



**Agenda**  
**City Council Meeting**  
**Tuesday, May 28, 2024, 6:00 PM**  
**City Council Chambers | 2780 Kelley Parkway, Orono, MN 55356**  
952-249-4600 / <https://www.oronomn.gov/>

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**Roll Call**

**Pledge of Allegiance**

**Approval of Agenda**

**Consent Agenda**

1. City Council Minutes
2. Work Session Schedule
3. Claims/Bills
4. Election Recap
5. Waste Hauler Licenses
6. Hazard Mitigation Plan - Resolution 7478
7. Police Vehicle Purchase
8. Forklift Purchase
9. Appoint IT Manager
10. Hire Seasonal Employees
11. #LA24-000016, 3339 Crystal Bay Rd, Variances - Resolution 7479
12. #LA24-000017, 1090 Wildhurst Trl, Variances - Resolution 7480
13. #LA24-000022, 1355 Vine Place, Variance - Resolution 7481
14. #LA24-000024, 2980 Goldenrod Way, Variance - Resolution 7482

**Presentations**

15. Police Officer Swearing In Ceremony/Explorer Recognition
16. Orono Parks Legacy 501c3

**Public Safety Report**

**Attorney Report**

**City Administrator/Engineer Report**

17. Public Works Facility (21-039)- Change Order 3

**Council Committee Reports**

**Public Comments - (Limit 3 Minutes per Person)**

This is an opportunity for the public to address the City Council. The council will not engage in discussion or take action on items presented at this time. However, the council may refer issues to staff for follow up or consideration at a future meeting. Speakers should state their name and home address at the podium before speaking. The council will first open the podium to Orono residents before opening the podium to any member of the public wishing to address the council.

## **Mayor/Council Report**

### **Adjournment**

#### Upcoming Events

- May 27 Memorial Day
- Jun 4 Park Commission Work Session
- Jun 10 City Council Work Session and Regular Meeting
- Jun 12 Coffee with the Mayor
- Jun 13 Open House at new Public Works
- Jun 17 100-Year Anniversary Orono Orchards Golf Course
- Jun 17 Planning Commission

**AGENDA ITEM**



**Date:** May 28, 2024

**Item:** 1

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**Title:** City Council Minutes

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**Presenter:** Christine Lusian, City Clerk

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**Section:** Consent Agenda

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1. **Purpose:**

The purpose of this item is to approve the City Council Meeting Minutes of May 13, 2024

2. **Staff Recommendation:**

Approve the City Council work session and regular meeting minutes.

**COUNCIL ACTION REQUESTED**

Approve the City Council Work Session and Regular Meeting Minutes of May 13, 2024.

**Exhibits**

[05-13-2024 CC Minutes](#)

[05-13-2024 CC Minutes - work session](#)



Minutes  
City Council Regular Meeting  
Monday, May 13, 2024, 6:00 PM  
City Council Chambers 2780 Kelley Parkway, Orono, MN 55356

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Mayor Walsh called the meeting to order at 6:00 p.m., followed by the Pledge of Allegiance.

## **ROLL CALL**

Orono City Council members present: Mayor Dennis Walsh, City Council Members Matt Johnson, Alisa Benson, and Maria Veach. Members absent: Richard Crosby III

Staff present were City Attorney Soren Mattick, City Administrator/Engineer Adam Edwards, Finance Director Maggie Jin, Parks Director Josh Lemons; Fire Chief James Van Eyll; Community Development Director Laura Oakden and City Planner Natalie Nye.

## **PLEDGE OF ALLEGIANCE**

## **APPROVAL OF AGENDA**

## **CONSENT AGENDA**

1. City Council Meeting Minutes
2. Work Session Schedule
3. Claims/Bills
4. Election Recap
5. Fee Schedule Updates – Ordinance 305
6. Workplace Culture Assessment Service Contract  
*This item was removed from the Consent Agenda*
7. HR Onboarding Software
8. IT Positions Descriptions and Recruiting
9. Seasonal Employee Hiring v. 2
10. Authorization to Hire Paid-On-Call Firefighter  
*This item was removed from the Consent Agenda*
11. Accept Resignation and Appoint Golf Course Superintendent
12. Repair Blacktop and Storm Sewer on Webber Hills Rd.
13. LA23-000062, 3838 Cherry Ave., After-the-Fact Conditional Use Permit – Resolution No. 7477
14. LA24-000006, 1359 Park Drive, Variances – Resolution No. 7475
15. LA24-000015, 200 Big Island Variances – Resolution No. 7476
16. Appoint Full-Time Parks Maintenance Worker

**Benson moved to have Public Comment moved to the beginning of Council Meetings. The motion died for lack of a second.**

**Johnson moved, Benson seconded, to approve the Agenda and Consent Agenda with items 6 and 10 removed. VOTE: Ayes 4, Nays 0.**

## **COMMUNITY DEVELOPMENT REPORT**

17. LA24-000016, 3339 Crystal Bay Rd., Variances

The City Council is requested to review the Staff report, receive a presentation, and discuss and adopt a resolution denying the proposed variances.



The Council discussed the item and asked questions of staff and the applicant, Jon Hofer, 3339 Crystal Bay Rd., including looking at variances allowed other properties in the same area and revisions made to the request since reviewal by the planning commission.

**Johnson moved, Veach seconded, to direct staff to draft a resolution of approval for LA24-000016 variances. VOTE: Ayes 3, Nays 1 (Benson).**

Community Development director Oakden presented information on April and year-to-date building permit revenue.

### **PARKS REPORT**

#### **18. Lurton Dog Park Parking Lot Project Award**

The City Council is requested to review the Staff report, receive a presentation, and discuss and award the contract for expanding the parking lot at Lurton Dog Park to low bidder Sunram Construction in the amount of \$74,730.00.

The Council discussed the item and asked questions of staff.

**Johnson moved, Walsh seconded, to award the contract to add parking at Lurton Dog Park to Sunram Construction Inc. VOTE: Ayes 4, Nays 0.**

#### **19. Golf Course Pavilion Project Award**

The City Council is requested to review the Staff report, receive a presentation, and discuss and resolution award construction of a Pavilion at the Orono Golf Course to sole bidder Mike North Construction at a cost of \$80,222 funded jointly by the Orono Lions, private donations and the City, partially from the Parks Department and from the Enterprise Fund.

The Council discussed the item and asked questions of staff.

**Walsh moved, Johnson seconded, to award the contract to build the Golf Course Pavilion to Mike North Construction. VOTE: Ayes 3, Nays 1 (Benson).**

Park Director Lemons also reported on staffing and spring preparations for summer park activities.

### **PUBLIC SAFETY REPORT**

#### **10. Authorization to Hire Paid-On-Call Firefighters**

The City Council is requested to review the Staff report, receive a presentation, and discuss and adopt the resolution hiring two new paid-on-call fire fighters.

**Veach moved, Johnson seconded, to make conditional job offers to Oliver Kennedy and Tyler Rempel at \$16.00 per hour starting May 14, 2024. VOTE: Ayes 3, Nays 1 (Benson).**



20. Purchase of Radio Equipment for Orono Fire Facilities

The City Council is requested to review the Staff report, receive a presentation, and discuss and purchase radio equipment for the Temporary North Station (old Public Works building) quoted at \$44,215.60.

The Council discussed the item and asked questions of staff.

**Johnson moved, Veach seconded, to accept the quote for Motorola radio equipment for the Fire Department. VOTE: Ayes 3, Nays 1 (Benson).**

Fire Chief Van Eyll gave a public safety Power Point presentation concerning staffing, budget, and the Fire Department's Mission, Vision and Values statement.

**CITY ATTORNEY REPORT**

City Attorney Mattick updated the Council on his upcoming schedule.

**CITY ADMINISTRATOR/ENGINEER REPORT**

21. Navarre Garage Additions (24-034) Award

The City Council is requested to review the Staff report, receive a presentation, and discuss and accept the low quote from the Dering Pierson Group for \$169,513.46 for Navarre Garage Additions for fire and other equipment storage.

The Council discussed the item and asked questions of staff.

**Johnson moved, Veach seconded, to accept the quote from DPG for \$169,513.46 for the Navarre Garage Additions. VOTE: Ayes 3, Nays 1 (Benson).**

22. Correspondence with the Long Lake City Council

The City Council is requested to review the Staff report, receive a presentation, and discuss correspondence from the City of Long Lake and the City of Orono response.

The Council discussed the item and asked questions of staff.

**Johnson moved, Veach seconded, to approve the response letter and send it to the City of Long Lake. VOTE: Ayes 4, Nays 0.**

6. Workplace Culture Assessment Service Contract

The Council discussed the item and asked questions of staff.



Minutes  
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**Benson moved, Veach seconded to approve the Workplace Culture Assessment Service Contract with SandCreek, AllOne Health. VOTE: Ayes 4, Nays 0.**

**COUNCIL COMMITTEE REPORTS**

23. Council Committee reports for the Human Resources, Legal and Communications Committees were provided.

**PUBLIC COMMENTS**

Paul Rehman, 3335 Crystal Bay Rd; Mark Kroll, 801 Tonkawa Road; Penny Saiki, 2874 Casco Point Rd; David Pierson, 2160 Webber Hills Rd; John Massopust, 1750 Fox Street; Ritchie Anderson 3205 Crystal Bay Road; Todd Newcomer, 1070 Old Long Lake Rd; and Kelly Grady, 271 Greenhill Lane provided comments.

**MAYOR/COUNCIL REPORT**

Mayor and Council provided reports.

**ADJOURNMENT**

**Walsh moved, Veach seconded, to adjourn the meeting at 9:07 p.m. to Tuesday, May 28, 2024 at 6:00 p.m. VOTE: Ayes 4, Nays 0.**

ATTEST:

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Christine Lusian, City Clerk

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Dennis Walsh, Mayor

Minutes approved by Orono City Council May 28, 2024. Meeting videos and transcripts available at [oronomn.gov](http://oronomn.gov).



Minutes  
City Council Work Session  
Monday, May 13, 2024, 5:00 PM  
City Council Chambers | 2780 Kelley Parkway, Orono, MN 55356

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**ROLL CALL**

City Council members present: Mayor Dennis Walsh, City Council Members Alisa Benson, Matt Johnson, and Maria Veach.

Staff present: City Administrator/Engineer Adam Edwards and City Clerk Christine Lusian.

**PAVEMENT MAINTENANCE**

Administrator Edwards introduced the topic of street maintenance for 2025 continuing discussion from a prior work session. Edwards reviewed street selection, recommended streets, capital improvement plan, funding, levy, inflation index, projects, and levy. Members discussed asphalt and concrete cost increases, adding additional sections, such as the end of Wildhurst Trail and Dahl Road, and also sign replacement schedule and retroreflectivity requirements.

**ADJOURNMENT**

Work session ended at 5:23 p.m.

ATTEST:

CITY COUNCIL

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Christine Lusian, City Clerk

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Dennis Walsh, Mayor



**AGENDA ITEM**



**Date:** May 28, 2024

**Item:** 2

**Title:** Work Session Schedule

**Presenter:** Adam Edwards, City Administrator / Engineer

**Section:** Consent Agenda

1. **Purpose:**

The purpose of the action item is to forecast future work session agendas.

2. **Background:**

This is an opportunity for council members to propose and agree to future work session topics. Work session meetings are at 5 pm on the same days as 6 pm regular council meetings. The table below lists upcoming *proposed* subjects and dates.

Date	Subject	Date	Subject
8 Jan	Annual Appointments	8 Jul	
22 Jan	Recodification-streets, utilities, parks	22 Jul	General Fund Budget Update
12 Feb	Average Lakeshore Setback (Part 3)	12 Aug	
26 Feb	Interview Commissioner Applicants (Parks/Planning)-- if needed; Police Department Canine Program Overview	26 Aug	Enterprise Budget Update
11 Mar	Elected and appointed official civility; tech use at the dais; appropriate use of staff time	9 Sep	Preliminary Levy / Budget
8 Apr	Street Maintenance 2025 Meeting Minutes	23 Sep	
22 Apr		14 Oct	Draft Capital Improvement Plans
13 May	Street Maintenance 2025 (Part 2)	28 Oct	Draft Capital Improvement Plans
28 May	Grants Primer	12 Nov	
10 Jun	ALS and Driveway Width within the Shoreland Discussion	25 Nov	Fee Schedule Update
24 Jun	Preliminary Budget Guidance 2025	9 Dec	Council Vision and Goal Setting

3. **Staff Recommendation:**

I recommend the next work session occur as scheduled.

**COUNCIL ACTION REQUESTED**

Move to approve the draft work session schedule.

**AGENDA ITEM**



**Date:** May 28, 2024

**Item:** 3

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**Title:** Claims/Bills

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**Presenter:** Alicia Johnson, Resource Management Technician

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**Section:** Consent Agenda

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1. **Purpose:**

The purpose of this action item is to approve payment of claims made on the City for services and/or products provided to the City.

2. **Background:**

The attached claims for payment have been received by the City. Staff has reviewed the claims and is recommending approval of the listing for payment. The claims will be paid by checks 123492 to 123573 and ACH transactions 20130474 to 20130477 totaling \$209,769.24.

3. **Staff Recommendation:**

Staff recommends approval of a motion authorizing payment to the claims listed as presented.

**COUNCIL ACTION REQUESTED**

Motion to approve the claims list as presented.

**Exhibits**

[Check Register 2024-05-28.pdf](#)

Payee	Check Issue Date	Check Number	Invoice Number	Invoice GL Account	Description	Department	Invoice Amount
GREENWOOD DESIGN BUILD	05/14/2024	123406	LA24-000008	101-22205	ESCROW REFUND - LA24-000008 1850 LAKESID		700.00-
Total 123406:							700.00-
TOM RYAN	05/14/2024	123464	LA24-000004	101-22205	ESCROW REFUND-LA24-000004 2245 WATERTO		2,500.00-
Total 123464:							2,500.00-
GREENWOOD DESIGN BUILD	05/15/2024	123492	LA24-000008	101-22205	ESCROW REFUND - LA24-000008 1850 LAKESID		700.00
GREENWOOD DESIGN BUILD	05/15/2024	123492	LA24-000008	999-10016	OUTSTANDING LEGAL CONSULTING FEES		82.50-
Total 123492:							617.50
TOM RYAN	05/15/2024	123493	LA24-000004	101-22205	ESCROW REFUND - LA24-000004 TOM RYAN		2,500.00
TOM RYAN	05/15/2024	123493	LA24-000004	999-10016	OUTSTANDING LEGAL CONSULTING FEES		107.50-
Total 123493:							2,392.50
CENTRAL PENSION FUND SOU	05/15/2024	123494	05.16.24 FU	101-21705	CENTRAL PENSION FUND 05022024		1,040.00
Total 123494:							1,040.00
Century Link	05/15/2024	123495	03.2024 WP	601-49400-321	WTP PHONE/INTERNET 03/04/24-4/03/2024		142.04
Century Link	05/15/2024	123495	05.2024 WP	601-49400-321	WTP PHONE/INTERNET 05/04/24-6/03/2024		147.76
Total 123495:							289.80
FIDELITY SECURITY LIFE INSU	05/15/2024	123496	166260518	101-21716	VISION PLAN 05.2024		291.61
Total 123496:							291.61
International Union Local #49	05/15/2024	123497	05.2024	101-21707	LOCAL 49 DUES - 05/2024		472.50
Total 123497:							472.50
Jefferson Fire & Safety	05/15/2024	123498	IN314450	415-42260-580	THERMAL CAMERA FOR ENGINE		1,903.86
Total 123498:							1,903.86
LAW ENFORCEMENT LABOR S	05/15/2024	123499	05.2024	101-21707	LELS DUES - LOCAL 168 05/2024		352.50

Payee	Check Issue Date	Check Number	Invoice Number	Invoice GL Account	Description	Department	Invoice Amount
LAW ENFORCEMENT LABOR S	05/15/2024	123499	05.2024	101-21707	LELS DUES - LOCAL 40 05/2024		1,446.16
Total 123499:							1,798.66
MHSRC/Range	05/15/2024	123500	337900-1081	101-42110-437	TRAINING - EVOC/PIT REFRESHER CARLSON	Police Department	510.00
Total 123500:							510.00
OPEIU - LOCAL 12	05/15/2024	123501	05.2024	101-21707	UNION DUES - LOCAL 12 05/2024		826.00
Total 123501:							826.00
SUN LIFE FINANCIAL	05/17/2024	123502	05.2024 STD	101-21714	STD- 05/2024		1,101.00
SUN LIFE FINANCIAL	05/17/2024	123502	05.2024 SUP	101-21710	LIFE INSURANCE - 05/2024		1,405.76
Total 123502:							2,506.76
THE HARTFORD	05/17/2024	123503	05.2024 LTD	101-21713	LTD 05/2024		1,805.08
Total 123503:							1,805.08
MARGARET JIN	05/17/2024	123504	05.2024 PAY	101-21600	APRIL & MAY PAYROLL NOT DEPOSITED		600.00
Total 123504:							600.00
1-800-RADIATOR & A/C OF MIN	05/28/2024	123505	76431491	701-49800-222	PD DURANGO RADIATORS		412.00
Total 123505:							412.00
ALISA BENSON	05/28/2024	123506	05.2024 REI	101-41110-437	TRAINING	Mayor & Council	171.00
Total 123506:							171.00
All Flags LLC	05/28/2024	123507	691405	101-43000-224	FLAGS	Public Works Department	1,106.00
Total 123507:							1,106.00
Batteries + Bulbs	05/28/2024	123508	P72719082	602-49450-406	LS BATTERY'S	Sewer	102.57

Payee	Check Issue Date	Check Number	Invoice Number	Invoice GL Account	Description	Department	Invoice Amount
Total 123508:							102.57
BEAUDRY OIL & SERVICE INC	05/28/2024	123509	2636938	701-49800-212	UNLEADED FUEL		5,365.15
BEAUDRY OIL & SERVICE INC	05/28/2024	123509	2636943	701-49800-212	UNLEADED FUEL		794.86
BEAUDRY OIL & SERVICE INC	05/28/2024	123509	2636944	701-49800-212	DIESEL FUEL		1,083.19
Total 123509:							7,243.20
BIFFS INC	05/28/2024	123510	W965671	101-45200-415	BIFF RENTAL	Parks	317.00
BIFFS INC	05/28/2024	123510	W965673	101-45200-415	BIFF RENTAL	Parks	242.00
BIFFS INC	05/28/2024	123510	W965674	101-45200-415	BIFF RENTAL	Parks	121.00
BIFFS INC	05/28/2024	123510	W965675	101-45200-415	BIFF RENTAL	Parks	121.00
BIFFS INC	05/28/2024	123510	W965676	101-45200-415	BIFF RENTAL	Parks	196.00
BIFFS INC	05/28/2024	123510	W965677	101-45200-415	BIFF RENTAL	Parks	121.00
BIFFS INC	05/28/2024	123510	W965678	101-43100-415	BRUSH SITE	Brush Site	121.00
BIFFS INC	05/28/2024	123510	W965972	101-45200-415	BIFF RENTAL	Parks	196.00
Total 123510:							1,435.00
BOLTON & MENK INC.	05/28/2024	123511	0336156	710-49970-575	24-036 ARCGIS ONLINE UPGRADE PROJECT		8,489.50
BOLTON & MENK INC.	05/28/2024	123511	0336158	601-16500	23-020 LEAD SERVICE LINE INVENTORY PROJE		857.00
Total 123511:							9,346.50
Bratt Tree Company	05/28/2024	123512	13453	101-43000-405	TREE REMOVAL IN ROW 1199 ELMWOOD TASK	Public Works Department	4,425.00
Bratt Tree Company	05/28/2024	123512	13454	101-43000-405	TREE REMOVAL IN ROW 1295 ELMWOOD TASK	Public Works Department	1,700.00
Total 123512:							6,125.00
CAMPBELL KNUTSON	05/28/2024	123513	2717-0000G	101-41600-307	ADMINISTRATION/GENERAL MATTERS 04/24	Law/Legal Services	4,038.74
CAMPBELL KNUTSON	05/28/2024	123513	2717-0004G	101-42110-307	POLICE MATTERS 04/24	Police Department	85.00
CAMPBELL KNUTSON	05/28/2024	123513	2717-0201G	101-41600-307	MISC RECORDINGS 4/24	Law/Legal Services	300.87
CAMPBELL KNUTSON	05/28/2024	123513	2717-0740G	703-49960-379	LITIGATION - MERA CLAIM		286.00
CAMPBELL KNUTSON	05/28/2024	123513	2717-0800G	101-42400-307	B&Z STAFF MEETING 04/24	Building & Zoning	374.00
CAMPBELL KNUTSON	05/28/2024	123513	2717-0801G	101-41600-307	COUNCIL MEETINGS 04/24	Law/Legal Services	1,479.00
CAMPBELL KNUTSON	05/28/2024	123513	2717-0802G	101-42400-307	B&Z ASSISTANCE 04/24	Building & Zoning	3,161.47
CAMPBELL KNUTSON	05/28/2024	123513	2717-0844G	703-49960-379	LMCD/DRAGONFLY HILL		85.00
CAMPBELL KNUTSON	05/28/2024	123513	2717-0901G	101-43280-307	RPS24-000019 1020 OLD CRYSTAL BAY RD S	Special Services	95.00
CAMPBELL KNUTSON	05/28/2024	123513	2717-0904G	101-43280-307	LA24-000008 1850 LAKESIDE TRAIL	Special Services	192.50

Payee	Check Issue Date	Check Number	Invoice Number	Invoice GL Account	Description	Department	Invoice Amount
CAMPBELL KNUTSON	05/28/2024	123513	2717-0905G	101-43280-307	LA24-000009 797 FERNDALE RD N	Special Services	82.50
CAMPBELL KNUTSON	05/28/2024	123513	2717-0906G	101-43280-307	LA24-000011 1487 SHORELINE DR	Special Services	82.50
CAMPBELL KNUTSON	05/28/2024	123513	2717-0907G	101-43280-307	LA24-000012 2700 CASCO POINT RD	Special Services	82.50
CAMPBELL KNUTSON	05/28/2024	123513	2717-0908G	101-43280-307	ORTLIP LEGAL FEE - 4865 WEST BRANCH	Special Services	494.50
CAMPBELL KNUTSON	05/28/2024	123513	2717-0909G	101-43280-307	RPS22-000095 975 LONG BRIDGE LANE	Special Services	275.00
CAMPBELL KNUTSON	05/28/2024	123513	2717-0910G	101-43280-307	LA24-000004 2245 WATERTOWN RD	Special Services	217.50
CAMPBELL KNUTSON	05/28/2024	123513	2717-0911G	101-43280-307	LA24-000010 200 WAYZATA BLVD W	Special Services	82.50
Total 123513:							11,414.58
CECE'SIGNS, INC.	05/28/2024	123514	9564	101-45200-223	TEMP SIGN FOR NEW SHOP WITH ADDRESS O	Parks	60.00
CECE'SIGNS, INC.	05/28/2024	123514	9570	440-48970-530	NUMBERS FOR DOORS AND GARAGE DOORS		475.00
CECE'SIGNS, INC.	05/28/2024	123514	9571	405-48500-580	GRAPHIC ON 701		120.00
Total 123514:							655.00
CHARLES CUDD CO LLC	05/28/2024	123515	LA24-000019	101-22205	ESCROW REFUND - LA24-000019-860 BROWN R		5,000.00
Total 123515:							5,000.00
CHRISTINE LUSIAN	05/28/2024	123516	05.2024 REI	101-41410-331	ELECTION MILEAGE	Elections	75.31
Total 123516:							75.31
CITY OF BLOOMINGTON	05/28/2024	123517	23560	601-49400-489	LAB FEES		72.00
Total 123517:							72.00
CITY OF ST PAUL	05/28/2024	123518	IN58260	101-42110-437	TRAINING/WIEBUSCH	Police Department	500.00
Total 123518:							500.00
DAWN BECK	05/28/2024	123519	3965 WATER	999-10015	UB REFUND - 3965 WATERTOWN RD - BECK		79.23
Total 123519:							79.23
DONALD HEEMAN	05/28/2024	123520	3669 NORTH	999-10015	UB REFUND - 3669 NORTH SHORE DR - HEEMA		10.64
Total 123520:							10.64

Payee	Check Issue Date	Check Number	Invoice Number	Invoice GL Account	Description	Department	Invoice Amount
ECM PUBLISHERS INC	05/28/2024	123521	997143	101-41410-340	ELECTION PUBLIC ACCURACY TEST LEGAL NO	Elections	36.60
ECM PUBLISHERS INC	05/28/2024	123521	997144	101-42400-340	PH FOR B&Z	Building & Zoning	160.31
ECM PUBLISHERS INC	05/28/2024	123521	999124	101-41900-352	ORD 305 - FEE SCHEDULE	Central Services	42.71
ECM PUBLISHERS INC	05/28/2024	123521	999785	613-49830-340	LEAGUE ADS	Golf Course	330.00
Total 123521:							569.62
FAST SIGNS	05/28/2024	123522	100-97858	440-48960-530	TEMP NORTH FIRE STATION SIGN		577.85
Total 123522:							577.85
FAUL PSYCHOLOGICAL	05/28/2024	123523	1976	101-42260-305	PSYCH TESTING - CANDIDATE HARRIS	Fire Protection Services	1,330.00
Total 123523:							1,330.00
FIRE SAFETY USA, INC	05/28/2024	123524	186840	415-42260-580	MOUNTS FOR EQUIPMENT ON RESCUE PUMPE		720.00
FIRE SAFETY USA, INC	05/28/2024	123524	186925	415-42260-580	MOUNTS FOR EQUIPMENT ON RESCUE PUMPE		115.00
FIRE SAFETY USA, INC	05/28/2024	123524	186980	415-42260-580	DROP TANK FOR TANKER		1,850.00
Total 123524:							2,685.00
FIRST ARRIVING IO, INC	05/28/2024	123525	3400	440-48960-530	HARDWARE AND SOFTWARE FOR DISPLAYS		4,590.00
Total 123525:							4,590.00
GARY NELSON	05/28/2024	123526	05.2024 REI	101-42400-437	SEPTIC TRAINING	Building & Zoning	329.74
Total 123526:							329.74
GEARGRID, LLC	05/28/2024	123527	0024367-IN	440-48975-530	TURNOUT GEAR LOCKER FOR NAVARRE		3,774.00
Total 123527:							3,774.00
GENUINE PARTS COMPANY/NA	05/28/2024	123528	597202	701-49800-222	PD DURANGO ANTI FREEZE		24.98
GENUINE PARTS COMPANY/NA	05/28/2024	123528	597299	701-49800-215	RADIATOR FLUSH		11.98
GENUINE PARTS COMPANY/NA	05/28/2024	123528	597817	701-49800-221	UNIT 431 BELTS		58.72
GENUINE PARTS COMPANY/NA	05/28/2024	123528	597973	701-49800-222	265 VAPOR CANISTER		227.04
GENUINE PARTS COMPANY/NA	05/28/2024	123528	598007	701-49800-221	UNIT 431 BELT		50.43
GENUINE PARTS COMPANY/NA	05/28/2024	123528	598044	701-49800-215	UNIT 700 LICENSE PLATE BULB		.50
GENUINE PARTS COMPANY/NA	05/28/2024	123528	598118	701-49800-222	UNIT 409 SHOCKS		233.14

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GENUINE PARTS COMPANY/NA	05/28/2024	123528	598330	701-49800-213	SQUAD 259 ENGINE COOLANT		41.97
Total 123528:							648.76
GOPHER ACE	05/28/2024	123529	020256/1	613-49830-223	ROPE	Golf Course	120.00
GOPHER ACE	05/28/2024	123529	020258/1	101-43000-240	HAMMER BIT AND OTHER SMALL TOOLS	Public Works Department	10.98
GOPHER ACE	05/28/2024	123529	020265/1	101-43000-240	SIMPLE GREEN CLEANER AND BRUSH WITH HA	Public Works Department	42.97
GOPHER ACE	05/28/2024	123529	020406/1	101-41900-223	CONCRETE MIX	Central Services	30.36
GOPHER ACE	05/28/2024	123529	020407/1	101-43000-224	WHITE MARKING PAINT	Public Works Department	59.94
GOPHER ACE	05/28/2024	123529	020407/1	651-49910-223	WHITE MARKING PAINT	Storm Water	59.94
GOPHER ACE	05/28/2024	123529	020420/1	101-43000-224	NUTS AND BOLTS	Public Works Department	7.11
GOPHER ACE	05/28/2024	123529	20228/1	701-49800-215	HARDWARE		8.90
GOPHER ACE	05/28/2024	123529	20262/1	101-41900-404	DOOR REPAIR	Central Services	20.56
GOPHER ACE	05/28/2024	123529	20269/1	101-43000-240	TOOLS	Public Works Department	56.97
GOPHER ACE	05/28/2024	123529	20287/1	101-45200-223	STAPLES AND STAPLE GUN	Parks	23.58
GOPHER ACE	05/28/2024	123529	20336/1	101-41900-223	ANCHOR BOLTS FOR PALLET RACKING	Central Services	24.99
GOPHER ACE	05/28/2024	123529	20339/1	101-45200-404	BOLTS	Parks	2.76
GOPHER ACE	05/28/2024	123529	20381/1	101-43000-224	CONCRETE MIX FOR MAIL BOX NEW SHOP	Public Works Department	12.99
GOPHER ACE	05/28/2024	123529	20411/1	101-45200-404	SOD STAPLES	Parks	19.99
Total 123529:							502.04
GOVERNMENTJOBS.COM, INC	05/28/2024	123530	INV-44399	710-49970-416	NEOGOV SETUP		2,970.00
GOVERNMENTJOBS.COM, INC	05/28/2024	123530	INV-44399	710-49970-416	NEOGOV SUBSCRIPTION 06/15/2024-06/14/2025		3,682.20
Total 123530:							6,652.20
HAWKINS INC	05/28/2024	123531	6757458	601-49400-216	CHLORINE TANKS		90.00
Total 123531:							90.00
HENNEPIN CO. ACCTS RECEIV	05/28/2024	123532	1000226698	101-42260-414	FIRE RADIO FEES	Fire Protection Services	27.78
Total 123532:							27.78
HENNEPIN COUNTY ACCOUNT	05/28/2024	123533	1000226927	101-41600-309	JAIL INVOICE TO CITIES	Law/Legal Services	283.32
Total 123533:							283.32
HOTSYS MINNESOTA	05/28/2024	123534	21205	101-41900-404	HOTSYS REPAIR	Central Services	1,045.20



Payee	Check Issue Date	Check Number	Invoice Number	Invoice GL Account	Description	Department	Invoice Amount
Total 123534:							1,045.20
JACK SWENSON	05/28/2024	123535	3020 NORTH	999-10015	UB REFUND - 3020 NORTHSHORE DR - SWENS		72.92
Total 123535:							72.92
James Nelson	05/28/2024	123536	05.2024 REI	601-49400-437	MILAGE FOR EXAM		209.04
Total 123536:							209.04
Jefferson Fire & Safety	05/28/2024	123537	IN314811	415-42260-580	TIC FOR TANKER		1,264.14
Total 123537:							1,264.14
KIRVIDA FIRE	05/28/2024	123538	12254	101-42260-402	VALVE REPAIR TO LADDER TRUCK	Fire Protection Services	7,238.68
Total 123538:							7,238.68
LEAGUE OF MINNESOTA CITIE	05/28/2024	123539	8988	703-49960-379	GL 355213 CLOGGED SEWER INSURANCE DED		2,500.00
Total 123539:							2,500.00
LEO WEB PROTECT, INC.	05/28/2024	123540	8043170475	101-42110-416	MONTHLY SUBSCRIPTION 5/24	Police Department	143.06
Total 123540:							143.06
MACQUEEN EQUIPMENT LLC	05/28/2024	123541	P10956	701-49800-221	FIRE 505 AIR COMPRESSOR		771.03
MACQUEEN EQUIPMENT LLC	05/28/2024	123541	P29942	415-42260-580	HOSE FOR RESCUE PUMPER		12,177.00
MACQUEEN EQUIPMENT LLC	05/28/2024	123541	P30091	415-42260-580	FIRE HOSE FOR RESCUE PUMPER		1,134.80
Total 123541:							14,082.83
MCGREGOR, KELLY	05/28/2024	123542	05.2024 REI	101-42110-437	MN LEAP TRAINING/MCGREGOR	Police Department	178.22
Total 123542:							178.22
METLIFE SMALL BUSINESS CE	05/28/2024	123543	06.2024	101-15998	DENTAL INSURANCE 06/24		62.61
METLIFE SMALL BUSINESS CE	05/28/2024	123543	06.2024	101-21709	DENTAL INSURANCE 06/24		2,651.28

