

CONTRACT CONSTRUCTION PAYMENT REQUEST

6N

DATE: August 03, 2018

TO: Mayor & City Council
Duane Hébert, Interim City Manager

PROJECT NAME: Tink Larson Community Field Reconstruction

CITY PROJECT NO. 2016-23

PAYMENT REQUEST : NO. 2

PAYMENT PERIOD : July 1, 2018-July 31, 2018

CONTRACTOR: Merit Contracting Inc

PAYMENT AMOUNT: \$52,655.13

Approved By:

Tom Kellogg 8/5/18
Department Head Date

Shelly L. Kellogg 8/6/2018
Director of Finance Date

Duane Hébert 8-6-18
City Manager Date

AIA DOCUMENT G732 - 2009

APPLICATION AND CERTIFICATION FOR PAYMENT, Construction Manager as Adviser Edition

PAGE 1 OF 2 PAGES

TO OWNER: City of Waseca 508 S State ST Waseca MN 56093		PROJECT: Tink Larson Field Waseca MN	APPLICATION NO: 2	Distribution to: <input type="checkbox"/> OWNER <input checked="" type="checkbox"/> CONSTRUCTION MANAGER <input type="checkbox"/> ARCHITECT <input type="checkbox"/> CONTRACTOR <input type="checkbox"/> FIELD <input type="checkbox"/> OTHER
FROM CONTRACTOR: Merit Contracting, Inc. 4661 Hadley View Ct NE Rochester MN 55906		VIA CONSTRUCTION MANAGER: Kraus Anderson Company 416 S Broadway Rochester MN 55904	PERIOD TO: 07/31/18 CONTRACT DATE: 8/16/17 PROJECT NOS: 1711014	
CONTRACT FOR: metal roof panel package		VIA ARCHITECT: Widsath Smith Nolling & Assoc	WS 07-B	

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703™, continuation Sheet, is attached.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

1. ORIGINAL CONTRACT SUM	\$ 54,126.00
2. NET CHANGES IN THE WORK	\$ 5,313.45
3. CONTRACT SUM TO DATE (Line 1 +/- 2)	\$ 59,439.45
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$ 55,874.45
5. RETAINAGE:	
a. 5 % of Completed Work	\$ 2,793.72
(Column D + E on G703)	
b. 5 % of Stored Material	\$ 0.00
(Column F on G703)	
Total Retainage (Lines 5a + 5b, or total in Column I on G703)	\$ 2,793.72
6. TOTAL EARNED LESS RETAINAGE	\$ 53,080.73
(Line 4 less Line 5 Total)	
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$ 425.60
(Line 6 from prior Certificate)	
8. CURRENT PAYMENT DUE	\$ 52,655.13
9. BALANCE TO FINISH, INCLUDING RETAINAGE	\$ 6,358.72
(Line 3 minus Line 6)	

By: [Signature] Date: 7/24/18
State of Minnesota County of Olmsted
Subscribed and sworn to before me this day of
Notary Public:
My Commission expires:

CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on evaluations of the Work and the data comprising this application, the Construction Manager and Architect certify to the Owner that to the best of their knowledge, information and belief the Work has progressed as indicated, the quality of the Work in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 52,655.13
(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

CONSTRUCTION MANAGER:

By: [Signature] Date: 7-27-18
ARCHITECT: (NOTE: If Multiple Prime Contractors are responsible for performing portions of the Project, the Architect's Certification is not required.)

By: _____ Date: _____
This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

SUMMARY OF CHANGES IN THE WORK	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this month including Construction Change Directives		
TOTALS	\$0.00	\$0.00
NET CHANGES IN THE WORK		\$0.00

CONTRACT CONSTRUCTION PAYMENT REQUEST

60

DATE: August 03, 2018

TO: Mayor & City Council
Duane Hébert , Interim City Manager

PROJECT NAME: Tink Larson Community Field Reconstruction

CITY PROJECT NO. 2016-23

PAYMENT REQUEST : NO. 2

PAYMENT PERIOD : July 1, 2018-July 31, 2018

CONTRACTOR: HKS Construction LLC

PAYMENT AMOUNT: \$25,252.90

Approved By:

Tom Kelley 8/5/18
Department Head Date

Shelly LeBlond 8/6/2018
Director of Finance Date

Don Hick 8-6-18
City Manager Date

CONTRACT CONSTRUCTION PAYMENT REQUEST

6P

DATE: August 03, 2018

TO: Mayor & City Council
Duane Hébert, Interim City Manager

PROJECT NAME: Tink Larson Community Field Reconstruction

CITY PROJECT NO. 2016-23

PAYMENT REQUEST : NO. 3

PAYMENT PERIOD : July 1, 2018-July 31, 2018

CONTRACTOR: Britton Plumbing and Heating

PAYMENT AMOUNT: \$26,319.75

Approved By:

Tom Kellogg 8/5/18
Department Head Date

Shelly A. Kelly 8/6/2018
Director of Finance Date

Duane Hébert 8-6-18
City Manager Date

Received

JUL 24 2018

APPLICATION AND CERTIFICATE FOR PAYMENT CONSTRUCTION MANAGER-ADVISER EDITION

AIA DOCUMENT G732/Cma

PAGE ONE OF 2 PAGES Kraus-Anderson

Construction Company

TO OWNER: PROJECT: APPLICATION NO.: 3 Distribution to:
 CITY OF WASECA TINK LARSON FIELD PERIOD TO: 07/25/18 () OWNER
 508 S. STATE ST. 018 4TH ST NE PROJECT NOS. () ARCHITECT
 WASECA MN 56093 WASECA MN 56093 () CONTRACTOR
 CONTR VIA
 ACTOR: CONSTRUCTION
 BRITTON PLUMBING & HEATING, LLC MANAGER: KRAUS ANDERSON CONTRACT DATE: ()
 10740 340TH AVE ()
 WASECA MN 56093

VIA ARCHITECT: WIDSETH SMITH NOLTING & ASSOC

CONTRACT FOR: GRANDSTAND

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
 Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM \$55,000.00
 2. Net change by Change Orders \$2,705.00
 3. CONTRACT SUM TO DATE (Line 1 + 2) \$57,705.00
 4. TOTAL COMPLETED & STORED TO DATE \$55,305.00

(Column G on G703)

5. RETAINAGE:

a. 5% of Completed Work \$2,765.25

(Columns D + E on G703)

b. _____% of Stored Material

(Column F on G703)

Total Retainage (Line 5a + 5b or

Total in Column I of G703) \$2,765.25

6. TOTAL EARNED LESS RETAINAGE \$52,539.75

(Line 4 less Line 5 Total)

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT

(Line 6 from prior Certificate) \$28,220.00

8. CURRENT PAYMENT DUE \$28,319.75

9. BALANCE TO FINISH, INCLUDING RETAINAGE

(Line 3 Less Line 6) \$5,165.25

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$0.00	
Total approved this Month	\$0.00	
TOTALS	\$0.00	
NET CHANGES by Change Order	\$0.00	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By: M. Smith

State of:

Minnesota

County of:

Waseca

Subscribed and sworn to before

me this 20 day of JULY 2018

Notary Public:

My Commission expires: Jan 31, 2019

CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Construction Manager and Architect certifies to the Owner that to the best of their knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$28,319.75
 (Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

CONSTRUCTION MANAGER:

By: [Signature]

Date: 7-27-18

ARCHITECT:

By: _____

Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CONTRACT CONSTRUCTION PAYMENT REQUEST

6Q

DATE: August 03, 2018

TO: Mayor & City Council
Duane Hébert , Interim City Manager

PROJECT NAME: Tink Larson Community Field Reconstruction

CITY PROJECT NO. 2016-23

PAYMENT REQUEST : NO. 1

PAYMENT PERIOD : July 1, 2018-July 31, 2018

CONTRACTOR: Carciofini Company Inc

PAYMENT AMOUNT: \$4,427.00

Approved By:

Tom Kelley 8/6/18
Department Head Date

Shelly L. Kelly 8/6/2018
Director of Finance Date

Don Hill 8-6-18
City Manager Date

APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702/CMA

CONSTRUCTION MANAGER-ADVISER EDITION

PAGE ONE OF 2 PAGES

TO OWNER:

City of Waseca

508 S State St

Waseca, MN 56093

FROM CONTRACTOR:

Carciofini Company, Inc.

12101 Nicollet Ave S

Burnsville, MN 55337

PROJECT:

Tink Larson Field

APPLICATION NO: 1

PERIOD TO: 7/31/18

PROJECT NO: 1711014

CONTRACT DATE: 8/16/17

Distribution to:

☐ OWNER

☒ CONSTRUCTION

MANAGER

☐ ARCHITECT

☐ CONTRACTOR

Received

VIA CONSTRUCTION MANAGER:

KACC

Wideth Smith Nolting & Associates, Inc

WS 07-D

JUL 21 2018

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Carciofini Company, Inc.

By: Angela L. Ferguson Date: 7/20/18

Angela L. Ferguson - Controller

State of: Minnesota

Subscribed and sworn to before me this

Notary Public: [Signature]

My Commission expires: JAN. 31, 2022

County of: Dakota

20th Day of

July 2018

JAMES ALLEN PHILLIPS

Notary Public

State of Minnesota

My Commission Expires

January 31, 2022

CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Construction Manager and Architect certify to the Owner that to the best of their knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED

\$ 4,427.00

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that changed to conform to the amount certified.)

