilization	LS	1	\$ 30,000.00	\$ 30,000.00
Construction Surveying & Staking	LS	1	\$ 12,000.00	\$ 12,000.00
Sawing Existing Bituminous Pavements	LS	1	\$ 1,200.00	\$ 1,200.00
Rock Entrance Pad	LS	1	\$ 1,800.00	\$ 1,800.00
Silt Fence & Removal	LF	1,000	\$ 6.00	\$ 6,000.00
EARTHWORK			Subtotal	\$ 88,946.00
Common Excavation	BCY	1,600	\$ 12.00	\$ 19,200.00
Fine Grading	AC	5.5	\$ 5,000.00	\$ 27,500.00
Subcut for Parking Lot - 21" (waste excavated material on-site)	BCY	550	\$ 18.00	\$ 9,900.00
Subcut for Trails - 10" (waste excavated material on-site)	BCY	540	\$ 18.00	\$ 9,720.00
Subcut for Pickleball Court - 27" (waste excavated material on-site)	BCY	342	\$ 18.00	\$ 6,156.00
Subcut for Basketball Court - 27" (waste excavated material on-site)	BCY	370	\$ 18.00	\$ 6,660.00
Subcut for Volleyball Court - 12" (waste excavated material on-site)	BCY	150	\$ 18.00	\$ 2,700.00
Subcut for Concrete Surfaces - 10" (waste excavated material on-site)	BCY	150	\$ 18.00	\$ 2,700.00
Subcut for Play Area - 18" (waste excavated material on-site)	BCY	245	\$ 18.00	\$ 4,410.00
NORTH PARKING			Subtotal	\$ 99,810.00
Removals at Street Connection	LS	1	\$ 2,500.00	\$ 2,500.00
Raise Existing Manhole	LS	1	\$ 2,000.00	\$ 2,000.00
Select Backfill Sub-Base - 12" Depth	CY	316	\$ 120.00	\$ 37,920.00
Class Five Base - 6" Depth	CY	158	\$ 80.00	\$ 12,640.00
3" Asphalt Paving in Two Lifts	TON	130	\$ 175.00	\$ 22,750.00
B612 Concrete Curb	LF	380	\$ 40.00	\$ 15,200.00
5" Thick Concrete Paving with Base - Pedestrian Connection	SF	200	\$ 18.00	\$ 3,600.00
ADA Signage	EA	2	\$ 600.00	\$ 1,200.00
Striping	LS	1	\$ 2,000.00	\$ 2,000.00
PLAYGROUND AND SEATING AREA			Subtotal	\$ 172,484.00
Park Shelter - 18' x 18'	LS	1	\$ 50,000.00	\$ 50,000.00
Paving Type B - Colored & Stamped 5" Concrete with Base	SF	1,810	\$ 30.00	\$ 54,300.00
Play Area Concrete Sidewalk with Thickened Edge Curb	SF	2,012	\$ 22.00	\$ 44,264.00
Table with Attached Seating	EA	3	\$ 2,800.00	\$ 8,400.00
Movable Aluminum Picnic Tables	EA	2	\$ 2,500.00	\$ 5,000.00
Benches	EA	1	\$ 2,200.00	\$ 2,200.00
Bike Racks	EA	2	\$ 850.00	\$ 1,700.00
Charcoal Grill	EA	1	\$ 1,200.00	\$ 1,200.00
4" Perforated Drain Tile at Perimeter	LF	170	\$ 22.00	\$ 3,740.00
4" Solid Drain Tile to Daylight	LF	70	\$ 24.00	\$ 1,680.00
DOUBLE PICKLEBALL COURT				\$ 101,960.00
3" Bituminous Court Paving including Base	SY	411	\$ 44.00	\$ 18,084.00
Geotextile Fabric	SY	420	\$ 6.00	\$ 2,520.00
15" Compacted 1.5" Granite Base	CY	185	\$ 120.00	\$ 22,200.00
8" Compacted Class Five Base	CY	99	\$ 80.00	\$ 7,920.00
Pickleball Post and Net Systems	EA	2	\$ 3,000.00	\$ 6,000.00
Concrete Court Edger	LF	248	\$ 25.00	\$ 6,200.00
4" Perforated Drain Tile at Perimeter	LF	240	\$ 22.00	\$ 5,280.00
4" Solid Drain Tile to Daylight	LF	30	\$ 24.00	\$ 720.00
Colorcoat / Striping	LS	1	\$ 6,500.00	\$ 6,500.00
5' Chain Link Fencing - Black Vinyl Coated	LF	242	\$ 60.00	\$ 14,520.00
Chain Link Gates - 4' Width	EA	2	\$ 900.00	\$ 1,800.00
Table with Attached Seating	EA	1	\$ 2,800.00	\$ 2,800.00
5" Thick Concrete Paving with Base	SF	412	\$ 18.00	\$ 7,416.00



SAND VOLLEYBALL			Subtotal	\$25,904.00
Washed Sand - 12" Depth	CY	148	\$80.00	\$11,840.00
Geotextile Fabric	SY	444	\$6.00	\$2,664.00
Posts and Net Assembly	LS	1	\$6,000.00	\$6,000.00
4" Perforated Drain Tile at Perimeter with Backfill & Fabric	LF	180	\$22.00	\$3,960.00
4" Solid Drain Tile to Daylight with Backfill	LF	60	\$24.00	\$1,440.00
FULL BASKETBALL COURT with FOUR GOALS			Subtotal	\$104,380.00
Geotextile Fabric	SY	490	\$6.00	\$2,940.00
15" Compacted 1.5" Granite Base	CY	205	\$120.00	\$24,600.00
8" Compacted Class Five Base	CY	110	\$80.00	\$8,800.00
3" Bituminous Court Paving including Base	SY	444	\$40.00	\$17,760.00
Concrete Court Edger	LF	264	\$30.00	\$7,920.00
4" Perforated Drain Tile at Perimeter with Backfill & Fabric	LF	260	\$22.00	\$5,720.00
4" Solid Drain Tile to Daylight with Backfill	LF	60	\$24.00	\$1,440.00
Basketball Post Assembly with Concrete Footing	EA	4	\$6,000.00	\$24,000.00
Colorcoat / Striping	LS	1	\$9,000.00	\$9,000.00
Bench	EA	1	\$2,200.00	\$2,200.00
BITUMINOUS TRAILS			Subtotal	\$71,280.00
Bituminous Trail Surfacing - 8' Width with Base	SY	1,620	\$44.00	\$71,280.00
IRRIGATION			Subtotal	\$140,000.00
Furnish and Install Complete Irrigation System	LS	1	\$140,000.00	\$140,000.00
LANDSCAPING			Subtotal	\$71,327.75
Turf Hydro-Seeding	SY	25,227	\$2.25	\$56,760.75
Bluegrass Sod	SY	1,200	\$8.00	\$9,600.00
Straw Erosion Blanket	SY		\$3.25	\$-
Coniferous Shrubs with Mulch	EA	17	\$100.00	\$1,700.00
Ornamental Grasses with Mulch	EA	23	\$45.00	\$1,035.00
Landscape Edger	LF	124	\$18.00	\$2,232.00
PSA #21 BASE BID PROJECT TOTAL			TOTAL	\$931,091.75
10% Contingency Fund				\$93,109.18
				\$1,024,200.93

IONE GARDENS NEIGHBORHOOD PARK

ITEM	UNIT	EST QTY	UNIT COST	TOTAL COST
GENERAL			Subtotal	\$2,500.00
Mobilization	LS	1	\$2,500.00	\$2,500.00
PATIO SEATING AREA			Subtotal	\$20,940.00
Excavation for Paved Areas (remove material from site)	CY	6	\$40.00	\$240.00
Stepping Stone Paving with Base	SF	220	\$60.00	\$13,200.00
Boulder Accent Wall	LS	1	\$3,500.00	\$3,500.00
Limestone Block Benches	EA	2	\$2,000.00	\$4,000.00
LANDSCAPING			Subtotal	\$3,110.00
Fine Grading	SY	20	\$20.00	\$400.00
Bluegrass Sod	SY	15	\$10.00	\$150.00
Loam Planting Soil	CY	5	\$60.00	\$300.00
Ornamental Trees - 1-1/2" cal	EA	1	\$800.00	\$800.00
Deciduous Shrubs with Mulch	EA	3	\$100.00	\$300.00
Ornamental Grasses with Mulch	EA	11	\$60.00	\$660.00
Landscape Edger	LF	25	\$20.00	\$500.00
IOG BASE BID PROJECT TOTAL			TOTAL	\$26,550.00
10% Contingency Fund				\$2,655.00
				\$29,205.00