Payee	Check Issue Date	Check Number	Invoice Number	Invoice GL Account	Description	Department	Invoice Amount
Total 123543:							2,713.89
MINUTEMAN PRESS	05/28/2024	123544	36608	101-41900-352	NEWSLETTER	Central Services	2,648.15
Total 123544:							2,648.15
MN DEPT OF HEALTH	05/28/2024	123545	2024 2ND Q	601-20802	2024 - 2ND QTR WATER SUPPLY		2,855.25
Total 123545:							2,855.25
MSTS RECEIVABLES LLC	05/28/2024	123546	d6d398fc	701-49800-240	EVAP SMOLE MACHINE		549.99
Total 123546:							549.99
MTI DISTRIBUTING INC	05/28/2024	123547	1428698-00	613-49830-404	FLOAT VALVE REPLACEMENT	Golf Course	264.13
Total 123547:							264.13
NAVARRE HARDWARE	05/28/2024	123548	346271	101-42110-201	OFFICE SUPPLIES	Police Department	18.99
NAVARRE HARDWARE	05/28/2024	123548	346287	602-49450-240	TOOL BOX FOR POS	Sewer	29.99
NAVARRE HARDWARE	05/28/2024	123548	346399	602-49450-489	ANT BAIT	Sewer	17.98
NAVARRE HARDWARE	05/28/2024	123548	346415	602-49450-489	MILK BONES FOR DOGS	Sewer	7.99
NAVARRE HARDWARE	05/28/2024	123548	346455	602-49450-489	ANT KILLER FOR LIFT STATIONS	Sewer	7.29
Total 123548:							82.24
NCPERS GROUP LIFE INS.	05/28/2024	123549	6732000620	101-21710	PERA LIFE 6/2024		416.00
Total 123549:							416.00
Newegg Business Inc	05/28/2024	123550	1305013286	710-49970-221	COUNCIL CHAMBERS COMPUTER		2,549.00
Total 123550:							2,549.00
NOLA DICKHAUSEN	05/28/2024	123551	05.2024 ELE	101-41410-331	ELECTION MILEAGE REIMBURSEMENT	Elections	140.03
NOLA DICKHAUSEN	05/28/2024	123551	05.2024 REI	101-41300-437	MN MUNICIPAL CLERK INSTITUTE (NOLA LODGI	Administration	751.45
Total 123551:							891.48

Payee	Check Issue Date	Check Number	Invoice Number	Invoice GL Account	Description	Department	Invoice Amount
Northland Petroleum Service	05/28/2024	123552	25544	613-49830-212	GOLF COURSE GAS/DIESEL PUMPS	Golf Course	520.86
Total 123552:							520.86
Oertel Architects, Ltd	05/28/2024	123553	21-12.20	440-48970-319	21-039 PUBLIC WORKS BUILDING		2,385.18
Oertel Architects, Ltd	05/28/2024	123553	23-26.4	440-48975-319	24-034 NAVARRE FIRE GARAGE		7,181.68
Total 123553:							9,566.86
On Time Delivery Service Inc.	05/28/2024	123554	423615	101-41900-322	DELIVERY - CAMPBELL KNUTSON	Central Services	122.00
Total 123554:							122.00
OPD BUSINESS SOLUTIONS LL	05/28/2024	123555	3636073680	101-41900-489	NAPKINS FOR PW OPEN HOUSE	Central Services	76.81
OPD BUSINESS SOLUTIONS LL	05/28/2024	123555	3666601960	101-42110-201	OFFICE SUPPLIES	Police Department	60.18
OPD BUSINESS SOLUTIONS LL	05/28/2024	123555	3666610320	101-42110-201	OFFICE SUPPLIES/PRINTER CARTRIDGE	Police Department	301.20
OPD BUSINESS SOLUTIONS LL	05/28/2024	123555	3668663480	101-42110-201	OFFICE SUPPLIES	Police Department	80.77
OPD BUSINESS SOLUTIONS LL	05/28/2024	123555	3668675440	101-42110-201	OFFICE SUPPLIES	Police Department	13.99
OPD BUSINESS SOLUTIONS LL	05/28/2024	123555	3677638650	101-41900-489	NAPKINS FOR PW OPEN HOUSE	Central Services	26.45
OPD BUSINESS SOLUTIONS LL	05/28/2024	123555	3677638650	101-41900-489	PAPER PLATES FOR PW OPEN HOUSE	Central Services	16.53
OPD BUSINESS SOLUTIONS LL	05/28/2024	123555	3678643640	101-41900-201	FILE FOLDERS - OFFICE SUPPLIES	Central Services	8.44
Total 123555:							584.37
PERFORMANCE PLUS LLC dba	05/28/2024	123556	50434	101-42260-305	PHYSICAL EXAM FOR PRE-EMPLOYMENT	Fire Protection Services	516.00
Total 123556:							516.00
QUADIENT INC	05/28/2024	123557	Q1337018	101-41900-401	POSTAGE MACHING LEASE 06.16.24-09.15.24	Central Services	483.63
Total 123557:							483.63
QUALITY FLOW SYSTEMS INC	05/28/2024	123558	46897	602-49450-227	RUN TIME METERS	Sewer	376.76
Total 123558:							376.76
Riverside Design	05/28/2024	123559	4260	101-42110-352	PRINTING-POLICE RESPONSE HANGERS	Police Department	142.50
Total 123559:							142.50

Payee	Check Issue Date	Check Number	Invoice Number	Invoice GL Account	Description	Department	Invoice Amount
RYAN AUTO MALL	05/28/2024	123560	260560	701-49800-222	DURANGO COOLANT HOSES		252.72
Total 123560:							252.72
SELECT MECHANICAL SERVIC	05/28/2024	123561	P24-000070 -	101-19999	BP REFUND - P24-000070 - 1800 SHORELINE DR		696.89
Total 123561:							696.89
SHAUGHNESSY LAWN CARE	05/28/2024	123562	04.15.24 - 05	101-45200-404	PARK MOWING	Parks	4,285.71
Total 123562:							4,285.71
SiteOne Landscape Supply LLC	05/28/2024	123563	141182878-0	101-45200-404	IRRIGATION PARTS	Parks	166.64
SiteOne Landscape Supply LLC	05/28/2024	123563	141623134-0	101-45200-404	TURF PAINT FOR BEDERWOOD	Parks	89.64
Total 123563:							256.28
STONEWOOD	05/28/2024	123564	LA24-000006	101-22205	ESCROW REFUND - LA24-000006 - 1359 PARK D		700.00
Total 123564:							700.00
TimeSaver Off Site Secretarial Inc	05/28/2024	123565	M29179	101-45200-319	PARK MINUTES 5/2024	Parks	167.00
Total 123565:							167.00
TITAN MACHINERY INC	05/28/2024	123566	19464741 G	701-49800-221	429 PARTS		196.40
Total 123566:							196.40
TOLL GAS & WELDING SUPPLY	05/28/2024	123567	40190567	101-43000-415	GAS CYLINDER RENTAL	Public Works Department	11.89
Total 123567:							11.89
ULINE	05/28/2024	123568	177429203	101-41900-201	COFFEE TABLE	Central Services	307.52
Total 123568:							307.52
UNIFIRST CORPORATION	05/28/2024	123569	1410057563	101-43000-404	RUGS - PW	Public Works Department	26.13
UNIFIRST CORPORATION	05/28/2024	123569	1410057563	701-49800-221	SHOP TOWELS - PW		3.35
UNIFIRST CORPORATION	05/28/2024	123569	1410057563	101-41900-223	MOPS/CLEANING TOWELS	Central Services	27.18

Payee	Check Issue Date	Check Number	Invoice Number	Invoice GL Account	Description	Department	Invoice Amount
UNIFIRST CORPORATION	05/28/2024	123569	1410057563	602-49450-226	UNIFORMS PW-SEWER DEPT	Sewer	27.53
UNIFIRST CORPORATION	05/28/2024	123569	1410057563	601-49400-226	UNIFORMS PW-WATER DEPT		27.53
UNIFIRST CORPORATION	05/28/2024	123569	1410057563	701-49800-226	UNIFORMS - FLEET		36.79
UNIFIRST CORPORATION	05/28/2024	123569	1410057563	101-41900-226	UNIFORMS-FACILITY	Central Services	11.62
UNIFIRST CORPORATION	05/28/2024	123569	1410057563	651-49910-226	UNIFORMS - STORMWATER	Storm Water	50.82
UNIFIRST CORPORATION	05/28/2024	123569	1410057563	101-43000-226	UNIFORMS-STREETS	Public Works Department	50.83
UNIFIRST CORPORATION	05/28/2024	123569	1410057563	613-49830-226	UNIFORMS-GOLF COURSE	Golf Course	27.17
UNIFIRST CORPORATION	05/28/2024	123569	1410057563	101-45200-226	UNIFORMS-PARKS	Parks	5.71
UNIFIRST CORPORATION	05/28/2024	123569	1410059063	613-49830-404	LAUNDRY	Golf Course	124.77
UNIFIRST CORPORATION	05/28/2024	123569	1410059067	101-41900-223	MOPS/CLEANING TOWELS	Central Services	27.18
UNIFIRST CORPORATION	05/28/2024	123569	1410059067	701-49800-221	SHOP TOWELS - PW		3.35
UNIFIRST CORPORATION	05/28/2024	123569	1410059067	101-43000-404	RUGS - PW	Public Works Department	26.13
UNIFIRST CORPORATION	05/28/2024	123569	1410059067	602-49450-226	UNIFORMS PW-SEWER DEPT	Sewer	27.53
UNIFIRST CORPORATION	05/28/2024	123569	1410059067	601-49400-226	UNIFORMS PW-WATER DEPT		27.53
UNIFIRST CORPORATION	05/28/2024	123569	1410059067	651-49910-226	UNIFORMS - STORMWATER	Storm Water	50.82
UNIFIRST CORPORATION	05/28/2024	123569	1410059067	701-49800-226	UNIFORMS - FLEET		36.79
UNIFIRST CORPORATION	05/28/2024	123569	1410059067	101-41900-226	UNIFORMS-FACILITY	Central Services	11.62
UNIFIRST CORPORATION	05/28/2024	123569	1410059067	101-45200-226	UNIFORMS-PARKS	Parks	5.71
UNIFIRST CORPORATION	05/28/2024	123569	1410059067	613-49830-226	UNIFORMS-GOLF COURSE	Golf Course	27.17
UNIFIRST CORPORATION	05/28/2024	123569	1410059067	101-43000-226	UNIFORMS-STREETS	Public Works Department	50.83
UNIFIRST CORPORATION	05/28/2024	123569	1410060661	613-49830-404	LAUNDRY	Golf Course	42.50
UNIFIRST CORPORATION	05/28/2024	123569	1410060665	101-41900-223	MOPS/CLEANING TOWELS	Central Services	27.18
UNIFIRST CORPORATION	05/28/2024	123569	1410060665	101-43000-404	RUGS - PW	Public Works Department	26.13
UNIFIRST CORPORATION	05/28/2024	123569	1410060665	701-49800-221	SHOP TOWELS - PW		3.35
UNIFIRST CORPORATION	05/28/2024	123569	1410060665	701-49800-226	UNIFORMS - FLEET		36.79
UNIFIRST CORPORATION	05/28/2024	123569	1410060665	602-49450-226	UNIFORMS PW-SEWER DEPT	Sewer	27.53
UNIFIRST CORPORATION	05/28/2024	123569	1410060665	601-49400-226	UNIFORMS PW-WATER DEPT		27.53
UNIFIRST CORPORATION	05/28/2024	123569	1410060665	651-49910-226	UNIFORMS - STORMWATER	Storm Water	50.82
UNIFIRST CORPORATION	05/28/2024	123569	1410060665	101-43000-226	UNIFORMS-STREETS	Public Works Department	50.83
UNIFIRST CORPORATION	05/28/2024	123569	1410060665	101-45200-226	UNIFORMS-PARKS	Parks	5.71
UNIFIRST CORPORATION	05/28/2024	123569	1410060665	613-49830-226	UNIFORMS-GOLF COURSE	Golf Course	27.17
UNIFIRST CORPORATION	05/28/2024	123569	1410060665	101-41900-226	UNIFORMS-FACILITY	Central Services	11.62
Total 123569:							1,051.25
US Bank Equipment Finance	05/28/2024	123570	529356974	710-49970-413	COPIERS - 05/24		1,571.18
Total 123570:							1,571.18
WEEKLY HOMES LLC	05/28/2024	123571	2456 NORTH	999-10015	UB REFUND - 2456 NORTH BLOSSOM CIR - WEE		73.32

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WEEKLY HOMES LLC	05/28/2024	123571	2458 SOUTH	999-10015	UB REFUND - 2458 SOUTH BLOSSOM CIR - WEE		205.20
Total 123571:							278.52
Wright-Hennepin Coop Electric	05/28/2024	123572	3503131822	101-43100-381	BRUSH SITE 04/01-05/01	Brush Site	33.74
Wright-Hennepin Coop Electric	05/28/2024	123572	3503131822	613-49830-381	GC SECURITY TO 06/30/2024	Golf Course	42.21
Wright-Hennepin Coop Electric	05/28/2024	123572	3503131822	101-43000-381	ELECTRICAL SERVICE 04/01/24-05/01/24	Public Works Department	189.35
Total 123572:							265.30
Yamaha Golf & Utility	05/28/2024	123573	01-304360	701-49800-221	GOLF COURSE UTILITY CART		322.37
Total 123573:							322.37
AMAZON CAPITAL SERVICE	05/28/2024	20130474	13HN-GX6N-	101-41900-223	CLEANING SUPPLIES	Central Services	65.94
AMAZON CAPITAL SERVICE	05/28/2024	20130474	19MH-F7GD-	101-41900-201	MAGNETIC BARS	Central Services	24.88
AMAZON CAPITAL SERVICE	05/28/2024	20130474	19MH-F7GD-	101-41900-201	LAMINATING SHEETS	Central Services	22.95
AMAZON CAPITAL SERVICE	05/28/2024	20130474	19MH-F7GD-	101-41900-201	AAA BATTERIES	Central Services	55.56
AMAZON CAPITAL SERVICE	05/28/2024	20130474	19MH-F7GD-	101-41900-489	CUSTOM PENS WITH LOGO	Central Services	171.79
AMAZON CAPITAL SERVICE	05/28/2024	20130474	1C9G-9RFD-	101-42110-240	EVIDENCE COLLECTION BAGS	Police Department	92.21
AMAZON CAPITAL SERVICE	05/28/2024	20130474	1DPM-7F17-	101-41900-223	CREDIT ON RETURN ITEM	Central Services	91.96-
AMAZON CAPITAL SERVICE	05/28/2024	20130474	1KDL-PT11-3	101-42260-201	OFFICE SUPPLIES	Fire Protection Services	549.46
AMAZON CAPITAL SERVICE	05/28/2024	20130474	1KDL-PT11-3	101-42260-219	MEDICAL SUPPLIES	Fire Protection Services	68.05
AMAZON CAPITAL SERVICE	05/28/2024	20130474	1KDL-PT11-3	101-42260-215	SHOP SUPPLIES	Fire Protection Services	74.70
AMAZON CAPITAL SERVICE	05/28/2024	20130474	1LKJ-VHNR-	101-43000-240	OFFICE SUPPLIES	Public Works Department	79.44
AMAZON CAPITAL SERVICE	05/28/2024	20130474	1LKJ-VHNR-	602-49450-226	RUBBER DISPSABLE GLOVES	Sewer	33.97
AMAZON CAPITAL SERVICE	05/28/2024	20130474	1LKJ-VHNR-	101-43000-489	SHIPPING AND HANDLING	Public Works Department	2.99
AMAZON CAPITAL SERVICE	05/28/2024	20130474	1LKJ-VHNR-	101-43000-489	DISCOUNTS	Public Works Department	4.99-
AMAZON CAPITAL SERVICE	05/28/2024	20130474	1NTM-CCR	710-49970-221	CABLE - NEW PW BUILDING		142.75
AMAZON CAPITAL SERVICE	05/28/2024	20130474	1QFG-R73H-	710-49970-221	RECEIPT PRINTER - GC		260.95-
AMAZON CAPITAL SERVICE	05/28/2024	20130474	1RVV-TXN3-	701-49800-215	PARTS TAGS		24.98
AMAZON CAPITAL SERVICE	05/28/2024	20130474	1W3R-M7X6-	101-41900-223	CREDIT ON RETURN ITEM	Central Services	12.88-
Total 20130474:							1,038.89
INNOVO BENEFITS ADMINISTR	05/28/2024	20130475	1393556	601-49400-135	HEALTH INSURANCE - 06.2024-BR		768.54
INNOVO BENEFITS ADMINISTR	05/28/2024	20130475	1393556	101-42110-135	HEALTH INSURANCE - 06.2024-DM	Police Department	768.54
INNOVO BENEFITS ADMINISTR	05/28/2024	20130475	1393556	101-21706	HEALTH INSURANCE - 06.2024		63,383.58

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Total 20130475:							64,920.66
METROPOLITAN COUNCIL- SAC	05/28/2024	20130476	04.2024-202	602-49450-489	SAC LATE FEE	Sewer	24.85
Total 20130476:							24.85
MN DEPT OF REVENUE-WIRE	05/28/2024	20130477	04.2024 SAL	601-20806	WATER TAXABLE SALES 04.2024		906.00
MN DEPT OF REVENUE-WIRE	05/28/2024	20130477	04.2024 SAL	613-37910	GREEN FEES		2,078.00
MN DEPT OF REVENUE-WIRE	05/28/2024	20130477	04.2024 SAL	613-37930	BEER - SALES TAX 04.2024		70.00
MN DEPT OF REVENUE-WIRE	05/28/2024	20130477	04.2024 SAL	613-37940	CONCESSIONS - SALES TAX 04.2024		119.00
MN DEPT OF REVENUE-WIRE	05/28/2024	20130477	04.2024 SAL	613-37960	GOLF BALL SALES - 4.2024		34.00
MN DEPT OF REVENUE-WIRE	05/28/2024	20130477	04.2024 SAL	613-37970	PRO SHOP SALES - SALES TAX 04.2024		11.00
MN DEPT OF REVENUE-WIRE	05/28/2024	20130477	04.2024 SAL	613-37980	CLOTHING (HAT) SALES TAX 04.2023		38.00
MN DEPT OF REVENUE-WIRE	05/28/2024	20130477	04.2024 SAL	601-20806	WATER TAXABLE SALES BULK WATER 04.2024		2.00
MN DEPT OF REVENUE-WIRE	05/28/2024	20130477	04.2024 SAL	613-37920	GOLF CART RENTAL 04.2024		477.00
MN DEPT OF REVENUE-WIRE	05/28/2024	20130477	04.2024 SAL	101-34650	POLICE REPORT SALES TAX		7.00
Total 20130477:							3,742.00
Grand Totals:							209,769.24

## AGENDA ITEM



**Date:** May 28, 2024

**Item:** 4

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**Title:** Election Recap

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**Presenter:** Christine Lusian, City Clerk

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**Section:** Consent Agenda

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1. **Purpose:**

Summary of election services for the Special General

2. **Background:**

Orono administered election services to our voters for a Special General election. Two candidates for district six county commissioner appeared on the ballot. Elections results (attached) are considered unofficial until canvassed (May 17) and certified by Hennepin County.

Election day voting was held on Tuesday, May 14 at each of the three polling places, Long Lake Fire Department (Precinct 1), City Hall Council Chambers (Precinct 2), and Calvary Memorial Church (Precinct 3). Public Works employees transported equipment and supplies to and from the polling places the day prior and after election. Long Lake Fire Department and Calvary Memorial Church employees cleared and provided space in their facilities. Below are a few notable election day statistics:

- 6,388 pre-registered voters; 5 new registration
- 428 election day voters (P1=170, P2=101, P3=157)
- 25 election judges

Early voting services were provided from May 6 to May 14 at city hall, including one Saturday and outreach at two health care facilities. Direct balloting services were not available. Some early voting statistics:

- 42 early voters
- 31 voted in person; 9 voted by mail; 2 voted from a health care facility
- 0 ballots were rejected

Special thanks to administration employee Nola Dickhausen for all her work assisting with preparing and coordinating early voting, judges, training, and election day support! Thank you to Clint Schumann and the Public Works crew for the secure equipment setup and storage. Thank you to stand out election judges Kirk Nelson, Jennifer Weiss, Sandra Keegan, Sandy Whistler, and Joe Ruthenberg. Thank you to Long Lake Fire Department and Calvary Church for being strong partners and allowing Orono voters to be in their spaces.

Preperation for the state primary election services are underway, including early voting, ballot production, equipment testing, judge recruitment, training, and scheduling. Early voting will open June 28 with election day voting at each of the three polling places on August 13.

3. **Staff Recommendation:**

None - informational only.



**COUNCIL ACTION REQUESTED**

None- informational only.

**Exhibits**

[SOS MN Election Results - CD6 General](#)

[Español](#)
[Hmoob](#)
[Soomaali](#)
[Tiếng Việt](#)
[Русский](#)
[中文](#)
[ግድም](#)
[Afaan Oromo](#)
[Ἱνδία](#)
[አማርኛ](#)

Unofficial Results Tuesday, May 14, 2024

[Results Home](#) [Previous Page](#)

Precincts Reporting of Selected Precincts: 100% 3 of 3

Last Updated: 05/15/24 1:17 PM

Voters Registered at 7AM: 6,383

Results for Selected Precincts in Hennepin County

ORONO P-01

Special Election for County Commissioner District 6  
66 precincts in contest. 1 of 1 precincts reported.

Party	Candidate	Totals	Percent
NP	Marisa Simonetti	106	58.56%
NP	Heather Edelson	75	41.44%
WI	WRITE-IN	0	0.00%

ORONO P-02

Special Election for County Commissioner District 6  
66 precincts in contest. 1 of 1 precincts reported.

Party	Candidate	Totals	Percent
NP	Marisa Simonetti	72	63.16%
NP	Heather Edelson	42	36.84%
WI	WRITE-IN	0	0.00%

ORONO P-03

Special Election for County Commissioner District 6  
66 precincts in contest. 1 of 1 precincts reported.

Party	Candidate	Totals	Percent
NP	Marisa Simonetti	114	65.52%
NP	Heather Edelson	59	33.91%
WI	WRITE-IN	1	0.57%

**AGENDA ITEM**



**Date:** May 28, 2024

**Item: 5**

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**Title:** Waste Hauler Licenses

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**Presenter:** Christine Lusian, City Clerk

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**Section:** Consent Agenda

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1. **Purpose:**

The purpose of this action item is to approve licenses for waste haulers.

2. **License Applicant(s):**

- Randy's Sanitation (Republic Services)
- Veit Disposal Systems
- Waste Management

3. **Staff Recommendation:**

Application requirements are complete and staff recommends approval of the waste hauler licenses listed above for the period of June 1, 2024 to May 31, 2025.

**COUNCIL ACTION REQUESTED**

Motion to approve the waste hauler licenses listed above.

**AGENDA ITEM**



**Date:** May 28, 2024

**Item:** 6

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**Title:** Hazard Mitigation Plan - Resolution 7478

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**Presenter:** Correy Farniok, Police Chief

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**Section:** Consent Agenda

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1. **Purpose:**

To approve and adopt the 2024 Hennepin County Hazard Mitigation Plan.

2. **Background:**

The Federal Emergency Management Agency determined in the Mitigation Act of 2000 that each city must have a hazard mitigation plan. If a jurisdiction does not have a hazard mitigation plan, disaster funds may be limited. The city has worked with our neighboring agencies and communities to assist Hennepin County with an updated Hazard Mitigation Plan (more than 800 pages). The city of Orono last adopted plan was in August 2018.

Each city/township must adopt the Hennepin County Hazard Mitigation Plan as part of its own emergency operations plan.

3. **Cost:**

No cost

4. **Funding:**

No funding necessary

5. **Staff Recommendation:**

Adopt the 2024 Hennepin County Hazard Mitigation Plan.

**COUNCIL ACTION REQUESTED**

Recommend adoption and approval of the resolutions for the 2024 Hennepin County Hazard Mitigation Plan.

**Exhibits**

[Resolution 7478.docx](#)



**CITY OF ORONO**  
RESOLUTION OF THE CITY COUNCIL  
NO. 7478

**A RESOLUTION ADOPTING HENNEPIN COUNTY 2024  
ALL-HAZARD MITIGATION PLAN**

**WHEREAS**, the city of Orono has participated in the hazard mitigation planning process as established under the Disaster Mitigation Act of 2000; and

**WHEREAS**, the Act establishes a framework for the development of a multi-jurisdictional County All Hazard Mitigation Plan (the Plan); and

**WHEREAS**, the Act as part of the planning process requires public involvement and local coordination among neighboring local units of government and businesses; and

**WHEREAS**, the Plan includes a risk assessment including past hazards, hazards that threaten the County, an estimate of structures at risk, a general description of land uses and development trends; and

**WHEREAS**, the Plan includes a mitigation strategy including goals and objectives and an action plan identifying specific mitigation projects and costs; and

**WHEREAS**, the Plan includes a maintenance or implementation process including plan updates, integration of the plan into other planning documents and how Hennepin County will maintain public participation and coordination; and

**WHEREAS**, the Plan has been shared with the Minnesota Division of Homeland Security and Emergency Management and the Federal Emergency Management Agency for review and comment; and

**WHEREAS**, the Plan will make the county and participating jurisdictions eligible to receive FEMA hazard mitigation assistance grants; and

**WHEREAS**, this is a multi-jurisdictional Plan and cities that participated in the planning process may choose to also adopt the Plan.

**NOW THEREFORE, BE IT RESOLVED** that the Orono City Council supports the hazard mitigation planning effort and wishes to adopt the 2024 Hennepin County All-Hazard Mitigation Plan.

Adopted by the City Council of Orono, Minnesota at a regular meeting held on May 28, 2024.



**CITY OF ORONO**  
RESOLUTION OF THE CITY COUNCIL  
NO. 7478

**ATTEST:**

**CITY OF ORONO**

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Christine Lusian, City Clerk

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Dennis Walsh, Mayor

**AGENDA ITEM**



**Date:** May 28, 2024

**Item:** 7

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**Title:** Police Vehicle Purchase

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**Presenter:** Correy Farniok, Police Chief

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**Section:** Consent Agenda

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1. **Purpose:**

The purpose is to gain approval to purchase a police vehicle.

2. **Background:**

The police department is seeking authorization to purchase a 2024 Mazda SUV from Morries Minnetonka Mazda to be used by the Orono Police Department. This vehicle purchase is part of the Traffic Safety Vehicle grant that was award and approved at the April 8, 2024 Orono Council Meeting.

3. **Cost:**

The cost of the the 2024 Mazda will be \$41,565 plus other dealer fees.

4. **Funding:**

This will be funded through the MN Department of Public Safety Grant for a Traffic Safety Vehicle.

5. **Staff Recommendation:**

I recommend the purchase of the 2024 Mazda from Morries Minnetonka Mazda

**COUNCIL ACTION REQUESTED**

Motion to approve the purchase of a 2024 Mazda from Morries Minnetonka Mazda

**AGENDA ITEM**



**Date:** May 28, 2024

**Item:** 8

**Title:** Forklift Purchase

**Presenter:** DJ Goman, Public Works Superintendent

**Section:** Consent Agenda

1. **Purpose:**

To purchase a forklift for loading and unloading equipment, parts and accessories on and of delivery company vehicles and city owned equipment.

2. **Background:**

The city is currently renting a fork lift to move and lift items to storage areas around the public works property.

3. **Summary:**

The city reached out to three vendors and received 1 quote back , listed below, for a used 2019 Hyundai propane powered 3 stage forklift 5000# lifting capacity. Herc u Lift has the forklift in stock for immediate delivery.

4. **Options:**

We could continue to rent or enter into a lease but both of those options cost more over the long term.

5. **Cost:**

Company	Cost
Herc U Lift	\$ 37,660.00
Forklift of Minnesota	No Bid
Quality Equipment	No Bid

6. **Funding:**

This forklift purchase will be funded through the equipment fund. This replacement was identified in the 2024 Capital Improvement Plan (CIP) for \$45,000.

7. **Staff Recommendation:**

I recommend that the council accept the quote from Herc u Lift for \$ 37,660.00

**COUNCIL ACTION REQUESTED**

Motion to approve quote from Herc U Lift for a total of \$37,660.00



## AGENDA ITEM



**Date:** May 28, 2024

**Item:** 9

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**Title:** Appoint IT Manager

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**Presenter:** Maggie Jin, Finance Director

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**Section:** Consent Agenda

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1. **Purpose:**  
The purpose of this action is to appoint the IT Manager position.
2. **Background:**  
At the May 13th Council meeting, the IT Manager position was established, the job description was approved and recruitment for the position was authorized.
3. **Recruitment:**  
Staff posted the position internally and received one application from a current City of Orono employee. The interview process was conducted on May 16.
4. **Recommended Candidate:**  
Dave Klitzke is the recommended candidate for the IT Manager Position. Dave has been serving Orono as the IT Technician for the last 11 years, with a background in IT of over 30 years.
5. **Recommended Compensation:**  
Staff recommends that Mr. Klitzke be appointed to the position of IT Manager effective May 29, 2024.
  - a. **Salary.** Starting wage of \$46.46 (Grade 12, Step 5)
  - b. **Benefits.** All benefits will carry forward from previous position. Vacation will accrue at a rate of 18 days per year and follow personnel policy. The employee is already participating in the City's benefit package.

### COUNCIL ACTION REQUESTED

Motion to appoint Dave Klitzke to the position of IT Manager effective May 29, 2024.

**AGENDA ITEM**



**Date:** May 28, 2024

**Item:** 10

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**Title:** Hire Seasonal Employees

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**Presenter:** Josh Lemons, Parks & Golf Superintendent

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**Section:** Consent Agenda

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1. **Purpose:**

The purpose of this item is to gain approval of seasonal employee hiring.

2. **Background:**

The city hires seasonal employees to accomplish a variety of tasks. The hourly pay is proposed to be \$14.00-\$17.00 for the Golf Course Clubhouse Attendants; \$14.00-\$18.00 for Parks/Golf Course Maintenance Employees. Seasonal employees fall under the 6-month PERA Classification and are therefore excluded from PERA Membership.

3. **Seasonal Employee Appointments and Candidates:**

<b>Name</b>	<b>Position</b>	<b>Wage</b>	<b>Remarks</b>
Sophia Sonnek	Clubhouse Attendant	\$14.00/hour	New Employee
Lilly Anne Krueger	Clubhouse Attendant	\$14.00/hour	New Employee
Nolan Carlson	Parks Maintenance	\$14.00/hour	New Employee

**COUNCIL ACTION REQUESTED**

Motion to approve hiring of seasonal employees listed above.

## AGENDA ITEM



**Date:** May 28, 2024

**Item:** 11

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**Title:** #LA24-000016, 3339 Crystal Bay Rd, Variances - Resolution 7479

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**Presenter:** Natalie Nye, Planner

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**Section:** Consent Agenda

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1. **Purpose:**

The applicant is requesting variances from average lakeshore setback, 75-foot lake setback, hardcover within the 75-foot setback, overall hardcover, rear yard setback, and driveway width in order to construct an addition to an existing home.

2. **MN§15.99 Application Deadline:**

The application was received on March 14, 2024 and deemed complete on March 25, 2024. The 120-Day timeline for review will expire on July 23, 2024.

3. **Background:**

The subject property is substandard in size and width and the current home on the property is nonconforming. The rear setback, 75-foot setback and the average lakeshore setback bisect the current home. Also, the hardcover on the property exceeds the maximum allowed at 37.7% where 25% is permitted. The applicant is proposing to construct an addition to the existing home. The addition will include an additional garage stall on the first floor and a screened in porch on the second floor. The proposal will also include an expansion of the driveway to accommodate the third stall and the removal of a gravel parking area. The proposed addition increases the overall hardcover on the site and increases the amount of hardcover within the 75-foot lake setback. The addition will be built within the 75-foot setback and in front of the average lakeshore setback line.

The applicant has revised the plans since the Planning Commission meeting and has removed the front porch addition and reducing the size of the garage addition. Therefore reducing the proposed hardcover of the project. The proposal had an overall hardcover of 44.39% and the revised plan has reduced the overall hardcover to 42.12%.

**The City Council reviewed the revised plans at the [May 13th City Council Meeting](#) and found that the revised plans were reasonable and the property's substandard size and existing conditions were practical difficulties. The City Council directed staff to draft an approval resolution with a vote of 3 to 1.**

4. **Planning Commission Vote and Comment:**

The Planning Commission held a Public Hearing on April 15, 2024. The Planning Commission discussed the application and ultimately recommended denial of the application with a vote of 6 to 1. The Planning Commission noted that the overall hardcover was increasing and there was not enough practical difficulties to support the addition of a third garage bay and front porch. The Planning Commission recommended reducing the size of the addition, removing additional hardcover or finding another solution to bring the property closer into conformance.

The applicant has since modified the plans by reducing the size of the addition, removing the front

porch element, and reducing the driveway width.

5. **Public Comment:**

Staff received a letter from the neighbor to the north at 3335 Crystal Bay Road. That letter is included as Exhibit C. This neighbor also spoke during the Public Hearing and during Public Comment at the City Council Meeting on May 13th. His primary concerns were current drainage issues and the potential that these issues could get worse during construction and with the addition closer to the shared property line.

6. **Staff Recommendation:**

City Council direction at the May 13th City Council Meeting, Staff has drafted an approval resolution available in Exhibit A.