CONSTRUCTION MANAGER:

By: [Signature]

Date: 7-27-18

ARCHITECT:

By: [Signature]

Date:

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

1. ORIGINAL CONTRACT SUM	\$	5,825.00
2. Net change by Change Orders	\$	0.00
3. CONTRACT SUM TO DATE (Line 1 + 2)	\$	5,825.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	4,660.00
5. RETAINAGE:		
a. 5 % of Completed Work	\$	233.00
(Column D + E on G703)		
b. 5 % of Stored Material	\$	0.00
(Column F on G703)		
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$	233.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total)	\$	4,427.00
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	0.00
8. CURRENT PAYMENT DUE	\$	4,427.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	1,398.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$0.00	
Total approved this Month		
TOTALS	\$0.00	\$0.00
NET CHANGES by Change Order	\$0.00	

CONTRACT CONSTRUCTION PAYMENT REQUEST

6R

DATE: August 03, 2018

TO: Mayor & City Council
Duane Hébert, Interim City Manager

PROJECT NAME: Tink Larson Community Field Reconstruction

CITY PROJECT NO. 2016-23

PAYMENT REQUEST: NO. 5

PAYMENT PERIOD: July 1, 2018-July 31, 2018

CONTRACTOR: Del's Construction Company Inc

PAYMENT AMOUNT: \$15,499.04

Approved By:

Tom Killgore 8/5/18
Department Head Date

Shelly L. Kelly 8/6/2018
Director of Finance Date

Dan Hill 8-6-18
City Manager Date

RECEIVED

Application For Payment Construction Manager-Adviser Edition

Page 1 of 2

To: City of Waseca 508 South State St Waseca, MN 56093 JUL 23 2018 KRAUS-ANDERSON@		Project: Tink Larson Field 558 7th Ave NE Waseca, MN 56093		Application Date 07/19/18	Period To 07/31/18	Contract Date 08/16/17
From Contractor: Del's Construction Company Inc 35832 Ottawa Road Le Sueur, MN 56058		Via Construction Manager: Kraus Anderson Construction Company		Application Number 5	Invoice Number Draw-005	Project Number 1711014
Contract For:		Via Architect: Widseth Smith Nolting & Assoc		Distribution <input type="checkbox"/> Owner <input checked="" type="checkbox"/> Construction Manager <input type="checkbox"/> Architect <input type="checkbox"/> Contractor		

WS 03-A

Contractor's Application for Payment

Application is made for payment, as shown below, with attached Continuation Sheet(s).

- Original Contract Amount: \$ 284,151.00
- Net of Change Orders: \$ 32,310.51
- Net Amount of Contract: \$ 296,461.51
- Total Completed & Stored to Date: \$ 296,461.51
- Retainage Summary:
 - 5.00 % of Completed Work: \$ 14,823.07
 - 0.00 % of Stored Material: \$ 0.00
 Total Retainage: \$ 14,823.07
- Total Completed Less Retainage: \$ 281,638.44
- Less Previous Applications: \$ 266,139.40
- Current Payment Due, This Application: \$ 15,499.04 ✓
- Contract Balance (Including Retainage): \$ 14,823.07

Change Order Activity	Additions	Deductions
Total previously approved:	27,431.08	0.00
Total approved this Month:	4,879.43	0.00
Sub-totals:	32,310.51	0.00
Net of Change Orders:	32,310.51	

Contractor's Certification

The Contractor's signature here certifies that, to the best of their knowledge, this document accurately reflects the work completed in this Application for Payment. The Contractor also certifies that the Current Payment is Due.

(Authorized Signature)


Date: 7/19/18

State of: Minnesota

County of: Le Sueur

Subscribed and sworn to before me this 15 day of July, 2018.Notary Public: My Commission expires: 01/31/2020

Construction Manager and Architect Certification

The Construction Manager and Architect signatures here certify that, based on their own observations, the Contract Documents and the information contained herein, this document accurately reflects the work completed in this Application for Payment. The Construction Manager and Architect also certify the Contractor is entitled to the amount certified for payment.

Amount Certified: \$ 15,499.04


(Construction Manager's Signature)
Date: 7-27-18

(Architect's Signature)

Date: _____

CONTRACT CONSTRUCTION PAYMENT REQUEST

6S

DATE: August 16, 2018

TO: Mayor & City Council
Duane Hébert, Interim City Manager

PROJECT NAME: Old TH 14/ Elm Avenue Reconstruction

CITY PROJECT NO. 2015-08

PAYMENT REQUEST: NO. 10

PAYMENT PERIOD: June 30, 2018-July 31, 2018

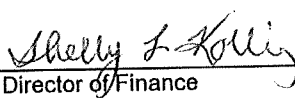
CONTRACTOR: Ulland Brothers Inc

PAYMENT AMOUNT: \$1,108,702.66


Approved By:


Department Head

8/16/18
Date


Director of Finance

8/16/2018
Date


City Manager

8/16/18
Date



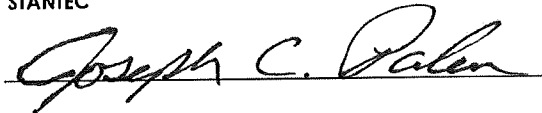
Owner: City of Waseca, 508 State St So, Waseca, MN 56093	Date: August 8, 2018
For Period: 6/30/2018 to 7/31/2018	Request No: 10
Contractor: Ulland Brothers Inc., 2400 Myers Road, Albert Lea, MN 56007	

CONTRACTOR'S REQUEST FOR PAYMENT
OLD TH 14 / ELM AVENUE RECONSTRUCTION
S.P. 8103-115, S.P. 8104-42, S.P. 172-010-003, S.A.P. 081-602-019
STANTEC PROJECT NO. 193803196

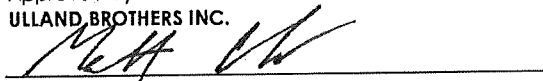
SUMMARY

1	Original Contract Amount		\$ 18,298,652.14
2	Change Order - Addition	\$ 521,461.23	
3	Change Order - Deduction	\$ 69,490.59	
4	Revised Contract Amount		\$ 18,750,622.78
5	Value Completed to Date		\$ 14,120,224.59
6	Material on Hand		\$ 0.00
6a	Erodible Acres Withholding		\$ (14,700.00)
7	Amount Earned		\$ 14,105,524.59
8	Less Retainage 5%		\$ 705,276.23
9	Subtotal		\$ 13,400,248.36
10	Less Amount Paid Previously		\$ 12,291,545.70
11	Liquidated damages -		\$ 0.00
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO. 10		\$ 1,108,702.66

Recommended for Approval by:
STANTEC

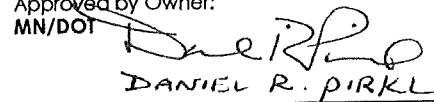


Approved by Contractor:
ULLAND BROTHERS INC.



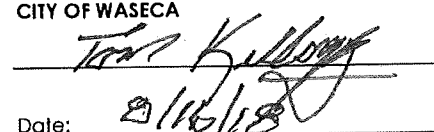
Specified Contract Completion Date:
Substantial: November 15, 2018
Final: May 31, 2019

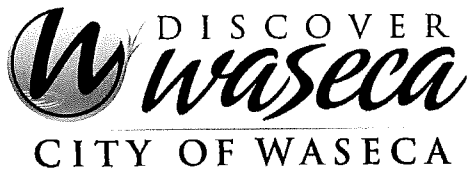
Approved by Owner:
MN/DOT


DANIEL R. PIRKL

Date: 8.15.18

Approved by Owner:
CITY OF WASECA


Date: 8/16/18



Request for City Council Action

Title:	RESOLUTION NO. 18-52 ACCEPTING THE FAA GRANT (WHEN AVAILABLE) FOR AIRPORT RUNWAY CULVERT REPLACEMENT, CITY PROJECT 2018-05		
Meeting Date:	August 21, 2018	Agenda Item Number:	6T
Action:	<input type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input checked="" type="checkbox"/> RESOLUTION <input type="checkbox"/> ORDINANCE <input type="checkbox"/> DISCUSSION	Supporting Documents:	Resolution 18-52
Originating Department:	Engineering	Presented By:	City Engineer
Approved By City Manager: <input checked="" type="checkbox"/>	Proposed Action: Motion to Adopt Resolution No. 18-52 Accepting the FAA Grant (when available) for construction of the Waseca Municipal Runway Culvert, City Project 2018-05.		
How does this item pertain to Vision 2030 goals?	Creating high quality community assets.		

BACKGROUND: The construction of the Airport Runway Culvert is on the Airport CIP and the City is awaiting the grant from the FAA sometime in the next two weeks. The council is being asked to adopt the attached resolution at this time so we are prepared to execute the grant and submit it to the FAA by the September 7th deadline.

The Council awarded the project to Borneke Construction, Inc. in the amount of \$279,889.00 at their June 19, 2018 meeting contingent on receiving the grant. The FAA grant is for 90% of the project cost. The City share is 5% and the state pays the remaining 5%.

BUDGET IMPACT: The Airport Runway Culvert is included in the City's 2018 budget and will be funded by the Airport Special Revenue Fund and the FAA grant.

RECOMMENDATION: Staff recommends the Waseca City Council adopt resolution No. 18-52 Accepting the FAA Grant (when available) for construction of the Waseca Municipal Airport Runway Culvert, City Project No. 2018-05.

RESOLUTION NO. 18-52

AUTHORIZATION TO EXECUTE AIP GRANT NO. 3-27-0109-012-2018 TITLED "REPLACE CULVERT UNDERLYING RUNWAY 15/33" FOR AIRPORT IMPROVEMENT EXCLUDING LAND ACQUISITION

It is resolved by the City of Waseca as follows:

1. That the FAA Agreement No. 3-27-0109-012-2018,

"Replace Culvert Underlying Runway 15/33 for Airport Improvement

Excluding Land Acquisition," for City Project No. 2018-05 at the Waseca

Municipal Airport is accepted when made available.

2. That the Mayor and Assistant to the City Manager are authorized to execute this Agreement and any amendments on behalf of the City of Waseca.

CERTIFICATION

STATE OF MINNESOTA

COUNTY OF WASECA

I certify that the above Resolution is a true and correct copy of the Resolution adopted by the
Waseca City Council

at an authorized meeting held on the 21st day of September, 2018 as shown by the minutes of the meeting
in my possession.

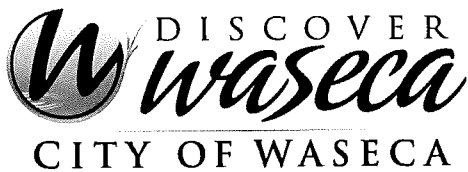
Signature: _____
Mayor

CORPORATE SEAL

/OR/

NOTARY PUBLIC

My Commission Expires: _____



Request for City Council Action

Title:	Resolution No. 18-50 Approving Variances to Allow a Garage Addition on Property Zoned R-2, Urban Residential Located at 424 7 th Ave NW		
Meeting Date:	August 21, 2018	Agenda Item Number:	7A
Action:	<input type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input checked="" type="checkbox"/> RESOLUTION <input type="checkbox"/> ORDINANCE <input type="checkbox"/> DISCUSSION	Supporting Documents:	Resolution No. 18-50 PC Memo/Attachments
Originating Department:	Community Development	Presented By:	City Manager
Approved By City Manager: <input checked="" type="checkbox"/>	Proposed Action: Motion to adopt Resolution No. 18-50, A Resolution of the Waseca City Council Approving Variances to Allow a Garage Addition on Property Zoned R-2, Urban Residential (424 7 th Ave NW)		
How does this item pertain to Vision 2030 goals?	Supporting this Variance promotes good Governance.		