ELSIE STEPHENS PARK - PHASE III

ITEM	UNIT	EST QTY	UNIT COST	TOTAL COST
GENERAL COSTS & EROSION CONTROL			Subtotal	\$ 72,700.00
Temporary Signage, Fencing, and Security	LS	1	\$ 2,000.00	\$ 2,000.00
Mobilization	LS	1	\$ 50,000.00	\$ 50,000.00
Construction Surveying & Staking	LS	1	\$ 8,000.00	\$ 8,000.00
Tree Clearing and Removals	LS	1	\$ 6,000.00	\$ 6,000.00
Rock Construction Entrance Pad	LS	1	\$ 2,200.00	\$ 2,200.00
Silt Fence & Removal	LF	500	\$ 6.00	\$ 3,000.00
Wood Fiber Log & Removal	LF	250	\$ 6.00	\$ 1,500.00
EAST PARKING AREA			Subtotal	\$ 66,202.00
Subcut for Parking Area (waste excavated material on-site) - 21" Depth	CY	270	\$ 18.00	\$ 4,860.00
Sawing Bituminous Pavement	LF	92	\$ 6.00	\$ 552.00
12" HDPE Storm Pipe	LF	160	\$ 60.00	\$ 9,600.00
Storm Structure Manhole	EA	1	\$ 5,000.00	\$ 5,000.00
Flared Ends and Rip Rap	EA	2	\$ 1,250.00	\$ 2,500.00
Select Backfill Sub-Base - 12" Depth	CY	156	\$ 120.00	\$ 18,720.00
Class Five Base - 6" Depth	CY	79	\$ 80.00	\$ 6,320.00
3" Asphalt Paving in Two Lifts	TON	78	\$ 175.00	\$ 13,650.00
Concrete Curb Stops	EA	5	\$ 600.00	\$ 3,000.00
ADA Signage	EA	2	\$ 600.00	\$ 1,200.00
Striping	LS	1	\$ 800.00	\$ 800.00
PICNIC SHELTER & PATIO SPACE			Subtotal	\$ 246,514.00
Subcut for Concrete Paving (waste excavated material on-site) - 12" Depth	CY	180	\$ 18.00	\$ 3,240.00
Subcut for Trail Paving - (waste excavated material on-site) - 10" Depth	CY	70	\$ 18.00	\$ 1,260.00
Shelter - 24x34' Prefabricated Shelter	LS	1	\$ 110,000.00	\$ 110,000.00
5" Thick Concrete Paving with Base	SF	4,510	\$ 18.00	\$ 81,180.00
Concrete Steps - Two Sets of Four Risers at 8' Long with Base	LF	64	\$ 200.00	\$ 12,800.00
Stainless Steel Guardrail	LF	64	\$ 150.00	\$ 9,600.00
Bituminous Trail Surfacing - 8' Width with Base	SY	236	\$ 44.00	\$ 10,384.00
Concrete Pad for PortaPotty	SF	45	\$ 20.00	\$ 900.00
Seed Prep and Turf Hydro-Seeding	SY	450	\$ 3.00	\$ 1,350.00
Straw Erosion Blanket (Around Basin Edges)	SY	150	\$ 4.00	\$ 600.00
Movable 6' Picnic Tables	EA	4	\$ 2,500.00	\$ 10,000.00
Fire Rings with Aggregate Surfacing	EA	2	\$ 2,000.00	\$ 4,000.00
Charcoal Grill	EA	1	\$ 1,200.00	\$ 1,200.00
LANDSCAPING			Subtotal	\$ 12,570.00
Seed Prep and Turf Hydro-Seeding	SY	1,100	\$ 3.50	\$ 3,850.00
Loam Planting Soil at Entrance Feature	CY	30	\$ 60.00	\$ 1,800.00
Deciduous Trees - 2-1/2" cal	EA	4	\$ 1,000.00	\$ 4,000.00
Coniferous Shrubs with Mulch	EA	16	\$ 100.00	\$ 1,600.00
Ornamental Grasses with Mulch	EA	22	\$ 60.00	\$ 1,320.00
ESP BASE BID PROJECT TOTAL			TOTAL	\$ 397,986.00
10% Contingency Fund				\$ 39,798.60
				\$ 437,784.60
2025 PIP BASE BID TOTAL			TOTAL	\$ 1,355,627.75
10% Contingency Fund				\$ 135,562.78
				\$ 1,491,190.53



PROJECT ALTERNATES

PSA #21 PARK ALTERNATES

ALTERNATE PSA-A | RETAINING WALLS & LANDSCAPING

Limestone Seat Blocks with Base & Backfill Materials	EA	29
Loam Planting Soil	CY	30
Steel Landscape Edger	LF	126
Ornamental Trees	EA	6
Deciduous Shrubs with Mulch	EA	17
Perennials with Mulch	EA	17
Ornamental Grasses with Mulch	EA	16
DELETE Bluegrass Sod	SY	-135

ALTERNATE PSA-B | CONCRETE EDGER AT VB COURT

Concrete Edger with Base Material	LF	260
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ALTERNATE PSA-C | CORNHOLE PLAY ELEMENT

Precast Cornhole Goals	SET	1
Concrete Paving with Base Material	SF	284
DELETE Bluegrass Sod	SY	-32

ALTERNATE PSA-D | TREE PLANTINGS

Overstory Trees - 2.0" cal	EA	29
Coniferous Trees - 6' ht	EA	28

IONE GARDENS NEIGHBORHOOD PARK ALTERNATES

ALTERNATE IOG-A | CONIFEROUS TREE PLANTINGS

Coniferous Trees - 6' ht with Mulch	EA	21
-------------------------------------	----	----

ELSIE STEPHENS PARK ALTERNATES

ALTERNATE ESP-A | WEST PARKING AREA

Tree Clearing and Removals	LS	1
Rock Construction Entrance Pad	LS	1
Sawing Bituminous Pavement at Entrances	LF	110
Subcut for Stormwater Basin (waste excavated material on-site)	CY	160
Cobble Spillway from Curb to Basin	LS	1
12" HDPE Storm Pipe	LF	90
Flared Ends and Rip Rap	EA	1
Road Crossing - Sawcutting, Removals, and Patching of Asphalt	LS	1
Subcut for Parking Area (waste excavated material on-site) - 21" Depth	CY	965
Select Backfill Sub-Base - 12" Depth	CY	550
Class Five Base - 6" Depth	CY	275
3" Asphalt Paving in Two Lifts	TON	280
B612 Concrete Curb	LF	255
ADA Signage	EA	3
Striping	LS	1
Seed Prep and Turf Hydro-Seeding	SY	1,800
Straw Erosion Blanket (Around Basin Edges)	SY	250

ALTERNATE ESP-B | GATE AT HISTORIC ENTRANCE

Custom Gate Fabrication and Installation	LS	1
Concrete Footings	EA	2

ALTERNATE ESP-C | STONE SEAT WALL AND FIREPLACE

Stone Veneer Wall	LF	44
Exterior Fireplace	LS	1

ALTERNATE ESP-D | DECORATIVE ENTRY COLUMNS

Stone Veneer Entrance Columns	EA	2
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Subtotal \$ 57,780.00

\$ 1,600.00	\$ 46,400.00
\$ 60.00	\$ 1,800.00
\$ 20.00	\$ 2,520.00
\$ 800.00	\$ 4,800.00
\$ 100.00	\$ 1,700.00
\$ 40.00	\$ 680.00
\$ 60.00	\$ 960.00
\$ 8.00	\$ (1,080.00)

Subtotal \$ 10,400.00

\$ 40.00	\$ 10,400.00
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Subtotal \$ 8,224.00

\$ 2,800.00	\$ 2,800.00
\$ 20.00	\$ 5,680.00
\$ 8.00	\$ (256.00)

Subtotal \$ 47,100.00

\$ 900.00	\$ 26,100.00
\$ 750.00	\$ 21,000.00

Subtotal \$ 15,750.00

\$ 750.00	\$ 15,750.00
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Subtotal \$ 170,310.00

\$ 6,000.00	\$ 6,000.00
\$ 2,200.00	\$ 2,200.00
\$ 6.00	\$ 660.00
\$ 18.00	\$ 2,880.00
\$ 1,200.00	\$ 1,200.00
\$ 80.00	\$ 7,200.00
\$ 1,500.00	\$ 1,500.00
\$ 5,000.00	\$ 5,000.00
\$ 18.00	\$ 17,370.00
\$ 80.00	\$ 44,000.00
\$ 40.00	\$ 11,000.00
\$ 175.00	\$ 49,000.00
\$ 40.00	\$ 10,200.00
\$ 600.00	\$ 1,800.00
\$ 2,500.00	\$ 2,500.00
\$ 3.50	\$ 6,300.00
\$ 6.00	\$ 1,500.00

Subtotal \$ 14,400.00

\$ 12,000.00	\$ 12,000.00
\$ 1,200.00	\$ 2,400.00

Subtotal \$ 36,000.00

\$ 250.00	\$ 11,000.00
\$ 25,000.00	\$ 25,000.00

Subtotal \$ 12,000.00

\$ 6,000.00	\$ 12,000.00
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## **SECTION 00-4323 BID ALTERNATES**

### **PART 1. GENERAL**

#### **1.01 SUMMARY**

This section specifies administrative and procedural requirements for Alternates.

**1.02 DEFINITION:** an Alternate is an amount proposed by Bidders and stated on the Bid Form for certain construction activities defined in the "Instructions to Bidders" that may be added to or deducted from the Base Bid amount if the Owner decides to accept a corresponding change in either the amount of construction to be completed or in the products, materials, equipment, systems or installation methods as described in the Contract Documents.

- A. Coordination: Coordinate related work and modify or adjust adjacent work as necessary to ensure that work affected by each accepted Alternate is complete and fully integrated into the project.
- B. Notification: Immediately after the award of the Contract, prepare and distribute to each party involved, notification of the status of each Alternate.
- C. Schedule: A "Schedule of Alternates" is included in this Section. Specification Sections referred to in this Schedule contain requirements for materials and methods necessary to achieve the work described under each Alternate.
- D. Amounts shall be entered on the Proposal Form for all labor, materials and related services required to complete the work described in the following alternates.

#### **1.03 SCHEDULE OF ALTERNATES**

##### **A. PSA #21 BID ALTERNATES**

###### **PSA-A – ADD Limestone Seat/Retaining Wall and Landscaping at Play Area**

This alternate adds rectangular limestone seat blocks and landscaping on the south side of the playground. The Base Bid would be turfgrass seeding in this area and does not significantly impact the Base Bid total.

###### **PSA-B – ADD Concrete Edger at Volleyball Court**

This alternate adds a vertical concrete edger as the outer boundary of the volleyball court. Work includes excavation, forming, and placing of the concrete edger. The Base Bid is not significantly impacted by this alternate.

###### **PSA-C – ADD Cornhole Play Element**

This alternate adds two permanent cornhole goals with surrounding concrete walkway. Work includes procurement and setting of the goals and concrete paving with base. The Base Bid is not significantly impacted by this alternate.