**COUNCIL ACTION REQUESTED**

Motion to approve Resolution 7479

**Exhibits**

[Exhibit A - Draft Resolution 7479](#)

[Exhibit B - Plans](#)

[Exhibit C - Public Comment](#)



**CITY OF ORONO**  
RESOLUTION OF THE CITY COUNCIL

NO. 7479

**A RESOLUTION  
APPROVING VARIANCES FROM  
MUNICIPAL ZONING CODE  
SECTIONS 78-350, 78-1279, 78-1282 & 78-1680**

**FILE NO. LA24-000016**

**WHEREAS**, Steve Fisher o/b/o Jonathan and Theresa Hofer (hereinafter the “Applicant”), applied for variances from the City Code for the property addressed **3339 Crystal Bay Road** and legally described as:

Lot 8, Wallace’s Addition to the Village of Minnetonka Beach, Hennepin County, Minnesota (hereinafter the “Property”);

**WHEREAS**, the Applicant has applied to the City of Orono for variances from City Code Section 78-350 for rear yard setback to allow the construction of an addition; and

**WHEREAS**, the Applicant has applied to the City of Orono for variances from City Code Section 78-1279 to allow the construction of an addition within a required lake setback and average lakeshore setback; and

**WHEREAS**, the Applicant has applied to the City of Orono for a driveway width variance from City Code Section 78-1282 in order to exceed the driveway width maximum of 8 feet within the 75-foot lake setback; and

**WHEREAS**, the Applicant has applied to the City of Orono for a hardcover variance from City Code Section 78-1680 in order to construct an addition and hardcover within a required lake setback; and

**WHEREAS**, the Applicant has applied to the City of Orono for a hardcover variance from City Code Section 78-1680 in order to exceed the hardcover limitation of 25%; and

**WHEREAS**, on April 15, 2024, after published and mailed notice in accordance with Minnesota Statutes and the City Code, the Planning Commission held a public hearing, at which time all persons desiring to be heard concerning this application were given the opportunity to speak thereon; and

**WHEREAS**, on April 15, 2024, the Planning Commission voted 6 to 1 in favor of a motion to recommend denial of the variances as applied; and

**WHEREAS**, the applicant made changes to the application based on the feedback Planning Commission provided; and



**CITY OF ORONO**  
RESOLUTION OF THE CITY COUNCIL

NO. 7479

**WHEREAS**, on May 13, 2024 the City Council reviewed the revised application and the recommendations of the Planning Commission and City staff and directed staff to draft an approval resolution; and

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Orono, Minnesota hereby approves the requested variances as described above based on one or more of the following findings of fact concerning the Property:

**FINDINGS OF FACT:**

1. This application was reviewed as Zoning File #LA24-000016. The analysis contained within staff memos and the exhibits attached to the aforesaid memos, all minutes from the above mentioned meetings, and any and all other materials distributed at these meetings are hereby incorporated by reference.
2. The Property is located in the LR-1C One Family Lakeshore Residential Zoning District.
3. The Property contains 5,693 square feet in area and has a defined lot width of 63 feet at the 75-foot lakeshore setback and a lot width of 63 feet at the OHWL.
4. The Property is within Tier 1 and hardcover is limited to 25 % according to the Stormwater Quality Overlay District.
5. Applicant has applied for the following variances:
  - a. Rear yard setback
  - b. 75-foot lake setback
  - c. Average lakeshore setback
  - d. Hardcover within the lake setback
  - e. Hardcover to exceed 25%
  - f. Driveway width within the lake setback
6. In considering this application for variances, the Council has considered the advice and recommendation of the Planning Commission and the effect of the proposed variances upon the health, safety and welfare of the community, existing and anticipated traffic conditions, light and air, danger of fire, risk to the public safety, and the effect on values of property in the surrounding area.

**ANALYSIS:**



**CITY OF ORONO**  
RESOLUTION OF THE CITY COUNCIL

NO. 7479

1. “Variances shall only be permitted when they are in harmony with the general purposes and intent of the ordinance . . . .” The variances for the construction of an addition to an existing home on a substandard parcel are supported by practical difficulties. The existing home is currently bisected by the 75-foot lake setback, average lakeshore setback, and rear yard setback. The property is also over the allowable hardcover. The proposal includes an addition of a garage bay, second floor living space and an expanded driveway to serve the addition. A parking pad will be removed as part of the project. The increase in hardcover, 42.12% of the lot, is necessary to increase the usability and livability of the existing home and is consistent with the neighborhood. The construction of the addition is in harmony with the general intent of the Ordinance due to the practical difficulties of the substandard lot size, substandard lot width, and existing conditions present. This criterion is met.
2. “Variances shall only be permitted . . . when the variances are consistent with the comprehensive plan.” The variances resulting in an addition to an existing home is consistent with the Comprehensive Plan. The applicant has identified the necessary practical difficulties inherent to the land supporting their requests. This criterion is met.
3. “Variances may be granted when the applicant for the variance establishes that there are practical difficulties in complying with the zoning ordinance. ‘Practical difficulties,’ as used in connection with the granting of a variance, means that:
  - a. *The property owner in question proposes to use the property in a reasonable manner, however, the proposed use is not permitted by the official controls.*

The construction of an addition to an existing home is a reasonable use of the property. The proposed addition is minimal and provides the homeowner with additional parking space and storage which is currently lacking. This criterion is met.

- b. *The plight of the landowner is due to circumstances unique to his property not created by the landowner.*

The lot is substandard in area and width and includes the right-of-way of Crystal Bay Road. The applicant is proposing to construct a small addition that will expand the garage and provide needed storage. The small lot size, substandard width, and existing improvements, such as Crystal Bay Road, are not the result of the current property owner’s actions; and

- c. *The variance, if granted, will not alter the essential character of the locality.”*

The proposed variances resulting in the construction of an addition are supported by practical difficulties and will not alter the character of the area. The neighborhood along Crystal Bay Road is redeveloping and many of the properties require variances. The proposed home is in line with the neighboring homes along the street and requesting a



**CITY OF ORONO**  
RESOLUTION OF THE CITY COUNCIL

NO. 7479

reasonable hardcover variance that is in line with historically approved variances in the neighborhood. This criterion is met.

4. "Economic considerations alone do not constitute practical difficulties." Economic considerations have not been a factor in the variance approval determination.
5. "Practical difficulties also include but are not limited to inadequate access to direct sunlight for solar energy systems. Variances shall be granted for earth-sheltered construction as defined in Minn. Stat. § 216C.06, subd. 2, when in harmony with Orono City Code Chapter 78." This condition is not applicable.
6. "The board or the council may not permit as a variance any use that is not permitted under Orono City Code Chapter 78 for property in the zone where the affected person's land is located." This condition is not applicable, as a residential home is a permitted use in the LR-1C District.
7. "The board or council may permit as a variance the temporary use of a one-family dwelling as a two-family dwelling." This condition is not applicable.
8. "The special conditions applying to the structure or land in question are peculiar to such property or immediately adjoining property." The substandard lot size, substandard lot width, and existing conditions of the property are unique conditions to this specific property. This criterion is met.
9. "The conditions do not apply generally to other land or structures in the district in which the land is located." While the surrounding properties are similar in size, the location of the existing structures on the property are unique to the subject property. This criterion is met.
10. "The granting of the application is necessary for the preservation and enjoyment of a substantial property right of the applicant." The existing home is in a nonconforming location. The proposal will maintain the same lake setback as the addition is set back. The application proposes an increase in hardcover in order to construct a small addition that will expand the garage. This criterion is met.
11. "The granting of the proposed variance will not in any way impair health, safety, comfort or morals, or in any other respect be contrary to the intent of this chapter." Granting the requested variances will not adversely impact health, safety, comfort, or morals of the community. This criterion is met.
12. "The granting of such variance will not merely serve as a convenience to the applicant, but is necessary to alleviate demonstrable difficulty." The variances allow for the construction of an addition to an existing, nonconforming home. The addition is 220 square feet and allows for an additional garage bay and storage. This criterion is met.





**CITY OF ORONO**  
RESOLUTION OF THE CITY COUNCIL

NO. 7479

**CONCLUSIONS, ORDER AND CONDITIONS:**

Based upon one or more of the above findings, the Orono City Council hereby grants variances to Orono Municipal Zoning Code Sections 78-350, 78-1279, 78-1282, and 78-1680 for rear yard setback, 75-foot lake setback, hardcover within the 75-foot setback, average lakeshore setback, hardcover to exceed 25%, and driveway width within the 75-foot lake setback in order to construct an addition to an existing home subject to the following conditions:

1. Council approval is based on the entire record, above Findings.
2. The approved project shall conform to the attached site plan and building plans submitted by the Applicant and annotated by City staff (hereinafter the "Plans"), attached to this Resolution as **Exhibits A & B.**
3. Any amendments to the plans which are not in conformity with City codes may require further Planning Commission and City Council review.
4. Stormwater Mitigation such as gutters must be installed on the addition and shall not be directed toward neighboring properties.
5. All construction parking must be contained on site.
6. Authorities granted by this resolution run with the Property not with the Applicants, but are permissive only and must be exercised by obtaining a building permit for the new construction and commencing construction of said project. A framing inspection must be completed within one year of the date of Council approval, or the variance will expire on that date (May 28, 2025).
7. Violation of or non-compliance with any of the terms and conditions of this resolution may result in the termination of any authority granted herein.

ADOPTED by the Orono City Council on this 28th day of May 2024.

**ATTEST:**

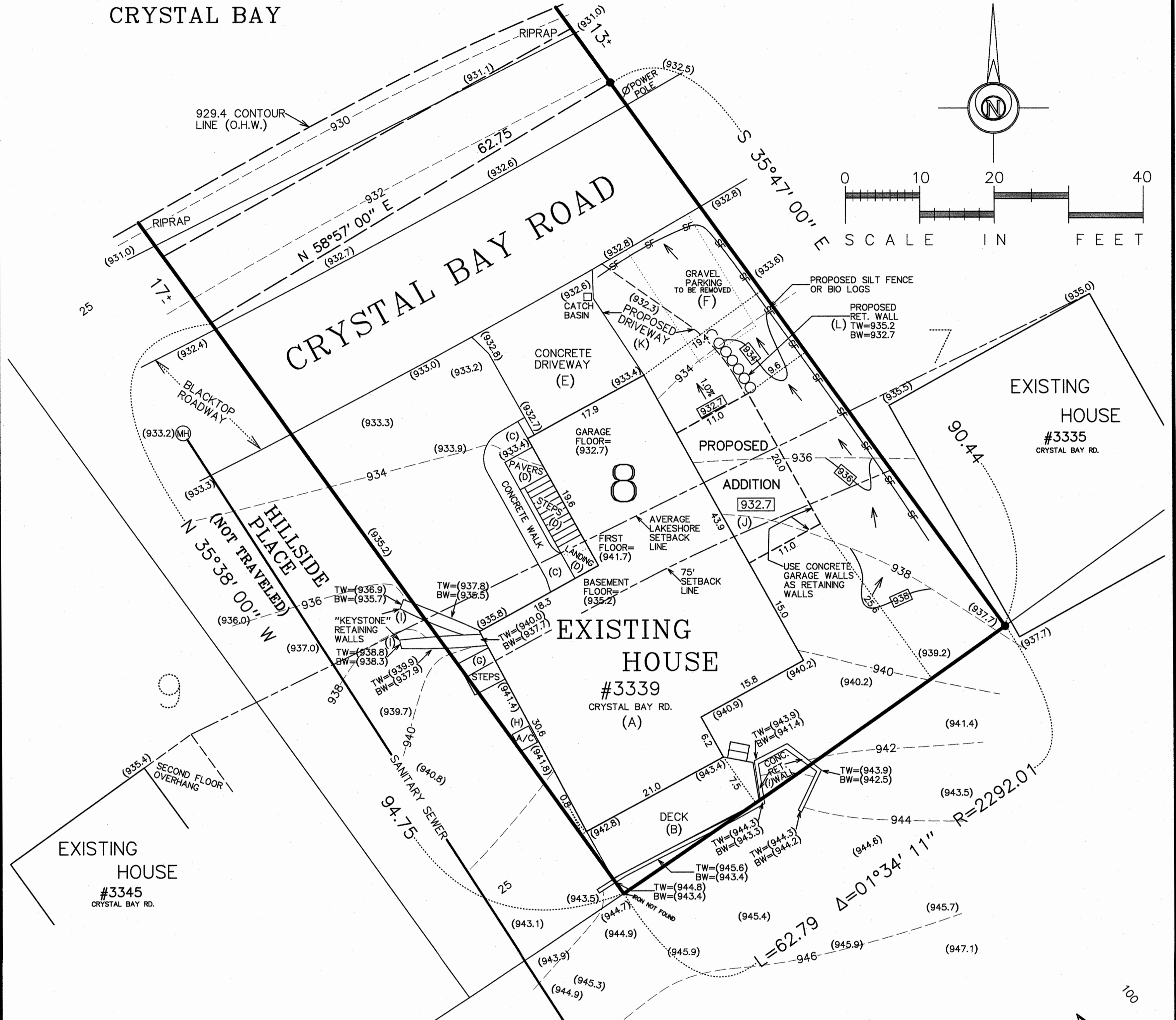
**CITY OF ORONO:**

\_\_\_\_\_  
Christine Lusian, City Clerk

\_\_\_\_\_  
Dennis Walsh, Mayor

LAKE  
MINNETONKA  
CRYSTAL BAY

CERTIFICATE OF SURVEY FOR  
**JONATHAN HOFER**  
OF LOT 8, WALLACES ADDITION TO  
THE VILLAGE OF MINNETONKA BEACH  
HENNEPIN COUNTY, MINNESOTA



LEGAL DESCRIPTION OF PREMISES :

Lot 8, Wallace's Addition to the Village of Minnetonka Beach.

- : denotes iron marker found
- (908.3) : denotes existing spot elevation, mean sea level datum
- [910.8] : denotes proposed spot elevation
- 917--- : denotes existing contour line, mean sea level datum
- [930]--- : denotes proposed contour line

Bearings shown are based upon an assumed datum.

This survey intends to show the boundaries of the above described property, and the location of an existing house, spot elevations, topography and all visible "hardcover", and the proposed location of a proposed addition and grades thereon. It does not purport to show any other improvements or encroachments.

H.C.R.R.A.  
FKA DAKOTA RAIL TRAIL

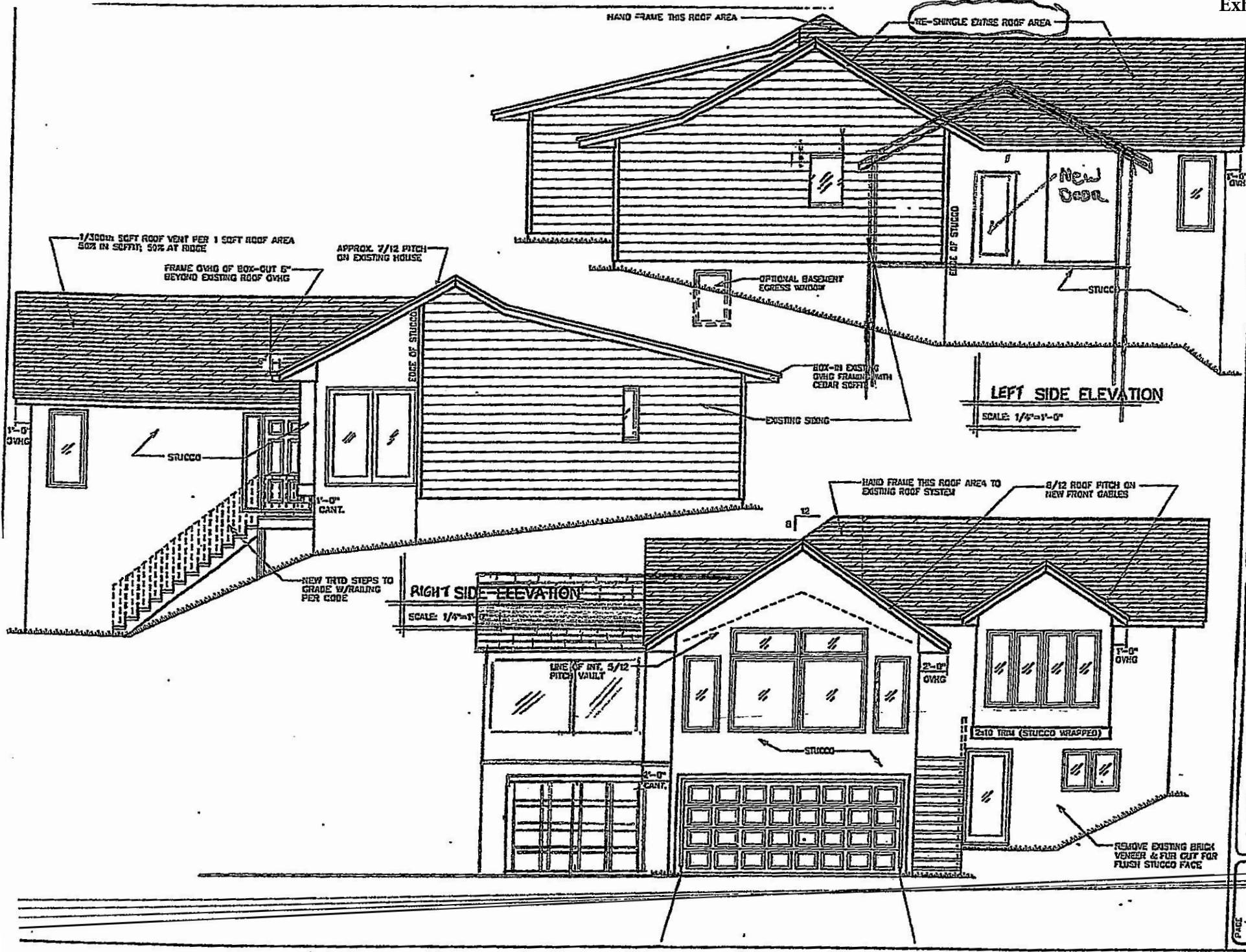
DATE	REVISIONS
2-19-24	REVISED PROPOSED GARAGE LOCATION, PROPOSED DECK ADDED
3-21-24	75' AND AVERAGE LAKESHORE SETBACK LINES ADDED
4-18-24	REVISED PROPOSED ADDITION, DRIVE AND GRADES, REMOVED PROPOSED DECK

**GRONBERG AND ASSOCIATES, INC.**  
CONSULTING ENGINEERS, LAND SURVEYORS, & SITE PLANNERS  
445 NORTH WILLOW DRIVE  
LONG LAKE, MN. 55356  
952-473-4141

I hereby certify that this plan, specification, 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.

*Mark S. Gronberg*  
Mark S. Gronberg Minnesota License Number 12755

SCALE 1"=10'  
DATE 12-21-23  
JOB NO. 24-050A



THIS PLAN IS THE PROPERTY OF AUTUMN DESIGN OF MINNESOTA, INC. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREON. ANY REUSE OR MODIFICATION OF THIS PLAN WITHOUT THE WRITTEN CONSENT OF AUTUMN DESIGN OF MINNESOTA, INC. IS STRICTLY PROHIBITED. THE CLIENT ACCEPTS RESPONSIBILITY FOR THE ACCURACY OF THE INFORMATION PROVIDED TO THE ARCHITECT AND FOR THE RESULTS OF THE DESIGN. THE ARCHITECT DOES NOT WARRANT THE ACCURACY OF THE INFORMATION PROVIDED TO THE ARCHITECT OR THE RESULTS OF THE DESIGN. THE ARCHITECT'S LIABILITY IS LIMITED TO THE DESIGN OF THE PROJECT AND DOES NOT INCLUDE THE CONSTRUCTION OF THE PROJECT.

ORN	TYPE	DATE
SB	PERMIT	11/28/20
SB	REVISION	12/16/20
SB	REV.	1/15/21

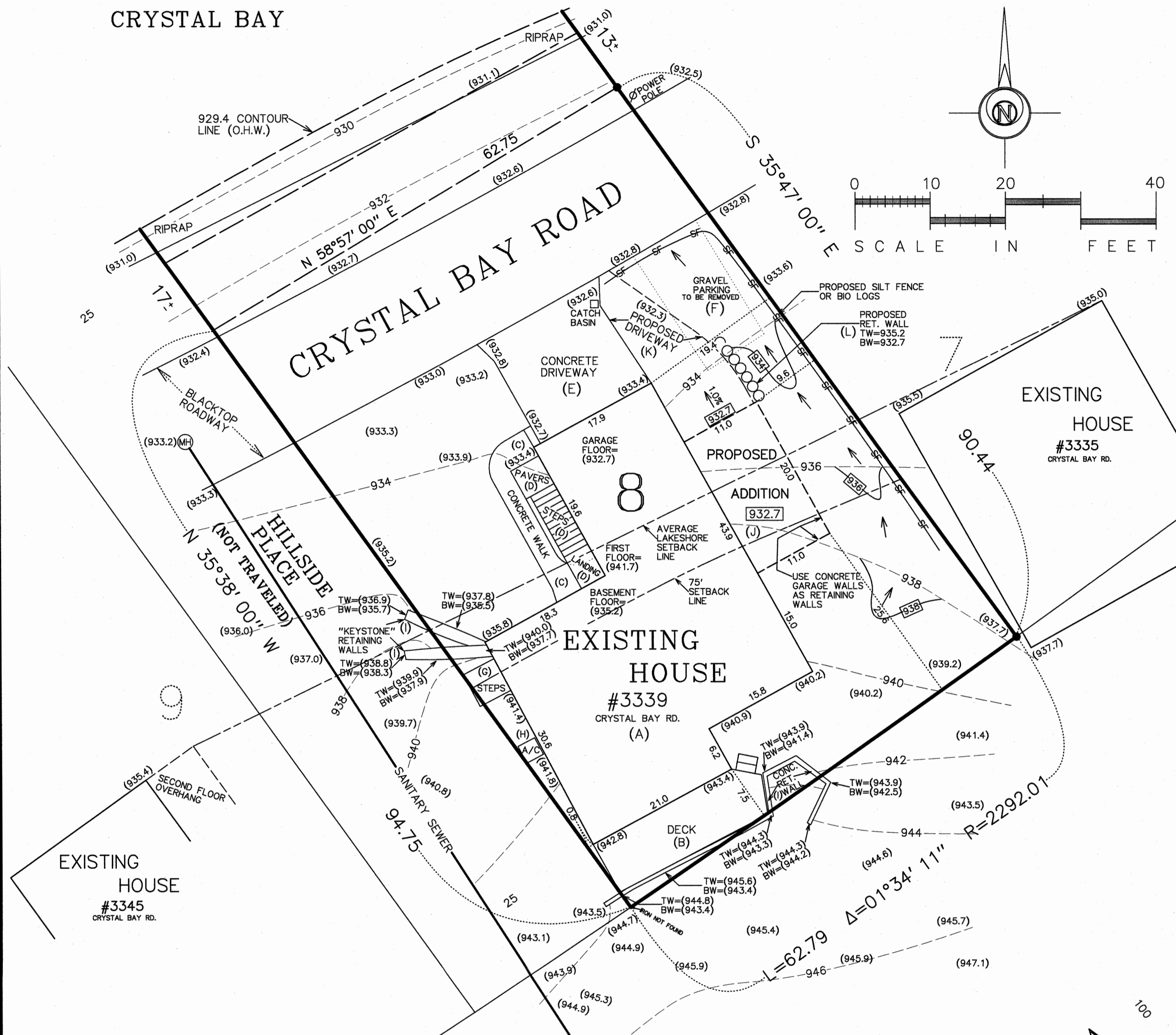
HOEL HANDELHUTZ CONST.  
HOFER

**AUTUMN DESIGN**  
of Minnesota, Inc.  
(612) 873-4311

PAGE 1 of 2  
INDEX NO. 407R-

LAKE  
MINNETONKA  
CRYSTAL BAY

CERTIFICATE OF SURVEY FOR  
**JONATHAN HOFER**  
OF LOT 8, WALLACES ADDITION TO  
THE VILLAGE OF MINNETONKA BEACH  
HENNEPIN COUNTY, MINNESOTA



**LEGAL DESCRIPTION OF PREMISES :**

Lot 8, Wallace's Addition to the Village of Minnetonka Beach.

- : denotes iron marker found
- (908.3) : denotes existing spot elevation, mean sea level datum
- [910.8] : denotes proposed spot elevation
- 917--- : denotes existing contour line, mean sea level datum
- [930]--- : denotes proposed contour line

Bearings shown are based upon an assumed datum.

This survey intends to show the boundaries of the above described property, and the location of an existing house, spot elevations, topography and all visible "hardcover", and the proposed location of a proposed addition and grades thereon. It does not purport to show any other improvements or encroachments.

**H.C.R.R.A.**  
FKA DAKOTA RAIL TRAIL

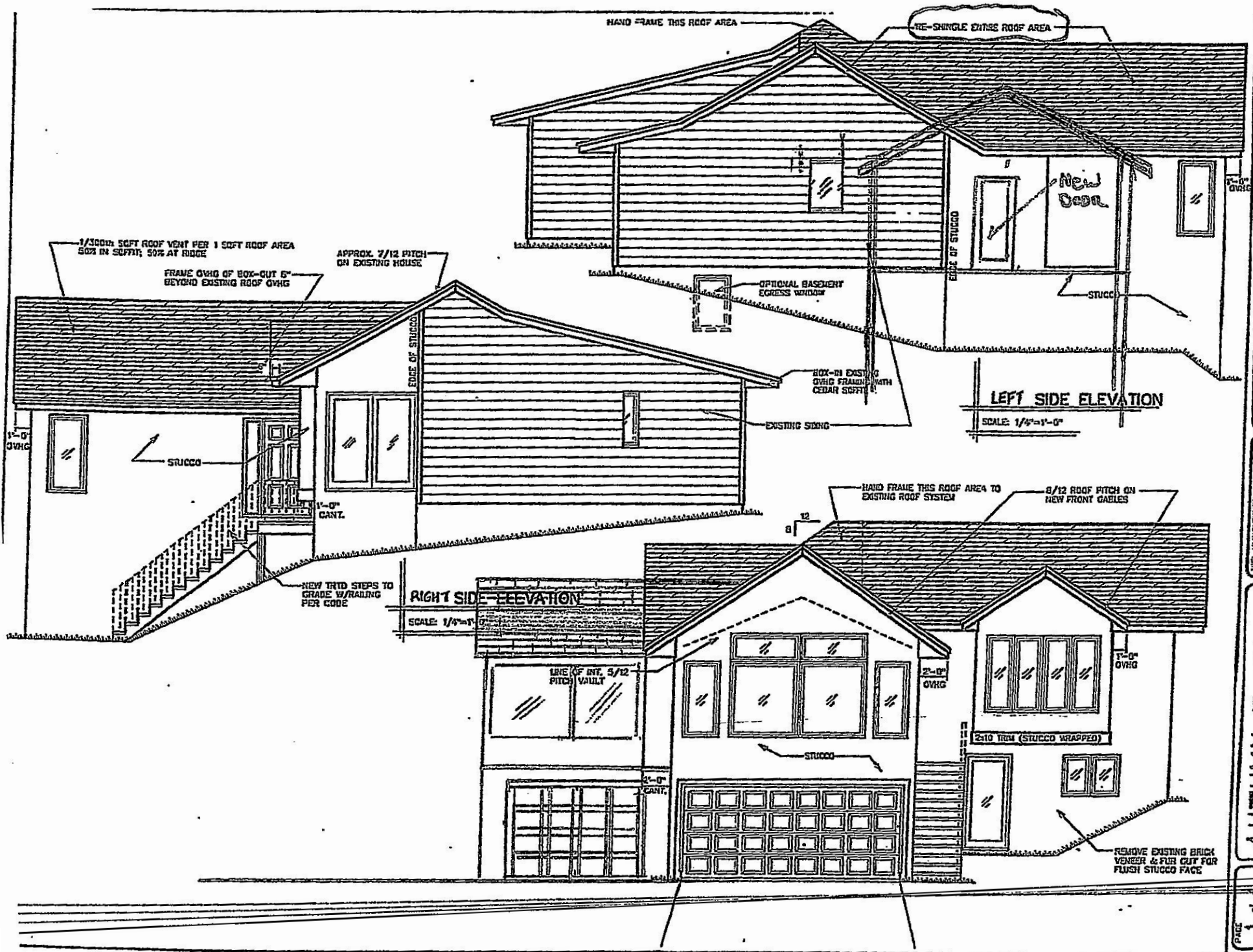
DATE	REVISIONS
2-19-24	REVISED PROPOSED GARAGE LOCATION, PROPOSED DECK ADDED
3-21-24	75' AND AVERAGE LAKESHORE SETBACK LINES ADDED
4-18-24	REVISED PROPOSED ADDITION, DRIVE AND GRADES, REMOVED PROPOSED DECK

**GRONBERG AND ASSOCIATES, INC.**  
CONSULTING ENGINEERS, LAND SURVEYORS, & SITE PLANNERS  
445 NORTH WILLOW DRIVE  
LONG LAKE, MN. 55356  
952-473-4141

I hereby certify that this plan, specification, 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.

*Mark S. Gronberg*  
Mark S. Gronberg Minnesota License Number 12755

SCALE	1"=10'
DATE	12-21-23
JOB NO.	24-050A



THIS PLAN IS THE PROPERTY OF AUTUMN DESIGN OF MINNESOTA, INC. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREON. IT IS NOT TO BE REPRODUCED, COPIED, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM. WITHOUT THE WRITTEN PERMISSION OF AUTUMN DESIGN OF MINNESOTA, INC.

ORIN TYPE DATE	BY	DATE
DESIGN	ST/2/07	12/18/07
REV	EST/10	12/18/07
REV	REV	REV

HOEL HANDELHUTZ CONST.  
HOFER

**AUTUMN DESIGN**  
of Minnesota, Inc.  
(612) 873-4311

PAGE 1 of 2  
INDEX NO. 407R-

**From:** [Paul Rehman](#)  
**To:** [Natalie Nye](#)  
**Subject:** Re: 3339 Crystal Bay Road  
**Date:** Friday, April 5, 2024 3:28:24 PM

---

Hi Natalie. Thanks for taking the time on the phone the other day regarding the home addition at 3339 Crystal Bay Road next door to us. As per our conversation, I appreciate the opportunity to include our input:

We have just a few concerns:

1) We have water runoff/ drainage concerns towards our property with landscaping both in the past and with any new construction. We want to have assurances that any additions, retaining walls, driveways and landscaping does not increase (and frankly, reduces) drainage to our property. Currently we endure:

-east side of property: -365 days per year storage next to our lot line with tarp on ground collecting and depositing rain water near our lot boundary (In front of our kitchen window.)

-current position of neighbors pop up drains (only in the rear of house do I believe pop up drain affects runoff to us near tarp.)

-rear of property: -current edging and landscaping diverts runoff from HC trail from behind 3339 to behind our property. This is unacceptable and needs to be diverted. We don't feel we should suffer the runoff from the trail behind their property.

2) We oppose any walls, berms, fences and landscaping that blocks our expensive view of the lake.

3) In conclusion, our home is old (1800's) and has a functional basement with drain tile and a well/pump room extending out a couple feet towards and possibly slightly under the boundary line of the Hofer's property. This concerns me and any contractor/builder MUST be mindful of this as we would not be able to guess how much weight and disturbance our foundation could endure from heavy construction equipment and installing walls, fences or landscaping near the lot line of the property. This we consider critical.

4) Thank you in advance for your attention with these matters.

Paul and Lois Rehman  
3335 Crystal Bay Road  
952-457-9925

On Wed, Apr 3, 2024 at 1:23 PM Natalie Nye <[nnye@oronmn.gov](mailto:nnye@oronmn.gov)> wrote:

Please find the proposed plans for 3339 Crystal Bay Road.

If you have any comments please send them to me so I can include them in the Planning Commission packet.

Thank you,

Natalie

**Natalie Nye**

Planner

City of Orono

Direct 952.249.4626

2750 Kelley Parkway, Orono, MN 55356

[www.oronomn.gov](http://www.oronomn.gov)

## AGENDA ITEM



**Date:** May 28, 2024

**Item:** 12

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**Title:** #LA24-000017, 1090 Wildhurst Trl, Variances - Resolution 7480

---

**Presenter:** Melanie Curtis, Planner

---

**Section:** Consent Agenda

---

1. **Purpose:**

The applicant is currently requesting re-approval of hardcover, average lakeshore setback and side yard setback variances for a new deck on the lakeside of the home. The deck was included in the project approved in 2021 to construct a second story and new lakeside deck on the existing home ([Resolution No. 7214](#)). In 2021, a second story was proposed; that portion of the project is on hold.

2. **MN\$15.99 Application Deadline:**

The application was submitted on March 19, 2024 and considered to be complete on March 24, 2024. The 60-day review period will expire on June 23rd.

3. **Background:**

The applicant is requesting variances to permit a new deck on the lakeside of the home. The deck will continue the line of the home on the north side, 2.6 feet from the side lot line where a 7.5 foot setback is required; and will be located entirely lakeward of the average lakeshore setback line.

The applicant is also proposing a 122 square foot hardcover reduction, resulting in 31% where 31.6% hardcover currently exists. Average lakeshore setback, side yard setback, and hardcover variances are requested. This application was reviewed by the [Planning Commission on May 20th](#).