BACKGROUND: Randy Schmidt, owner of the property located at 424 7th Ave NW, is requesting Variances to allow the expansion of an existing detached accessory structure (garage) currently on the property. The property is zoned R-2, Urban Residential. Single-family dwellings are permitted principal uses, and detached garages are permitted accessory uses in the R-2 district.

All current and proposed structures meet setback requirements. The existing garage is 528 square feet in size, and the proposed addition would add 484 square feet to the existing garage for a total of 1,012 square feet. By adding onto the garage with an additional 484 square feet, the property owner would need variances from three sections of the City of Waseca Zoning Code:

Section 154.016 Table 4-10 states that properties zoned R-2 with single family homes may have one accessory structure at 700 square feet and two separate structures at 120 square feet each. The current garage is 528 square feet and the addition would increase the size to a total of 1,012 square feet. This will be 312 square feet over the maximum allowance. No other accessory structures are present on this property.

Section 154.016 Table 4-10 states that the maximum lot coverage for an accessory structure on a lot in the R-2 district is 10% of the total lot area. The property is approximately 8,250 square feet. At this size, 10% of the lot equals 825 square feet. The garage, if expanded, would equal 1,012 square feet, which is 187 square feet over the maximum or 12.26% coverage.

Section 154.150 (A) (4) states: "The accessory structure shall be subordinate in "footprint", area, extent, and purpose to the principal use or structure served." The footprint of the home is 728 square feet. If the garage were expanded, the size of the structure would be 284 square feet greater. The principle structure would remain superior in height.

The applicant wishes to expand the garage in order to turn the existing 528 square feet into an office space/workshop, while also creating enough space for vehicles within the expansion. The applicant would like to note that the current house layout does not allow the workspace required for the desired use and an addition to the house is not possible with the existing house and garage location on the lot. Additionally, the current garage access does not have a direct approach for vehicles, and the addition would accommodate this.

The applicant reduced the original expansion to a smaller size in order to accommodate for and meet the required side setbacks for an accessory structure. The applicant will be required to bring the gravel driveway up to current code requirements by surfacing it with concrete, asphalt or approved pavers.

The Planning Commission held a public hearing on the Variance request on August 15, 2018. The Planning Commission voted 4-0 recommending approval to the City Council.

BUDGET IMPACT: None.

POLICY QUESTION: The City Council has the authority to approve Variances.

ALTERNATIVES CONSIDERED: None.

RECOMMENDATION: Motion to adopt Resolution No. 18-50, Approving Variances to Allow a Garage Addition on Property Zoned R-2, Urban Residential (424 7th Ave NW)

RESOLUTION NO. 18-50

**A RESOLUTION OF THE WASECA CITY COUNCIL
GRANTING VARIANCES TO ALLOW AN ADDITION TO AN EXISTING
DETACHED ACCESSORY STRUCTURE ON PROPERTY ZONED R-2,
URBAN RESIDENTIAL DISTRICT
(424 7th Ave NW)**

WHEREAS, application has been made to the City Council of the City of Waseca by Randy Schmidt, property owner, for approval of Variances from the provisions of Chapter 154, Section 154.016 Table 4-10 and Section 154.150 (A) (4) to allow nonconforming accessory structure lot coverage, size and footprint for a garage addition on property zoned R-2 Urban Residential, located at 424 7th Ave NW which is described as:

Beginning at a point on the South line of Large Lot 5, Bennett's Addition to the Village, now City, of Waseca, Minnesota, 105 feet West of the Southeast corner of said Large Lot 5; running thence North parallel to the East line of said Large Lot 5 a distance of 125 feet; running thence West on a line parallel with the South line of said Large Lot 5 a distance of 66 feet; running thence South parallel with the East line of said Large Lot 5 a distance of 125 feet to a point on the South line of said Large Lot 5, said point being 66 feet West of the point of beginning; running thence East a distance of 66 feet to the point of beginning.

WHEREAS, the Waseca Planning Commission held a public hearing on the request at its August 15, 2018 meeting, and all interested parties were provided an opportunity to comment; and

WHEREAS, the City Council of the City of Waseca has considered the advice and recommendation of the Planning Commission, the consistency of the proposed project with the Waseca Zoning Ordinance and the effect of the proposed use on the health, safety and welfare of the occupants of the surrounding land, existing and anticipated traffic conditions, the effect of the proposed use on the City's Comprehensive Plan, and the effect on property values in the surrounding area; and

WHEREAS, the City Council of the City of Waseca, makes the following findings of fact related to the proposed development and requested Variance:

1. The Variance is in harmony with the purposed and intent of the ordinance.
2. The use and Variance is consistent with the Comprehensive Plan.
3. The proposal puts the property to use in a reasonable manner.
4. There are unique circumstances to the property not created by the landowner.
5. The Variance, if granted, will not alter the essential character of the locality.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Waseca that Variances from the provisions of Chapter 154, Section 154.016 Table 4-10 and Section 154.150 (A) (4) to allow nonconforming accessory structure lot coverage, size and footprint for a garage

addition on property zoned R-2 Urban Residential, be approved subject to the following conditions:

1. The future driveway shall not intrude closer than the existing driveway setbacks and shall be surfaced with concrete, asphalt or approved pavers.
2. The property shall conform to all State and local building and fire codes.

Adopted by the City Council of the City of Waseca this 21st Day of August, 2018.

R.D. SRP
MAYOR

ATTEST:

MIKE ANDERSON
ASSISTANT TO THE CITY MANAGER

PLANNING DEPARTMENT

MEMORANDUM

TO: Robin Terrell, Chair
Waseca Planning Commission

FROM: Bill Green
Planning and Zoning Coordinator
Monica Waite
Community Development Intern

MEETING DATE: August 15, 2018

SUBJECT: Public Hearing - Action No. 18-07_VAR

ATTACHMENTS: Application Narrative & Site Plan
Aerial View
Site Photos
Construction Plans
Site Location Map & Notices

APPLICANT

The applicant is Randy Schmidt, owner of the property. A complete application was received on July 9, 2018. Final action, which is required within 60 days of the complete application date, must be taken by September 7, 2018.

REQUEST

The applicant is requesting Variances from provisions of Chapter 154, Waseca Zoning Ordinance to allow a garage expansion.

LOCATION

The property is located at 424 7th Ave NW and is described as:

Beginning at a point on the South line of Large Lot 5, Bennett's Addition to the Village, now City, of Waseca, Minnesota, 105 feet West of the Southeast corner of said Large Lot 5; running thence North parallel to the East line of said Large Lot 5 a distance of 125 feet; running thence West on a line parallel with the South line of said Large Lot 5 a distance of 66 feet; running thence South parallel with the East line of said Large Lot 5 a distance of 125 feet to a point on the South line of said Large Lot 5, said point being 66 feet West of the point of beginning; running thence East a distance of 66 feet to the point of beginning.

LAND USE

The property is occupied by a single family dwelling and one accessory structure consisting of a detached 22'x 24' garage.

ZONING

The property is zoned R-2, Urban Residential. Single-family dwellings and detached accessory structures are both permitted uses in the R-2 district. Adjacent zoning is R-2, Urban Residential to the south and west and R-1, Suburban Residential to the north and east.

ENVIRONMENTAL

There are no known environmental issues related to the project. The property is not located in the Shoreland Overlay District.

PUBLIC UTILITIES

The property is fully served with municipal utilities. No new public utilities are proposed or required with the expansion.

CODE OF ORDINANCES

Variances would be required for the following codes:

1. Section 154.016 Table 4-10 Size of Accessory Structures & Lot Coverage Maximum
2. Section 154.150 (A) (4) Size of Accessory Structure Relative to Principal

REVIEW

Randy Schmidt, owner of the property located at 424 7th Ave NW, is requesting Variances to allow the expansion of an existing detached accessory structure (garage) currently on the property. The property is zoned R-2, Urban Residential. Single-family dwellings are permitted principal uses, and detached garages are permitted accessory uses in the R-2 district.

All current and proposed structures meet setback requirements. The existing garage is 528 square feet in size, and the proposed addition would add 484 square feet to the existing garage for a total of 1,012 square feet.

By adding onto the garage with an additional 484 square feet, the property owner would need variances from three sections of the City of Waseca Zoning Code:

Section 154.016 Table 4-10 states that properties zoned R-2 with single family homes may have one accessory structure at 700 square feet and two separate structures at 120 square feet each. The current garage is 528 square feet and the addition would increase the size to a total of 1,012 square feet. This will be 312 square feet over the maximum allowance. No other accessory structures are present on this property.

Section 154.016 Table 4-10 states that the maximum lot coverage for an accessory structure on a lot in the R-2 district is 10% of the total lot area. The property is approximately 8,250 square feet. At this size, 10% of the lot equals 825 square feet. The garage, if expanded, would equal 1,012 square feet, which is 187 square feet over the maximum or 12.26% coverage.

Section 154.150 (A) (4) states: "The accessory structure shall be subordinate in "footprint", area, extent, and purpose to the principal use or structure served." The footprint of the home is 728 square feet. If the garage were expanded, the size of the structure would be 284 square feet greater. The principle structure would remain superior in height.

The applicant wishes to expand the garage in order to turn the existing 528 square feet into an office space/workshop, while also creating enough space for vehicles within the expansion. The applicant would like to note that the current house layout does not allow the workspace required for the desired use and an addition to the house is not possible with the existing house and garage location on the lot. Additionally, the current garage access does not have a direct approach for vehicles, and the addition would accommodate this.

The applicant reduced the original expansion to a smaller size in order to accommodate for and meet the required side setbacks for an accessory structure. The applicant will be required to bring the gravel driveway up to current code requirements by surfacing it with concrete, asphalt or approved pavers.

The project meets all other zoning requirements.

FINDINGS

The request meets the criteria needed for approval of a Variance.

1. The request is in harmony with the purposes and intent of this chapter;
2. The Variance is consistent with the Comprehensive Plan; and
3. The applicant can demonstrate that there are “practical difficulties” in complying with the regulations in question.