###### **PSA-D – ADD Overstory and Coniferous Tree Plantings**

This alternate includes the planting of the majority of the trees shown scattered across the park. It does NOT include the small landscaping area surrounding the park shelter or any plantings referenced in Alternate PSA-A. The Base Bid is not significantly impacted by this alternate.

##### **B. IONE GARDENS PARK BID ALTERNATE**

###### **IOG-A – ADD Coniferous Tree Plantings**

This alternate includes the planting of the majority of the trees shown scattered across the park. It does NOT include the small landscaping area surrounding the paved seating and the ornamental tree in that area. The Base Bid is not significantly impacted by this alternate.



C. **ELSIE STEPHENS PARK BID ALTERNATES**

**ESP-A – ADD West Parking Lot**

This alternate adds the west parking lot, a 10' wide asphalt trail, compacted base, and a 14' W x 30' L pedestrian bridge and concrete abutments for the Three Rivers Park District Regional Trail connection that will parallel River Road. If not accepted, the base bid should include turfgrass seeding of the alternate project area.

**ESP-B – ADD Gate at Historic Park Entrance**

This alternate adds a decorative steel swinging gate at the east, historic park entrance. The work includes concrete footings, and fabricating and installing the gate assembly. The Base Bid is not significantly impacted by this alternate.

**ESP-C – ADD Stone Seat & Retaining Wall at Picnic Shelter**

This alternate adds a stone veneer retaining wall and exterior fireplace element on the north side of the picnic shelter. The Base Bid is not significantly affected by this alternate.

**ESP-D – ADD Decorative Masonry Entry Features**

This alternate adds decorative stone entry monuments to the entrance of the picnic shelter. The Base Bid is not significantly affected by this alternate.

**END OF SECTION**



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**ITEM:**

Consideration of an Amendment to the Dayton City Code Section [1001.19 Subd. 2\[10\]](#) related to Parking Locations and Surface Requirements in Residential and Agricultural Districts.

**PREPARED BY:**

Hayden Stensgard, Planner II

**BACKGROUND:**

In December, a resident spoke during the Open Forum portion of a City Council meeting regarding a violation letter they received for parking trailers and recreational vehicles on the grass in their rear yard. Following the discussion, the City Council directed staff to look into an amendment to this code section that would provide residents more flexibility with parking surface requirements in residential and agricultural districts.

Section 1001.19 Sub. 2(10) of the Dayton Zoning Ordinance currently states the following:

*“Surface and drainage.* Off-street parking areas and driveways in Commercial or Industrial Districts shall be improved with a durable and dustless surface such as concrete or bituminous. The City may consider the use of permeable pavers, pervious asphalt, or other surface technology to improve stormwater management as part of an overall system. All surfacing for driveways in R-1, R-2, R-3, R-E, V-M, and H-M Districts furnishing access to a dwelling unit or garage and all parking areas shall be surfaced with concrete or bituminous material so as to be dust free. Off-street parking areas and driveways in A-1, A-2 and S-A Districts may be surfaced with a crushed rock material or other approved material.”

At the January meeting, the Planning Commission engaged in a discussion on lessening the requirements of parking surfaces in residential districts, and recommended that Staff develop an amendment that establishes a limit of one trailer/recreational vehicle to be allowed in the rear yard on an unimproved surface for R-O, R-1, R-1A and R-3 properties less than a half-acre.

Staff has since drafted an amendment to reflect this. The amendment would classify parking surface requirements into three groups; those properties listed above, properties with the same zoning greater than a half-acre in addition to all R-2 and R-E properties, and then all Agriculture-zoned properties. Setting these guidelines also will give flexibility to HOA-maintained neighborhoods if they wish to require stricter standards for parking, which is a typical standard for HOAs. Staff also included a provision to allow parking such vehicles/trailers in side yards adjacent to the garage, limited to one for those smaller-sized properties, and provided the 5-foot required setback from the property line can be met. All parking in front yards is still required to be on an improved surface, and is defined within the amendment language. Staff also added definitions for “motor vehicles” and “trailers” within the zoning ordinance to better clarify what these items are, and where they can be parked, as the amendment addresses parking for motor vehicles, trailers, and recreational vehicles.

For context, surrounding communities do allow for trailer/RV parking in rear yards, and in certain cases, side yards, but generally establish a limit to the number of items to be parked on a property, not on an improved surface. That limit is commonly set at 1 or 2 such trailers/RVs allowed to be parked on grass in a rear or side yard (Maple Grove). A consistent provision as well is not allowing parking of any kind on unimproved surfaces in the front yard.



After discussion with the City of Champlin's Planning & Zoning department, enforcement issues related to this are not a constant, though residential zoning districts allow trailers and RVs to be parked on grass in the rear yard without limitations to the amount that can be parked. The City of Rogers maintains similar language in its zoning ordinance as what is currently stated in Dayton, where parking on residential properties is limited to improved surfaces.

### **RELATIONSHIP TO COUNCIL GOALS**

Not specific to any City Council goals.

### **PLANNING COMMISSION RECOMMENDATION:**

The Planning Commission considered this amendment at their February 6, 2025 meeting and discussed this at length. By the end of the discussion, the Planning Commission voted unanimously to recommend denial of the ordinance amendment, as they believed that it would not address the overall issue of parking on residential properties, but it would create language to bring potentially non-compliant properties into compliance. The issue is not directly related to the surfacing requirements and location of where items can be parked, rather it is the presence of these items on properties in general.

### **ACTION:**

The City Council has the following options:

- A. Motion to recommend **approval** of the Ordinance Amendment as written.
- B. Motion to recommend **approval** of the Ordinance Amendment with revision identified by the Planning Commission
- C. Motion to recommend **denial** of the Ordinance with findings of fact to be provided by the Planning Commission.
- D. Motion to **table** action on the item with direction to be provided to the applicant and staff by the Planning Commission.

If the City Council feels that the code amendment does not address the residential parking issue at hand, staff would recommend that the Council deny the ordinance amendment and provide City staff with clear direction on what code language should be addressed and how amended language should read. If the City Council feels that identifying locations on residential properties and what surface items can be parked on, staff recommends the Council consider the amendment and propose any changes to the amendment at hand prior to any approval.

### **ATTACHMENT(S):**

Draft Ordinance Amendment

Zoning Ordinance Section 1001.19 Parking Regulations



**ORDINANCE NO. 2025-04**

**CITY OF DAYTON  
HENNEPIN AND WRIGHT COUNTIES, MINNESOTA**

**AN ORDINANCE AMENDING DAYTON CITY CODE  
RELATING TO SECTIONS 1001.03 RULES AND DEFINITIONS, AND 1001.19  
PARKING REGULATIONS**

THE CITY COUNCIL OF THE CITY OF DAYTON DOES ORDAIN:

**SECTION 1. AMENDMENT.** Dayton City Code Section 1001.03 is hereby amended by adding the following underlined language and deleting the following ~~striketrough~~ language, which reads as follows:

**§ 1001.03 RULES AND DEFINITIONS**

**Subd. 2 Definitions**

...

**MOTOR VEHICLE.** A machine propelled by power other than human power designed to travel along the ground by use of wheels, treads, runners, or slides and transport persons or property or pull machinery, and shall include, without limitation, automobiles, trucks, motorcycles.

...

**TRAILER.** Any vehicle designed for carrying property or passenger on its own structure and for being drawn by a motor vehicle but shall not include a trailer drawn by a truck-tractor semitrailer combination, or an auxiliary axle on a motor vehicle which carries a portion of the weight of the motor vehicle to which it is attached.

...

**SECTION 2. AMENDMENT.** Dayton City Code Section 1001.19 is hereby amended by adding the following underlined language and deleting the following ~~striketrough~~ language, which reads as follows:

**§ 1001.19 DESIGN, CONSTRUCTION, AND MAINTENANCE**

**Subd. 2 Design, Construction, and Maintenance**

...

(10) *Surface and drainage.* Off-street parking areas and driveways in Commercial or Industrial Districts shall be improved with a durable and dustless surface such as concrete or bituminous. The City may consider the use of permeable pavers, pervious asphalt, or other surface technology to improve stormwater management as part of an overall system. All surfacing for driveways in R-1, R-2, R-3, R-E, ~~V-MR-O~~, and H-M Districts furnishing access to a dwelling unit or garage ~~and all parking areas~~ shall be surfaced with concrete or bituminous material so as to be dust free. ~~Off-street parking areas and d~~Driveways in A-1, A-2 and S-A



Districts may be surfaced with a crushed rock material or other approved material. All surfacing must be completed prior to occupancy of the structure unless other arrangements have been made with the City. Parking lots and adjoining areas shall be graded and drained to dispose of all surface water accumulation within the parking area. Plans for surfacing and drainage shall be subject to approval of the City Engineer.

- a. Off-street parking of vehicles, recreational vehicles and trailers on residential and agricultural-zoned properties shall be permitted as follows:
  1. For R-O, R-1, R-1A, and R-3 zoned lots that are less than .5 acres:
    - i. Vehicles, recreational vehicles and trailers shall be permitted in front and side yards on a driveway or parking pad constructed of concrete or bituminous material.
      1. If side yard is adjacent to the garage, one (1) recreational vehicle or trailer may be parked on an unimproved surface in that side yard provided it meets setback requirements set forth in this section.
    - ii. Recreational vehicles and trailers shall be permitted in rear yards on an unimproved surface, limited to no more than a total of one (1).
  2. For all lots zoned R-2, R-E, and lots zoned R-O, R-1, R-1A and R-3 that are .5 acres in size or greater:
    - i. Vehicles, recreational vehicles and trailers shall be permitted in front and all side yards on a driveway or parking pad constructed of concrete or bituminous material.
      1. If side yard is adjacent to garage, one recreational vehicle or trailer may be parked on an unimproved surface in that side yard.
    - ii. Recreational vehicles and trailers shall be permitted in rear yards on an unimproved surface.
  3. For all A-1, A-2, and S-A zoned properties:
    - i. Vehicles, recreational vehicles and trailers may be parked in the front yard, provided it is parked on an improved surface such as crushed rock/gravel, concrete, or bituminous material.
    - ii. Recreational vehicles and trailers may be parked on an unimproved surface in side and rear yards.
  4. All vehicles, recreational vehicles and trailers shall be licensed and operable.
  5. For all zoning districts, recreational vehicles and trailers parked on a property shall be owned by the person residing on the property unless otherwise approved by the City Council through an Interim Use Permit for Home Extended Business.