4. **Planning Commission Vote and Comment:**

At their meeting on May 20th, the Planning Commission voted 6 to 0 in favor of recommending approval of the application as applied. Draft minutes are not yet available, for more detail please refer to the [VIDEO](#) from the May 20th Planning Commission meeting.

5. **Staff Recommendation:**

Staff recommends approval.

### COUNCIL ACTION REQUESTED

The Council should adopt Resolution No. 7480, attached as Exhibit A, approving average lakeshore setback, side yard setback, and hardcover variances as applied.

### **Exhibits**

[Exhibit A - Resolution 7480](#)

[Exhibit B - Plans](#)





**CITY OF ORONO**  
RESOLUTION OF THE CITY COUNCIL

NO. **7480**

**A RESOLUTION  
APPROVING VARIANCES FROM  
MUNICIPAL ZONING CODE  
SECTIONS 78-330; 78-1279; 78-1700**

**FILE NO. LA24-000017**

**WHEREAS**, on March 19, 2024, Courtney Paulsen (hereinafter the “Applicant”), applied for variances from the City Code for the property addressed **1090 Wildhurst Trail** and legally described as:

**Lot 7, Tonkaview Gardens Hennepin County Minnesota except that part of the Southerly 15 feet of said Lot 7 lying Westerly of the following described line: Commencing at the Southwesterly corner of said Lot 7; thence Easterly along the Southerly line of said Lot 7 a distance of 55 feet to the point of beginning of the line being described; thence deflecting left 104 degrees 54 minutes to the Northerly line of said Southerly 15 feet and there ending, Hennepin County, Minnesota (hereinafter the “Property”);**

**WHEREAS**, the Applicant made application to the City of Orono for variances to Orono Municipal Zoning Code Section 78-330 to construct a new deck 2.6 feet from the side lot line where a 7.5-foot setback is required; and

**WHEREAS**, the Applicant has made application to the City of Orono for variance to Orono Municipal Zoning Code Section 78-1279 to allow construction of a new deck to encroach entirely lakeward of the average lakeshore setback line; and

**WHEREAS**, the Applicant has made application to the City of Orono for variance to Orono Municipal Zoning Code Section 78-1700 to allow reduction of 122 square feet of hardcover as part of the project resulting in 31.0% hardcover where 31.6% currently exists and 25% is the maximum permitted by Code; and

**WHEREAS**, on May 20, 2024, after published and mailed notice in accordance with Minnesota Statutes and the City Code, the Planning Commission held a public hearing, at which time all persons desiring to be heard concerning this application were given the opportunity to speak thereon; and

**WHEREAS**, on May 20, 2024, the Planning Commission recommended approval of the variances for the new deck; and



**CITY OF ORONO**  
RESOLUTION OF THE CITY COUNCIL

NO. **7480**

**WHEREAS**, on May 28, 2024, the City Council reviewed the application reviewed the application and the recommendations of the Planning Commission and City staff; and

**NOW, THEREFORE, BE IT RESOLVED** that on May 28, 2024, the City Council of Orono, Minnesota hereby approves the requested variances as described above based on one or more of the following findings of fact concerning the Property:

**FINDINGS OF FACT:**

1. This application was reviewed as Zoning File #LA24-000017. The analysis contained within staff memos and the exhibits attached to the aforesaid memos, all minutes from the above mentioned meetings, and any and all other materials distributed at these meetings are hereby incorporated by reference.
2. The Property is located in the LR-1B One Family Lakeshore Residential Zoning District.
3. The Property contains 0.47 acres in area and has a defined lot width of 61 feet.
4. The Property is within Tier 1 and hardcover is limited to 25% according to the Stormwater Quality Overlay District.
5. Applicant has applied for the following variances:
  - a. Side Yard Setback Variance
  - b. Hardcover Variance
  - c. Average Lakeshore Setback Variance
6. In considering this application for variances, the Council has considered the advice and recommendation of the Planning Commission and the effect of the proposed variances upon the health, safety and welfare of the community, existing and anticipated traffic conditions, light and air, danger of fire, risk to the public safety, and the effect on values of property in the surrounding area.

**ANALYSIS:**

1. "Variances shall only be permitted when they are in harmony with the general purposes and intent of the ordinance . . . ." The requested hardcover variance (with proposed reductions), side setback, and average lakeshore setback variances are in harmony with the Ordinance. The existing home is currently lakeward of both neighbors. The neighbors have not indicated that the new deck will negatively impact their existing views of the lake and the project will result in a decrease of hardcover.



**CITY OF ORONO**  
RESOLUTION OF THE CITY COUNCIL

NO. **7480**

2. "Variances shall only be permitted . . . when the variances are consistent with the comprehensive plan." The requested average lakeshore setback, side yard setback, and hardcover variances are consistent with the Comprehensive Plan. The deck results in a new average lakeshore setback encroachment beyond the existing footprint, however does not appear to further impact the adjacent neighbor's views from the north side.

3. "Variances may be granted when the applicant for the variance establishes that there are practical difficulties in complying with the zoning ordinance. 'Practical difficulties,' as used in connection with the granting of a variance, means that:

a. The property owner in question proposes to use the property in a reasonable manner, however, the proposed use is not permitted by the official controls.

The request to expand the existing nonconforming setback with the addition of a deck lakeward of the average lakeshore setback appears to be reasonable on the Property as there is currently no deck on the home and due to the average lakeshore setback, there are no options for a conforming expansion of any portion of the home. The curved shoreline and extreme setbacks of the neighboring homes result in the existing non-conforming condition. The applicants have proposed hardcover removals.

b. The plight of the landowner is due to circumstances unique to his property not created by the landowner.

The location of the existing home, the curved shoreline, and extreme setback location of the neighboring homes, and the existing hardcover are conditions not created by the landowners; and

c. The variance, if granted, will not alter the essential character of the locality."

It does not appear that the requested average lakeshore setback variance for the deck will adversely impact views of the lake currently enjoyed by the adjacent property owners or alter the character of the locality. Further, the applicant's proposed hardcover removals help to offset the new hardcover resulting from the deck.

4. "Economic considerations alone do not constitute practical difficulties." Economic considerations have not been a factor in the variance approval determination.

5. "Practical difficulties also include but are not limited to inadequate access to direct sunlight for solar energy systems. Variances shall be granted for earth-sheltered construction as



**CITY OF ORONO**  
RESOLUTION OF THE CITY COUNCIL

NO. **7480**

defined in Minn. Stat. § 216C.06, subd. 2, when in harmony with Orono City Code Chapter 78.” This condition is not applicable.

6. “The board or the council may not permit as a variance any use that is not permitted under Orono City Code Chapter 78 for property in the zone where the affected person's land is located.” This condition is not applicable, as residential improvements are allowed in the LR-1B District.
7. “The board or council may permit as a variance the temporary use of a one-family dwelling as a two-family dwelling.” This condition is not applicable.
8. “The special conditions applying to the structure or land in question are peculiar to such property or immediately adjoining property.” The location of the existing improvements on the Property, the orientation and extreme setback of the location of the neighboring homes, and existing hardcover are conditions unique to this Property.
9. “The conditions do not apply generally to other land or structures in the district in which the land is located.” The location of the existing improvements on the Property and the orientation and extreme setback of the home to the south are conditions unique to the Property.
10. “The granting of the application is necessary for the preservation and enjoyment of a substantial property right of the applicant.” The existing home is nonconforming with respect to the average lakeshore and side yard setbacks. There are no options for a conforming expansion of the home’s footprint or volume upward that do not require variances. The variances are necessary.
11. “The granting of the proposed variance will not in any way impair health, safety, comfort or morals, or in any other respect be contrary to the intent of this chapter.” Granting the requested variances will not adversely impact health, safety, comfort, or morals; nor will it be contrary to the intent of the Code.
12. “The granting of such variance will not merely serve as a convenience to the applicant, but is necessary to alleviate demonstrable difficulty.” The average lakeshore setback line on this property eliminates the options for expanding and/or improving the home; the granting of the requested variance is necessary to alleviate a practical difficulty resulting from the location of the existing home in relation to the neighboring homes. The existing hardcover exceeds permitted levels; the applicants’ proposed removals will result in a 122 square foot reduction.



**CITY OF ORONO**  
RESOLUTION OF THE CITY COUNCIL

NO. **7480**

**CONCLUSIONS, ORDER AND CONDITIONS:**

Based upon one or more of the above findings, the Orono City Council hereby grants variances to Orono Municipal Zoning Code Section 78-330; and a variance to Section 78-1279 to allow the new deck to encroach entirely lakeward of the average lakeshore setback line; and a variance to Section 78-1700 to allow reduction of 122 square feet of hardcover as part of the project resulting in 31.0% hardcover where 31.6% currently exists and 25% is the maximum permitted by Code to allow a new deck 2.6 feet from the north lot line where a 7.5 foot setback is required, subject to the following conditions:

1. Council approval is based on the entire record, above Findings.
2. The approved project shall conform to the survey dated 08/23/2021 and building plans submitted by the Applicant and annotated by City staff, attached to this Resolution as **Exhibits A & B**.
3. Any amendments to the plans which are not in conformity with City codes may require further Planning Commission and City Council review.
4. Authorities granted by this resolution run with the Property not with the Applicant, but are permissive only and must be exercised by obtaining a building permit for the new construction and commencing construction of said project. A building permit must be obtained within one year of the date of Council approval, or the variance will expire on that date (May 28, 2025).
5. Violation of or non-compliance with any of the terms and conditions of this resolution may result in the termination of any authority granted herein.

ADOPTED by the Orono City Council on this 28<sup>th</sup> day of May 2024.

ATTEST:

**CITY OF ORONO:**

\_\_\_\_\_  
Christine Lusian, City Clerk

\_\_\_\_\_  
Dennis Walsh, Mayor

**LEGAL DESCRIPTION:**

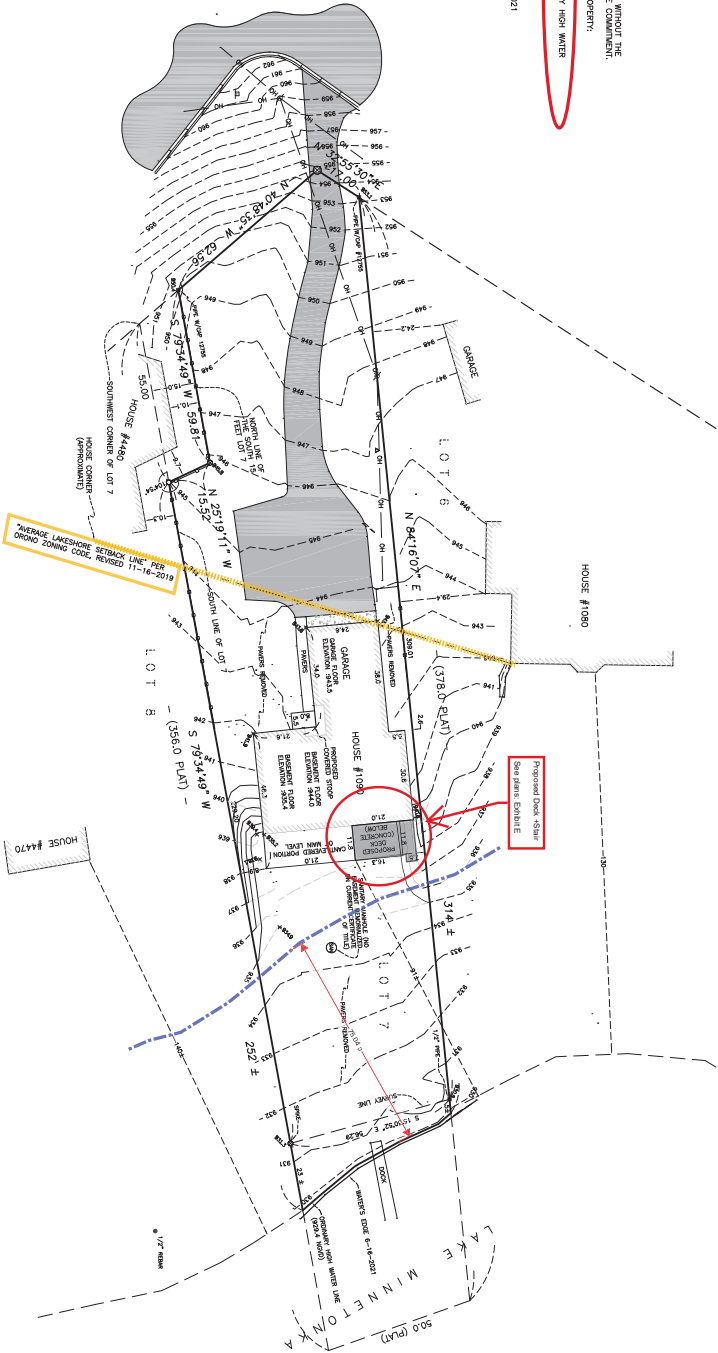
Lot 7, "Parkview Gardens Hennepin County, Minn.," except that part of the Southern 15 feet of said Lot 7 lying Westerly of the following described line: Commencing at the Southwest corner of said Lot 7, thence Easterly along the Southernly line of said Lot 7 a distance of 55 feet to the point of beginning of the line being described, thence Easterly bearing S 04 degrees 54 minutes to the Northern line of said Subdiv. 15 feet and thence along Hennepin County, Minnesota.

**CERTIFICATE OF SURVEY  
SHOWING PROPOSED  
IMPROVEMENTS**

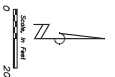
**Proposed**

PREPARED FOR:  
CITY OF MINNEAPOLIS  
OFFICE OF THE PLANNING  
COMMISSION  
MINNEAPOLIS, MN 55454

- NOTES:**
- 1) THIS SURVEY WAS PREPARED WITHOUT THE BENEFIT OF A TITLE INSURANCE COMMITMENT.
  - 2) ADDRESS OF THE SUBJECT PROPERTY:  
P.L.O.: 07-117-23-24-0041
  - 3) PARCEL AREA ABOVE DRAINAGE HIGH WATER LINE IS 20,622 SQ. FT.
  - 4) BEARING BASIS IS ASSUMED.
  - 5) DATE OF FIELDWORK: 6-16-2021



- LEGEND:**
- PEG (ON VOID)
  - W/O# 44109
  - SET SURVEY MARK
  - IRON NAIL
  - POWER POLE
  - SIGN
  - OVERPAID UNIT LINE
  - WOOD FENCE
  - CONCRETE SURFACE
  - BRIMMING SURFACE



**EXISTING HARDCOVER CALCULATIONS:**

HOUSE (INCLUDING GARAGE):	2807 SQ. FT.
CONCRETE GARAGE DRIVE:	88 SQ. FT.
PAVING DRIVEWAY:	88 SQ. FT.
ENLARGED PORCH (W/OUT ASSESSOR'S GARAGE):	79 SQ. FT.
CONCRETE DRIVEWAY:	400 SQ. FT.
PAVING DRIVEWAY:	51 SQ. FT.
PORTION OF RETAINING WALL WITHIN:	25.7 SQ. FT.
<b>TOTAL:</b>	<b>6611 SQ. FT. OR 31.6%</b>

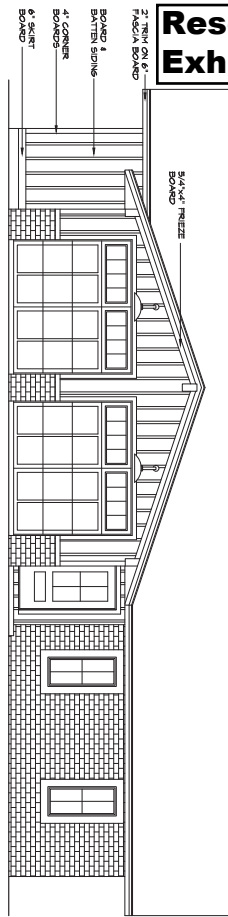
**CERTIFICATION:**  
I, the undersigned, being a duly licensed and qualified Professional Surveyor under the laws of the state of Minnesota, do hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly licensed land surveyor under the laws of the state of Minnesota.

SIGNED: *James W. Van NESTE*

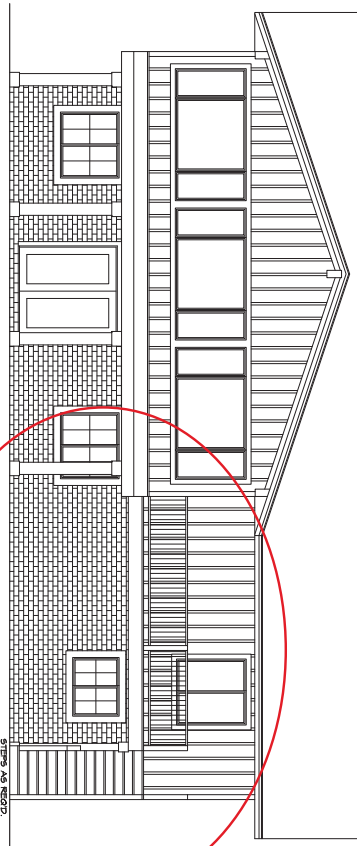
FOR A FURTHER LIST OF SURVEYORS, VISIT THE WEBSITE:  
WWW.MN.SURVEYORS.COM

**VAN NESTE SURVEYING**  
Professional Surveying Services  
4812 HAWTHORNE AVE. NORTH, MINNEAPOLIS, MN 55448  
(952) 698-3055 VANNESTESURVING.COM

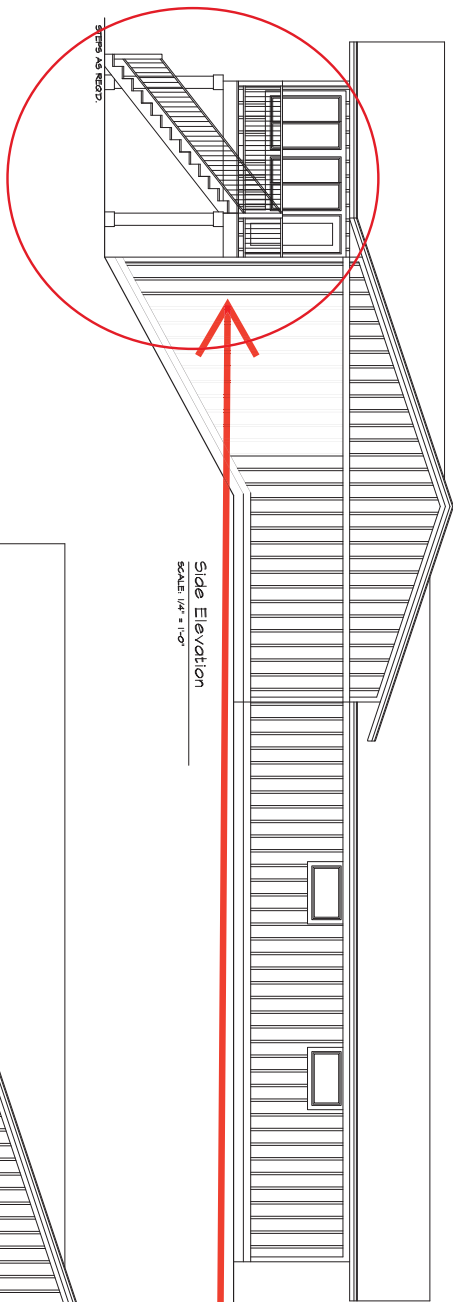




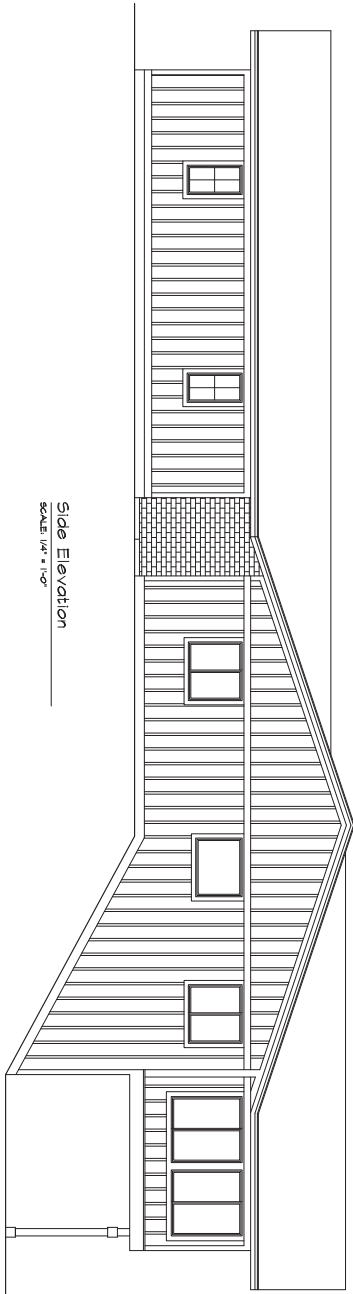
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Rear Elevation  
SCALE: 1/4" = 1'-0"

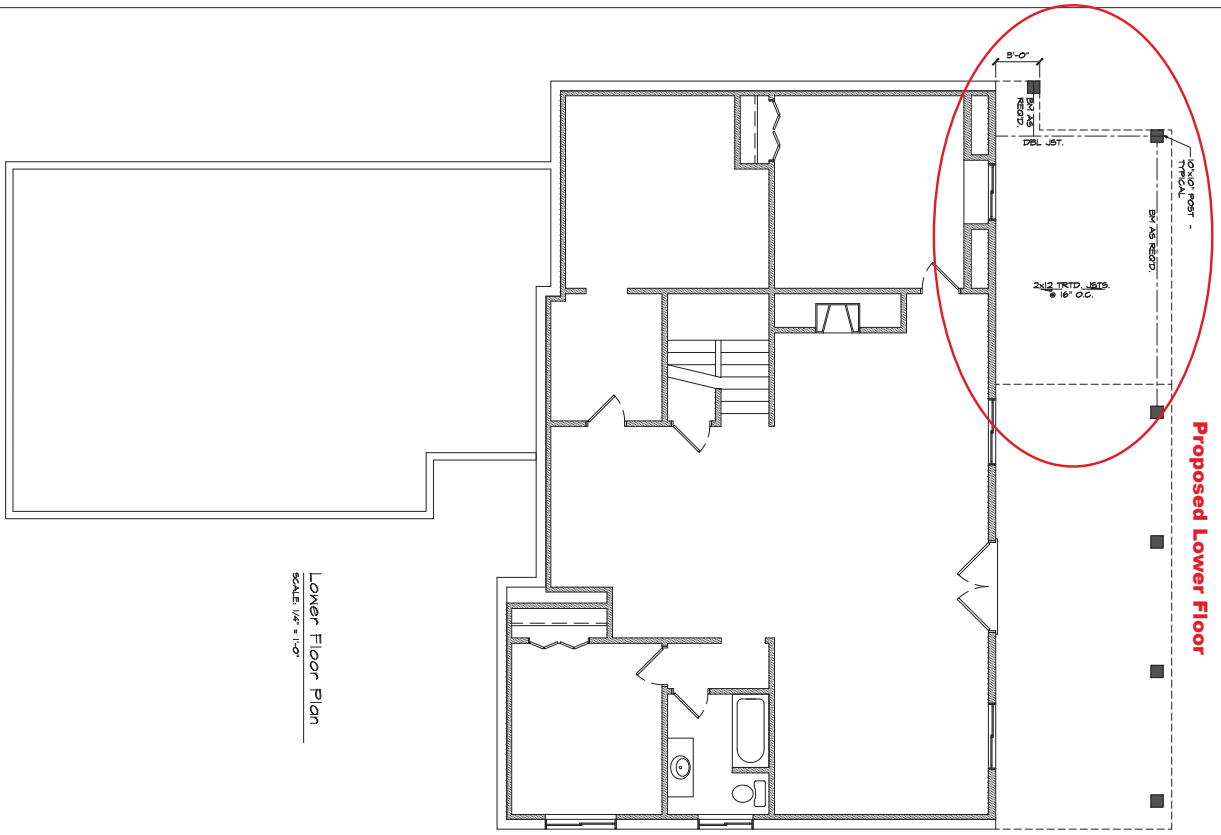


Side Elevation  
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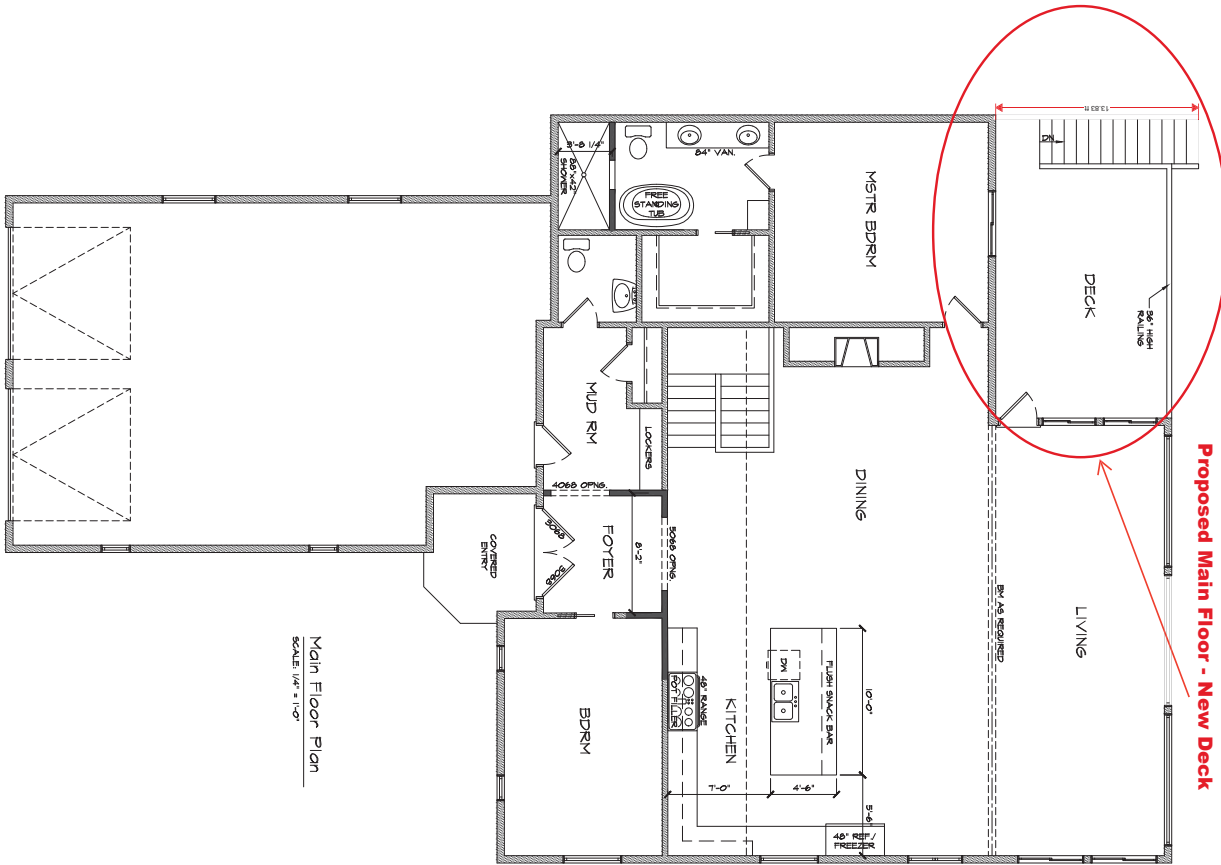


Side Elevation  
SCALE: 1/4" = 1'-0"

Proposed Deck



Lower Floor Plan  
SCALE: 1/4" = 1'-0"



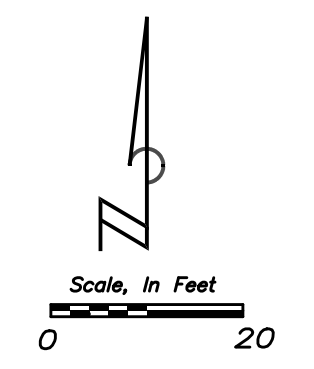
Main Floor Plan  
SCALE: 1/4" = 1'-0"

Proposed Lower Floor

Proposed Main Floor - New Deck



# CERTIFICATE OF SURVEY SHOWING PROPOSED IMPROVEMENTS



**LEGAL DESCRIPTION:**

Lot 7, "Tonkaview Gardens Hennepin County Minn." except that part of the Southerly 15 feet of said Lot 7 lying Westerly of the following described line: Commencing at the Southwesterly corner of said Lot 7; thence Easterly along the Southerly line of said Lot 7 a distance of 55 feet to the point of beginning of the line being described; thence deflecting left 104 degrees 54 minutes to the Northerly line of said Southerly 15 feet and there ending, Hennepin County, Minnesota.

**Proposed**

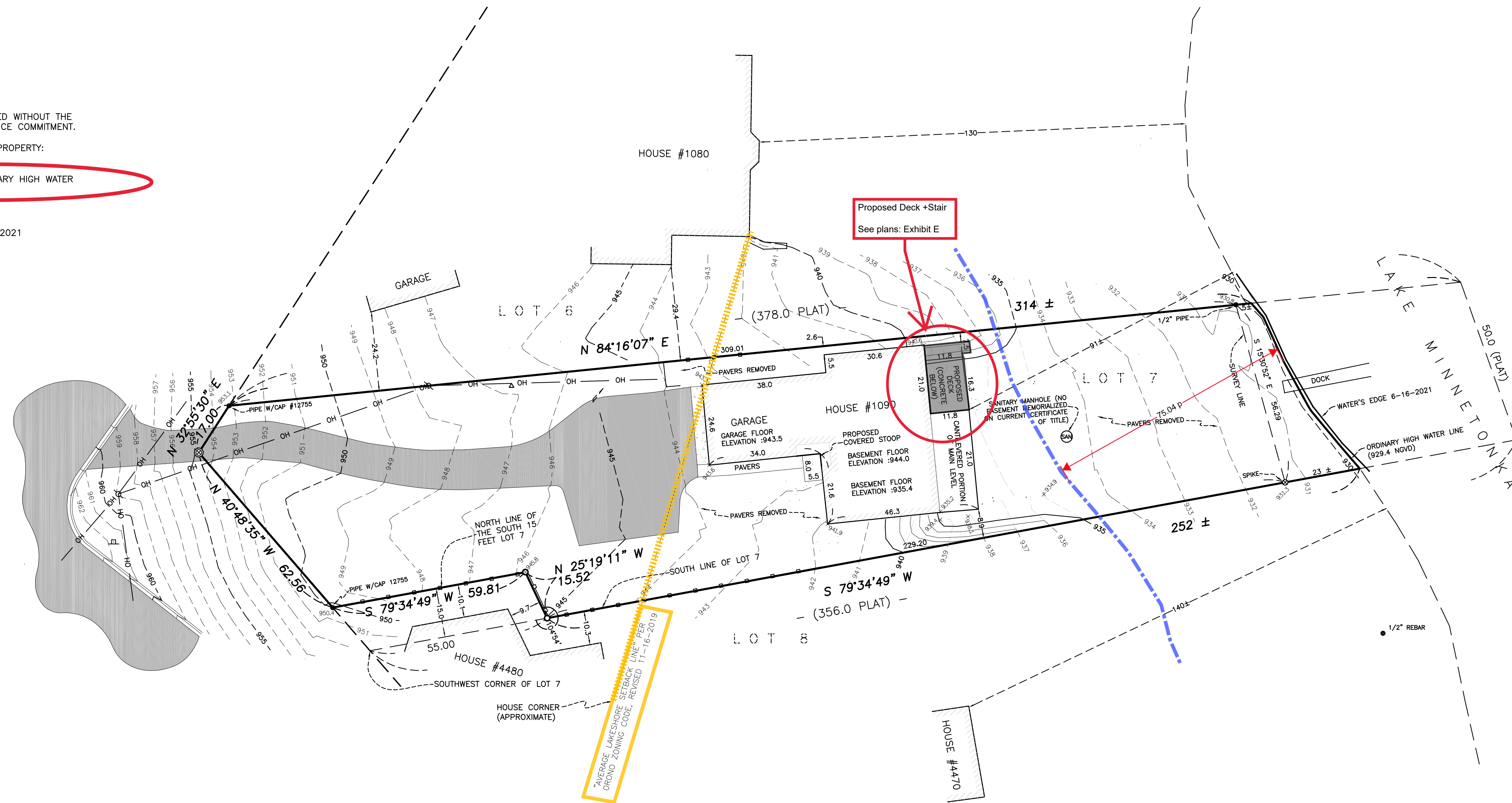
**PREPARED FOR:**  
COURTNEY MARIE PAULSEN  
CASEY LEE PAULSEN  
1090 WILDHURST TR  
MOUND MN 55364

**NOTES:**

- 1) THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A TITLE INSURANCE COMMITMENT.
- 2) ADDRESS OF THE SUBJECT PROPERTY: P.I.D.: 07-117-23-24-0041
- 3) PARCEL AREA (ABOVE ORDINARY HIGH WATER LINE): 20,622 SQ. FT.
- 4) BEARING BASIS IS ASSUMED.
- 5) DATE OF FIELDWORK: 6-16-2021

**LEGEND:**

- FOUND IRON PIPE (AS NOTED)
- SET 1/2" REBAR W/CAP #44109
- ⊗ SET SURVEY NAIL W/WASHER #44109
- ⊕ POWER POLE
- ⊥ SIGN
- OH — OVERHEAD UTILITY LINE
- W — WOOD FENCE
- ▨ CONCRETE SURFACE
- BITUMINOUS SURFACE



**EXISTING HARDCOVER CALCULATIONS:**

HOUSE (INCLUDING CANTILEVER):	2907 SQ. FT.
DRIVEWAY:	2947 SQ. FT.
CONCRETE GARAGE APRON:	86 SQ. FT.
PORTION OF CONCRETE BENEATH ENCLOSED PORCH (NOT ALREADY COUNTED UNDER CANTILEVER):	79 SQ. FT.
COVERED CONCRETE STOOP:	65 SQ. FT.
PAVERS:	400 SQ. FT.
LANDSCAPE ROCK:	20 SQ. FT.
PORTION OF RETAINING WALL WITHIN 75.7 SQ. FT.	