RECOMMENDATION

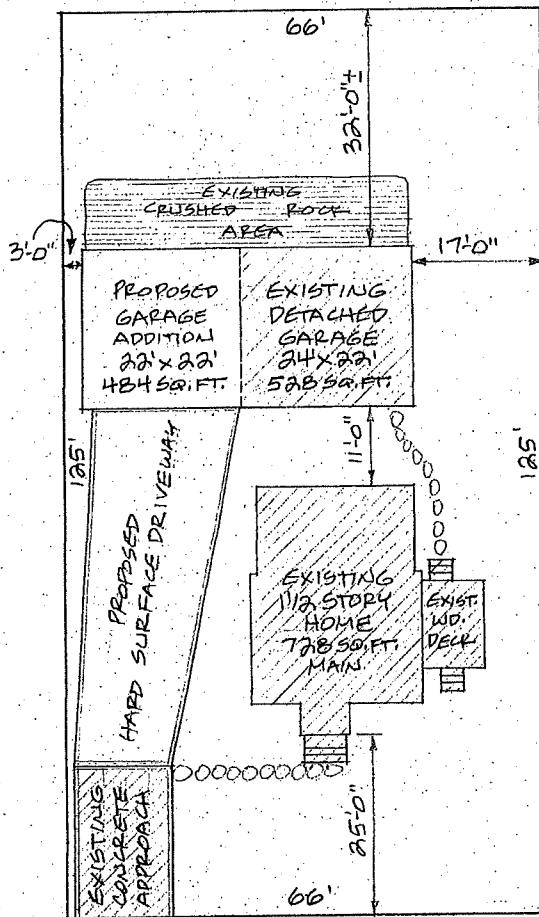
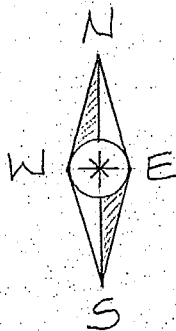
Staff supports the Variances to allow the expansion of a detached garage on the property located at 424 7th Ave NE under the following conditions:

1. The future driveway shall not intrude closer than the existing driveway setbacks and shall be surfaced with concrete, asphalt or approved pavers.
2. The property shall conform to all State and local building and fire codes.

REQUESTED ACTION

Hold a public hearing on the Variance request and take action on a recommendation to be forwarded to the City Council for consideration at their August 21, 2018 meeting.

R-2



"SEVENTH AVENUE NORTHWEST"

PLOT PLAN

SCALE=1"=20'-0"

JUL 09 2018

LEGAL DESCRIPTION
THE WEST 66 FEET OF
THE EAST 171 FEET OF
THE SOUTH 125 FEET OF
LARGE LOT 5, BENNETTS
ADDITION, CITY OF WASECA,
WASECA COUNTY, MINN.

LOON LAKE PLANI SERVICE, WASECA, MN.

SCALE=1"=20'-0"

DATE= 5-15-18

507-838-7727

DRAWN BY:

MATT SOMERS

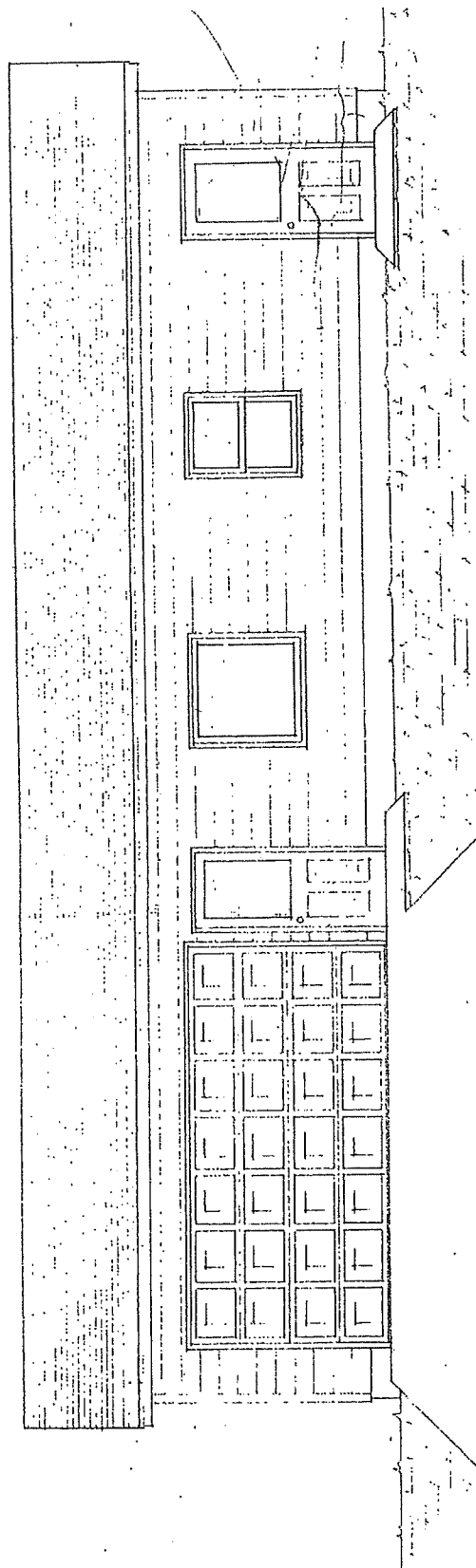
DRAWN FOR: RANDY AND TWILA SCHMIDT

ADDRESS= 424 7TH AVE, N.W.
WASECA, MN. 56093

DRAWING NUMBER
041804

424 7th Ave NW – Aerial View

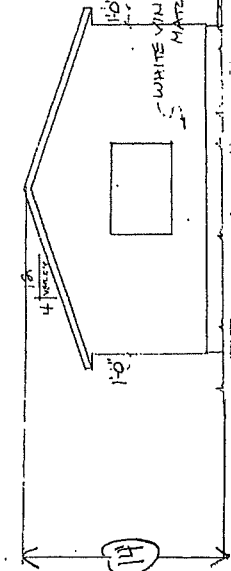




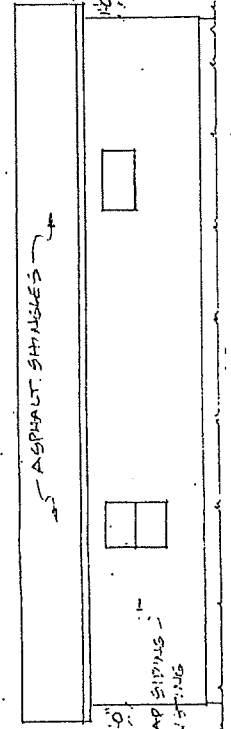
SOUTH ELEVATION

SCALE: 1/4" = 1'-0"

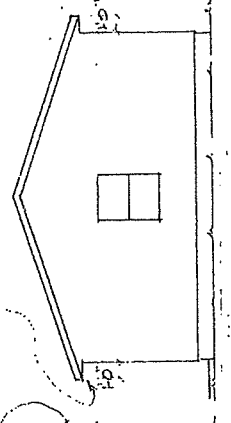
114



WEST ELEV.
SCALE: 1/8" = 1'-0"

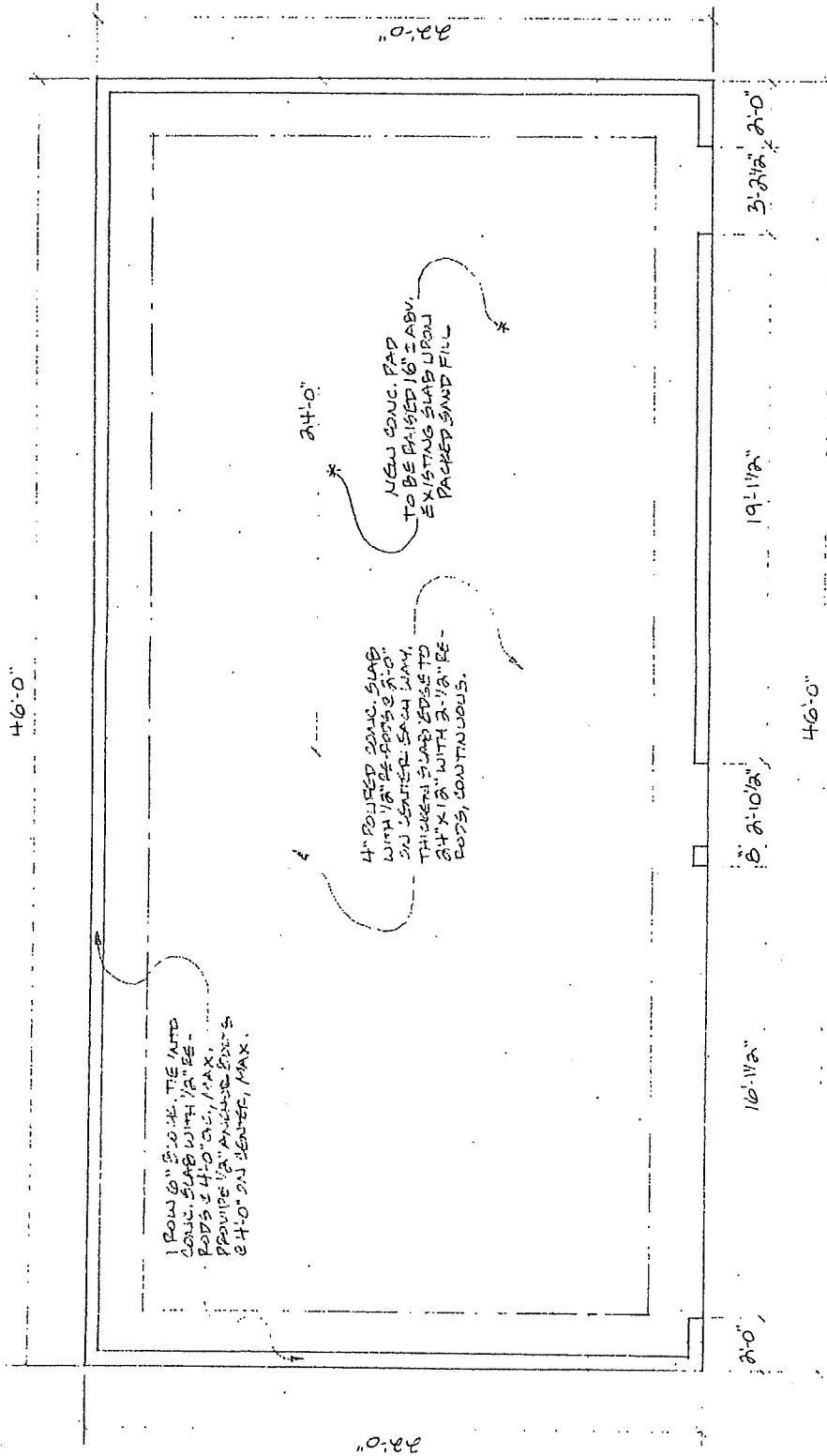


NORTH ELEV.
SCALE: 1/8" = 1'-0"



EAST ELEV.
SCALE: 1/8" = 1'-0"

ALL PREFINISHED -
ALUMINUM SHEET
FASCUA.