...

**SECTION 3. EFFECTIVE DATE.** This ordinance shall be in full force and effect from and after its passage and publication as required by law.

Adopted by the City Council of the City of Dayton this 28<sup>th</sup> day of February 2025



\_\_\_\_\_  
Mayor Dennis Fisher

ATTEST:

\_\_\_\_\_  
Amy Benting, City Clerk

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

*Motion passed* \_\_\_\_\_

Published in the THE PRESS on \_\_\_\_\_

DRAFT



## **1001.19 PARKING REGULATIONS.**

### **Subd. 1 General Provisions.**

The following provisions apply in all districts.

(1) *Maintaining existing spaces.* Upon effective date of this chapter, existing off-street parking spaces and loading spaces shall not be reduced in number unless the number exceeds requirements set forth herein for a similar use.

(2) *Damaged or destroyed buildings.* Buildings, structures, or uses in existence upon the effective date of this chapter that are subsequently damaged or destroyed by fire or other cause may be re-established in compliance with Subsection 1001.22, except that in doing so any off-street parking or loading which existed must be retained. If the building, structure, or use is altered by changing the use, floor area, seating capacity, or other facilities which would affect the requirement for parking or loading spaces, the number of spaces may be reduced if excess spaces are available or the number of spaces shall be enlarged if additional spaces are required.

(3) *Prohibited uses in required parking areas.* Required off-street parking space in any district shall not be used for open storage of goods. Temporary/seasonal sales areas are allowed in off-street parking areas of 20 spaces, but not more than 5% of the total parking spaces.

(4) *Accessible parking.* All parking shall comply with the adopted codes and the Americans with Disabilities Act (ADA), as deemed necessary. Accessible parking cannot be used for temporary/seasonal sales.

a. *Required spaces.* With the exception of single and 2-family dwellings, in all off-street parking facilities where parking is provided for employees, visitors, or residents, parking spaces for disabled persons shall be provided. The number of accessible parking spaces shall be included in the total number of required parking spaces and shall be in accordance with the applicable requirements of the current Minnesota Accessibility Code adopted by the City, as amended from time to time, and all additional governing codes and applicable laws.

b. *Dimensions and design.* Such spaces shall comply with the design standards presented in Subsection 1001.19, Subd. 9 and shall provide an accessibility aisle between each space provided. Such spaces shall be identified by a sign and pavement markings indicating parking for the disabled only. Such spaces shall be the spaces closest to the entrance of the building or structure, and shall be connected by a paved surface designed to provide safe and easy access.

### **Subd. 2 Design, Construction, and Maintenance**

(1) *Design.* All parking lots, spaces, driving aisles, and circulation patterns shall be designed in conformance with the minimal dimensional requirements and layout configurations in Subsection 1001.19, Subd. 9.

(2) *Location of parking spaces.* All required off-street parking spaces in all districts shall be on the same lot as the principal building, unless allowed through the issuance of a conditional use permit (CUP).

(3) *Queuing of vehicles.* Parking and circulation shall be designed to avoid the queuing of vehicles within the public right-of-way. Gates or other access limiting devices shall not be installed until the City finds that the devices will have no adverse impact on the public right-of-way.

(4) *Circulation design.* Parking areas shall be so designed that circulation between parking bays or aisles occurs within the designated parking lot. Parking area design that requires backing into the public street is prohibited.

(5) *Access to parking spaces.* All off-street parking spaces shall have access from private driveways or parking lot aisles and shall not depend on a public street for access to parking spaces or for circulation within the parking lot. Backing onto a public street from a parking space, other than for parallel parking spaces and 45 degree parking spaces in V-M, Village Mixed Use District, is prohibited. This requirement applies to parking for all uses except single and 2-family dwellings and townhouses where parking is accessed by individual driveways. The width of the driveways and aisles shall conform to the minimal dimensional requirements as regulated in Subsection 1001.19, Subd. 9 and shall be so located as to cause the least interference with traffic movement.

(6) *Fire access lanes.* Fire access lanes shall be provided as required by the Building and Fire Code.

(7) *Lighting.*

a. Any lighting used to illuminate an off-street parking area shall be not being directed upon the public right-of-way and nearby or adjacent properties.

b. The illumination must be indirect or diffused. Consideration should be given to provide lighting for pedestrians and vehicles. On-site lighting shall be provided as is necessary for security, safety and traffic circulation.

(8) *Curbing.* All open off-street parking areas designed to have head-in parking along the property line shall provide a curb not less than 5 feet from the property line. The curbing requirement applies to parking in all uses except private single and 2-family dwellings and townhomes unless requested by the City Engineer for drainage purposes.

(9) *Landscaping.* Landscaping design requirements and maintenance shall comply with Subsection 1001.24.

(10) *Surface and drainage.* Off-street parking areas and driveways in Commercial or Industrial Districts shall be improved with a durable and dustless surface such as concrete or bituminous. The City may consider the use of permeable pavers, pervious asphalt, or other surface technology to improve stormwater management as part of an overall system. All surfacing



for driveways in R-1, R-2, R-3, R-E, V-M, and H-M Districts furnishing access to a dwelling unit or garage and all parking areas shall be surfaced with concrete or bituminous material so as to be dust free. Off-street parking areas and driveways in A-1, A-2 and S-A Districts may be surfaced with a crushed rock material or other approved material. All surfacing must be completed prior to occupancy of the structure unless other arrangements have been made with the City. Parking lots and adjoining areas shall be graded and drained to dispose of all surface water accumulation within the parking area. Plans for surfacing and drainage shall be subject to approval of the City Engineer.

(11) *Marking of spaces.* To assure full parking capacity as designed, except in single-family, 2-family, and townhouse development, spaces shall be marked with painted lines 4 inches wide in accordance with the approved site plan. Accessible parking spaces shall be marked with a symbol that is in accordance with the Americans with Disabilities Act.

(12) *Signs.* No signs shall be located in any parking area except as necessary for orderly operation of traffic movement.

(13) *Screening.* Screening of parking lots and driveways into parking lots shall be required as specified in Subsection 1001.24.

(14) *Maintenance of off-street parking spaces.* It shall be the joint responsibility of the operator and owner of the principal use, uses, and/or building to maintain, in a neat and adequate manner, the parking spaces, drive aisles, landscaping, screening, and fences.

(15) *Approval of parking plans.* Except for single-family and 2-family dwellings, before any construction occurs on any new, enlarged, reduced, reconfigured, or altered parking lot, plans for the parking lots shall require review and approval by the City through the site plan approval process. When the parking lot is in conjunction with an application for a new structure, expansion of an existing structure, or expansion of a use of land, parking lot plans shall be a part of the site plan review and approval process as specified in Subsection 1002.04. The parking lot plans shall be shown on a site plan drawn to scale and shall include: a layout of spaces, accessible spaces, drive aisles and access drives with dimensions; construction materials: grading and drainage; screening; landscaping; signage; lighting; and a tabulation of the number of spaces required relative to square footages of specific uses on the site and the number of spaces provided.

### **Subd. 3 Parking Provisions in Residential Districts.**

The following provisions shall apply to parking in all Residential Districts unless otherwise stated.

(1) *Location of parking spaces and driveway aisles.*

a. *Same lot as principal building.* Required off-street parking space in all Residential Districts shall be on the same lot as the principal building, and multiple-family dwellings shall have their required parking within 200 feet of the main entrance to the principal building being served.

b. *Parking setbacks.*

1. *Front yard.* Off-street parking shall not be located in required front yards unless located on a designated driveway leading directly into a garage or 1 surfaced space located on the side of a driveway adjacent to the dwelling meeting the required driveway setback. The extra space shall be surfaced as required in Subsection 1001.14.

2. *Clear view triangle/corner lots.* On corner lots off-street parking shall not be located in the clear view triangle. The clear view triangle is formed by the curb lines or edge of street extended and the line connecting 55 feet from the intersection of the street edges or curb lines extended.

3. *Side or rear yards.* Off-street parking and driveways shall not be located within 5 feet of any side or rear lot line and cannot impede drainage. Off-street parking and driveways, if placed in an easement, must be approved in writing by the holder of the easement.

(2) *Use of parking facilities.* Not more than one oversized vehicle may be parked or stored outside, unless being used in conjunction with a temporary service including, but not limited to, a construction or remodeling project benefitting the premises or general loading or unloading. All vehicles in excess of a gross vehicle weight rating of 12,000 lbs. and/or 9 feet tall are prohibited from being parked or stored outside in residential districts unless being used in conjunction with a temporary service included, but not limited to, a construction or remodeling project benefitting the premises or general loading or unloading. This restriction shall not apply to recreational vehicles or for lots of 5 acres or more. Agricultural activities operating within an Agricultural District are exempt from the gross vehicle weight rating restrictions.

(3) *Screening of parking facilities.*

a. All parking and driveways to parking areas for multiple-family dwellings shall be screened, as required in Subsection 1001.24, from all adjacent property.

b. All parking and driveways to parking areas for non-residential uses in Residential Districts shall be screened, as required in Subsection 1001.24 from all adjacent property.

### **Subd. 4 Parking Provisions in Business Districts.**

The following provisions shall apply in all Business Districts.

(1) *Same lot as principal building.* Required off-street parking spaces in all Business Districts shall be on the same lot as the principal building.