TOTAL: 6511 SQ. FT. OR 31.6%

**CERTIFICATION :**

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.

SIGNED : *Travis W Van Neste*  
Travis W. Van Neste, Minnesota Professional Surveyor #44109  
Michigan Professional Surveyor #46695

JOB # 2021027	ISSUED: 6-23-2021
DRAWN BY: TWVN	REV:
SCALE: 1"=20 FEET	

**VAN NESTE SURVEYING**  
PROFESSIONAL SURVEYING SERVICES  
4612 HAMPSHIRE AVE. NORTH, MINNEAPOLIS MN 55428  
(952) 686-3055 VANNESTESURVEYING.COM

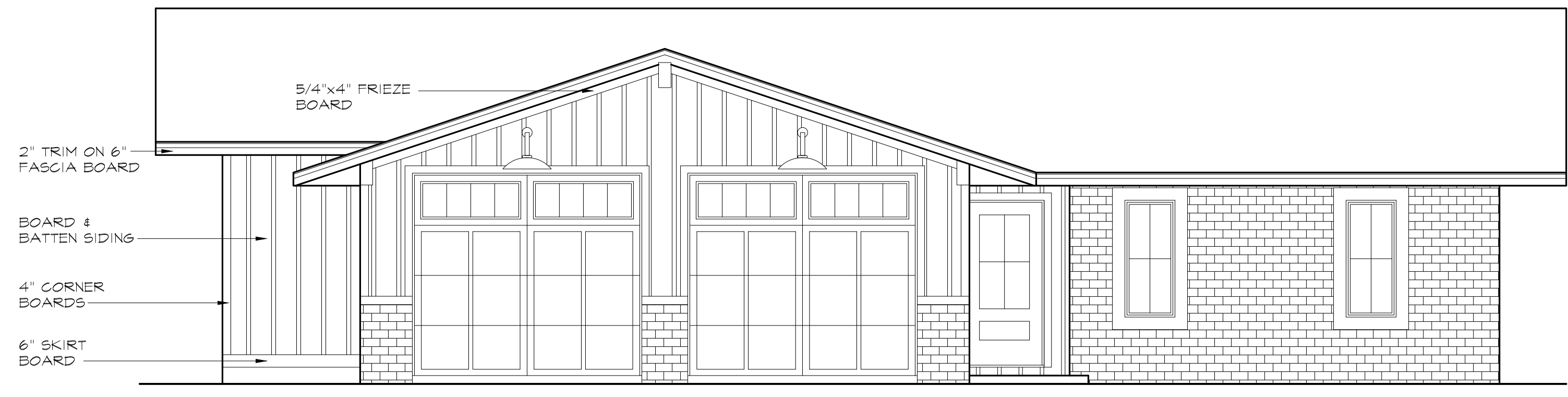


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PLAN NUMBER: H-2023-009

SQUARE FOOTAGE	
BASEMENT	
MAIN	
UPPER	
GARAGE	
STORAGE/BONUS	
PORCH/DECK	

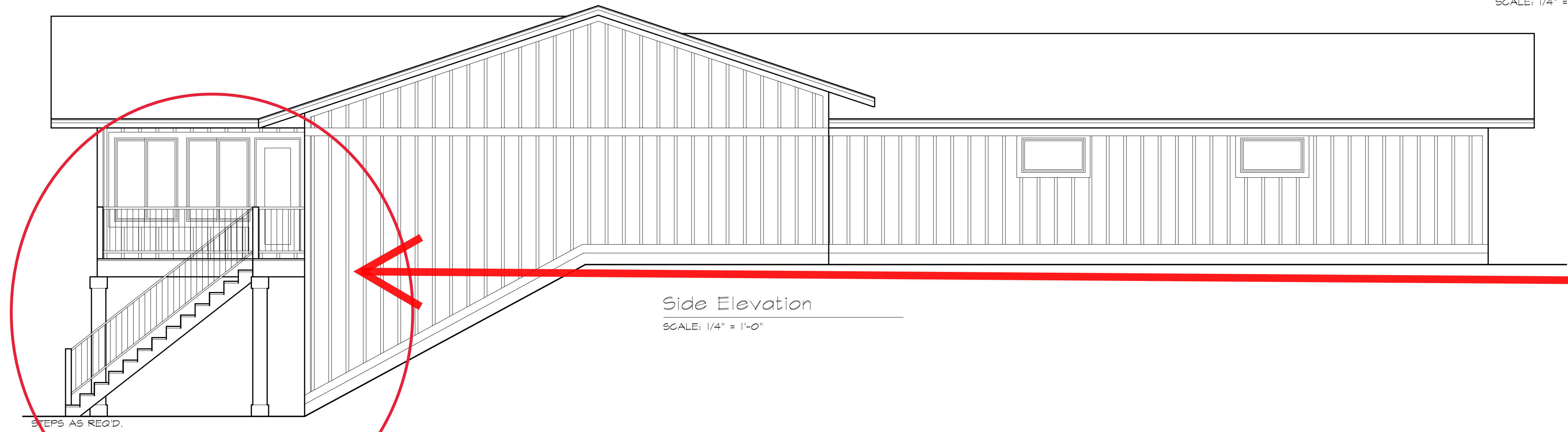
DATE: 4/19/24 BY: JG



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

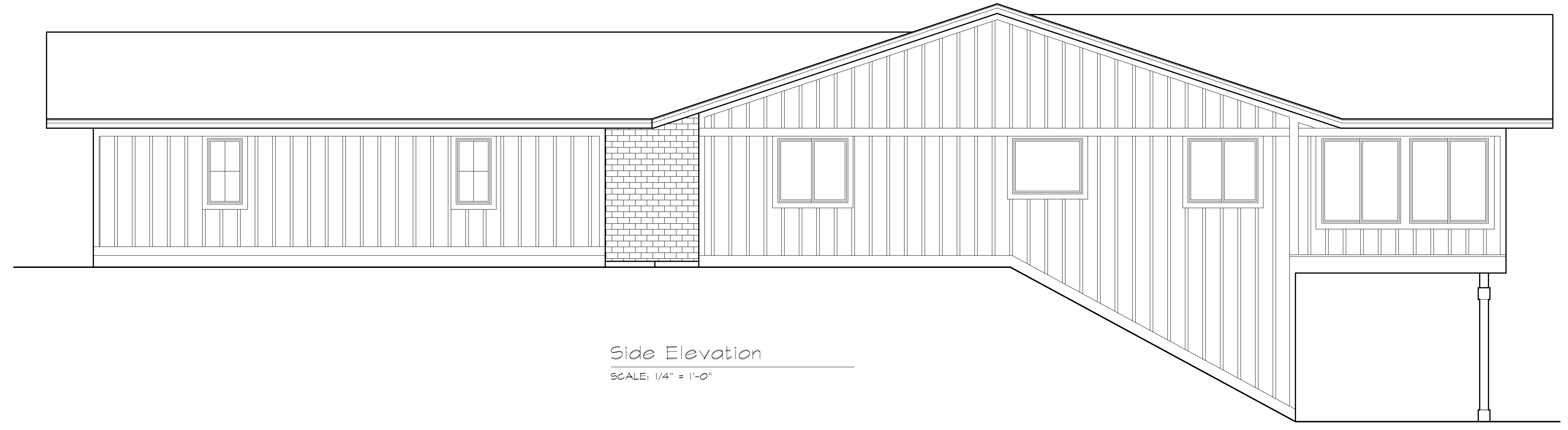


Rear Elevation  
 SCALE: 1/4" = 1'-0"

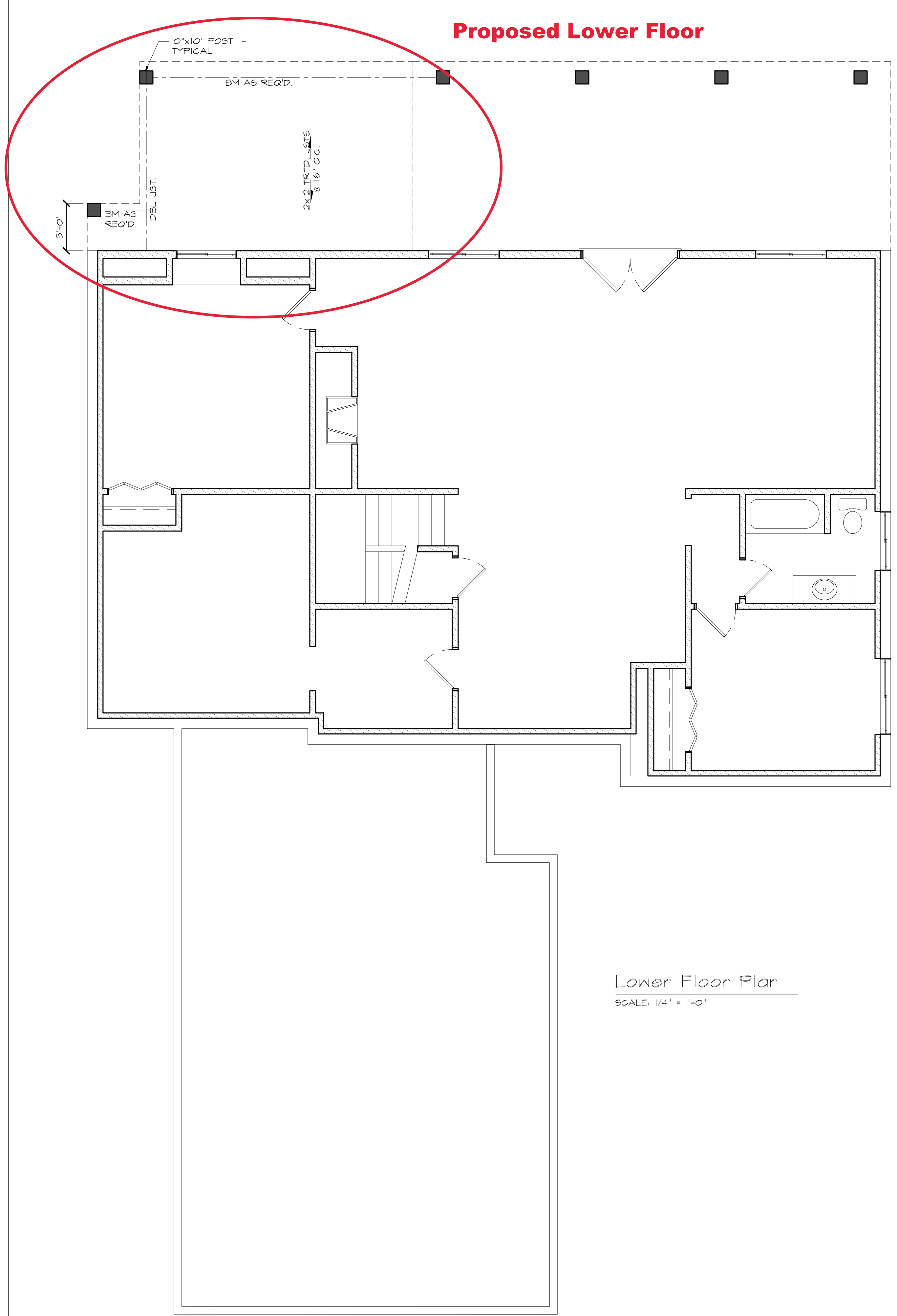


Side Elevation  
 SCALE: 1/4" = 1'-0"

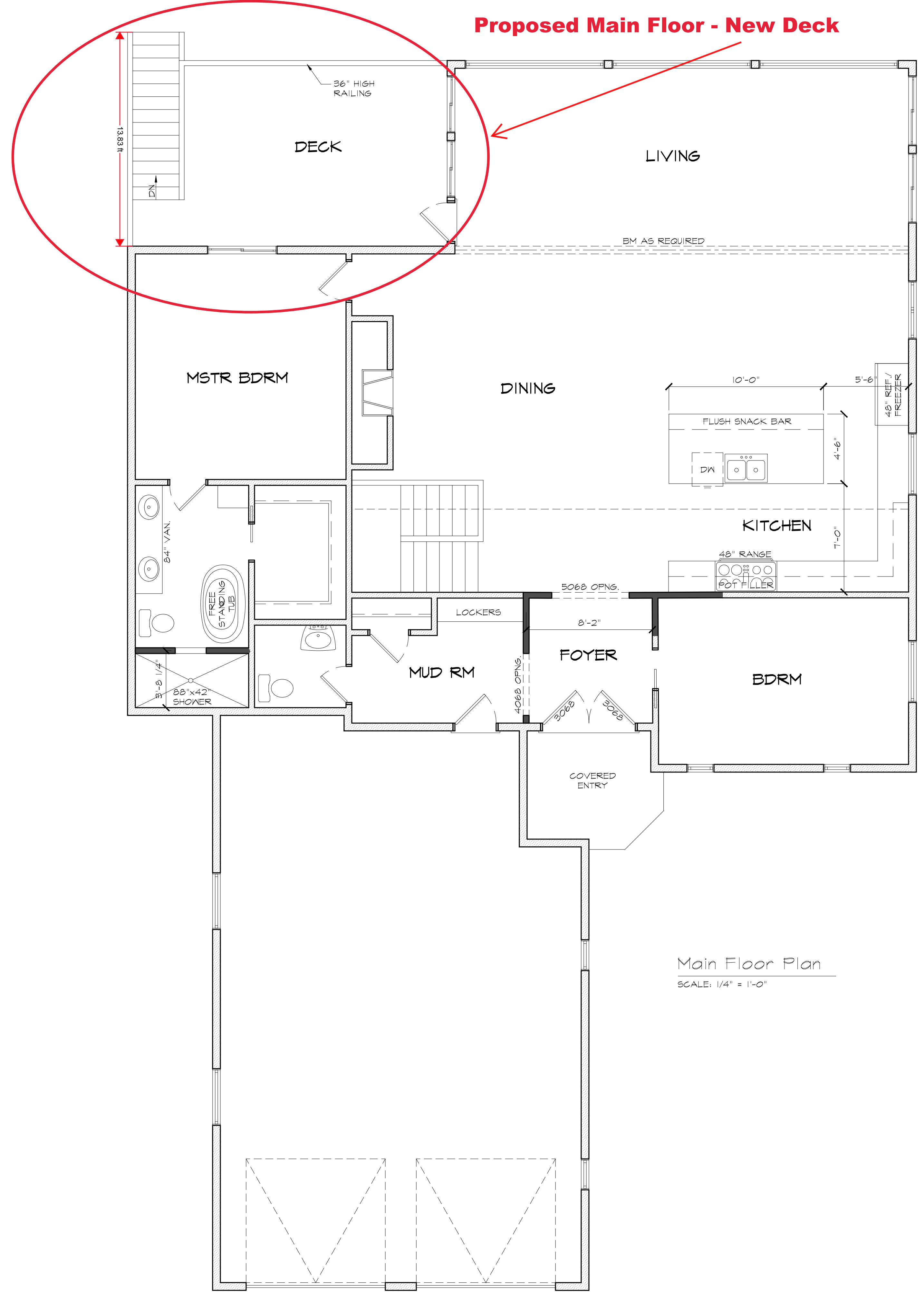
**Proposed Deck**



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



Lower Floor Plan  
SCALE: 1/4" = 1'-0"



Main Floor Plan  
SCALE: 1/4" = 1'-0"

Jenny Gruentagen  
Architectural Drafting & Design  
128 Hazelwood Ave.  
Cologne, MN 55322  
(952) 466-9974

THESE IDEAS, DESIGNS, DRAWINGS AND SPECIFICATIONS ARE AND SHALL REMAIN THE EXCLUSIVE PROPERTY OF JENNY GRUENTAGEN. NO PART SHALL BE USED, COPIED OR REPRODUCED IN CONNECTION WITH ANY WORK OR PROJECT OTHER THAN THE SPECIFIED PROJECT FOR WHICH THEY HAVE BEEN PREPARED. WITHOUT THE WRITTEN CONSENT OF JENNY GRUENTAGEN, JENNY GRUENTAGEN ASSUMES NO RESPONSIBILITY FOR STRUCTURAL OR DIMENSIONAL ERRORS OR OMISSIONS. NO WARRANTIES ARE EXPRESSED OR IMPLIED INCLUDING COMPLIANCE OF THIS PLAN WITH APPLICABLE BUILDING CODE REQUIREMENTS. THE SELECTION AND APPLICATION OF CORRECT STRUCTURAL MATERIALS IS THE RESPONSIBILITY OF THE BUILDER, THE OWNER OR THE USER OF THESE PLANS.

**Paulsen Residence**  
1090 Wildhurst Trail, Orono, MN

PLAN NUMBER: H-2023-009

SQUARE FOOTAGE	
BASEMENT	
MAIN	
UPPER	
GARAGE	
STORAGE/BONUS	
PORCH/DECK	

DATE: 4/19/24 BY: JG

## AGENDA ITEM



**Date:** May 28, 2024

**Item:** 13

---

**Title:** #LA24-000022, 1355 Vine Place, Variance - Resolution 7481

---

**Presenter:** Natalie Nye, Planner

---

**Section:** Consent Agenda

---

1. **Purpose:**

This application is regarding an average lakeshore setback variance for the construction of a replacement lakeside deck.

2. **MN§15.99 Application Deadline:**

This application was received on April 17, 2024 and deemed complete on April 19, 2024. Therefore, the 60-day review period ends on June 18, 2024.

3. **Background:**

The applicant is proposing to replace a nonconforming lakeside deck. The existing deck is in disrepair and is completely in front of the average lakeshore setback line. The applicant is proposing to construct a new deck that is the same size and location as the existing deck. However, the current deck has a 30" railing, which is not up to current building code standards. Building code requires a 36" railing, which the proposal has included. The increase in railing height creates a new encroachment into the average lakeshore setback and thus requiring a variance. This application was reviewed by the [Planning Commission on May 20th](#).

4. **Planning Commission Vote and Comment:**

The Planning Commission held a Public Hearing on May 20, 2024. The Commission discussed the application and determined the replacement deck was nearly an "in-kind" replacement with the small modification to raise the deck railing height in order to adhere to Minnesota State Building Code. The Commission found there was practical difficulty in the existing conditions present on the lot and voted 6 to 0 to approve the application as applied.

Please follow the link to the May 20, 2024 Planning Commission [video](#).

5. **Public Comment:**

The applicant submitted neighbor acknowledgment forms. No other public comments were submitted.

6. **Staff Recommendation:**

Staff recommends approval of the requested variance as applied.

### **COUNCIL ACTION REQUESTED**

Motion to approve Resolution 7481 to approve an average lakeshore setback variance for a new deck at 1355 Vine Place.

### **Exhibits**

Exhibit A - Draft Resolution 7481  
Exhibit B - Plans



**CITY OF ORONO**  
RESOLUTION OF THE CITY COUNCIL

NO. 7481

**A RESOLUTION  
APPROVING A VARIANCE FROM  
MUNICIPAL ZONING CODE  
SECTION 78-1279**

**FILE NO. LA24-000022**

**WHEREAS**, on April 17, 2023, Amy Yanik (hereinafter the “Applicant”), applied for a variance from the City Code for the property addressed **1355 Vine Place** and legally described as:

That part of Tract F, lying Southerly of the following described line:  
Commencing at the Southeasterly line thereof 156.6 feet to the point of beginning of the line being described; Thence deflecting right 19 degrees 54 minutes to the shore of Forest Lake Channel and there ending, Tract G and H, Registered Land Survey No, 488, Hennepin County, Minnesota (hereinafter the “Property”);

**WHEREAS**, the Applicant has applied to the City of Orono for an average lakeshore setback variance setback from City Code Section 78-1279 in order to construct a new deck; and

**WHEREAS**, on May 20, 2024, after published and mailed notice in accordance with Minnesota Statutes and the City Code, the Planning Commission held a public hearing, at which time all persons desiring to be heard concerning this application were given the opportunity to speak thereon; and

**WHEREAS**, on May 20, 2024, the Planning Commission voted 6 to 0 in favor of a motion to recommend approval of the variance as applied; and

**WHEREAS**, on May 28, 2024 the City Council reviewed the application and the recommendations of the Planning Commission and City staff; and

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Orono, Minnesota hereby approves the requested variance as described above based on one or more of the following findings of fact concerning the Property:

**FINDINGS OF FACT:**

1. This application was reviewed as Zoning File #LA24-000022. The analysis contained within staff memos and the exhibits attached to the aforesaid memos, all minutes from the above mentioned meetings, and any and all other materials distributed at these meetings are hereby incorporated by reference.
2. The Property is located in the LR-1B One Family Lakeshore Residential Zoning District.



**CITY OF ORONO**  
RESOLUTION OF THE CITY COUNCIL

NO. 7481

3. The Property contains 40,075 square feet in area and has a defined lot width of 172 feet at the 75-foot lakeshore setback and a lot width of 209 feet at the OHWL.
4. The Property is within Tier 1 and hardcover is limited to 25 % according to the Stormwater Quality Overlay District.
5. Applicant has applied for the following variances:
  - a. Average Lakeshore Setback
6. In considering this application for variances, the Council has considered the advice and recommendation of the Planning Commission and the effect of the proposed variance upon the health, safety and welfare of the community, existing and anticipated traffic conditions, light and air, danger of fire, risk to the public safety, and the effect on values of property in the surrounding area.

**ANALYSIS:**

1. “Variances shall only be permitted when they are in harmony with the general purposes and intent of the ordinance . . . .” The existing home and deck on the lot does not conform with the average lakeshore setback. The proposed deck replacement is the same location and footprint as the existing deck. However, the deck railing must be raised 6” in order to comply with building code. An “in-kind” deck replacement would not be permitted due to the substandard deck railing height. A variance is required to allow the deck railing to increase in height to meet the MN State building code requirements. The new deck is in harmony with the general intent of the Ordinance due to the practical difficulties present. This criterion is met.
2. “Variances shall only be permitted . . . when the variances are consistent with the comprehensive plan.” The replacement of a nonconforming lakeside deck is consistent with the Comprehensive Plan. The applicant has identified the necessary practical difficulties inherent to the land supporting their requests. The proposal will meet all other zoning requirements. This criterion is met.
3. “Variances may be granted when the applicant for the variance establishes that there are practical difficulties in complying with the zoning ordinance. ‘Practical difficulties,’ as used in connection with the granting of a variance, means that:
  - a. *The property owner in question proposes to use the property in a reasonable manner, however, the proposed use is not permitted by the official controls.*

The replacement of an existing deck on a single-family home is a reasonable use of the property. The proposed changes are minimal and brings the deck railing to building code standard. This criterion is met.



**CITY OF ORONO**  
RESOLUTION OF THE CITY COUNCIL

NO. 7481

- b. *The plight of the landowner is due to circumstances unique to his property not created by the landowner.*

The existing home location is not the result of the current property owner's actions; and

- c. *The variance, if granted, will not alter the essential character of the locality."*

The proposed variance resulting in the replacement deck that meets building code is supported by practical difficulties and will not alter the character of the area. This criterion is met.

4. "Economic considerations alone do not constitute practical difficulties." Economic considerations have not been a factor in the variance approval determination.
5. "Practical difficulties also include but are not limited to inadequate access to direct sunlight for solar energy systems. Variances shall be granted for earth-sheltered construction as defined in Minn. Stat. § 216C.06, subd. 2, when in harmony with Orono City Code Chapter 78." This condition is not applicable.
6. "The board or the council may not permit as a variance any use that is not permitted under Orono City Code Chapter 78 for property in the zone where the affected person's land is located." This condition is not applicable, as a residential home is a permitted use in the LR-1B District.
7. "The board or council may permit as a variance the temporary use of a one-family dwelling as a two-family dwelling." This condition is not applicable.
8. "The special conditions applying to the structure or land in question are peculiar to such property or immediately adjoining property." The location of the existing home on the lot and the relation of the lot to the neighboring homes is unique and specific property. This criterion is met.
9. "The conditions do not apply generally to other land or structures in the district in which the land is located." The unique and existing conditions do not apply to other land or structures in the neighborhood or district. This criterion is met.
10. "The granting of the application is necessary for the preservation and enjoyment of a substantial property right of the applicant." The existing home is in a nonconforming location. The proposed deck will maintain the same lake setback and same hardcover. The only change on the new deck is the height of the railing in order to meet building code. Granting the average lakeshore setback allows the property owner to replace an aging deck that is in disrepair. This criterion is met.





**CITY OF ORONO**  
RESOLUTION OF THE CITY COUNCIL

NO. 7481

11. “The granting of the proposed variance will not in any way impair health, safety, comfort or morals, or in any other respect be contrary to the intent of this chapter.” Granting the requested variance will not adversely impact health, safety, comfort, or morals of the community. The proposed deck is in the same location and same footprint as the existing deck. This criterion is met.
12. “The granting of such variance will not merely serve as a convenience to the applicant, but is necessary to alleviate demonstrable difficulty.” The average lakeshore setback variance allows the existing new deck to raise the height of the deck railing to meet building code safety standards. The footprint and location of the deck remain the same. The variance is necessary in order to replace a deck that is in disrepair. This criterion is met.

**CONCLUSIONS, ORDER AND CONDITIONS:**

Based upon one or more of the above findings, the Orono City Council hereby grants a variance from Orono Municipal Zoning Code Sections 78-1279 to allow the construction of an addition and house remodel within the average lakeshore setback subject to the following conditions:

1. Council approval is based on the entire record, above Findings.
2. The approved project shall conform to the attached site plan and building plans submitted by the Applicant and annotated by City staff (hereinafter the “Plans”), attached to this Resolution as **Exhibits A & B**.
3. Any amendments to the plans which are not in conformity with City codes may require further Planning Commission and City Council review.
4. Authorities granted by this resolution run with the Property not with the Applicants, but are permissive only and must be exercised by obtaining a building permit for the new construction and commencing construction of said project. A framing inspection must be completed within one year of the date of Council approval, or the variance will expire on that date (May 28, 2025).
5. Violation of or non-compliance with any of the terms and conditions of this resolution may result in the termination of any authority granted herein.



**CITY OF ORONO**  
RESOLUTION OF THE CITY COUNCIL

NO. 7481

ADOPTED by the Orono City Council on this 28th day of May, 2024.

**ATTEST:**

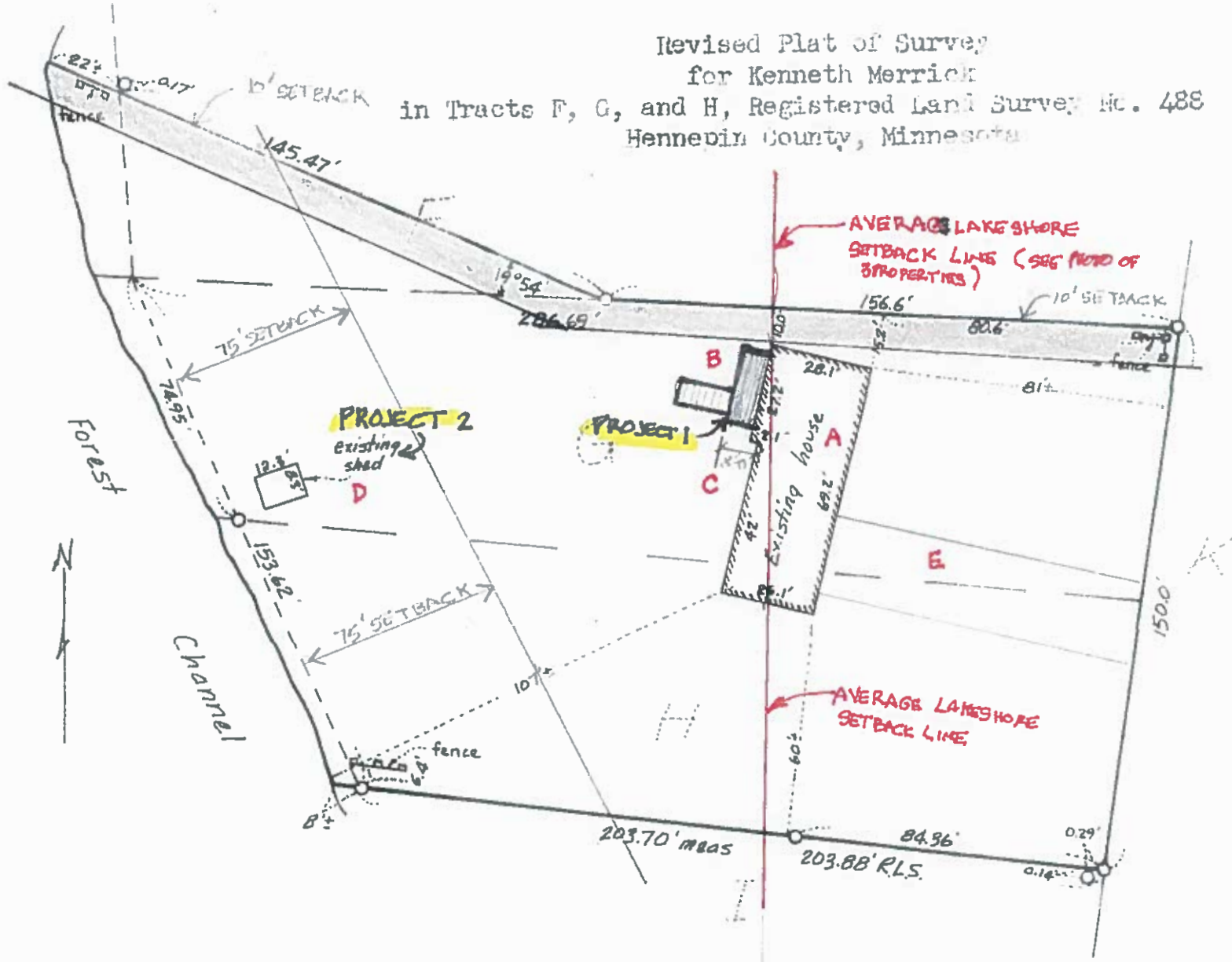
**CITY OF ORONO:**

---

Christine Lusian, City Clerk

---

Dennis Walsh, Mayor



**Certificate of Survey:**

I hereby certify that this is a true and correct representation of a survey of the boundaries of that part of Tract F lying southerly of the following-described line: Commencing at the southeasterly corner of said Tract F; thence westerly along the southerly line thereof 156.6 feet to the point of beginning of the line being described; thence deflecting right 19°54' to the shore of Forest Channel, and there ending; and Tracts G and H, in Registered Land Survey No. 488, files of Registrar of Titles, County of Hennepin, and of the location of all buildings thereon, and all visible encroachments, if any, from or on said land.

Scale: 1" = 50'  
Date: 6-2-77  
o : Iron marker

Gordon R. Coffin Reg. No. 6064  
Land Surveyor and Planner  
Long Lake, Minnesota

March 27, 2024 – Revised Site Plan

City Project # RAS 24-000008

**PROJECT 1- Replacement of Existing above grade Deck**

Removal and reconstruction of existing 8'-0" x 24'-0" Deck.  
New replacement deck to be constructed in the exact same location as existing deck on the west side of house – 8 ft. above existing grade.

**PROJECT 2 – Storage Shed**

Removal and replacement of all exterior siding and reroofing of existing shed.  
Existing shed framing to be reused.

**OWNER – AMY YANIK**

1355 VINE PLACE

ORONO, MN 5536

Cell No. 612-387-5998

amyyanikmeisel@gmail.com

**AMY YANIK RESIDENCE**

1355 VINE PLACE

**ORONO, MN 55364 EXISTING HARDCOVER**

Building	1,848 sq. ft.
Wood Deck	192 sq. ft.
On-grade patio	360 sq. ft.
Wood Shed	96 sq. ft.
Drive & Steps	1,680 sq. ft.

**Total Hardcover 4,176 sq. ft.**

**% of Hardcover = 10.45%**

**Total Lot Area = 40,075 sq. ft.**

Date: 3/27/2024 - 3:30 PM  
Design ID: 328252273061  
Estimate ID: 62197  
Estimated Price: \$6,349.93

*\*Today's estimated price. Future pricing may go up or down. Tax, labor, and delivery not included.*

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### How to recall and purchase your design at home:



- OR
1. On Menards.com, enter "Design & Buy" in the search bar
  2. Select the Deck Designer
  3. Recall your design by entering Design ID: 328252273061
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1. Enter Design ID: 328252273061 at the Design-It Center Kiosk in the Building Materials Department
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Illustration intended to show general deck size and shape. Some options may not be shown for picture clarity.