FOUNDATION PLAN

SCALE = 1/4" = 1'-0"

**CITY OF WASECA PLANNING COMMISSION
PUBLIC HEARING NOTICE**

NOTICE is hereby given that the **City of Waseca Planning Commission** will hold a public hearing at **7:00 p.m., Wednesday, August 15, 2018**, in the **COUNCIL CHAMBER ROOM LOCATED AT CITY HALL**, 508 South State Street, Waseca, MN. The purpose of the hearing is to gather information from the public and make a recommendation to the City Council regarding the following:

- **VARIANCE:** Randy Schmidt is requesting variances from the provisions of Chapter 154 of the Waseca City Code to allow an addition onto an existing garage that will be non-conforming due to the size of the structure and lot coverage requirements. The property is located at 424 7th Ave NW and is described as:

Beginning at a point on the South line of Large Lot 5, Bennett's Addition to the Village, now City, of Waseca, Minnesota, 105 feet West of the Southeast corner of said Large Lot 5; running thence North parallel to the East line of said Large Lot 5 a distance of 125 feet; running thence West on a line parallel with the South line of said Large Lot 5 a distance of 66 feet; running thence South parallel with the East line of said Large Lot 5 a distance of 125 feet to a point on the South line of said Large Lot 5, said point being 66 feet West of the point of beginning; running thence East a distance of 66 feet to the point of beginning.

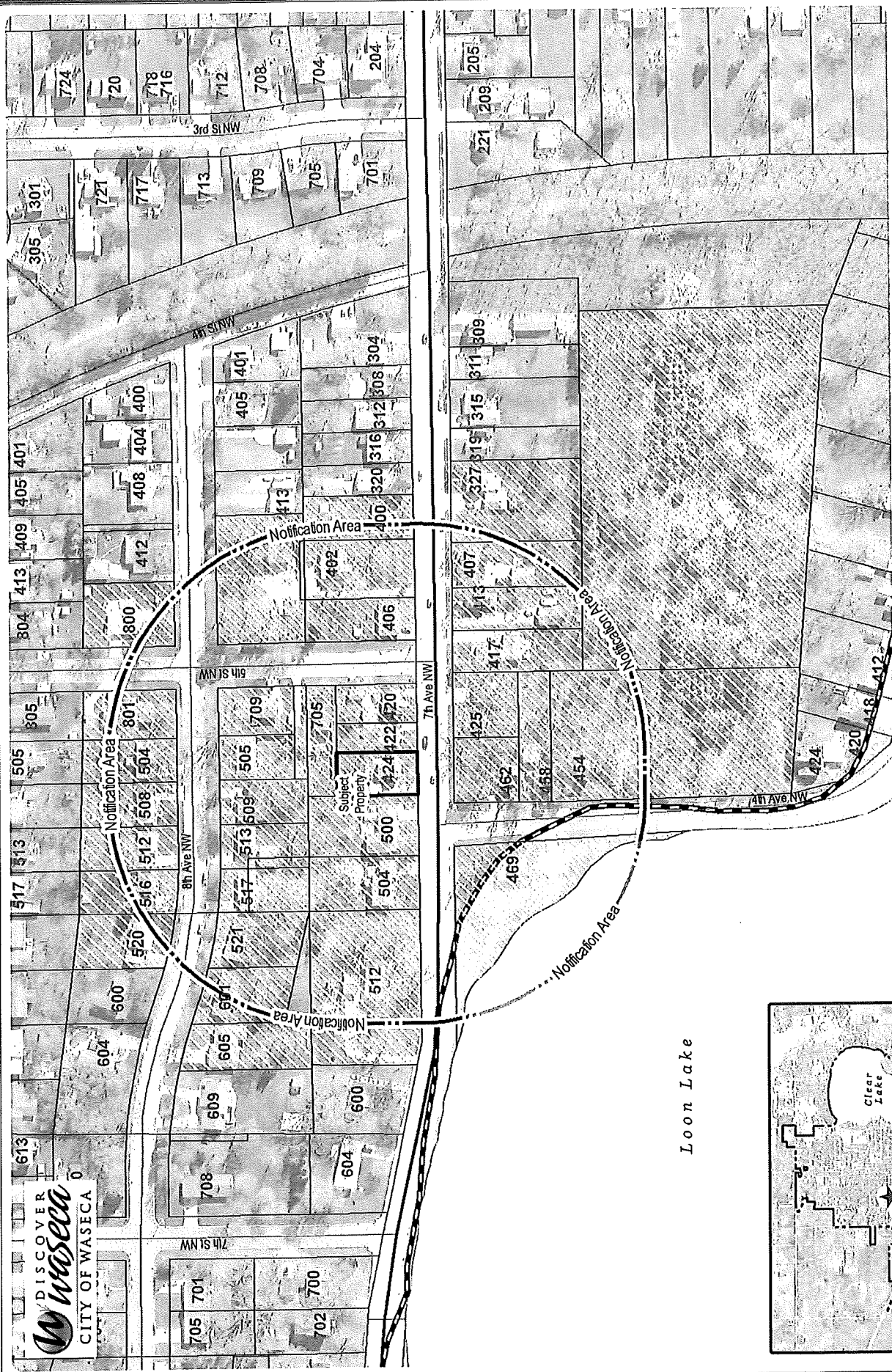
Those Interested in commenting may appear in person or by counsel, or may submit written comments to the City of Waseca Community Development Department, 508 South State Street, Waseca, MN 56093.

A map showing the location of the request is included with this notice.

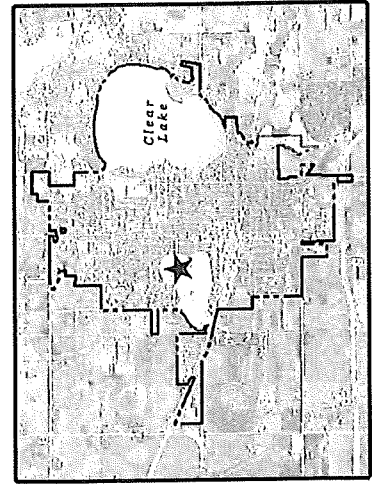
Upon request, accommodations will be provided to allow individuals with disabilities to participate in all City of Waseca services, programs and activities.

Bill Green
Planning and Zoning Coordinator
507.835.9738
billg@ci.waseca.mn.us

August 1, 2018



Loon Lake

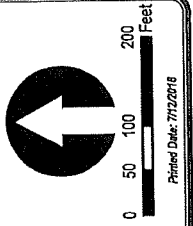


R17.154.0050 - Randy & Twyla Schmidt

Variance

424 7th Ave NW - Waseca, MN 56093

- Legend
- Notification Area
 - Notified Properties
 - Subject Parcel
 - Parcels
 - Shoreland Overlay




CITY OF WASECA
PLANNING AND ZONING
AFFIDAVIT OF DISTRIBUTING NOTICES

State of Minnesota
County of Waseca

Case Number: 18-07 Variance
Request: Randy Schmidt
424 7th Avenue NE

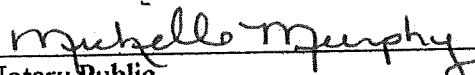
Case Number: 18-09 Easement Vacation (Release)
Kwik Trip
100 15th Avenue NE

I do solemnly swear that on Wednesday, August 1, 2018, a copy of the attached Notice of Public Hearing was mailed to the attached list of property owners at the addresses appearing with their respective names in accordance with Minnesota Statute 462.357, Subdivision 3.



Ranae Schult
Administrative Assistant

Sworn to me this 1st day of August, 2018



Notary Public



Dennis & Mary Thompson
705 5th Street NW
Waseca, MN 56093

Lori Ewert
505 8th Avenue NW
Waseca, MN 56093

Wenzel Schiell
709 5th Street NW
Waseca, MN 56093

Damon Nowak
513 8th Avenue NW
Waseca, MN 56093

Daniel & Cheryl Broughten
509 8th Avenue NW
Waseca, MN 56093

Daniel Hedge
517 8th Avenue NW
Waseca, MN 56093

Daniel Peterson
20025 Cedar Lake Trail
Morristown, MN 55052

Kevin Morgan
504 8th Avenue NW
Waseca, MN 56093

Matt Tomsche
508 8th Avenue NW
Waseca, MN 56093

Mary Dietrich
512 8th Avenue NW
Waseca, MN 56093

Anthony & Dyana Akemann
516 8th Avenue NW
Waseca, MN 56093

Brian & Kathy Dulas
402 7th Avenue NW
Waseca, MN 56093

Zachalry & Ofelia Meyman
800 5th Street NW
Waseca, MN 56093

Brian & Kathy Dulas
402 7th Avenue NW
Waseca, MN 56093

Gary Bluhm
520 8th Avenue NW
Waseca, MN 56093

Duane Fosburgh
Nancy Fosburgh
601 8th Avenue NW
Waseca, MN 56093

Gene Schwarz
512 8th Avenue NW
Waseca, MN 56093

Boyd Fuller
454 4th Avenue NW
Waseca, MN 56093

Chad Miller
458 4th Avenue NW
Waseca, MN 56093

Karen Johnson
462 43th Avenue NW
Waseca, MN 56093

Diane Hansen
425 7th Avenue NW
Waseca, MN 56093

Corrine Thompson
417 7th Avenue NW
Waseca, MN 5693

Clinton Wambeke
407 7th Avenue NW
Waseca, MN 56093

John Slattery
413 7th Avenue NW
Waseca, MN 56093

Mark & Virginia Wenisch
2300 4th Street NE
Waseca, MN 56093

Boyd Fuller
454 4th Avenue NW
Waseca, MN 56093

Brian & Kathy Dulas
402 7th Avenue NW
Waseca, MN 56093

Matthes & Stacy Johansen
400 7th Avenue NW
Waseca, MN 56093

Brad Dunn
406 7th Avenue NW
Waseca, MN 56093

Randy & Twyla Schmidt
424 7th Avenue NW
Waseca, MN 56093

Matthew Keilen
912 3rd Street SW
Waseca, MN 56093

Allan & Linda Henslin
500 7th Avenue NW
Waseca, MN 56093

Dennis & Mary Thompson
705 5th Street NW
Waseca, MN 56093

Christopher Young
504 7th Avenue NW
Waseca, MN 56093

Daniel Hedge
517 8th Avenue NW
Waseca, MN 56093

Damon Nowak
513 8th Avenue NW
Waseca, MN 56093

Les Wells
420 7th Avenue NW
Waseca, MN 56093

Danny Labs
605 8th Avenue NW
Waseca, MN 56093

Donna Fostveit
512 7th Avenue NW
Waseca, MN 56093

Charles Haefner
469 4th Avenue NW
Waseca, MN 56093



Request for City Council Action

Title:	Ordinance No. 1065, Releasing a Utility Easement Agreement for Property Located at 100 15 th Ave NE, Block 3, North Ridge Subdivision.		
Meeting Date:	August 21, 2018	Agenda Item Number:	7B
Action:	<input type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> ORDINANCE <input type="checkbox"/> DISCUSSION	Supporting Documents:	Ordinance No. 1065 PC Memo & Report
Originating Department:	Community Development	Presented By:	City Manager
Approved By City Manager: <input checked="" type="checkbox"/>	Proposed Action: Conduct a Public Hearing on Ordinance 1065, Releasing a Utility Easement Agreement for Property Located at 100 15 th Ave NE, Block 3, North Ridge Subdivision.		