(2) a. Parking setbacks are stated in the zoning districts language found in Subsection 1001.06.

b. Side interior setback may be reduced to 0 feet if master planned and shared parking practices will be implemented.

(3) *Clear view triangle/corner lots.* On corner lots off-street parking shall not be located in the clear view triangle. The clear view triangle is formed by the curb lines or edge of street extended and the line connecting 55 feet from the intersection of the street edges or curb lines extended.

(4) *Exemptions.* Commercial uses zoned V-M (Village Mixed Use) are exempt from the off-street parking requirements of this chapter. Uses with requirements for substantial parking, e.g., theaters and restaurants, are encouraged to provide off-street parking for their patrons.

#### **Subd. 5 Parking Provisions in Industrial Districts.**

The following provisions shall apply in all Industrial Districts.

(1) *Same lot as principal building.* Required off-street parking space in all Industrial Districts shall be on the same lot as the principal building.

(2) Parking setbacks are stated in the zoning districts language found in Subsection 1001.06.

(3) *Clear view triangle/corner lots.* On corner lots off-street parking shall not be located in the clear view triangle. The clear view triangle is formed by the curb lines or edge of street extended and the line connecting 55 feet from the intersection of the street edges or curb lines extended.

(4) *Screening of parking facilities.* All parking and driveways to parking areas for multiple-family dwellings shall be screened, as required in Subsection 1001.24, from all adjacent property.

#### **Subd. 6 Parking Design Requirements in all Business, Commercial, and Industrial Districts**

(1) *Parking area design.* To break up the appearance of large impervious areas, all parking lots in Business, Commercial, Industrial and Multiple Family Residential Zoning Districts and non-residential uses in Residential Districts shall be subject to the following design standards.

a. Parking lot islands shall be required at the beginning and end of each parking row to break up longer rows.

b. Continuous landscaped medians shall be provided every 3 (or fewer) banks of parking. Medians shall have a landscaped area at least 9 feet in width. Type and quantity of landscaping shall comply with Subsection 1001.24.

c. Parking spaces shall not be located between the front facade line of buildings and a street edge.

d. Parking areas greater than 50,000 square feet shall be divided both visually and functionally into smaller parking courts.

e. Parking spaces and rows shall be organized to provide consolidated soft landscaped areas and opportunity for on-site stormwater management.

f. Parking rows shall be limited to a maximum length of 22 spaces. Longer rows shall include landscaped breaks, such as islands, with shade trees.

g. The total area calculated for landscaping within the parking lot is calculated as part of the overall landscape requirements of the site. In the event that a parking lot may not have adequate space for landscaping islands, the landscaped areas internal of the parking area and adjacent to the building may be counted towards the required landscaped percentages within a parking lot.

h. Thirty-five percent of all parking spots in a parking lot must abut a landscaped area or a sidewalk.

(2) *Pedestrian circulation.* All parking lots in Business, Mixed Use, Industrial Zoning Districts shall be subject to the following standards to provide a safe pedestrian environment:

a. Parking areas shall include a direct and continuous pedestrian network within and adjacent to parking lots to connect building entrances, parking spaces, public sidewalks, transit stops, and other pedestrian destinations.

b. At least 1 pedestrian route shall be provided between the main building entrance and the public sidewalk that is uninterrupted by surface parking and driveways.

c. In larger parking lots or where parking lots serve more than 1 building or destination, provide designated pedestrian pathways for safe travel through the parking lot.

d. All pedestrian routes within a parking lot shall include a clear division from vehicular areas, with a change in grade, soft landscaping, or a change in surface materials.

e. Where pedestrian routes cross street access driveways and other major drive aisles, crossings shall be clearly marked and sight distance for both pedestrian and vehicles shall be unobstructed.

(3) *Parking area island landscape standards.* All parking lot islands or medians in Business, Mixed-Use and Industrial Zoning Districts shall be landscaped in accordance with Subsection 1001.24.



(4) *Parking area stormwater management design requirements.*

a. Rainwater and snowmelt shall be managed to encourage infiltration, evapotranspiration, and water re-uses to achieve water quality and quantity measures specified in the Surface Water Management Plan. Design practices for managing stormwater may include, but are not limited to, the following practices:

1. Permeable paving for parking spaces, drive aisles, overflow parking, snow storage areas, and other hard surfaces in the parking lot.
2. Restricting the use of impervious curbing in landscaped areas.
3. Planting of trees, shrubs, and other absorbent landscaping throughout the parking lot to provide shade and places for water uptake.
4. Creation of bio-retention areas, such as swales, vegetated islands, and overflow ponds.
5. Inclusion of catch basin restrictors and oil/grit separators as appropriate.
6. Creation of opportunities to harvest rainwater from rooftops and other hard surfaces for landscape irrigation.

b. Where installed, bio-retention areas shall be appropriately designed and located to filter, store, and/or convey the expected stormwater flows from surrounding paved areas.

c. Elm Creek Watershed District shall have final review and permitting authority for all surface water management measures proposed.

**Subd. 7 Required Off-Street Parking Spaces and Garages**

(1) *General factors that determine the required number of parking spaces for specified uses.* The number of parking spaces required is based on several primary factors:

- a. For residential uses, the number of dwelling units;
- b. For most office and business uses, the floor area in square feet of a specific use;
- c. For some industrial and public service uses, the number of employees (usually on the major shift);
- d. For service businesses (clinics, mortuaries, and the like), the number of offices, vehicles, or other operational unit;
- e. For gathering places, the seating capacity;
- f. For multiple function uses (including uses that may have more than 1 subuse), the sum of the individual requirements.

(2) *Calculation of parking requirements.*

a. *Floor area.* For the purpose of determining off-street parking requirements, the term "floor area" shall mean the sum of the gross horizontal areas of the several floors of a building, including interior balconies, mezzanines, basements, and attached accessory buildings, but exempting that area primarily devoted to window display, storage, fitting rooms, stairs, escalators, unenclosed porches, detached accessory buildings utilized for dead storage, heating and utility rooms, inside off-street parking, or loading space. Measurements shall be made from the inside of exterior walls.

b. 1. Multiple types of use in a single building, or in a complex of several buildings on a single site. In instances where more than 1 type of use occupies the same building or parcel, the total number of required spaces shall be based upon the parking requirements for each use. Parking need will be based on existing and potential uses of the building.

2. In cases where potential future uses will generate additional parking demand, the City may require proof of parking plan for the difference between the immediate and potential parking needs. In cases where potential users are unknown, parking shall be calculated using 80% of the gross floor area of the building.

c. *Bench seating.* In stadiums, sports arenas, churches, and other places of assembly in which patrons or spectators occupy benches, pews, or other similar seating facilities, each 18 inches of the seating facilities shall constitute 1 seat for the purpose of calculating required parking.

d. *Reduced parking requirement.* The City recognizes reuse of sites and that the strict interpretation of the parking standards of this section may not be appropriate for each specific use or lot. Therefore, the City Council may approve alternative parking standards through the City review process provided the applicant can demonstrate, based upon documented parking studies and site specific analysis, that a need exists to provide more or fewer parking stalls than the maximum or minimum parking standards or to deviate from pervious paving/paver system standards. Factors to be considered in such determination include (without limitation) national parking standards, parking standards for similar businesses or land uses, size of building, type of use, number of employees, expected volume and turnover of customer traffic and expected frequency and number of delivery or service vehicles and appropriate soils and/or site conditions to support pervious paving/paver systems.

e. *Joint parking facilities.*

1. *Off-street joint parking facilities.* Off-street parking facilities for a combination of mixed buildings, structures, or uses may be provided collectively in any Business or Industrial District in which separate parking facilities for each separate



building, structure, or use would be required, provided that the total number of spaces provided shall equal the sum of the separate requirements of each use and properties are contiguous to each other. The joint use of parking facilities shall be protected by a recorded covenant acceptable to the City.

2. Joint or combined parking facilities or adjoining parking facilities on separate lots as authorized and when constructed adjacent to a common lot line separating 2 or more parking areas are not required to observe the parking area setback from the common lot line.

3. *Joint parking facility reductions.* The City Council may, after receiving a report and recommendation from the Planning Commission, approve a CUP for 1 or more businesses that would allow the number of required spaces to be reduced if the following conditions are found to exist:

(a) *Entertainment uses.* Up to 50% of the parking facilities required for a theater, bowling alley, or similar commercial recreational facility may be supplied by the off-street parking facilities provided by type of uses specified as primarily daytime uses in Subsection 1001.19, Subd. 7(2)j.2. below.

(b) *Nighttime or Sunday uses.* Up to 50% of the off-street parking facilities required for any use specified under Subsection 1001.19, Subd. 7(2)j.2. below as primarily daytime uses may be supplied by the parking facilities provided by the following nighttime or Sunday uses: auditoriums incidental to public or parochial school, churches, bowling alleys, theaters, or apartments.

(c) *Schools, auditorium, and church uses.* Up to 80% of the parking facilities required by this section for a church or an auditorium incidental to a public or parochial school may be supplied by the off-street parking facilities provided by uses specified under Subsection 1001.19, Subd. 7(2)j.2.(g) through (j) below as primarily daytime uses.

(d) *Daytime uses.* For the purpose of this section, the following uses are considered as primarily daytime uses: banks, business offices, retail stores, personal service shops, service shops, manufacturing, wholesale, and similar uses.