Layout dimension sheets are intended as a construction aid. Not all options selected are shown.

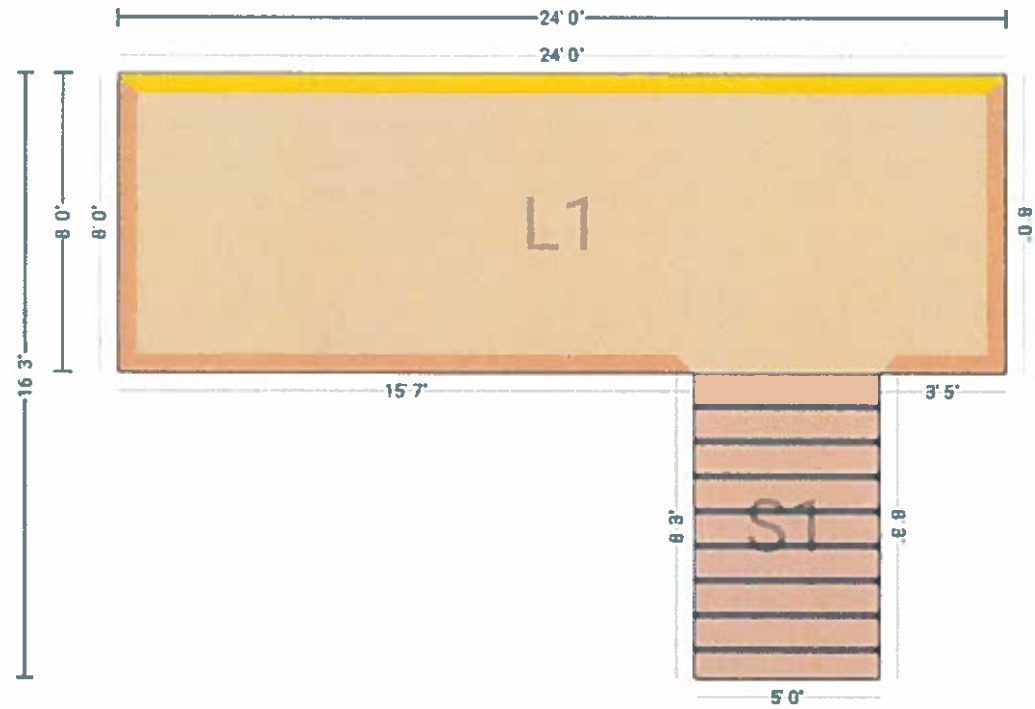
Final design should be performed by a registered professional engineer to ensure all applicable building codes and regulations are met.

This is an estimate. It is only for general price information. This is not an offer and there can be no legally binding contract between the parties based on this estimate. The prices stated herein are subject to change depending upon the market conditions. The prices stated on this estimate are not firm for any time period unless specifically written otherwise on this form. The availability of materials is subject to inventory conditions. MENARDS IS NOT RESPONSIBLE FOR ANY LOSS INCURRED BY THE GUEST WHO RELIES ON PRICES SET FORTH HEREIN OR ON THE AVAILABILITY OF ANY MATERIALS STATED HEREIN. All information on this form, other than price, has been provided by the guest. Menards is not responsible for any errors in the information on this estimate, including but not limited to quantity, dimension and quality. Please examine this estimate carefully. MENARDS MAKES NO REPRESENTATIONS, ORAL, WRITTEN OR OTHERWISE THAT THE MATERIALS LISTED ARE SUITABLE FOR ANY PURPOSE BEING CONSIDERED BY THE GUEST. BECAUSE OF THE WIDE VARIATIONS IN CODES, THERE ARE NO REPRESENTATIONS THAT THE MATERIALS LISTED HEREIN MEET YOUR CODE REQUIREMENTS.

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**Deck Side Color Legend**

	Open Side/No Railing		Railing
	Unattached Walls		Attached Walls

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#### Level 1

Height off the ground: 5' 5"  
 Width: 24' 0"  
 Length: 8' 0"  
 Joist Spacing: 12" On Center  
 Load Rating: 40 lbs

#### Stair 1

Height off the ground: 5' 5"  
 Width: 5' 0"  
 Length: 8' 3"

#### Decking

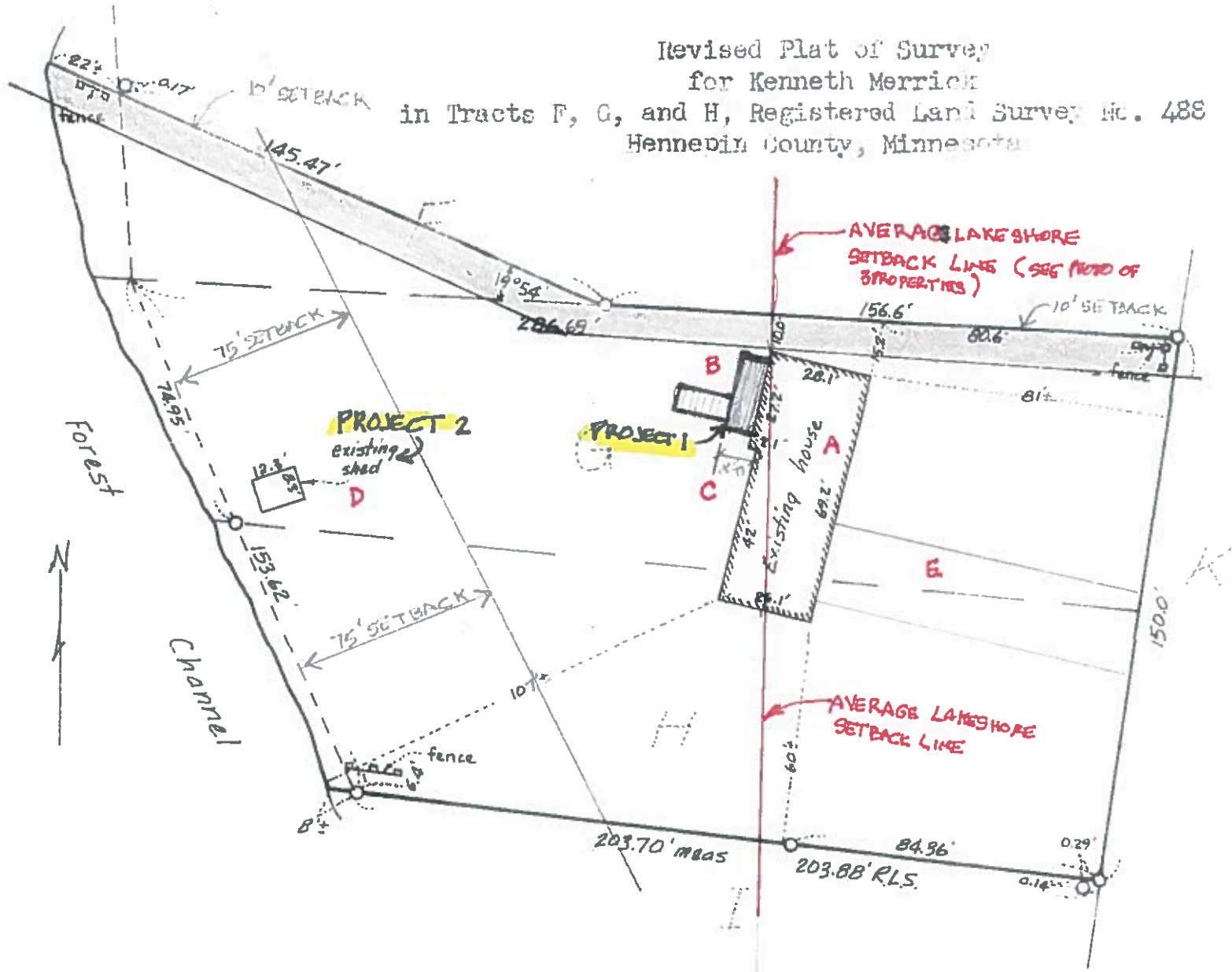
Deck Board Material Type: UltraDeck® Rustic™  
 Deck Board: Gray  
 Deck Board Fastener: UltraClip Hidden Fastener Deck Clip

#### Framing

Framing Material Type: AC2 Green Treated  
 Joist: 2x8  
 Beam: 2x8  
 Framing Post: 6x6 Framing Post  
 Footing: 16" Poured Footing  
 Footing Depth: 48" Footing Depth  
 Incline Footing: 4 x 8 x 16 Solid Construction Block  
 Ledger Board Fastener Type: FastenMaster® LedgerLOK®  
 Joist Hanger Type: Galvanized Joist Hanger  
 Joist Hanger Fastener Type: Joist Hanger Fastener Nail  
 Cladding Material Type: Rustic Cladding  
 Cladding: Rustic Gray Cladding

#### Railing

Railing Material Type: QuickRail Premium Railing  
 Railing Style: Square White Spindles



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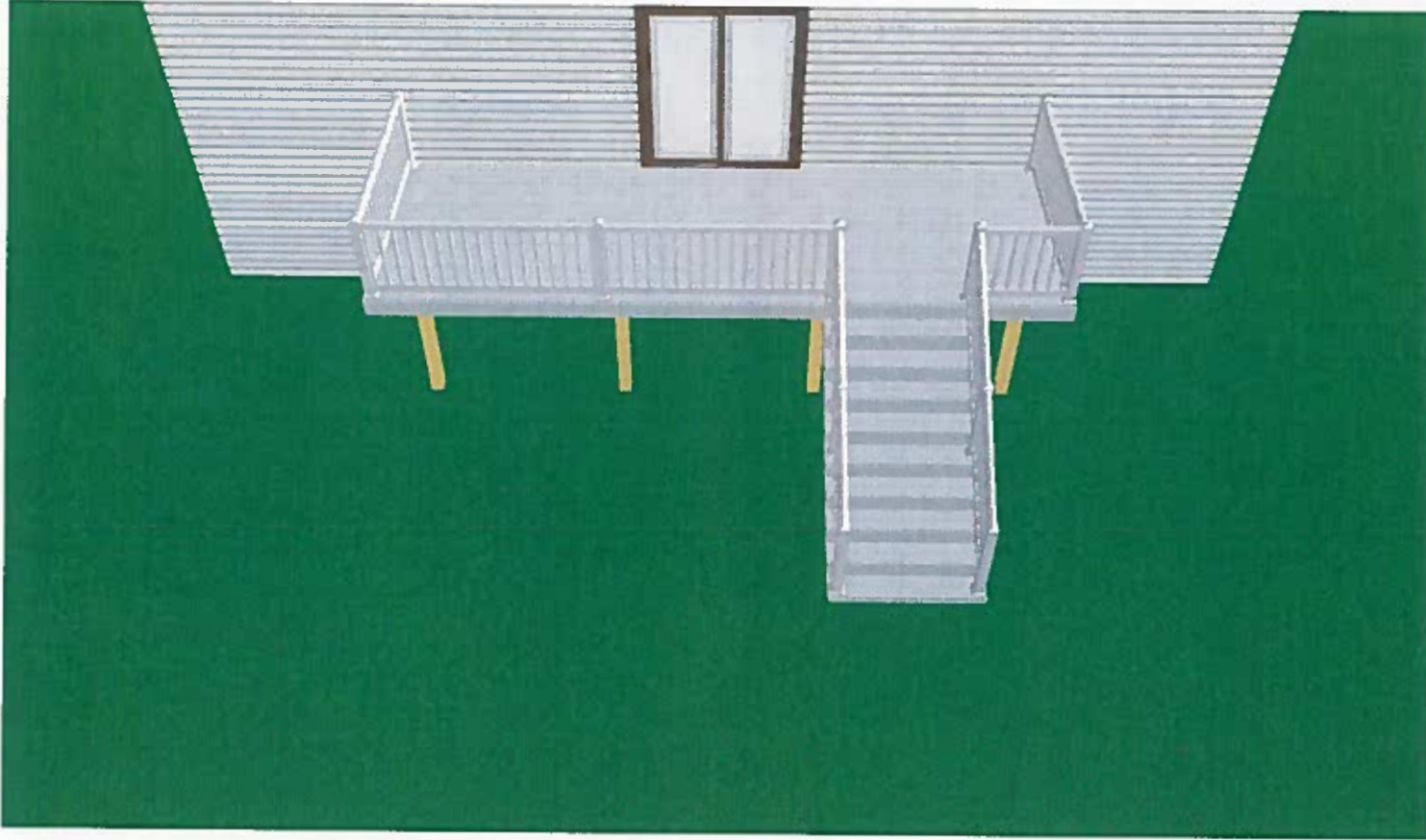


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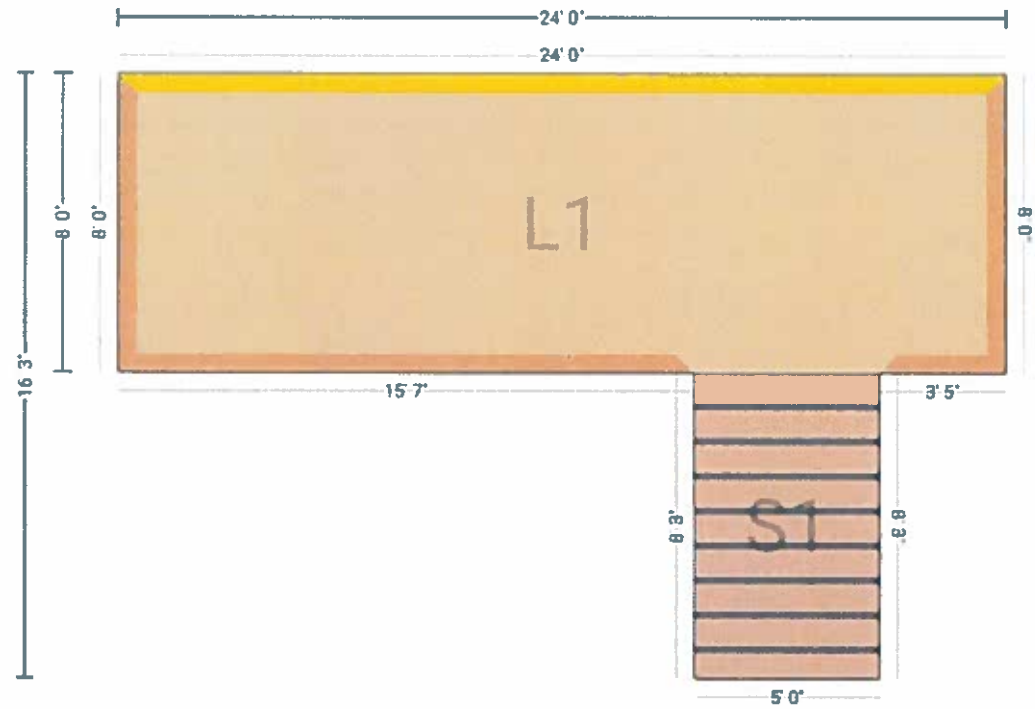
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**Deck Side Color Legend**

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 DECK

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 Load Rating: 40 lbs

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 Deck Board Fastener: UltraClip Hidden Fastener Deck Clip

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#### Railing

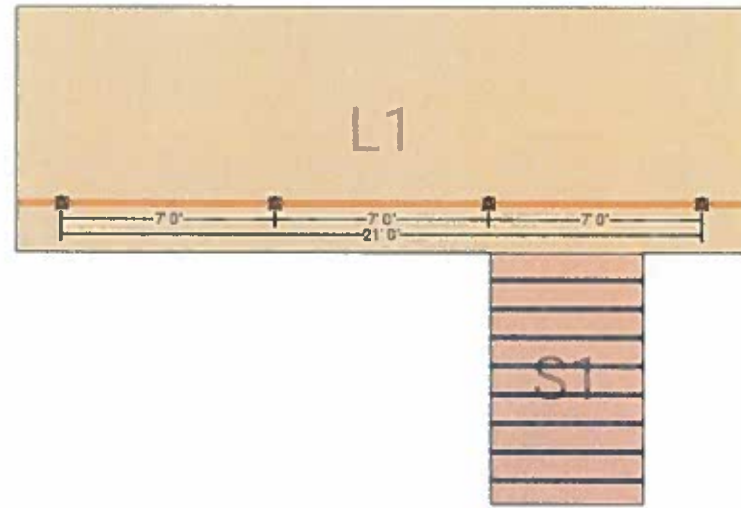
Railing Material Type: QuickRail Premium Railing  
 Railing Style: Square White Spindles

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MENARDS  
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DECK

# L1 - Posts and Footings



Dimensions displayed are from center of post to center of post.

## L1 - Framing Posts

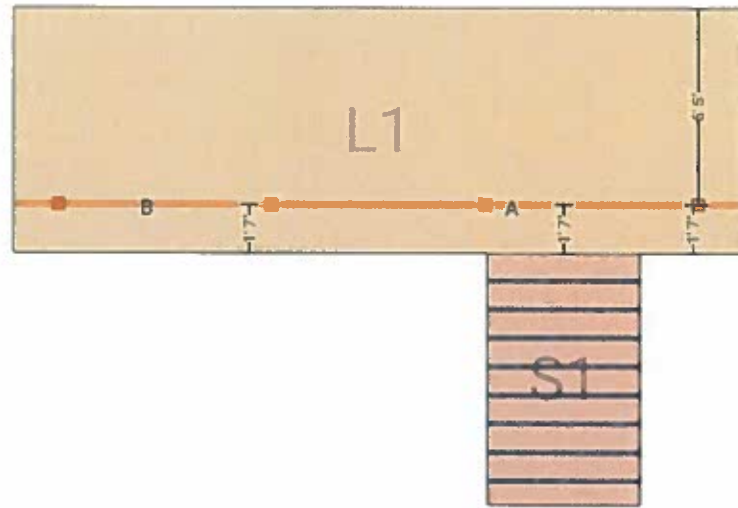
Label	Post Size	Count
A	6 x 6	4

Date: 3/27/2024 - 3:30 PM  
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**MENARDS**  
**Design & Buy™**  
**DECK**

## L1 - Beams



2 boards nailed together is 2 ply

### L1 - Lumber: 2 ply - 2 x 8 AC2

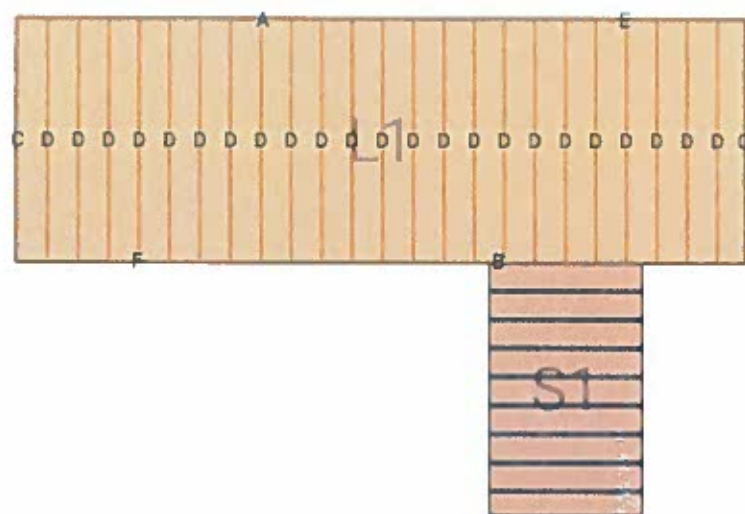
Label	Length	Count
A	15' 6"	1
B	8' 6"	1

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DECK

### L1 - Joists



**Lumber: 2 x 8 AC2**

**Joist Spacing: 12" on center**

Label	Length	Count	Usage
A	16' 0"	1	Ledger Joist
B	16' 0"	1	Rim Joist
C	8' 0"	2	Rim Joist
D	7' 9"	23	Internal Joist
E	7' 9"	1	Ledger Joist
F	7' 9"	1	Rim Joist

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**Design & Buy™**  
DECK

# L1 - Railing Posts

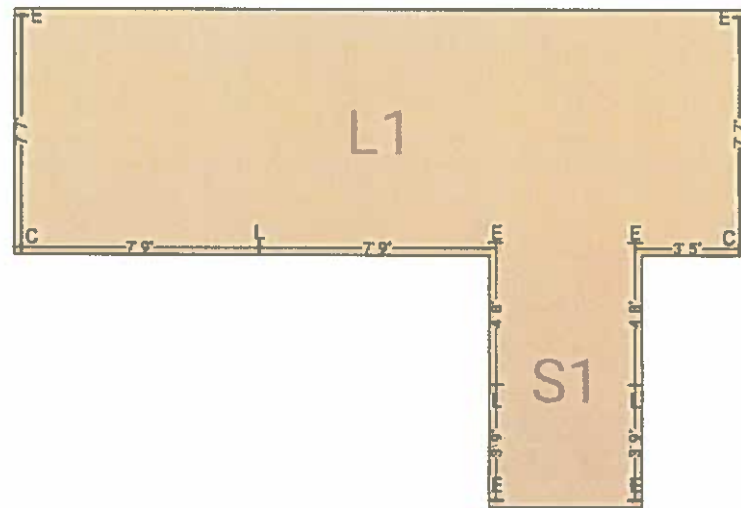


Illustration does not represent all available railing post placement options.  
Railing post dimensions are on center.

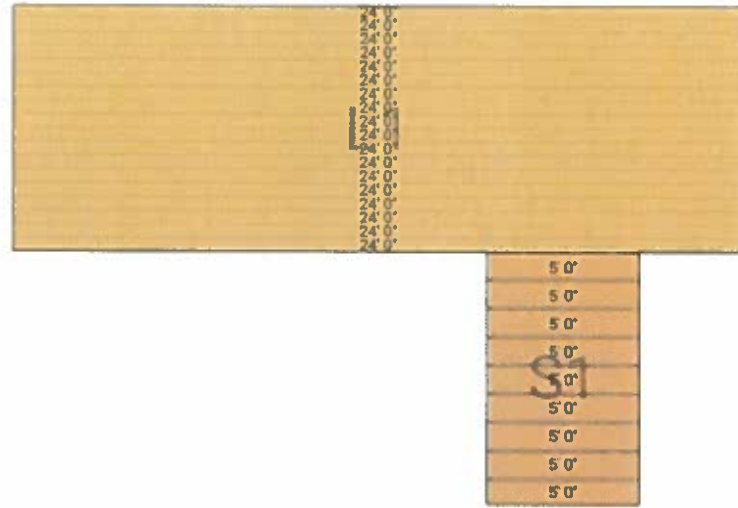
<b>L1</b>		
	<b>Label</b>	<b>Count</b>
	C - Corner Post	2
	E - End Post	2
	E - End Post	2
	L - Line Post	1
<b>S1</b>		
	<b>Label</b>	<b>Count</b>
	E - End Post	2
	L - Line Post	2

Date: 3/27/2024 - 3:30 PM  
Design ID: 328252273061  
Estimate ID: 62197  
Estimated Price: \$6,349.93

*\*Today's estimated price. Future pricing may go up or down. Tax, labor, and delivery not included.*

MENARDS  
**Design & Buy™**  
DECK

# L1 - Deck Boards and Treads



Lengths displayed are provided as general guide. The deck board lengths and/or quantities may need to be adjusted based on framing or the deck board splice pattern you prefer. Please confirm deck board lengths estimated and quantities prior to the start of your project.

### Deck Board

Length	Count
24' 0"	18

### Tread

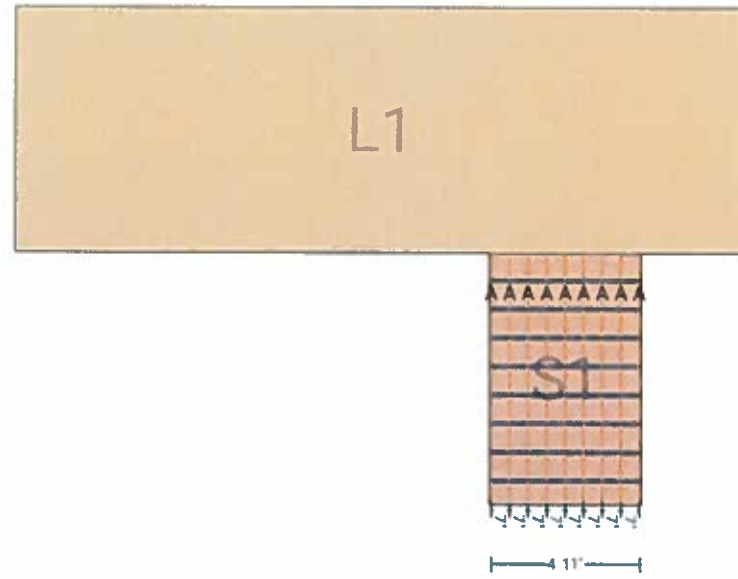
Length	Count
S1 5' 0"	9

Date: 3/27/2024 - 3:30 PM  
Design ID: 328252273061  
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MENARDS  
**Design & Buy™**  
DECK

# L1 - Stair Framing



## S1 - Stringer

Label	Length	Count
A	9' 0"	9



Date: 3/27/2024 - 3:30 PM  
Design ID: 328252273061  
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MENARDS  
**Design & Buy™**  
DECK

# Menards Deck Building Checklist

## Planning

1. Get a permit. Check restrictions, building codes or local zoning to make sure your design complies with all requirements.
2. Contact local utilities to ensure construction will not disturb any electrical, cable or plumbing.
3. If necessary, hire a professional to help with planning and construction.
4. Consider site conditions including soil type, grade, and runoff before finalizing your design.
5. For decks attached to a building the attachment is critical, the attachment may require additional hardware and/or framing material including additional material inside the building for proper attachment.
6. Material estimates provided can be changed to meet your needs.
7. Additional joist blocking and bracing may be required based on deck location, elevation, and deck board type.
8. Menards offers professional delivery of materials, delivery is extra based on the distance from your local Menards store to your building site.
9. Final deck design and material calculations should be performed by a registered professional engineer.

## Construction

- Practice good safety habits, use PPE including eye protection & dust masks during construction
- The deck railing will provide both a finishing touch to your project and the required safety needed. Make sure to follow good building practice and all manufacturer's instructions.
- Use all the hardware and fasteners recommended.
- With treated material its recommended to seal and/or stain your deck as soon as the decking will absorb the sealant.

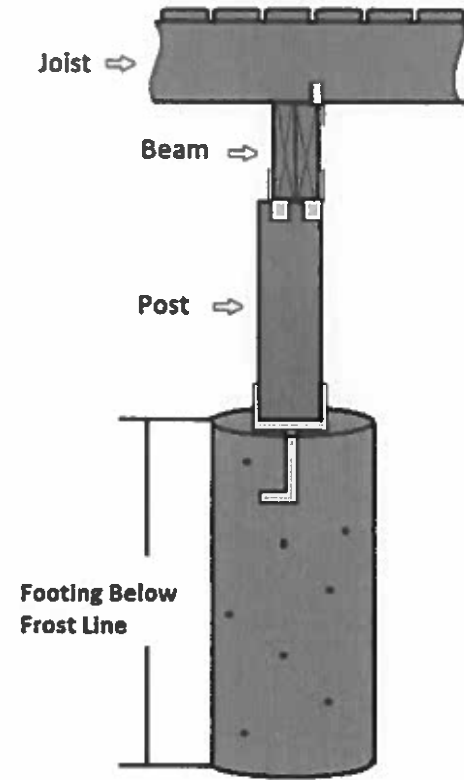
Enjoy!!!

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**MENARDS**  
**Design & Buy™**  
DECK

# Typical Framing and Footing





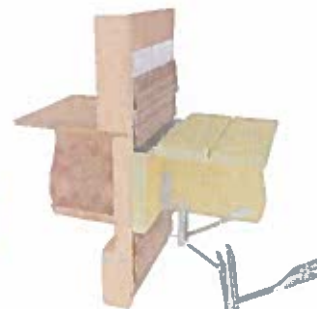
# Deck Hardware Installation



Typical CSH-TZ installation



Typical DTB-TZ installations



Typical ADTT-TZ installation



Typical PA-TZ installation



Typical C44-TZ installation



Typical PB44-6TZ installation



Typical RT7A installation



Typical SCA9-TZ installation



Typical RT15-TZ installation

The type and quantity of fasteners used to install MiTek products is critical to connector performance. MiTek has a full range of structurally-rated fasteners for wood frame structures. Hot-dip galvanized, stainless steel, and Gold Coat corrosion resistant finishes are available for exterior applications.



## MiTek Deck Hardware is available in Triple Zinc (TZ) and Gold Coat (GC).

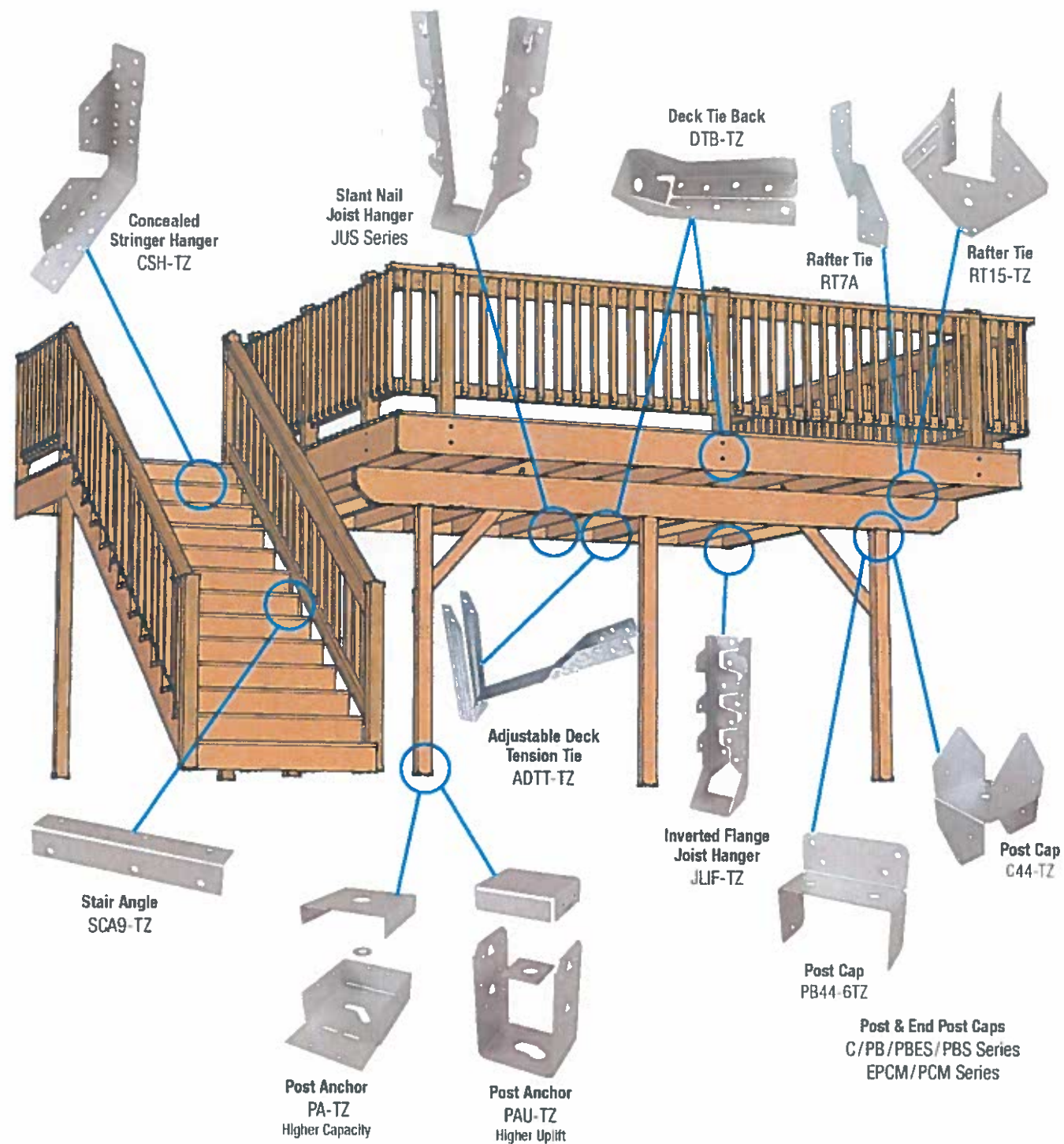


**TZ galvanizing** provides a prefabrication coating of 1.85 (G-185) ounces of zinc per square foot of surface area (both sides) measured in accordance with ASTM A 653. Use with Hot-dip galvanized fasteners.



**Gold Coat** is a proprietary multi-layer protection system. It is comprised of an organic top coat barrier layer and a zinc layer placed over a steel substrate. Use with Gold Coat or Hot-dip galvanized fasteners.