BACKGROUND: The City has received an application for the release of an easement agreement to vacate a utility easement located on 100 15th Ave NE.

The 5 foot wide easement is located along the eastern lot line and runs north to south within the lot. The property is currently undeveloped. The applicant intends to apply for a Major Subdivision and replat to combine this property with neighboring properties. The proposed use is for a convenience store with a gas station and car wash. The proposed land uses are in compliance with the Principle Permitted Uses of the B-2 District. The request has been reviewed by the City Engineering and Utilities Departments. There is no current or future need for the utility easement.

The Planning Commission held a public hearing on the release of the easement agreement request on August 15, 2018. The Planning Commission voted 4-0 recommending approval to the City Council.

BUDGET IMPACT: None.

POLICY QUESTION: None.

ALTERNATIVES CONSIDERED: None.

RECOMMENDATION: Conduct a public hearing followed by a motion to adopt Ordinance 1065, releasing the easement agreement Document No. 222475 on the property located at 100 15th Ave NE.

ORDINANCE NO. 1065

ORDINANCE OF THE CITY OF WASECA, MINNESOTA
RELEASING THE UTILITY EASEMENT AGREEMENT FOR PROPERTY
LOCATED AT 100 15th AVE NE

WHEREAS, the Easement Agreement was recorded on November 6, 1998; and

WHEREAS, the plat of Block 3, North Ridge dedicated a utility easement along the East lot line; and

WHEREAS, United Prairie Bank is the owner of Block 3, North Ridge Subdivision; and

WHEREAS, Emily Kronebusch of Kwik Trip Inc. on behalf of United Prairie Bank, has requested the release of an easement agreement as shown in the attached **Document No. 222475** and described as follows:

All that part of Block 3, North Ridge, described as follows: Beginning at the NW corner of said Block 3; thence South 0°00'01" East, assumed bearing, 207.64 feet along the West line of said Block 3; thence South 89°42'27" East 160.00 feet; thence North 0°00'01" West 207.71 feet to the North line of said Block 3; thence North 89°44'03" West 160.00 feet along the north line of said Block 3 to beginning, Waseca County, Minnesota.

A perpetual easement for utility purposes over, under, and across the easterly 5.00 feet of the property described on Exhibit A.

WHEREAS, the Waseca City Council has determined that the above described easement is not necessary to serve the needs of the public; and

WHEREAS, on the 15th day of August, 2018, the Planning Commission held a public hearing on the proposed release of easement agreement and adopted a recommendation that the City Council approve the release; and

WHEREAS, the City Council of the City of Waseca has considered the advice and recommendation of the Planning Commission, and on the 21st day of August, 2018, held a public hearing on the proposed ordinance.

NOW, THEREFORE, The City of Waseca does hereby ordain that the above easement agreement is hereby released and vacated.

Adopted this 21st day of August, 2018.

R. D. SRP
MAYOR

ATTEST:

MIKE ANDERSON
ASSISTANT TO THE CITY MANAGER

Introduced: August 7, 2018
Adopted: August 21, 2018
Published: August 31, 2019
Effective: August 31, 2018

PLANNING DEPARTMENT

M E M O R A N D U M

TO: Robin Terrell, Chair
Waseca Planning Commission

FROM: Bill Green
Planning & Zoning Coordinator
Monica Waite
Community Development Intern

MEETING DATE: August 15, 2018

SUBJECT: Public Hearing-Action No. 18-09_EV

ATTACHMENTS: Application Narrative
Survey
Site Location Map, Notices

APPLICANT

The applicant is Emily Kronebusch of Kwik Trip, Inc. on behalf of United Prairie Bank. A complete application was received August 3, 2018. Final action, which is required within 60 days of the complete application date, must be taken by October 2, 2018.

REQUEST

The applicant is requesting approval of the Release of an Easement Agreement. The Easement Agreement is Document No. 22475 and was recorded on November 6, 1998.

LOCATION

The property is located at 100 15th Ave NE in Waseca, MN and is described as:

All that part of Block 3, North Ridge, described as follows: Beginning at the NW corner of said Block 3; thence South 0°00'01" East, assumed bearing, 207.64 feet along the West line of said Block 3; thence South 89°42'27" East 160.00 feet; thence North 0°00'01" West 207.71 feet to the North line of said Block 3; thence North 89°44'03" West 160.00 feet along the north line of said Block 3 to beginning, Waseca County, Minnesota.

CURRENT LAND USE

Undeveloped property.

PROPOSED LAND USE

The proposed use is for a convenience store with a gas station and car wash. The proposed land uses are in compliance with the Principle Permitted Uses of the B-2 District.

ZONING

The property is currently zoned B-2 Community Retail and Service Business District. Adjacent zoning is B-2 in all directions.

ENVIRONMENTAL

There are no environmental concerns at this time.

PUBLIC UTILITIES

The site is currently served by public utilities. There are no changes proposed to utilities with the vacation of easement. City of Waseca Utilities Director approved the request, as there are no conflicts with vacating the easement.

REVIEW

The City of Waseca received a completed application for the Release of an Easement Agreement for the property located at 100 15th Ave NE from Emily Kronebusch of Kwik Trip Inc. on behalf of United Prairie Bank. The easement that will be vacated if the agreement is released is a perpetual easement for utility purposes over, under and across the easterly 5.00 feet of the property. An Easement Vacation professional survey was submitted along with the application. The City Engineer approved the request. The applicant intends to apply for a Major Subdivision and replat to combine the properties.

FINDINGS

The following findings are necessary for City Council approval of a vacation of easement:

1. The use will not create an excessive burden on the existing parks, schools, streets and other facilities which serve or are proposed in the area;
2. The use is sufficiently compatible or separated by distance or screening from adjacent residentially zoned or used land so that existing homes will not be depreciated in value and there will be no deterrence to development of vacant land;
3. The structure and site will have an appearance that will not have an adverse effect upon adjacent residential properties;
4. The use is reasonably related to the overall need of the City and to the existing land use;
5. The use is consistent with the goals and objectives of the Comprehensive Plan
6. The use will not cause traffic hazards or congestion; and
7. Adequate access roads, drainage and necessary facilities are provided.

RECOMMENDATION

Staff recommends approval of the Release of the Easement Agreement on the property located at 100 15th Ave NE in Waseca, MN.

REQUESTED ACTION

Hold a public hearing on the Release of the Easement Agreement and take action on a recommendation to be forwarded to the City Council for consideration at their August 21, 2018 meeting.



APPLICATION FOR VACATION OF
PUBLIC EASEMENT
RIGHT OF WAY
ALLEY

FEES

Application fee (*non-refundable*) payable to City of Waseca:
\$250.00 + Associated City Costs such as legal fees
Recording Fee payable to Waseca County Recorder's Office:
\$46.00

Kwik Trip, Inc	Emily	J	Kronebusch
1. Name of Petitioner	(first)	(middle)	(last)
1626 Oak Street, La Crosse, WI 54602		808-793-7443	ekronebusch@kwiktrip.com
2. Address of Petitioner		Phone Number	e-mail address
3. Type of Request:	<input checked="" type="checkbox"/> Public Easement (<input type="checkbox"/> Drainage, <input type="checkbox"/> Utility, <input type="checkbox"/> Right of Way, <input type="checkbox"/> Trail)		
	<input type="checkbox"/> Public Street		
	<input type="checkbox"/> Public Alley		

See attached

4. Legal Description of Easement/Right of Way proposed to be vacated

Jones Haugh Smith	507-451-4598	
5. Surveyor Name and Address	6. Surveyor Phone Number	Surveyor e-mail
7. Engineer Name and Address	10. Engineer Phone Number	Engineer e-mail

8. Required Submittals

☐ Legal Description of area to be vacated ☐ Plat or Survey showing the area to be vacated
☐ Application Fee ☐ Narrative describing the request and reasons for such request
☐ Petition signed by a majority of the owners abutting the area to be vacated (this application form may be used as the petition-if all required signatures appear on this form).

9. Acknowledgement and Signature: *The undersigned hereby represents upon all of the penalties of law, for the purpose of inducing the City of Waseca to take the action herein requested, that all statements herein are true and that all work herein mentioned will be done in accordance with the ordinance of the City of Waseca and the laws of the State of Minnesota. The undersigned hereby consents that City of Waseca officials, employees, appointed commissioners and consultants hired by the City may enter the property to inspect the layout of structures, proposed placement of planned structures and additions, and the property's site features and dimensions. The undersigned agrees to pay all costs associated with the vacation request.*

Emily Kronebusch 1626 Oak Street, La Crosse, WI 54602
Name and Address
Gregory J. Kronebusch, Unit Pres
Name and Address
United Prairie Bank
Name and Address
Name and Address
Name and Address

7/25/2018
Date
7/26/18
Date
Date
Date
Date

EASEMENT AGREEMENT

THIS EASEMENT AGREEMENT IS MADE THIS 29 day of October, 1998, between HAPPY CHEF OF MINNESOTA, INC., a corporation under the laws of the State of Minnesota, whose address is 500 South Front Street, Mankato, Minnesota, 55001 (hereinafter referred to as "GRANTOR", whether one or more), and CITY OF WASECA, Grantee, a municipal corporation organized under the laws of the State of Minnesota, having its principal office located at 508 South State Street, Waseca, Minnesota 56093-3097 (hereinafter referred to as "CITY").

1. Consideration and Description. In consideration of the sum of \$1.00 and other good and valuable consideration, receipt of which is acknowledged, GRANTOR hereby grants, sells, and conveys to CITY, its successors and assigns, the following perpetual and temporary easements for the purpose of constructing, operating, inspecting, maintaining, repairing, and replacing underground electrical facilities and improvements in and over lands controlled by the GRANTOR situated in the County of Waseca and described on Exhibit A attached hereto and made a part hereof.

PERPETUAL EASEMENT

Easements are described on Exhibit B and shown on Exhibit C and attached hereto, and made a part hereof.