(e) *Additional criteria for joint parking.* In addition to the preceding requirements, the following conditions are required for joint parking usage:

i. *Proximity.* The building or use for which application is being made to utilize the off-street parking facilities provided by another building or use shall be located within 300 feet of the parking facilities.

ii. *Conflict in hours.* The applicant shall demonstrate in documented fashion that there is no substantial conflict in the principal operation hours of the 2 buildings or uses for which joint use of off-street parking facilities is proposed.

iii. *Written consent and agreement.* A legally binding instrument, executed by the parties concerned, for joint use of off-street parking facilities, duly approved as to title of grantors or lessors, and form and manner of execution by the City Attorney, shall be filed with the City and recorded with the Hennepin or Wright County Recorder or Registrar of Titles, and a certified copy of the recorded document shall be filed with the City within 60 days after approval of the joint parking use by the City.

f. *Proof of parking.* The City may permit parking banking of up to 25% of the required parking spaces through the site plan review process.

1. Sufficient evidence shall be provided by the applicant that supports the reduced parking needs.

2. The area proposed for banking of parking spaces shall be an area suitable for parking at a future time.

3. Landscaping of the banked area shall be in full compliance of the zoning regulations and at a minimum landscaped with turf. As a result of the site plan review process, the City may require additional landscaping of the land-banked area.

4. The parking banking area cannot be used for any other use without amendment of the site plan.

5. As part of the site plan review process, the applicant shall show the area to be banked on the site plan and marked as "banked future parking."

6. The City, on the basis of increased parking demand for the use, shall require the conversion of all or part of the banked area to off-street parking spaces.

g. *Garage size.* The minimum garage size for single and 2-family dwellings attached or detached, shall be 440 square feet (22' x 20') for each dwelling unit with a basement and 540 square feet (22' x 24') without a basement.

h. *Parking requirements for uses not specified herein.* In the event this chapter does not specify the number of parking spaces for a specific use, the determination of required parking spaces shall be made using the following criteria:

1. The number of parking spaces required for a use in terms of the parking demand anticipated to be generated;

2. The square footage to be occupied by the proposed use;

3. The number of employees and patrons that are anticipated for the proposed use.

i. *Fractional spaces.* When the calculation of required number of spaces results in a fraction, each fraction of 1/2 or more shall constitute another space.

j. *Required minimum parking.* The minimum number of parking spaces for each use shall be as follows:



1. *Residential.* (Residential minimum parking requirements shall have flexibility through the development process if a project meets the goals and policies of the Comprehensive Plan to achieve affordable housing).

(a) *Single and 2-family dwellings.* Each dwelling unit shall include 2 enclosed spaces and 2 surfaced spaces.

(b) *Townhouses.* Each dwelling unit shall include 2 enclosed spaces and 2 surfaced spaces, plus an additional 1/2 parking space per dwelling unit for visitors. Visitor parking may be consolidated in key areas of the townhouse development or it may be located in driveways leading to garages, provided that the visitor parking space will not interfere with circulation.

(c) *Multiple-family dwellings.* Two spaces per dwelling unit, 1 of which must be enclosed, plus an additional 1/2 parking space per every 5 dwelling units for visitors.

(d) *Senior housing.* In connection with multiple dwelling units that restrict occupancy to senior citizens, the City Council may grant a variance reducing the parking requirement to a minimum of 1.25 spaces per dwelling unit, 1 of which must be enclosed for each 3 dwelling units. In connection with the variance, the City Council will require that the landowner, for him or herself, his or her successors and assignees, agree to expand available parking to the full amount required by this section if the occupancy is not restricted to senior citizens. Adequate land area shall be designated and set aside for future expansion of the parking to the full amount required by this section, if needed. For the purpose this section, senior citizens are defined as persons 55 years of age or older.

(e) *Manufactured home park.* Two parking spaces per unit plus 1/2 parking space for visitors. Each manufactured home park shall maintain a hard surfaced off-street parking lot for guest of occupants of at least 1 space for each 5 coach sites. Visitor parking may be consolidated in key locations of the manufactured home park development.

(f) *Special residential.*

i. Assisted living facility - 1/2 spaces per unit.

ii. Daycare nursery - 1 space per teacher/employee on the largest work shift, plus 1 off street loading space per 6 students.

iii. Group dwellings - 1 space per sleeping room or for every 4 beds.

iv. Monasteries, convents - 1 space per 6 residents, plus 1 space per employee on the largest work shift, plus 1 space per 5 chapel seats if the public may attend services.

v. Nursing home other than assisted living facility - 1 space per 6 patient beds, plus 1 space per employee on the largest work shift.

vi. Nursing homes - 1 space per 6 patient beds, plus 1 space per employee on the largest work shift.

vii. Retirement housing - for apartment dwelling units, 1 space per unit with a minimum of half of the required spaces as enclosed garage spaces. The development shall include a proof of parking area sufficient to meet the parking the City Council determines necessary, and that the development is not likely to be converted to non-age restricted housing in the foreseeable future. Townhouse dwelling units shall comply with the requirements of this subsection vii.

2. *Non-residential.*

(a) Bed and breakfast establishments. Two spaces for the principal dwelling unit plus 1 space for each rental unit.

(b) Board and lodging houses. One space for each 4 beds.

(c) Day care accessory to business use. One space per employee.

(d) Residential facilities. One space for each bed, plus 1 space for each 3 employees at maximum shift other than doctors.

(e) Hotel, motel. One space for each rental unit plus 1 space for each employee at maximum shift, plus 1 space per 3 persons to the maximum occupancy load of each public meeting and/or banquet room plus 50% of the spaces otherwise required for accessory uses (e.g. restaurants and bars).

(f) Nursing home, assisted living facility, sanitarium, convalescent, rest home, or institution. One space for each 6 beds for which accommodations are offered, plus 1 space for each 2 employees at maximum shift.

(g) Schools, elementary and junior high. Three spaces for each classroom.

(h) Schools, high school and all post secondary institutions. One space for each 4 students based on design capacity, plus 3 additional spaces for each classroom.

(i) Place of worship and other places of assembly. One space for each 3 seats.

(j) Community center, theatre, assembly hall, auditorium, sports arena. One space per 3 patrons at the maximum occupancy load of the facility, plus 1 space per employee on the largest work shift.

(k) Hospital. One space for each 3 hospital beds, plus 1 space for each 4 employees other than doctors at maximum shift, plus 1 parking space for each resident and regular staff doctor. Bassinets shall not be counted as beds.

(l) Medical clinic, dental clinic or animal hospital. Six spaces per staff doctor or dentist.



- (m) Animal kennel. Five spaces plus 1 for each 500 square feet over 1,000 square feet.
- (n) Health club. One space for each 200 square feet of floor area.
- (o) Golf course, tennis or swimming club. Twenty spaces minimum plus 4 spaces for each 200 square feet floor area.
- (p) Mini golf course. One and 1/2 spaces per hole plus 1 space for every employee.
- (q) Bowling alley. Six parking spaces for each alley, plus additional spaces as may be required for related uses such as restaurant/bar.
- (r) Vehicle related retail/service. Two spaces plus 3 spaces for each service stall, plus 1 space for each 250 square feet of building used for the sale of goods and services, plus adequate stacking and maneuvering space for pump island areas.
- (s) Restaurant, café, bar, tavern, night club. One space for each 2.5 seats based on design capacity and 1 space per employee based on largest working shift or as determined by the business plan and approved by the City.
- (t) Restaurant, drive-in or take out. One space for each 15 square feet of floor area allocated to patron service and counter area, plus 1 space for every 2.5 seats based on design capacity.
- (u) Retail stores. Five spaces for each 1,000 square feet of floor area.
- (v) Outdoor storage display of retail. One per 2,000 square feet in addition to required use.
- (w) Indoor retail storage facility. One space per employee at full shift plus 1 space for each 6,000 square feet, 2 parking per dwelling.
- (x) Cellular/antenna/communication tower. One space per tower for repair vehicle.
- (y) Office, banks, public administration. One space for each 200 square feet of floor area.
- (z) Library, museum, post office. One parking space for each 300 square feet of floor area.
- (aa) Funeral homes. Eight spaces for each chapel or parlor, plus 1 space for each funeral vehicle maintained on the premises. Aisle space shall also be provided off the street for making up a funeral procession.
- (bb) Furniture store, wholesale, auto sales, repair shops. Three spaces for each 1,000 square feet of floor area. Open sales lots shall provide 2 spaces for each 5,000 square feet of lot area, but not less than 3 spaces.
- (cc) Industrial, warehouse, manufacturing, processing plant, storage, printing, publishing, handling of bulk goods, garden supply, and building material sales. One space for each employee on maximum shift or 1 space for each 2,000 square feet of floor area, whichever is greater.
- (dd) Crude oil, gasoline or other liquid storage tanks. 1 space for loading.
- (ee) Research, experimental or testing station. One space for each 350 square feet floor area.
- (ff) Shopping centers. Five spaces for every 1,000 square feet of floor area.
- (gg) Marinas. One and 1/2 spaces per slip plus 1 space per employee and a minimum of 20 twelve by twenty-five foot trailer stalls.
- (hh) Public parks. Parking spaces will be determined on the type of park developed and the uses found in the park.
- (ii) All other retail. Ten spaces for every 1,000 square feet of floor area.

#### **Subd. 8 Off-Street Loading and Unloading Areas**

(1) *Required loading berths.* In connection with any structure which is to be erected or substantially altered and which requires the receipt or distribution of materials or merchandise by vehicles, there shall be provided adequate space for loading and unloading all vehicles used incidental to the operation of the use as determined by the City. The size of the berths will depend upon the size of the vehicles to be used. Upon receiving an application for a particular use for a parcel or building which is not adequately provided with loading and unloading facilities, and which, in the opinion of the City, is to receive or distribute goods or services which will necessitate the use of trucking to the extent that special consideration should be given to the request, it shall be referred to the Planning Commission for study and the City Council for determination.

(2) *Location.* All required loading berths shall be off-street and shall be located on the same lot as the building or use to be served. A loading berth shall not be located less than 25 feet from the intersection of 2 street right-of-ways, nor less than 50 feet from a Residential District unless within a building. Loading berths shall not be located in a required front yard.

(3) *Access.* Each required loading berth shall be located with the appropriate means of vehicular access to a street or public alley in a manner that will least interfere with traffic.