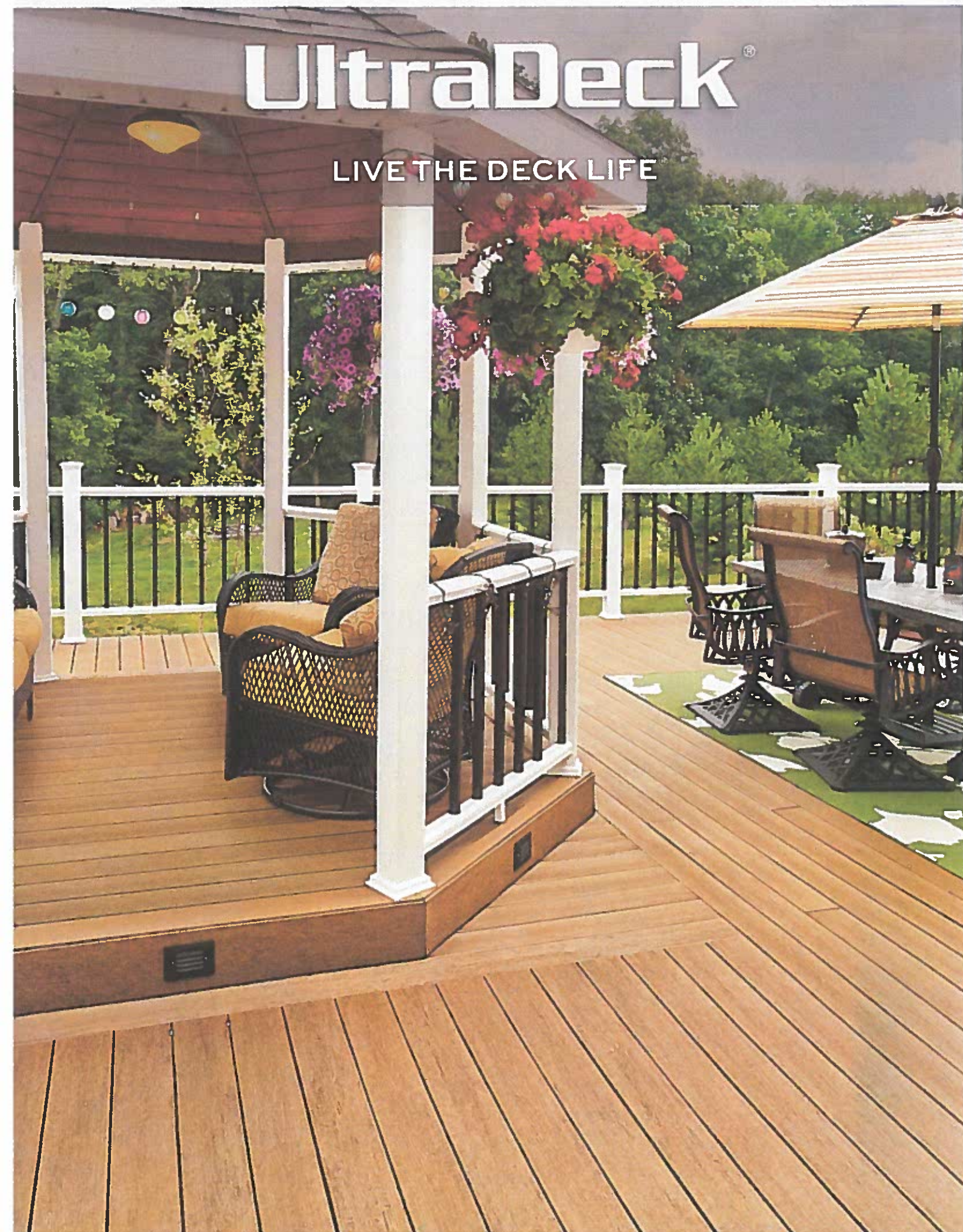
## Deck Hardware



Disclaimer: Some of the products displayed are optional and not estimated

# UltraDeck®

LIVE THE DECK LIFE



DECKING



AVAILABLE COLORS

*\*Due to printing capabilities see actual samples*



Coastal Cedar



Driftwood Gray



Rosewood



Slate



Walnut

PROFILES



DECK BOARD

Use for deck surfaces  
7/8" H x 5 3/16" W

SKUs:  
Coastal Cedar 112-0407-0410  
Driftwood Gray 112-0402-0405  
Rosewood 112-0395-0398  
Slate 112-0412-0415  
Walnut 112-0390-0393



RADIUS EDGE

Use for stair treads &  
deck border applications  
7/8" H x 5 3/16" W

SKUs:  
Coastal Cedar 112-0411  
Driftwood Gray 112-0406  
Rosewood 112-0401  
Slate 112-0416  
Walnut 112-0400

AVAILABLE IN  
8', 12', 16', 20' Deck Board  
16' Radius Edge  
12' Cladding



CLADDING

12 1/8" H x 12' L  
112-0002-0007

## TEXTURED POWDER COAT OPTIONS:



# The Fastest and Easiest Aluminum Railing System

QTY	ITEMS NEEDED (BRONZE)	SKU
1	Colonial 36" x 6' Panel - Bronze (actual length is 69.43")	1717803
1	Colonial 36" x 8' Panel - Bronze (actual length is 91.31")	1717809
1	Colonial 36" x 6' Stair Panel - Bronze (actual length is 69.43")	1717815
1	3" x 36" Post/Base Kit - Bronze	1717822
1	3" x 42" Post/Base Kit - Bronze (Use 42" post for inline stair run and on bottom step)	1717828
1	Deck Panel Attach Kit	1717836
1	Stair Panel Attach Kit	1717845
1	22.5° Panel Attach Kit Use on 45° deck angles	1717839
1	45° Wall Mount Kit For use on wall, not post	1717842
1	Straight Wall Mount Kit - Bronze	1717848
1	Gate Kit (up to 40") - Bronze	1717857
1	Jig/Touch Up Paint - Bronze	1717862

### \*\*CONCRETE APPLICATIONS\*\*

WHEN POSTS ARE SECURED TO CONCRETE SUBSTRATES USE TAPCON® 5/16" X 3" HEX WASHER HEAD CONCRETE ANCHORS (SOLD SEPARATELY)

REFERENCE BLOCKING METHOD 2X6 VERT.

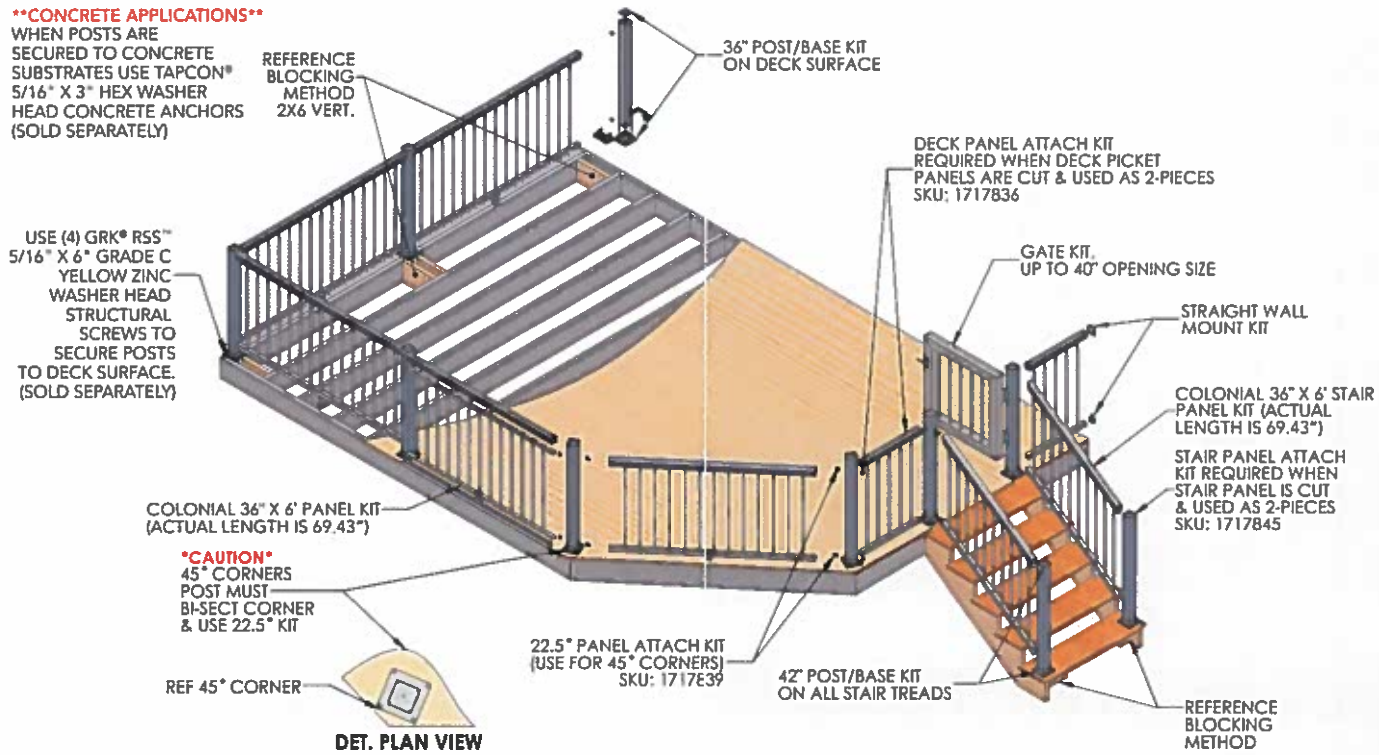
USE (4) GRK® RSS™ 5/16" X 6" GRADE C YELLOW ZINC WASHER HEAD STRUCTURAL SCREWS TO SECURE POSTS TO DECK SURFACE. (SOLD SEPARATELY)

COLONIAL 36" X 6' PANEL KIT (ACTUAL LENGTH IS 69.43")

\*CAUTION\* 45° CORNERS POST MUST BI-SECT CORNER & USE 22.5° KIT

REF 45° CORNER

DET. PLAN VIEW



VISIT OUR WEBSITE FOR INSTALLATION VIDEOS  
WILLIAMSRAILING.COM



## AGENDA ITEM



**Date:** May 28, 2024

**Item:** 14

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**Title:** #LA24-000024, 2980 Goldenrod Way, Variance - Resolution 7482

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**Presenter:** Laura Oakden, Community Development Director

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**Section:** Consent Agenda

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1. **Purpose:**

This application is regarding lot area variance for the construction of a new house.

2. **MN§15.99 Application Deadline:**

This application was received on April 87, 2024 and deemed complete on April 18, 2024. Therefore, the 60-day review period ends on June 17, 2024.

3. **Background:**

The applicant is requesting a lot area variance to develop the 1.7 acre property at the end of the of Goldenrod Way addressed as 2890 Goldenrod Way. The property was platted in the 1980s as a conforming 2 acre lot. When MnDOT conducted the Highway 12 project the parcel was taken over by MnDOT as right-of-way to use for staging and support for the construction of the highway. In 2022, MnDOT listed a portion of the property for sale but kept a portion of the land as right way. As a result, the remaining land is substandard in size (1.7 acres) within the RR-1B, 2 acre zoning district right-of-way. The new property owners are moving forward with a new home project on the site and a lot area variance is needed because it is a substandard lot for the zoning district. This application was reviewed by the [Planning Commission on May 20th](#).

4. **Planning Commission Vote and Comment:**

The Planning Commission held a Public Hearing on May 20, 2024. The Commission discussed the application and determined the substandard lot size was outside the control of the applicant due to the MnDOT right of way requirements. The Commission found there was practical difficulty in the existing conditions present on the lot and voted 6 to 0 to approve the application as applied.

Please follow the link to the May 20, 2024 Planning Commission [video](#).

5. **Public Comment:**

One email from the neighbor was received.

6. **Staff Recommendation:**

Staff recommends approval of the requested variance as applied.

### COUNCIL ACTION REQUESTED

Motion to approve Resolution 7482 to approve a lot area variance.

### Exhibits

[Ex A Draft Resolution 7482](#)

[Ex B Survey](#)

[Ex C House Plans](#)

[Ex D Public Comment 5.20.24](#)





**CITY OF ORONO**  
RESOLUTION OF THE CITY COUNCIL

NO. **7482**

**A RESOLUTION  
APPROVING A VARIANCE FROM  
MUNICIPAL ZONING CODE  
SECTION 78-420**

**FILE NO. LA24-000024**

**WHEREAS**, on April 17, 2023, Revolution Design Build on behalf of Mary and David O’Keefe (hereinafter the “Applicant”), applied for a variance from the City Code for the property addressed **2890 Goldenrod Way** and legally described as:

Lot 2, Block 1, DUMAS ORCHARDS, according to the plat thereof on file and of record in the office of the County Recorder in and for Hennepin County, Minnesota. which lies northerly of Line described as the following: Line 1. Commencing at Right of Way Boundary Corner B8 as shown on Minnesota Department of Transportation Right of Way Plat No. 27-130 as the same is on file and of record in the office of the County Recorder in and for said County; thence on an azimuth of 90 degrees 48 minutes 58 seconds along the boundary of said Plat for 81.52 feet to Right of Way Boundary Corner B9 and the point of beginning of the line to be described; thence on an azimuth of 94 degrees 32 minutes 40 seconds for 230.68 feet to Right of Way Boundary Corner B12 as shown on said Plat 27-130 and there terminating: Containing 1.71 acres, more or less. (hereinafter the “Property”);

**WHEREAS**, the Applicant has applied to the City of Orono for a lot area variance from City Code Section 78-420 in order to construct a new home; and

**WHEREAS**, on May 20, 2024, after published and mailed notice in accordance with Minnesota Statutes and the City Code, the Planning Commission held a public hearing, at which time all persons desiring to be heard concerning this application were given the opportunity to speak thereon; and

**WHEREAS**, on May 20, 2024, the Planning Commission voted 6 to 0 in favor of a motion to recommend approval of the variance as applied; and

**WHEREAS**, on May 28, 2024 the City Council reviewed the application and the recommendations of the Planning Commission and City staff; and

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Orono, Minnesota hereby approves the requested variance as described above based on one or more of the following findings of fact concerning the Property:



**CITY OF ORONO**  
RESOLUTION OF THE CITY COUNCIL

NO. **7482**

**FINDINGS OF FACT:**

1. This application was reviewed as Zoning File #LA24-000024. The analysis contained within staff memos and the exhibits attached to the aforesaid memos, all minutes from the above mentioned meetings, and any and all other materials distributed at these meetings are hereby incorporated by reference.
2. The Property is located in the RR-1B One Family Rural Residential Zoning District.
3. The Property contains 74,052 square feet in area and has a defined lot width of 230 feet.
4. The Property is outside to the Stormwater Quality Overlay District.
5. Applicant has applied for the following variances:
  - a. Lot Area
6. In considering this application for variances, the Council has considered the advice and recommendation of the Planning Commission and the effect of the proposed variance upon the health, safety and welfare of the community, existing and anticipated traffic conditions, light and air, danger of fire, risk to the public safety, and the effect on values of property in the surrounding area.

**ANALYSIS:**

1. “Variances shall only be permitted when they are in harmony with the general purposes and intent of the ordinance . . . .” The requested lot area variance is the minimum necessary to develop the property and will result in a new home that is conforming to all other zoning requirements. The request is in harmony with the ordinance. This criterion is met.
2. “Variances shall only be permitted . . . when the variances are consistent with the comprehensive plan.” The requested variance will result in a single-family home in a residential district; therefore, it is consistent with the Comprehensive Plan. This criterion is met.
3. “Variances may be granted when the applicant for the variance establishes that there are practical difficulties in complying with the zoning ordinance. ‘Practical difficulties,’ as used in connection with the granting of a variance, means that:
  - a. *The property owner in question proposes to use the property in a reasonable manner, however, the proposed use is not permitted by the official controls.*



**CITY OF ORONO**  
RESOLUTION OF THE CITY COUNCIL

NO. **7482**

The proposed home is reasonable as it will meet all zoning setbacks and structural coverage. This criterion is met.

- b. *The plight of the landowner is due to circumstances unique to his property not created by the landowner.* The property is unique as it was acquired and used for a short period of time by MnDOT as right-of-way. When it was no longer required it was reduced in size and sold as a parcel of land that is substandard to the current zoning district. The property owner has no control over the size of the parcel. The owner did not create the lot and is proposing structures in locations that conform to the district standards. This criterion is met; and
  - c. *The variance, if granted, will not alter the essential character of the locality.*  
The proposed scale and location of the home will not alter the character of the adjacent residential neighborhood. This criterion is met.
4. "Economic considerations alone do not constitute practical difficulties." Economic considerations have not been a factor in the variance approval determination.
  5. "Practical difficulties also include but are not limited to inadequate access to direct sunlight for solar energy systems. Variances shall be granted for earth-sheltered construction as defined in Minn. Stat. § 216C.06, subd. 2, when in harmony with Orono City Code Chapter 78." This condition is not applicable.
  6. "The board or the council may not permit as a variance any use that is not permitted under Orono City Code Chapter 78 for property in the zone where the affected person's land is located." This condition is not applicable, as a residential home is a permitted use in the RR-1B District.
  7. "The board or council may permit as a variance the temporary use of a one-family dwelling as a two-family dwelling." This condition is not applicable.
  8. "The special conditions applying to the structure or land in question are peculiar to such property or immediately adjoining property." The lot was originally platted as a conforming 2-acre parcel in 1983. MnDOT acquired the land as right-of-way to support the highway construction project. Recently MnDOT sold the land but kept the southern portion to be maintain as right-of-way for the Highway 12 corridor. The property size was determined by MnDOT under these unique circumstances. This criterion is met.
  9. "The conditions do not apply generally to other land or structures in the district in which the land is located." The unique and existing conditions do not apply to other land or structures in the neighborhood or district. This criterion is met.
  10. "The granting of the application is necessary for the preservation and enjoyment of a substantial property right of the applicant." Without the variance, the property would not be buildable as it is



**CITY OF ORONO**  
RESOLUTION OF THE CITY COUNCIL

NO. **7482**

substandard in size to the current zoning district. The variance is necessary to preserve the primary property right of the owner. This criterion is met.

11. “The granting of the proposed variance will not in any way impair health, safety, comfort or morals, or in any other respect be contrary to the intent of this chapter.” Granting the requested variance will not adversely impact health, safety, comfort, or morals of the community. This criterion is met.
12. “The granting of such variance will not merely serve as a convenience to the applicant, but is necessary to alleviate demonstrable difficulty.” The granting of the requested variance is necessary to alleviate a considerable difficulty impacting the property. This criterion is met.

**CONCLUSIONS, ORDER AND CONDITIONS:**

Based upon one or more of the above findings, the Orono City Council hereby grants a variance from Orono Municipal Zoning Code Sections 78-420 to allow the construction of a single family house on a substandard lot subject to the following conditions:

1. Council approval is based on the entire record, above Findings.
2. The approved project shall conform to the attached site plan by the Applicant and annotated by City staff (hereinafter the “Plans”), attached to this Resolution as **Exhibits A**.
3. Any amendments to the plans which are not in conformity with City codes may require further Planning Commission and City Council review.
4. Authorities granted by this resolution run with the Property not with the Applicants, but are permissive only and must be exercised by obtaining a building permit for the new construction and commencing construction of said project. A framing inspection must be completed within one year of the date of Council approval, or the variance will expire on that date (May 28, 2025).
5. Violation of or non-compliance with any of the terms and conditions of this resolution may result in the termination of any authority granted herein.



**CITY OF ORONO**  
RESOLUTION OF THE CITY COUNCIL

NO. **7482**

ADOPTED by the Orono City Council on this 28th day of May, 2024.

**ATTEST:**

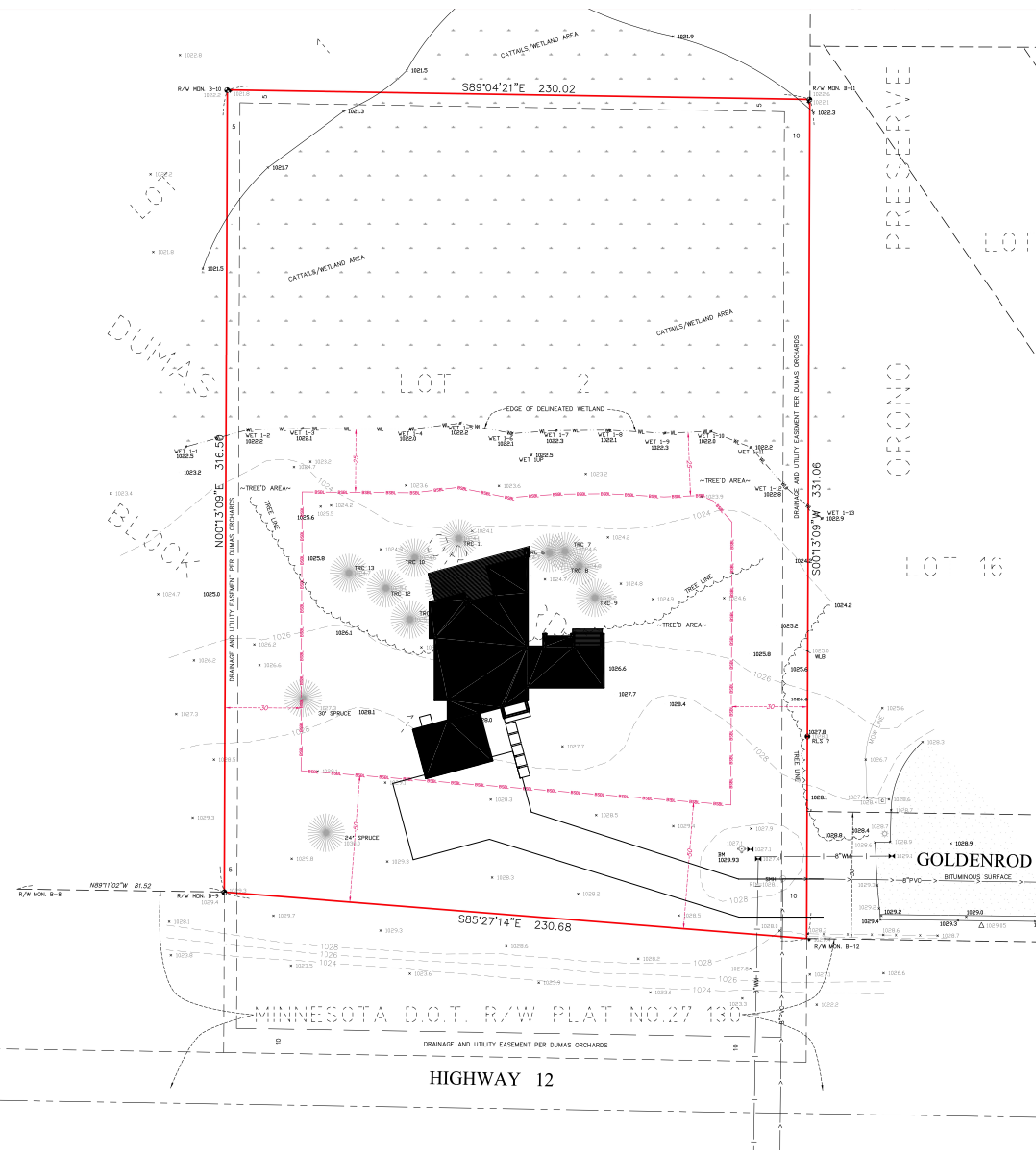
**CITY OF ORONO:**

---

Christine Lusian, City Clerk

---

Dennis Walsh, Mayor



**PARCEL LEGAL DESCRIPTION**

Lot 2, Block 1, DUMAS ORCHARDS, according to the plat thereof on file and of record in the office of the County Recorder in and for Hennepin County, Minnesota.

which lies northerly of Line described below:  
 Line 1. Commencing at Right of Way Boundary Corner B1 as shown on Minnesota Department of Transportation Right of Way Plat No. 27-130 as the same is on file and of record in the office of the County Recorder in and for said County; thence on an azimuth of 84 degrees 48 minutes 46 seconds along the boundary of said Plat for 81.52 feet to Right of Way Boundary Corner B9 and the point of beginning of the line to be described; thence on an azimuth of 94 degrees 32 minutes 40 seconds for 230.89 feet to Right of Way Boundary Corner B12 as shown on said Plat 27-130 and there terminating

Containing 1.71 acres, more or less;  
 Subject to the following restrictions and reservations:  
 No access shall be permitted to Trunk Highway No. 12 from the lands herein conveyed.

**NOTES**

- 1) Site Address: Unassigned
- 2) Parcel Area Information: 74,473 s.f. = 1.71+ acres
- 3) Benchmark: Elevations are based on Hennepin County Control Point MICKI which has an elevation of 1029.08 feet (NAVD83).
- 4) Zoning Information:  
 The current Zoning for the subject property is RR-1B (One Family Rural Residential) per the City of Denver's zoning map.  
 Principal Structure Setbacks: Front 50 feet, Side 30 feet, Rear 50 feet, Wetland: 25 feet (From edge of delineated wetland), Height: 30 feet  
 Hardcover: Exempt

\* A Zoning Classification Letter from the client must be provided to the surveyor. All zoning, setback information and hardcover information shown here on must be verified by all parties involved in the planning and design process for this project.

We have not received the current zoning classification and building setback requirements from the client.

- 5) Utilize: Underground utilities shown herein are by observed evidence only. We have not placed a Gopher State One Call for this survey. There may or may not be underground utilities in the mapped area, therefore extreme caution must be exercised before any excavation takes place on or near this site. It is the clients responsibility to create a Gopher State One Call ticket.



6) TITLE COMMITMENT NOTE: No title commitment or title opinion was provided as part of this survey. Easements delineated in the plan are shown herein. Other easements may exist that we are unaware of without documentation provided by the client.

7) TREE IDENTIFICATION NOTE: Trees shown herein were identified with the PictureTree tree identification application and are deemed reliable and 48 North Land Surveying LLC does not purport to represent said information as identified by a Licensed Arborist.

**WETLAND DELINEATION INFORMATION**

The wetland delineation was performed by Jacobson Environmental, PLLC. 43North Co., LLC located the wetland flags on 9/29/2023.

**LEGEND**

- CAST IRON MONUMENT
- SURVEY MONUMENT SET
- SURVEY MONUMENT FOUND
- SURVEY CONTROL POINT
- ▲ WALKOUT ELEVATION
- ▽ FTE FIRST FLOOR ELEVATION
- ▽ SBASE FLOOR ELEVATION
- ▽ TOP OF FOUNDATION ELEV
- ▽ LOWEST OPENING ELEV.
- TREE CONIFEROUS
- TREE DECIDUOUS
- BUILDING SETBACK LINE
- ▽ 97.2 CONTOUR EXISTING
- ▽ 97.25 PROPOSED ELEVATION CONTOUR PROPOSED
- ▽ 97.25 A/C LHM
- ▽ INVERT ELEVATION
- SON
- SOL BOARD
- TRAFFIC SIGNAL
- MLL
- UTILITY MANHOLE
- UTILITY PEDESTAL
- CONAL PEDESTAL
- CONCRETE
- POWER POLE
- DWP WIRE
- LIGHT POLE
- LANDSCAPE LIGHT
- STORM DRAIN - ROUND
- STORM DRAIN - SQUARE
- STORM MANHOLE
- TRANSFORMER
- ELECTRIC MANHOLE
- ELECTRIC METER
- GAS METER
- GAS MANHOLE
- GAS VALVE
- HAND HOLE
- TELEPHONE MANHOLE
- TELEPHONE PEDESTAL
- GATE VALVE
- HOBWANT
- CURBSTOP
- FLARED END SECTION
- SANITARY MANHOLE
- SANITARY CLEANOUT
- BITUMINOUS
- CONCRETE
- FENCE
- GUANO DIAL
- DRAIN TILE
- ELC - ELECTRIC UNDERGROUND
- COM - COMMUNICATION UNDERGROUND
- FO - FIBER OPTIC UNDERGROUND
- GAS - GAS UNDERGROUND
- CH2 - OVERHEAD UTILITY
- ST - STORM SEWER
- TEL - TELEPHONE UNDERGROUND
- UT - UTILITY UNDERGROUND
- WATERWAY

MARY + DAVID  
O'KEEFE RESIDENCE  
44-297-1015-78373249-97W

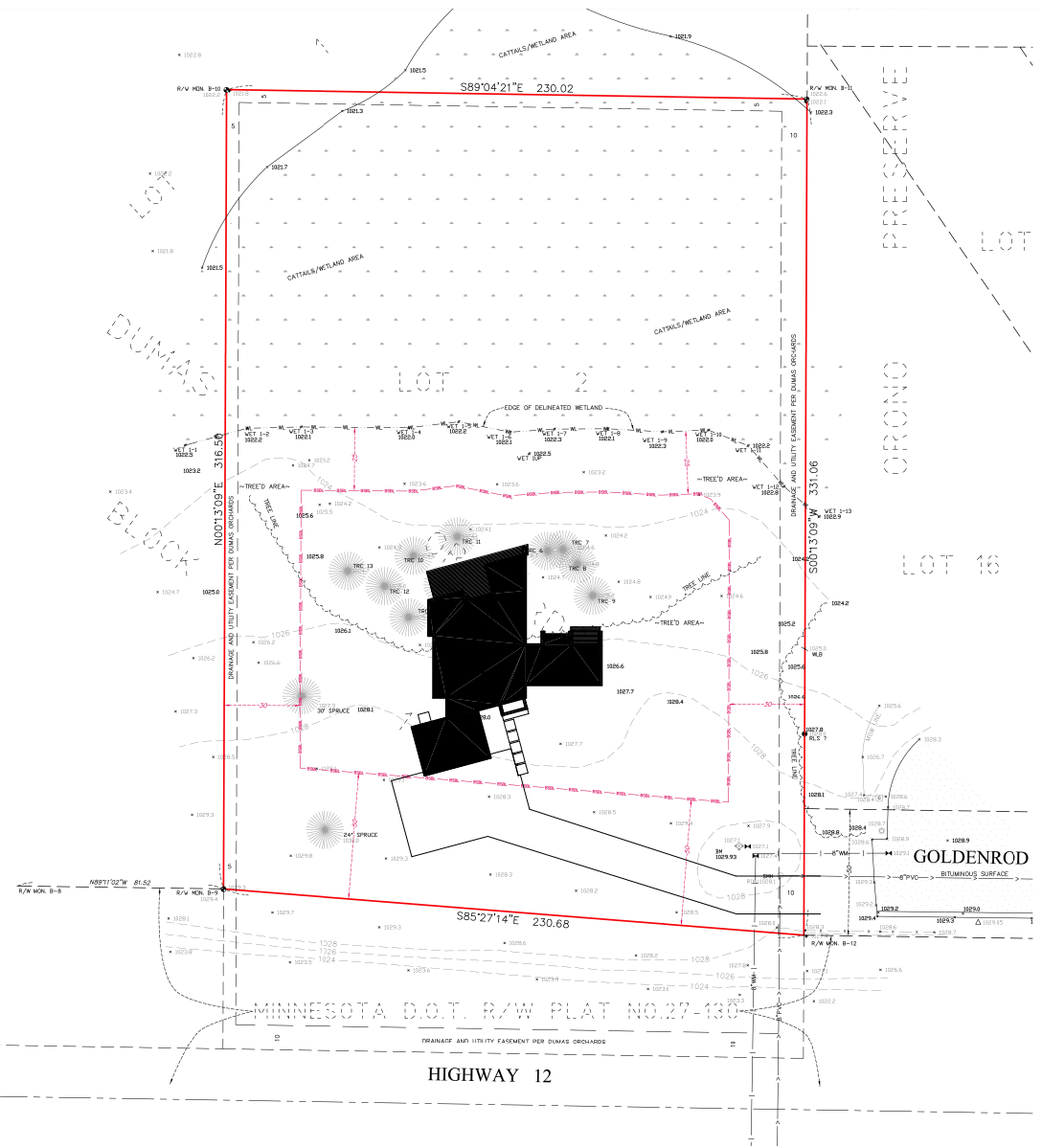


**\$1.0**

© 2023 REVOLUTION DESIGN + BUILD



18305 MINNETONKA BLVD #200  
 MINNETONKA, MN 55317  
 952.944.5837  
 MFL LIC. 0617863



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Gopher State One Call  
 800.488.8829  
 www.gopherstateonecall.com

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- SANITARY MANHOLE
- SANITARY CLEANOUT
- BITUMINOUS
- CONCRETE
- FENCE
- GUANO PALE
- DRAIN TILE
- ELEC. UNDERGROUND
- COMMUNICATION UNDERGROUND
- FIBER OPTIC UNDERGROUND
- GAS UNDERGROUND
- OVERHEAD UTILITY
- STORM SEWER
- SANITARY SEWER
- TELEPHONE UNDERGROUND
- UTILITY UNDERGROUND
- WATERMAIN

MARY + DAVID  
 O'KEEFE RESIDENCE  
 44-297-1015-78373249-97W

ISSUED  
 10/23/24 FOR BLD

**\$1.0**

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# MARY + DAVID O'KEEFE RESIDENCE

44°59'10.6"N 93°35'49.9"W



## SHEET INDEX

T1.0	TITLE SHEET
S1.0	SITE PLAN
A1.1	MAIN LEVEL FLOOR PLAN
A2.1	EXTERIOR ELEVATIONS
A2.2	EXTERIOR ELEVATIONS
A3.1	INTERIOR ELEVATIONS
A4.1	BUILDING SECTIONS
E1.1	ELECTRICAL PLANS

## PROJECT NOTES

MARY + DAVID  
O'KEEFE RESIDENCE  
44°59'10.6"N 93°35'49.9"W

ISSUED  
03.29.24 FOR BID

# T1.0

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### PARCEL LEGAL DESCRIPTION

Lot 2, Block 1, DUMAS ORCHARDS, according to the plat thereof on file and of record in the office of the County Recorder in and for Hennepin County, Minnesota.

which lies northerly of Line described below:

Line 1. Commencing at Right of Way Boundary Corner B8 as shown on Minnesota Department of Transportation Right of Way Plat No. 27-130 as the same is on file and of record in the office of the County Recorder in and for said County; thence on an azimuth of 90 degrees 48 minutes 58 seconds along the boundary of said Plat for 81.52 feet to Right of Way Boundary Corner B9 and the point of beginning of the line to be described; thence on an azimuth of 94 degrees 32 minutes 40 seconds for 230.68 feet to Right of Way Boundary Corner B12 as shown on said Plat 27-130 and there terminating;

Containing 1.71 acres, more or less;

Subject to the following restrictions and reservations:

No access shall be permitted to Trunk Highway No. 12 from the lands herein conveyed.