The Easement Tract is located near Trunk Highway 13 and 17th Avenue NE, Waseca, Minnesota.

2. Term of Easement. This easement shall take effect on this date.

3. Ingress, Egress, and Maintenance. The CITY, its employees, contractors, and representatives shall have the right of ingress and egress to and from the Easement Tract for such purposes. Such ingress and egress shall be limited to the easements and to existing public roads, if any, on the premises.

4. Rights of City. Said easements shall also include: (a) the right to clear the surface of herbage and improvements; (b) the right to store equipment and materials from time to time within the easement.

5. Restoration. After the installation of the public improvements, the CITY, its employees, representative, or contractors shall remove all construction equipment used by them on the Easement Tract by or for the CITY, fill and level all ditches, runs, and depressions caused by construction or removal operations, and remove all debris resulting therefrom. The CITY will restore the surface of the Easement Tract as near to its original condition as may be reasonably possible.

222475

EXHIBIT A

PROPERTY DESCRIPTION

Per Waseca County Document No. 170675

All that part of Block 3, North Ridge, Waseca, Minnesota, described as follows:

592
Beginning at the northwest corner of said Block 3; thence South $0^{\circ} 00' 01''$ East, assumed bearing, 207.64 feet along the west line of said Block 3; thence South $89^{\circ} 42' 27''$ East 160.00 feet; thence North $0^{\circ} 00' 01''$ West 207.71 feet to the north line of said Block 3; thence North $89^{\circ} 44' 03''$ West 160.00 feet along the north line of said Block 3 to beginning, according to the plat thereof on file or of record in the office of the County Recorder, Waseca County, Minnesota.

TRUNK HIGHWAY NO. 13

98-1

TRACT

CAR
WASH

TRACT A

TRACT B

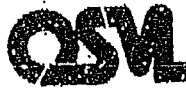
3RD ST. N.E.

PERPETUAL EASEMENT

SCALE : 1" = 100 FEET:

P.L.U.

10/14/98



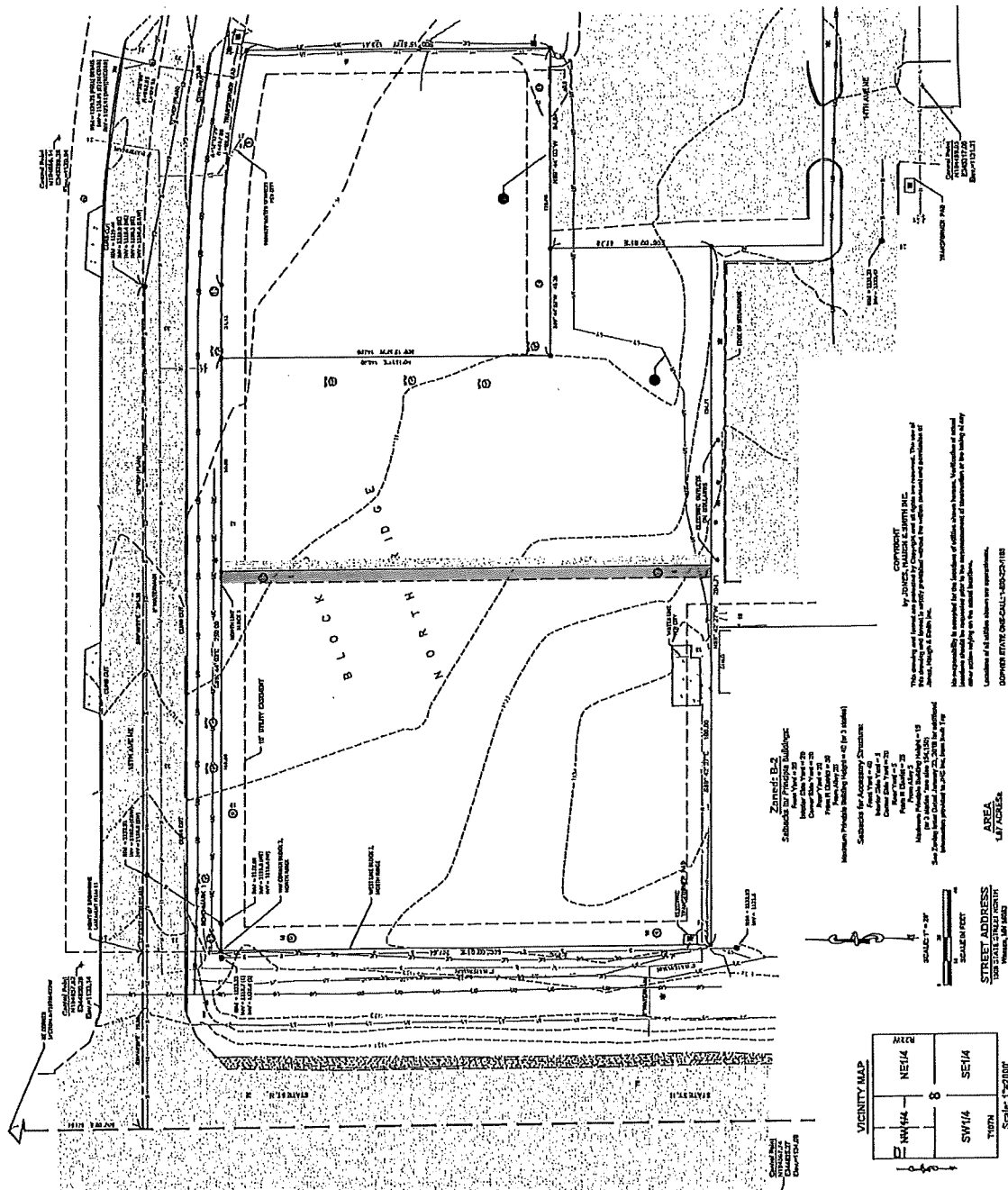
Orf
Schelon
Mayeron &
Associates, Inc.

Engineers • Architects • Planners • Surveyors
800 Park Place East • 6775 Wapata Boulevard
Minneapolis, MN 55418-1828 • 612-664-6775

EXHIBIT 'C'
PARCEL 98-1
WASECA, MINNESOTA

98149.50

Sheet No.



ITEMS PURSUANT TO SCHEDULE B SECTION II

- [illegible]

LITTLE COMMITMENT

TITLE COMMITMENT NO. 1427234, DATED JANUARY 1, 2018, AT 07:50 AM BY FIRST AMERICAN TITLE INSURANCE COMPANY.

ENCROACHMENTS

- Underground telephone systems is secured into subject property.

GOOD ZONE DESIGNATION

THE SURVEYED PROPERTY LIES IN ZONE A AS SHOWN ON FEMA FLOOD INSURANCE RATE MAP COMMUNITY PANEL NO. 270607E. EFFECTIVE DATE, AUGUST 18, 1983.

LEGAL DESCRIPTION[illegible]

SURVEYOR'S CERTIFICATE

This is to certify that this map or plan and the survey on which it is based were made in accordance with the 1915 Missouri Enacted District Boundaries for ALYAMPE LAND TITLE SURVEY, fully completed and accepted by ALYAMPE LAND TITLE COMPANY, and located in the 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20 and 21 sections of Township 36 North, Range 10 East, 10th Principal Meridian, 10th County, Missouri and 10th District, Missouri.

Order of Post by Mayo Scott Luther
Scott A. Tupperman, License No. 33443

LEGEND

- [illegible]

BENCHMARK 1
Top Hydrant Nut located at the corner of State Street and U.S. Highway 73
Elevation w 1977.16

BENCHMARK 2
MINDOT Gerdele Monument, Station 850393, Name: 87102L
Elevation = 1710.07 NAVD83 (cfsb)

BASIS OF BEARING SYSTEM

ATTAMSPS | AND TITLE SURVEY

PART OF BLOCK 3, NORTH RIDGE, WASECA, WASECA, MINNESOTA
CITY OF WASECA, WASECA COUNTY, MINNESOTA

FOR: KAYAK TRIP INC

[illegible]

JONES
101 Main Street
New York, N.Y. 10001

HAUGH	612-476-0294
SMITH	612-476-0294

SMITH
Latham & Smith
1000-10000
1000-10000

Section 1	
Q	A
Q	What is the name of the person who is the subject of the report?
A	The subject of the report is [redacted]
Q	What is the date of the report?
A	The date of the report is [redacted]
Q	What is the location of the report?
A	The location of the report is [redacted]
Q	What is the purpose of the report?
A	The purpose of the report is [redacted]
Q	What is the conclusion of the report?
A	The conclusion of the report is [redacted]

11

bioRxiv preprint doi: <https://doi.org/10.1101/2017.06.01.148000>; this version posted June 1, 2017. The copyright holder for this preprint (which was not certified by peer review) is the author/funder, who has granted bioRxiv a license to display the preprint in perpetuity. It is made available under aCC-BY-NC-ND 4.0 International license.

CITY OF WASECA PLANNING COMMISSION PUBLIC HEARING NOTICE

NOTICE is hereby given that the **City of Waseca Planning Commission** will hold a public hearing at **7:00 p.m., Wednesday, August 15, 2018** in the **COUNCIL CHAMBER ROOM LOCATED AT CITY HALL, 508 South State Street, Waseca, MN.** The purpose of the hearing is to gather information from the public and make a recommendation to the City Council regarding the following:

- **VACATION OF EASEMENT:** Emily Kronebusch, on behalf of Kwik Trip Inc. is requesting the release of a utility easement agreement on the property located at 100 15th Ave NE in Waseca. The property is described as:

All that part of Block 3, North Ridge, described as follows: Beginning at the NW corner of said Block 3; thence South 0°00'01" East, assumed bearing, 207.64 feet along the West line of said Block 3; thence South 89°42'27" East 160.00 feet; thence North 0°00'01" West 207.71 feet to the North line of said Block 3; thence North 89°44'03" West 160.00 feet along the north line of said Block 3 to beginning, Waseca County, Minnesota.