(4) *Surfacing.* All loading berths and access ways shall be improved with a durable material to control the dust and drainage according to a plan approved by the City Engineer.



- (5) *Other uses not allowed.* Any space allocated as a loading berth or access drive as required by this chapter shall not be used for the storage of goods, inoperable vehicles or be included as part of the space requirements necessary to meet the off-street parking area.
- (6) *Screening.* Screening of loading areas, waste storage areas, and parking from pedestrian activity shall be required as provided in Subsection 1001.24.

**Subd. 9 Minimum Parking Space and Aisle Dimensions**

- (1) *Table.* The parking dimensions for parking stalls, parking lots, and parking drive aisles shall meet the following:

<i>Angle of Parking</i>	<i>Stall Width</i>	<i>Stall Length</i>	<i>Curb Length per Car</i>	<i>Stall Depth</i>	<i>Aisle Width One-Way</i>	<i>Aisle Width Two-Way</i>
0 degrees (parallel)	10'	20'	23'	9'	12'	24'
30 degrees	10'	20'	18'	17'4"	12'	24'
45 degrees	10'	20'	12'9"	19'10"	13'	24'
60 degrees	10'	20'	10'5"	21'	18'	24'
90 degrees (perpendicular)	10'	20'	10'	20'	24'	24'

- (2) *Parking stalls length reduction.* Parking stall length may be reduced to 18 feet if sufficient room is provided beyond the parking stall for automobile overhang. The overhangs shall not detrimentally impact or interfere with adjacent landscaping or pedestrian movement and shall be free from surrounding obstructions.
- (Ord. 2010-01, passed 1-26-10; Am. Ord. 2018-11, passed 5-8-2018)



**ITEM:**

Consideration of Ordinance 2025-05, Amendment City Code 1001.20 regarding Signage

**APPLICANT:**

City of Dayton

**PREPARED BY:**

Hayden Stensgard, Planner II

**BACKGROUND/OVERVIEW:**

*MONUMENT SIGNS*

In 2024, through discussion and consideration of a variance application to the sign ordinance for a commercial business in Dayton, the City Council requested that staff look at allowing taller monument signs. As monument signs have more aesthetic appeal than pylon signs, generally, allowing for taller monument signs may deter the use of pylon signs more than the current code language. As such, staff has drafted an ordinance amendment to reflect that adjustment to the sign ordinance. The height agreed upon by the Council was 16 feet for monuments, while the sign area allowance is proposed to remain at 64 square feet.

While reviewing this section of the Sign ordinance, staff found an inconsistency with the section requiring that wall signage be only on the primary building façade, or the wall where the building entrance is. Staff is recommending this provision be removed as some commercial businesses have an interest in placing wall signage on other facades of the building, especially in instances when a property is adjacent to more than one public street. If the business can be within the sign size limitations established within the sign code, location on more than one wall of the building does not cause issues.

*TEMPORARY SIGNS*

In 2024, the City Council requested consideration of allowing temporary signs in the right-of-way (e.g. garage sale, home builders, political signs), and allowing off-premise signs (e.g. Dehn's Pumpkins).

The proposed amendment would allow temporary off-premise signs on private property, 32 sq. ft. in area, and 6' tall. As an example, a seasonal business would have the opportunity to work with property owners along main roadways to place signs on private property to advertise an event or things of the like. The temporary sign permit provides a timeframe of 21 days prior to an event and 7 days following the end of the event. The Planning Commission recommended maintaining the requirement that permanent and temporary signs be located outside of the right of way. However, they also recommended removing "signs in the right of way" from the prohibited signs section of the ordinance. Permanent and temporary signs would still be subject to the 10-foot setback from property lines, and as both sign types are required to obtain a permit before placing, that would be a standard part of the permit review to verify compliance.

**CRITICAL ISSUES:**

N/A

**RELATIONSHIP TO COUNCIL GOALS:**

N/A



**PLANNING COMMISSION RECOMMENDATION:**

The Planning Commission's recommended language provides flexibility for businesses to have the ability to work with property owners to place temporary signs on a property to advertise for events, while at the same time not allowing temporary and permanent signs to be in the right of way. The Planning Commission did not have any recommended changes to the first portion of the amendment regarding monument signs. In summary, the Planning Commission unanimously recommended approval of the ordinance attached to this report.

A Public Hearing notice was published by THE PRESS on January 23, 2025.

**ATTACHMENT(S):**

Draft Ordinance Amendment

Freestanding sign reference exhibit



**ORDINANCE NO. 2025-05**

**CITY OF DAYTON  
HENNEPIN AND WRIGHT COUNTIES, MINNESOTA**

**AN ORDINANCE AMENDING DAYTON CITY CODE  
RELATING TO SECTION 1001.20 SIGNS**

THE CITY COUNCIL OF THE CITY OF DAYTON DOES ORDAIN:

**SECTION 1. AMENDMENT.** Dayton City Code Section 1001.20 is hereby amended by adding the following underlined language and deleting the following ~~strike through~~ language, which reads as follows:

**§ 1001.20 SIGNS**

...

**Subd. 5 District Regulations**

(1) The following signs shall be allowed within the specific Zoning Districts. Signs shall comply with the sign types and standards in [Tables 2-5](#).

a. *Sign standards.* In addition to the signs allowed by this Section, the following signs shall be allowed within the specific Zoning Districts. Signs shall comply with the sign types and standards in [Tables 2-5](#).

b. *Planned unit developments.* All developments must comply with standards for the underlying zoning district. PUD sign plans that deviate from these standards may be requested as part of the Preliminary PUD development plan.

c. *Additional standards for specific types of signs.* The following signs are permitted in addition to other allowed signage on a site:

1. *Menu boards.* Drive-through restaurants may be permitted 1 menu board not to exceed 50 square feet and not to exceed 6 feet in height. Restaurants with 2 drive through lanes may be permitted 1 sign per drive-through lane not to exceed 36 square feet and not to exceed 6 feet in height per sign. Menu boards may be internally illuminated. Such signage is in addition to the other signage allowed in the district.

2. *Motor fuel stations.* In addition to the 1 dynamic display permitted by Subdivision 4(4) of this Section, motor fuel stations in any district are permitted to display 1 additional 16 square foot dynamic display on freestanding sign or on the canopy as additional wall signage. Such signs are subject to the standards of this Section, and M.S. §§ 239.751 and 325D.71, as may be amended.

(2) *Freestanding sign standards.*

<b>Table 2 - Freestanding Signs</b>					
<b><i>District</i></b>	<b><i>Quantity</i></b>	<b><i>Sign Area</i></b>	<b><i>Height</i></b>	<b><i>Style</i></b>	<b><i>Illumination</i></b>



<b><i>Agricultural and Residential Districts</i></b>	1	32 sq. ft.	6 ft.	Monument	None
<b><i>R-0</i></b>	1	32 sq. ft.	<del>68</del> ft.	Monument	None
<b><i>B-1, B-2</i></b>	1	64 sq. ft.	<del>168</del> ft.	Monument	External, internal
<b><i>B-3, B-4</i></b>	1	64 sq. ft.	<del>168</del> ft., 25 ft.	Monument, pylon	External, internal, dynamic display
<b><i>BP, I-1, I-2</i></b>	1	64 sq. ft.	<del>168</del> ft.	Monument	External, internal, dynamic display
<b><i>P-R</i></b>	1	64 sq. ft.	<del>168</del> ft.	Monument	External, internal, dynamic display
<b><i>GMU-1</i></b>	1	64 sq. ft.	<del>168</del> ft., 25 ft.	Monument, pylon	External, internal, dynamic display
<b><i>GMU-2</i></b>	1	64 sq. ft.	<del>168</del> ft.	Monument	External, internal, dynamic display
<b><i>GMU-3</i></b>	0	0	0	N/A	None
<b><i>GMU-4</i></b>	1	64 sq. ft.	<del>168</del> ft.	Monument	External, internal, dynamic display
<b><i>GMU-5</i></b>	1	64 sq. ft.	<del>168</del> ft., 25 ft.	Monument, pylon	External, internal, dynamic display

~~a. The freestanding sign must be located at the primary entrance to the development.~~

~~a~~b. Except in the P-R and GMU districts, a second freestanding sign is permitted for residential subdivisions, subject to following:

1. The development has 3 or more lots or principal buildings.
2. The development has an entrance from a major collector or arterial street and a second entrance.



3. No more than 2 freestanding signs shall be permitted for the development.
4. The size of the second sign shall not exceed the maximum size allowed by [Table 2](#).

be. Commercial and industrial multiple occupancy buildings and developments shall be subject to the following:

1. Freestanding signs on individual tax lots located within the development are not allowed.

2. One freestanding sign shall be permitted for the entire development.

3. Additional freestanding sign.

- (a) One additional freestanding sign may be permitted when there is a minimum of 2 access streets.

- (b) The access streets shall be a minimum of 500 lineal feet in length each. The signs shall be separated by a minimum of 300 lineal feet.

4. No permit shall be issued for a new or replacement sign for an individual tenant except upon a determination by the Zoning Administrator that it is consistent with the approved comprehensive sign plan.

cd. Sign(s) shall be located to accommodate said sign and related landscaping to meet all setback requirements. If the sign(s) are to be located on outlots, the outlets shall be designated on the preliminary plat and detailed plans for the development signs shall be submitted with the final plat.

de. The area around the sign shall be landscaped in such a manner to accent and enhance the sign while remaining sensitive to the natural features of the site. Detailed site and landscape plans shall be included with each sign permit application and shall be subject to review and approval of the Zoning Administrator.

ef. The design and construction of the sign shall be done with masonry materials (brick, stone, etc.) to keep maintenance and upkeep costs to a minimum and to minimize the potential for vandalism. The signs are to be aesthetically pleasing when designed and constructed. Monument sign bases shall be constructed of similar materials, style and color as the principal building. Detailed construction plans and a materials list shall be included with each sign permit application and shall be subject to the review and approval of the Zoning Administrator.