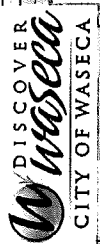
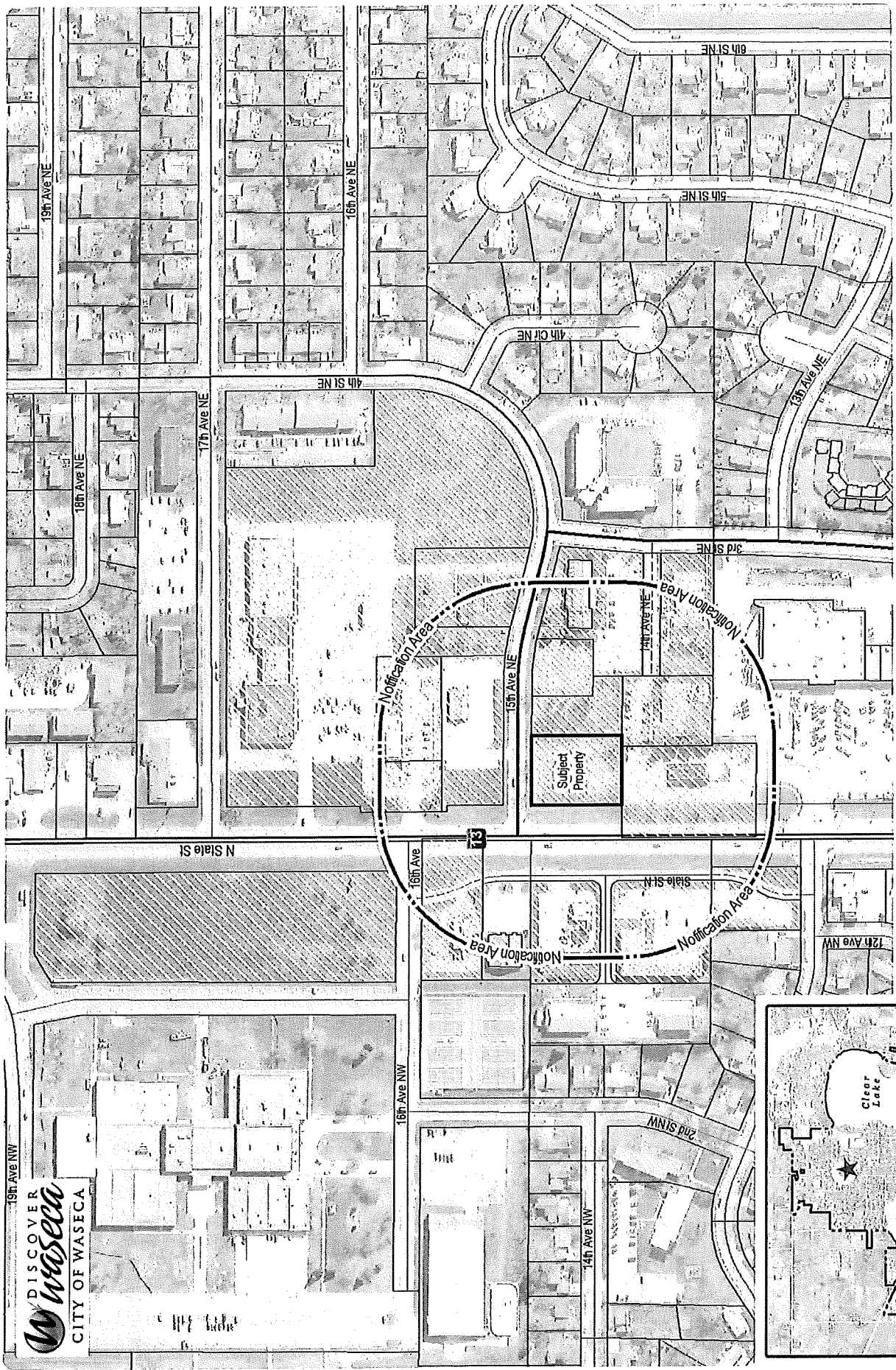
Those interested in commenting may appear in person or by counsel or may submit written comments to the City of Waseca Community Development Department, 508 South State Street, Waseca, MN 56093.

Upon request, accommodations will be provided to allow individuals with disabilities to participate in all City of Waseca services, programs and activities.

A map showing the location of the request is included with this notice.

Bill Green
Planning and Zoning Coordinator
507.835.9738
billg@ci.waseca.mn.us

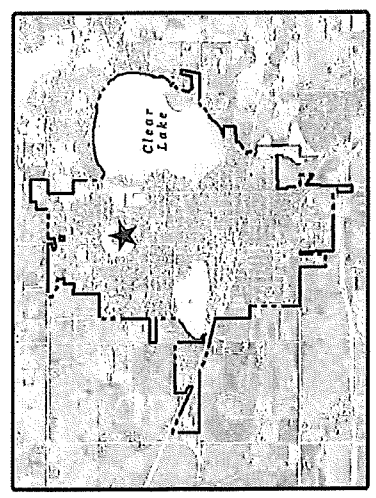
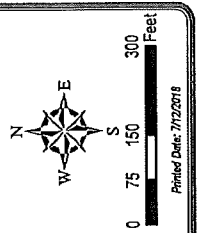
August 1, 2018



R17.483.0130 - Kwik Trip, Inc.

Easement Vacation 100 15th Ave NE - Waseca, MN 56093

- Legend
- Notification Area
 - Notified Properties
 - Subject Parcel
 - Parcels
 - Shoreland Overlay



CITY OF WASECA

PLANNING AND ZONING


AFFIDAVIT OF DISTRIBUTING NOTICES

State of Minnesota
County of Waseca

Case Number: 18-07 Variance
Request: Randy Schmidt
424 7th Avenue NE

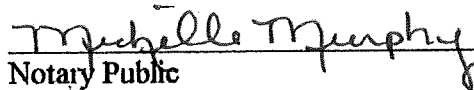
Case Number: 18-09 Easement Vacation (Release)
Kwik Trip
100 15th Avenue NE

I do solemnly swear that on Wednesday, August 1, 2018, a copy of the attached Notice of Public Hearing was mailed to the attached list of property owners at the addresses appearing with their respective names in accordance with Minnesota Statute 462.357, Subdivision 3.



Ranae Schult
Administrative Assistant

Sworn to me this 1st day of August, 2018



Notary Public



Engelsma Investment LTD
4210 West Old Shakopee Road
Bloomington, MN 55437

Independent School District #829
501 East Elm Avenue
Waseca, MN 56093

August Hedtke
Cindy Flowers
P. O. Box 386
Waseca, MN 56093

Amrit & Bina Lal
1313 North State Street
Waseca, MN 56093

Big Red Properties LLC
14310 Rice Lake Drive
Waseca, MN 56093

David Arnfelt
816 10th Avenue NW
Waseca, MN 56093

William Beschnett
12650 340th Avenue
Waseca, MN 56093

Professional Plaza Association
12650 340th Avenue
Waseca, MN 56093

Marquez Investments LLC
1312 North State Street
Waseca, MN 56093

United Prairie Bank – Waseca
1509 North State Street
Waseca, MN 56093

City of Waseca
508 South State Street
Waseca, MN 56093

Peterson Properties of Waseca
1317 South State Street
Waseca, MN 56093

United Prairie Bank – Waseca
1509 North State Street
Waseca, MN 56093

BR Properties of Waseca LLP
201 North Broad Street, Suite #109
Mankato, MN 56001

Magic Five Properties
c/o Van Binsbergen & Assoc
540 South First Street
Montevideo, MN 56265

City of Waseca
508 South State Street
Waseca, MN 56093

United Prairie Bank – Waseca
1509 North State Street
Waseca, MN 56093

United Prairie Bank – Waseca
1509 North State Street
Waseca, MN 56093

Connors Clan Holdings LLC
c/o Bradley & Trudi Connors
36300 Clear Lake Drive
Waseca, MN 56093

DCU Waseca LLC
7135 5th Avenue NE
Sauk Rapids, MN 56379

Engelsma Investment LTD
4210 West Old Shakopee Road
Bloomington, MN 55437

Next Generation Properties NE
1805 Zenith Drive
Sioux City, IA 51103



Request for City Council Action

Title:	Resolution 18-55 Authorizing Grant Applications, and MOU with Region 9 Development Commission for Technical Assistance		
Meeting Date:	August 21, 2018	Agenda Item Number:	7E
Action:	<input checked="" type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input checked="" type="checkbox"/> RESOLUTION <input type="checkbox"/> ORDINANCE <input type="checkbox"/> DISCUSSION	Supporting Documents:	Resolution
Originating Department:	Administration	Presented By:	Interim City Manager
Approved By City Manager: <input checked="" type="checkbox"/>	Proposed Action: Approve Resolution 18-55 Authorizing Application for Federal EDA Grants for Public Works, and Economic Adjustment Assistance, and Motion to Authorize Development of MOU with Region Nine Development Commission for technical assistance		

Vision 2030 – Economic Development Initiatives

BACKGROUND: Mayor Srp and City staff has been in communication with federal, state and regional officials in response to the closing of Quad Graphics and related loss of jobs in the community. The City is eligible to apply for federal grant funding to assist in overcoming the impact of the loss of jobs. Federal EDA grants are available in the Public Works, and the Economic Adjustment Assistance (EEA) programs. Public Works funding can include development of resource centers for regional manufacturing clusters (e.g. medical manufacturers), and EEA funding can include hiring/contracting for economic recovery assistance to focus on recruitment of companies with employment similar in skill sets and pay as the former Quad Graphics employment. Region Nine can provide technical assistance in the writing of the EEA grant through an MOU, and Region Nine will serve as the lead agency for the writing of the Public Works grant.

BUDGET IMPACT: The City and/or Region Nine will be required to match funding at 20%, with 80% paid by the grants. Matching funds do not need to be monetary and can be in-kind.

RECOMMENDATION: Motion to Approve Resolution 18-55 Authorizing Application for Federal EDA grants through the Public Works program with Region Nine, and Economic Adjustment Assistance program.

RESOLUTION NO 18-55

**RESOLUTION AUTHORIZING APPLICATION TO FEDERAL EDA FOR AN
ECONOMIC ADJUSTMENT ASSISTANCE GRANT, AND WORKING WITH REGION
NINE DEVELOPMENT COMMISSION ON A FEDERAL EDA PUBLIC WORKS GRANT**

BE IT RESOLVED that City of Waseca is authorized to apply for federal grant funding by the City of Waseca and in conjunction with the Region Nine Development Commission.

BE IT FURTHER RESOLVED that City of Waseca has the legal authority to apply for and receive financial assistance.

BE IT FURTHER RESOLVED that the sources and amounts of the local match will be identified as the grant applications are developed.

NOW, THEREFORE BE IT RESOLVED the Interim City Manager is hereby authorized to work with City staff and Region Nine Development Commission for the development of grant applications to the Federal EDA for funding under the Public Works, and Economic Adjustment Assistance programs on behalf of the City of Waseca.

I CERTIFY THAT the above resolution was adopted by the City Council of Waseca on August 16, 2018.

R.D. SRP
MAYOR

ATTEST:

MIKE ANDERSON
ASSITANT TO THE CITY MANAGER