(3) *Directional signs.*

- a. On-premises signs shall not be larger than 4 square feet. The maximum height of the sign shall not exceed 5 feet from the ground.

- b. The directional signs shall be so located such that the sign does not adversely affect adjacent properties (including site lines or confusion of adjoining ingress or egress) or the general appearance of the site from public rights-of-way.

- c. No more than 4 signs shall be allowed per lot and shall be in addition to other allowed signage. The City Council may allow additional signs as part of a site plan or development plan



as part of a master sign plan in situations where access is confusing or traffic safety could be jeopardized.

d. Permanent off-premises signs shall be allowed only in situations where access is confusing and traffic safety could be jeopardized or traffic could be inappropriately routed through residential streets. The size of the sign shall be no larger than what is needed to effectively view the sign from the roadway and shall be approved by the City Council. Temporary off-premises signs are prohibited, unless otherwise specified in this Chapter.

e. On-premises signs for industrially zoned land in excess of 40 acres shall not exceed 12 square feet. The maximum height of the sign shall not exceed 5 feet from the ground. The placement of directional signs on the property shall be so located such that the sign does not adversely affect adjacent properties or the general appearance of the site from public right-of-way. No more than 4 signs shall be allowed per site. The City Council may allow additional signs in situations where access is confusing or traffic safety could be jeopardized.

(4) *Wall sign standards.*

a. The following signs are allowed in the Agricultural, Residential and PR districts:

<b><i>Table 3 - Wall Signs</i></b>				
<b><i>District</i></b>	<b><i>Sign Area</i></b>	<b><i>Illumination</i></b>	<b><i>Style</i></b>	<b><i>Additional Standards</i></b>
Agricultural and residential districts	Not permitted	N/A	N/A	
P-R	10% of the primary building wall area up to 100 sq. ft.	External, internal	Individual letters or script logos	One wall, canopy or marquee sign per

b. The following signs are allowed in the R-0 districts:

<b><i>Table 4 - Wall Signs</i></b>				
<b><i>District</i></b>	<b><i>Sign Area</i></b>	<b><i>Illumination</i></b>	<b><i>Style</i></b>	<b><i>Additional Standards</i></b>
R-0	<del>Not Permitted</del> 10% of the wall area up to 64 sq. ft.	<del>N/A</del> External, internal	<del>N/A</del> Individual letters or script logos	<del>One wall, canopy or marquee sign per tenant</del>

c. The following signs are allowed in the commercial, industrial and mixed-use districts:



<b>Table 5 - Wall Signs</b>				
<b>Wall Area (sq. ft.)</b>	<b>Sign Area - Maximum Percentage of Wall Area</b>	<b>Illumination</b>	<b>Style</b>	<b>Additional Standards</b>
0-5,000	10%	External, internal	Individual letters or script logos	One wall, canopy or marquee sign per tenant, except tenants that front on 2 public streets may be allowed 1 sign per frontage, subject to the same sign limits
5,000-15,000	7%			
15,000+	3%			

1. ~~Wall signs are limited to the primary entrance of the building or tenant space.~~ The primary building facade shall be calculated as follows:

(a) The primary building facade shall be calculated using the width of the first story exterior wall as defined in Section [1001.03](#), Subdivision 2.

(b) Sign height shall not exceed the top of the parapet wall or, if no parapet wall, sign height shall not exceed the height of the eaves.

(c) Exterior wall dimensions shall be measured at the base of the ground floor, excluding screening walls, fences, and the like.

(d) Alcoves, entryways and extruding portions shall be measured through as though along a flat wall of a building.

(e) Only the primary building facade shall be used for sign area calculations.

~~2. Wall signs must be located on the same wall as the primary building entrance.~~

~~(f)~~ All signs, including exempt and temporary signs, installed on the building shall be placed on the sign band. A sign band is the continuous portion of the building facade that is unbroken by doors or architectural building features.

~~(g)~~ Signs installed on the exterior building facade may be placed below the designated sign band when the Building Official can be assured that the public is satisfactorily protected from the sign and the sign is entirely over private property.

~~23.~~ Where a principal building is devoted to 2 or more tenants, each tenant may install a wall sign upon the proportionate share of the building wall to which the sign is to be affixed. The total sign area for the tenants may not exceed the total sign area allowed for the building based on the primary building facade. Individual tenants of a multiple occupancy building within a commercial or industrial zoning district shall not display separate wall, canopy, or marquee signs unless the tenant's business has an exclusive exterior entrance and subject to the following requirements:



(a) The number of individual wall canopy, or marquee signs shall be limited to 1 per tenant space, except that not more than 2 signs may be displayed for the tenant of a corner suite or a suite that extends through the building thus having 2 exterior entrances.

(b) Total sign area shall be limited to the maximum wall sign size permitted in the applicable zoning district provisions in [Tables 3-5](#) of this Section.

(c) The sign shall be located only on the exterior wall of the tenant space to which the sign permit is issued, but are not required to face a public street.

34. Lettering on canopy and awning signs is restricted to the side panels or front drop. Canopies shall be considered to be an integral part of the structure to which they are accessory. Signs may be attached to a canopy, but such structures shall not be considered as part of the wall area, and thus shall not warrant additional sign area.

45. Internally lit wall signs are limited to logo signs and individually-mounted channel lit lettering.

56. Multiple occupancy commercial and industrial buildings. When a single principal building is devoted to 2 or more commercial or industrial principal uses, a comprehensive sign plan shall be submitted for review and approval of the Zoning Administrator and shall include:

(a) A site plan to scale showing the location of lot lines, buildings, structures, parking areas, existing and proposed signs, and any other physical features of the area included within the proposed comprehensive sign plan.

(b) Elevations to scale of buildings included within the comprehensive sign plan including the location of existing or proposed wall, canopy, or marquee signs.

(c) To scale plans for all existing and proposed signs of any type included within the comprehensive sign plan indicating area, dimensions, height, materials, colors, and means of illumination (if any).

(5) *Temporary signs.*

a. Freestanding signs shall be set back no less than 10 feet from the property line and shall not exceed 32 square feet in area.

b. If building-mounted, these signs shall be flat wall signs and shall not project above the roofline.

c. If ground-mounted, the top shall be no more than 6 feet above ground level.

d. Such signs shall be allowed no more than 21 days prior to the event or function and must be removed within 7 days after the event or function.

e. Such signs may be illuminated in accordance with restrictions set forth in this Section.

f. Temporary development sales signs shall be allowed upon approval of a final plat for a subdivision having 5 or more lots provided that:

1. One sign shall be allowed per project or subdivision or 1 sign for each frontage to a major collector or arterial street, whichever is greater.

2. Each construction site will be allowed up to 2 signs, each limited to a maximum of 32 square feet in area.

3. Freestanding signs shall be limited to a maximum height of 8 feet.



4. The sign shall not be displayed for a period to exceed 36 months from the date a permit is issued for the sign or until building permits have been issued for 85% of the lots or dwelling units within the subdivision, whichever is less restrictive.

...

#### **Subd. 6 Prohibited Signs**

(1) Any sign, signal, marking or device which purports to be or is an imitation of or resembles any official traffic control device or railroad sign or signal, or emergency vehicle signs, or which attempts to direct the movement of traffic or which hides from view or interferes with the effectiveness of any official traffic-control device or any railroad sign or signal.

(2) Billboards.

(3) Changeable copy signs, electronic, except as specifically allowed by this Chapter.

(4) Content classified as **Obscene** as defined by M.S. § 617.241.

(5) Electronic graphic display signs except as allowed by this Chapter.

(6) Flashing signs.

(7) Multi-vision signs.

(8) Portable signs.

(9) Roof signs.

(10) Rotating signs.

(11) Shimmering signs.

(12) Signs painted, attached or in any other manner affixed to trees or similar natural surfaces, or attached to utility poles, bridges, towers, or similar public structures.

(13) Obsolete and off premises signs: Residential Districts (except those established prior to January 2008). No signs shall be permitted which advertises a business which is not being presently conducted on the premises on which the sign is located unless it meets the regulations of a temporary sign or a sign that does not require a permit as defined in Section 1001.20, Subdivision 9.

~~(14) Any sign within the public right of way.~~

**SECTION 2. EFFECTIVE DATE.** This ordinance shall be in full force and effect from and after its passage and publication as required by law.

Adopted by the City Council of the City of Dayton this 28<sup>th</sup> day of February 2025

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Mayor Dennis Fisher

ATTEST:

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Amy Benting, City Clerk

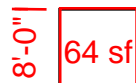


Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

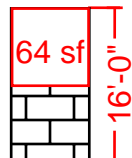
*Motion passed* \_\_\_\_\_

Published in the THE PRESS on \_\_\_\_\_

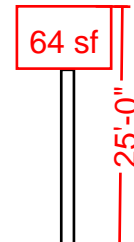




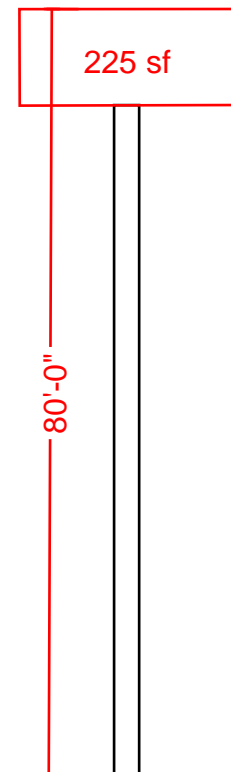
Dayton - **Existing**  
Standard Maximum  
for Monument Sign



Dayton - **Proposed**  
Standard Maximum  
for Monument Sign



Dayton -  
Standard  
Maximum for  
Pylon Sign



Kwik Trip  
Proposed Sign