### NOTES

- 1) Site Address: Unassigned
- 2) Parcel Area Information: 74,473 s.f. ~ 1.71± acres
- 3) Benchmark: Elevations are based on Hennepin County Control Point MICKI which has an elevation of: 1029.08 feet (NAVD88).

4) Zoning Information:

The current Zoning for the subject property is RR-1B (One Family Rural Residential) per the City of Orono's zoning map.

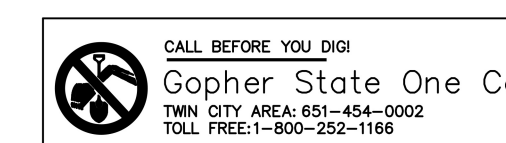
Principal Structure Setbacks - Front 50 feet  
 Side: 30 feet  
 Rear: 50 feet  
 Wetland: 25 feet (From edge of delineated wetland)  
 Height: 30 feet

Hardcover: Exempt

\* A Zoning Classification Letter from the client must be provided to the surveyor. All zoning, setback information and hardcover information shown here on must be verified by all parties involved in the planning and design process for this project.

We have not received the current zoning classification and building setback requirements from the client/city.

- 5) Utilities: Underground utilities shown hereon are by observed evidence only. We have not placed a Gopher State One Call for this survey. There may or may not be underground utilities in the mapped area, therefore extreme caution must be exercised before any excavation takes place on or near this site. It is the clients responsibility to create a Gopher State One Call ticket.



- 6) TITLE COMMITMENT NOTE: No title commitment or title opinion was provided as part of this survey. Easements dedicated on the plat are shown hereon. Other easements may exist that we are unaware of without documentation provided by the client.

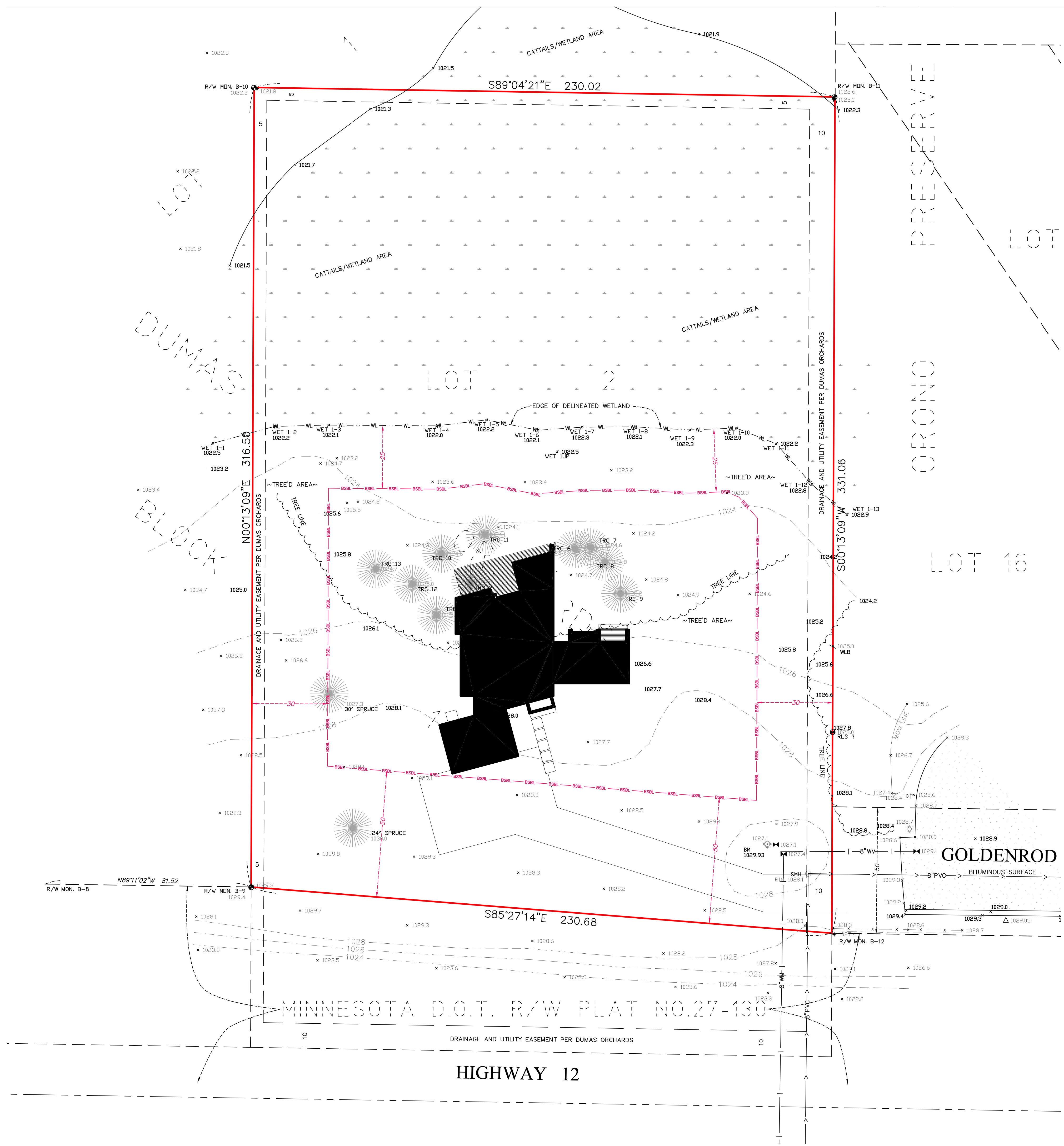
- 7) TREE IDENTIFICATION NOTE: Trees shown hereon were identified with the PictureThis tree identification application and are deemed reliable and 45 North Land Surveying LLC does not purport to represent said information as identified by a Licensed Arborist.

### WETLAND DELINEATION INFORMATION

The wetland delineation was performed by Jacobson Environmental, PLLC. 45North Co., LLC located the wetland flags on 9/28/2023.

### LEGEND

● CAST IRON MONUMENT	□ COMM. PEDESTAL	▨ BITUMINOUS
○ SURVEY MONUMENT SET	⊙ COMM. CONNECTION	▩ CONCRETE
△ SURVEY MONUMENT FOUND	⊖ POWER POLE	- - - FENCE
△ SURVEY CONTROL POINT	⊙ GUY WIRE	- - - GUARD RAIL
WAE WALKOUT ELEVATION	⊙ LIGHT POLE	- - - DT - DRAIN TILE
FFE FIRST FLOOR ELEVATION	⊙ LANDSCAPE LIGHT	- - - ELC - ELECTRIC UNDERGROUND
GFE GARAGE FLOOR ELEVATION	⊙ STORM DRAIN - ROUND	- - - CTV - COMMUNICATION UNDERGROUND
TOP TOP OF FOUNDATION ELEV.	⊙ STORM DRAIN - SQUARE	- - - FO - FIBER OPTIC UNDERGROUND
LOE LOWEST OPENING ELEV.	SMH STORM MANHOLE	- - - GAS - GAS UNDERGROUND
LOE LOWEST OPENING ELEV.	TRANS TRANSFORMER	- - - OHU - OVERHEAD UTILITY
● TREE CONIFEROUS	⊙ ELECTRIC MANHOLE	- - - CL - RAILROAD TRACKS
● TREE DECIDUOUS	⊙ ELECTRIC METER	- - - SANITARY SEWER
BSBL BUILDING SETBACK LINE	⊙ GAS METER	- - - STORM SEWER
x 972.5 GROUND ELEVATION	⊙ GAS MANHOLE	- - - TEL - TELEPHONE UNDERGROUND
972.5 CONTOUR EXISTING	⊙ GAS VALVE	- - - UTL - UTILITY UNDERGROUND
x(972.5) CONTOUR PROPOSED	⊙ HAND HOLE	- - - I - WATERMAIN
AC A/C UNIT	⊙ TELEPHONE MANHOLE	
INV+ INVERT ELEVATION	⊙ TELEPHONE PEDESTAL	
⊙ SIGN	⊙ GATE VALVE	
⊙ SOIL BORING	⊙ HYDRANT	
⊙ TRAFFIC SIGNAL	⊙ CURBSTOP	
⊙ WELL	⊙ FLARED END SECTION	
⊙ UTILITY MANHOLE	⊙ SANITARY MANHOLE	
⊙ UTILITY PEDESTAL	⊙ SANITARY CLEANOUT	



MARY + DAVID  
O'KEEFE RESIDENCE  
44°59'10.6"N 93°35'49.9"W

ISSUED  
03.29.24 FOR BID

S1.0

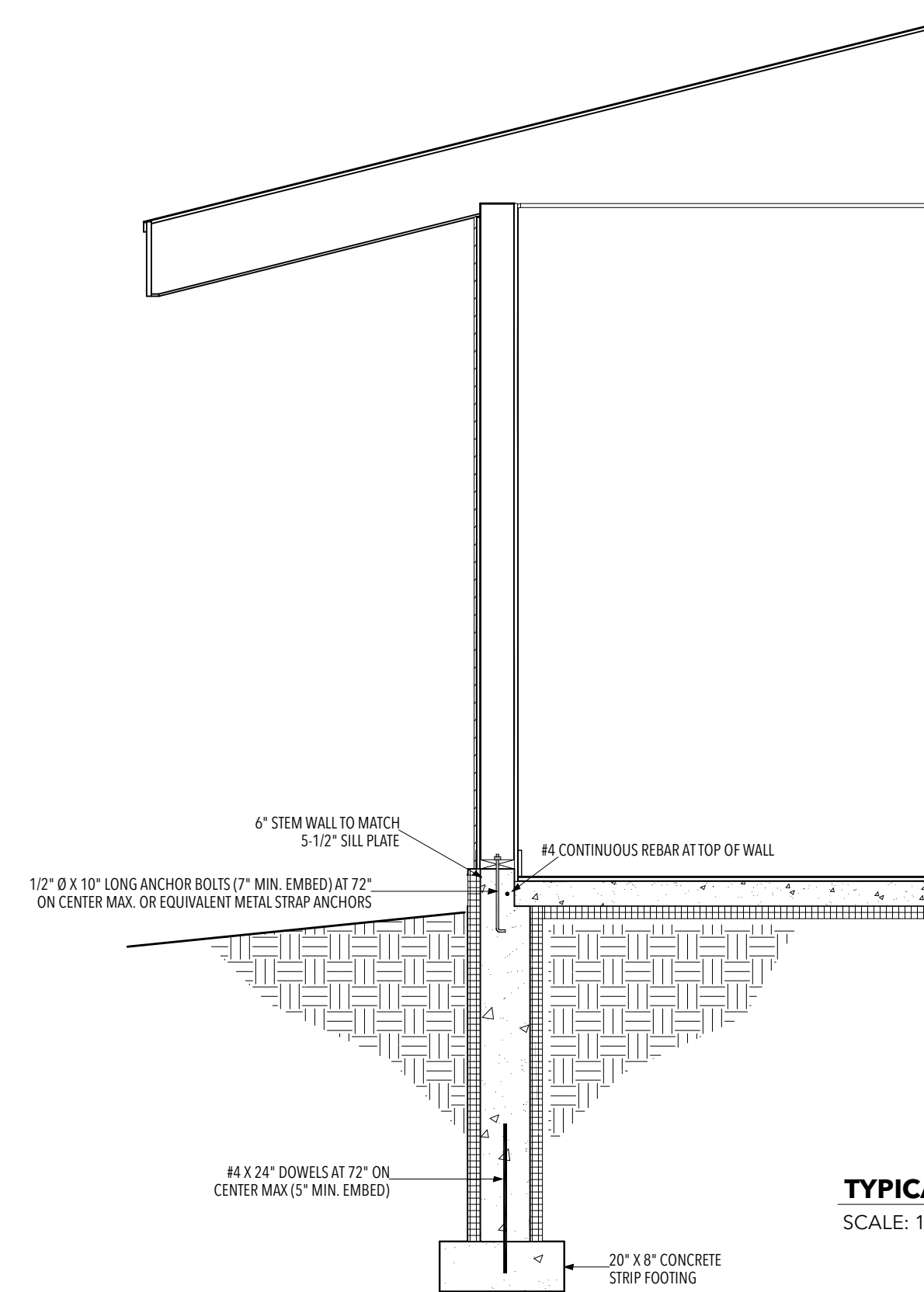
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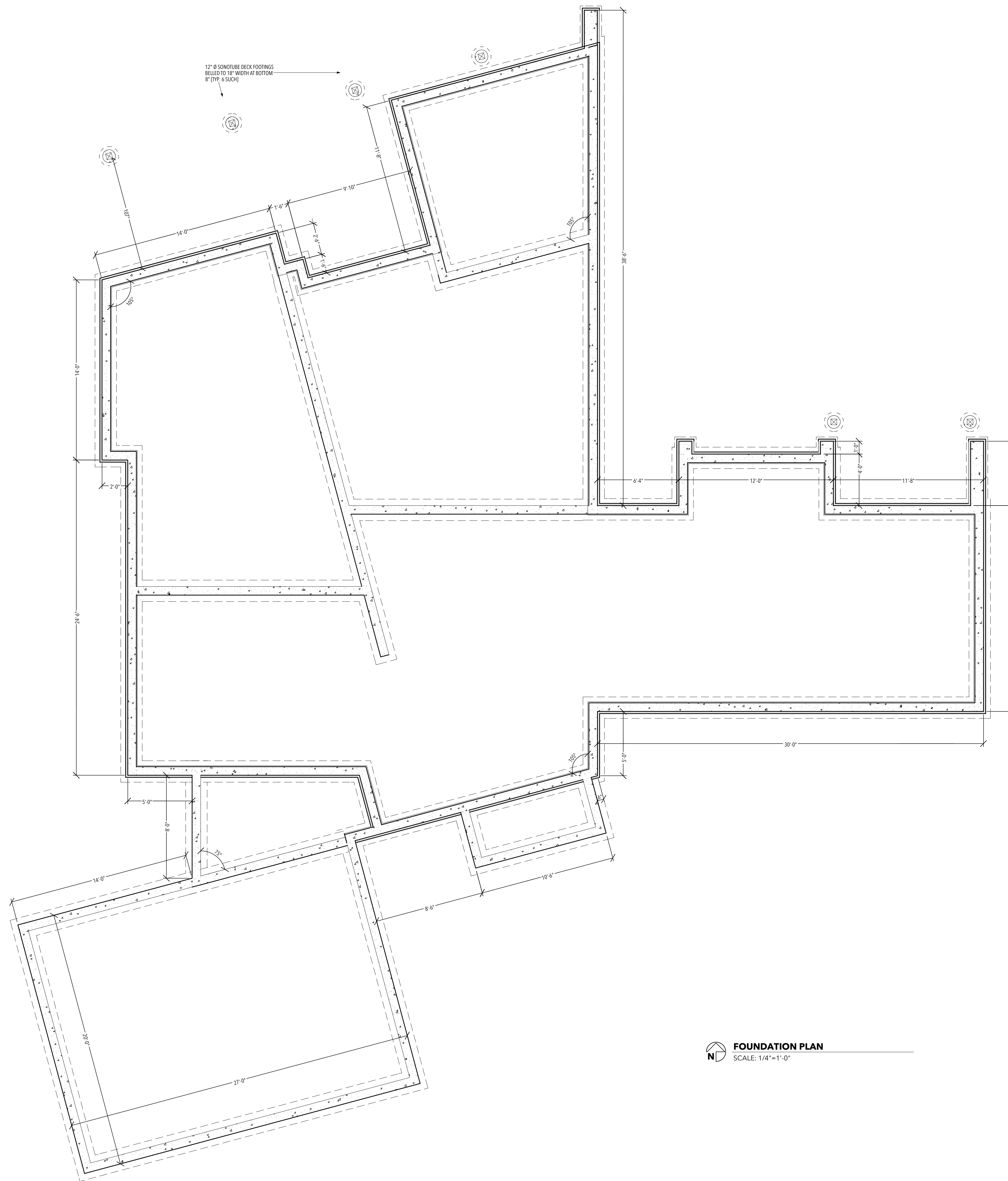


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TYPICAL SECTION  
SCALE: 1/8"=1'-0"



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O'KEEFE RESIDENCE  
44°59'10.6"N 93°35'49.9"W

ISSUED  
03.29.24 FOR BID

A1.0

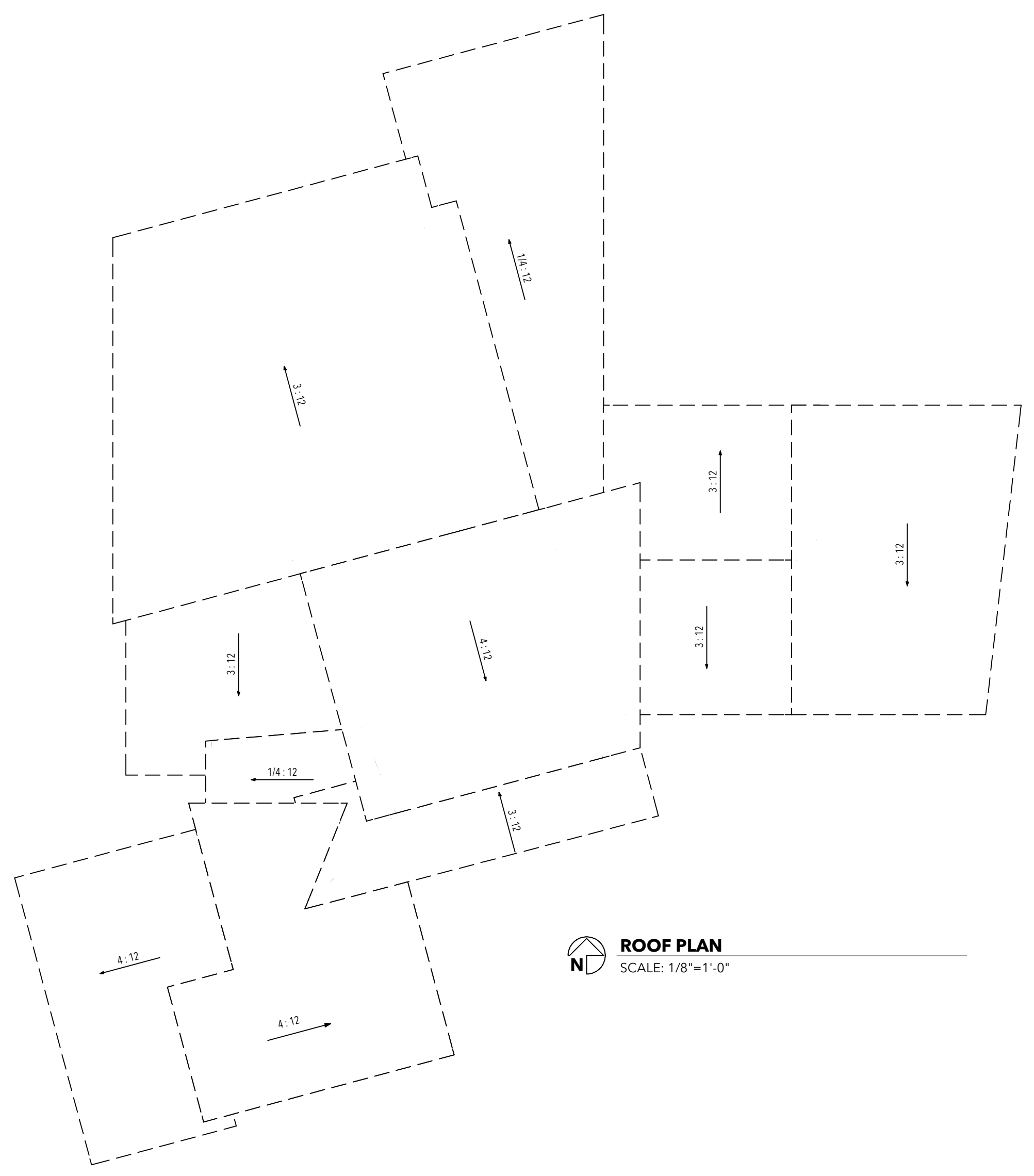
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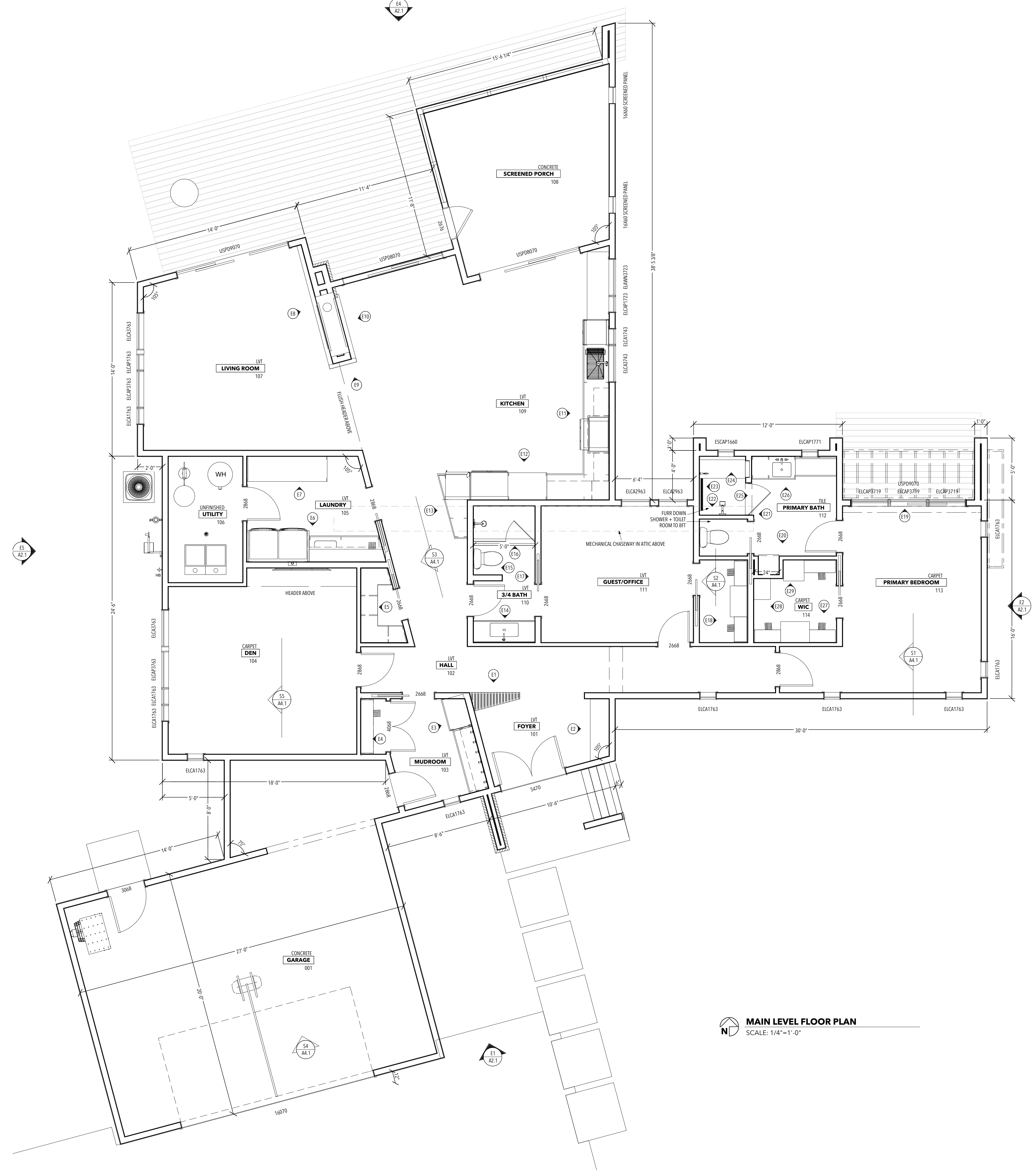


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**ROOF PLAN**  
SCALE: 1/8"=1'-0"



**MAIN LEVEL FLOOR PLAN**  
SCALE: 1/4"=1'-0"

**MARY + DAVID  
O'KEEFE RESIDENCE**  
44°59'10.6"N 93°35'49.9"W

ISSUED  
03.29.24 FOR BID

**A1.1**



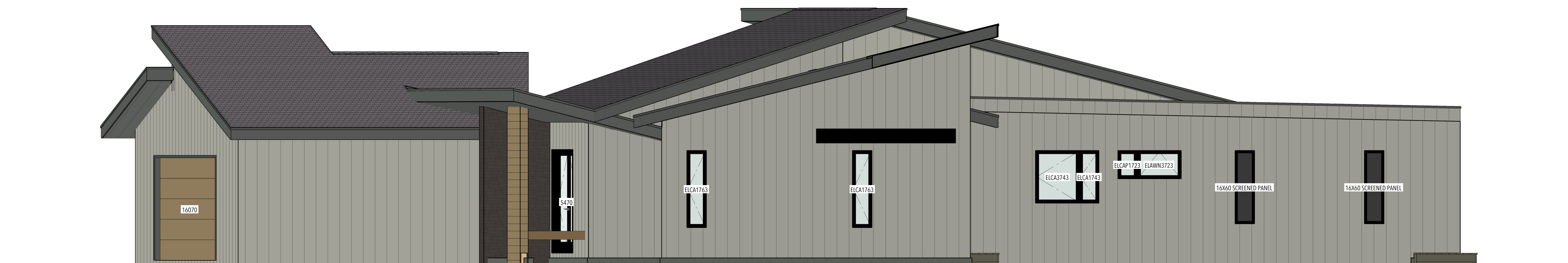


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1 SOUTH SIDE ELEVATION  
SCALE: 1/4"=1'-0"



2 EAST SIDE ELEVATION  
SCALE: 1/4"=1'-0"



3 NORTH SIDE ELEVATION  
SCALE: 1/4"=1'-0"



4 WEST SIDE ELEVATION  
SCALE: 1/4"=1'-0"

MARY + DAVID  
O'KEEFE RESIDENCE  
44°59'10.6"N 93°35'49.9"W

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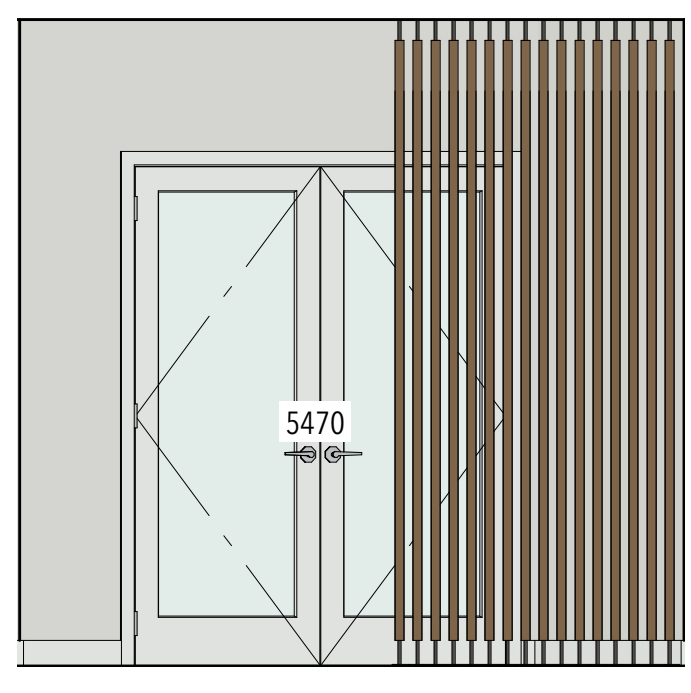
A2.1

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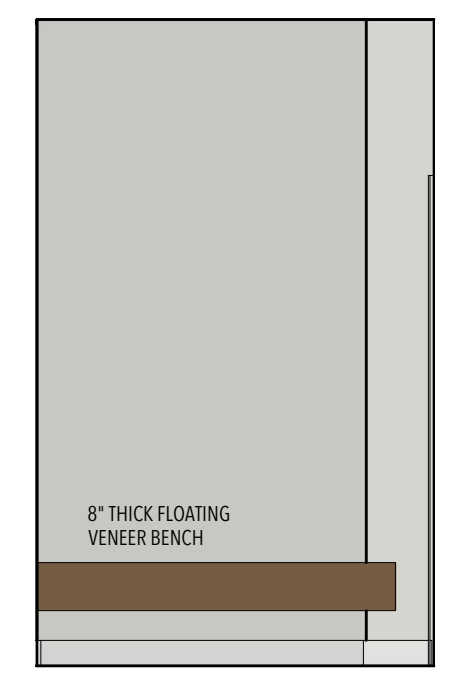




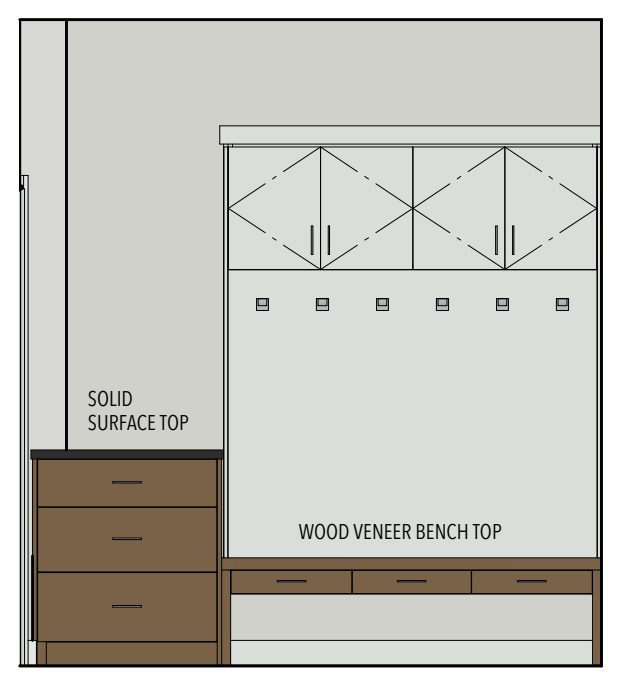
**REVOLUTION  
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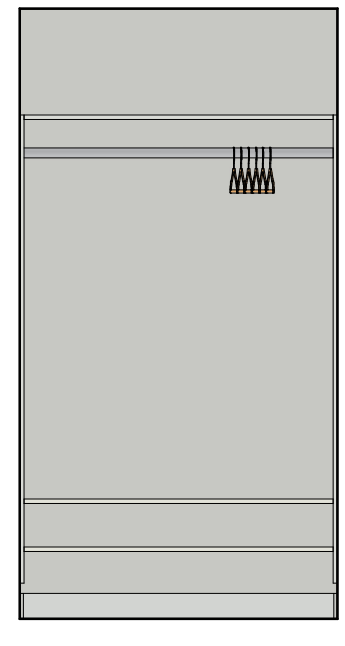
**1 FOYER SCREEN**  
A3.1 SCALE: 3/8"=1'-0"



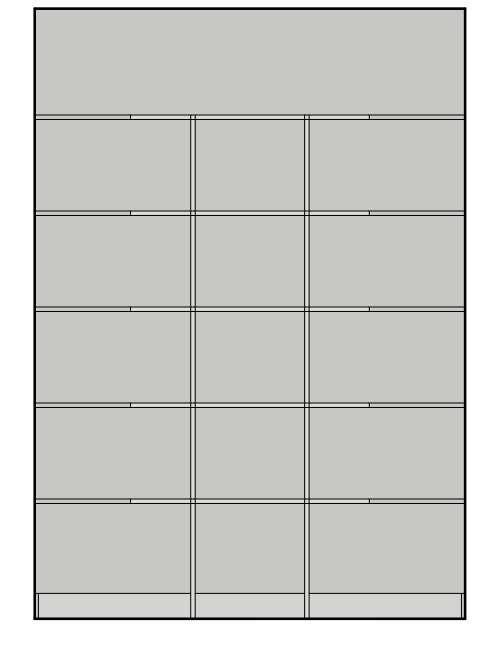
**2 FOYER BENCH**  
A3.1 SCALE: 3/8"=1'-0"



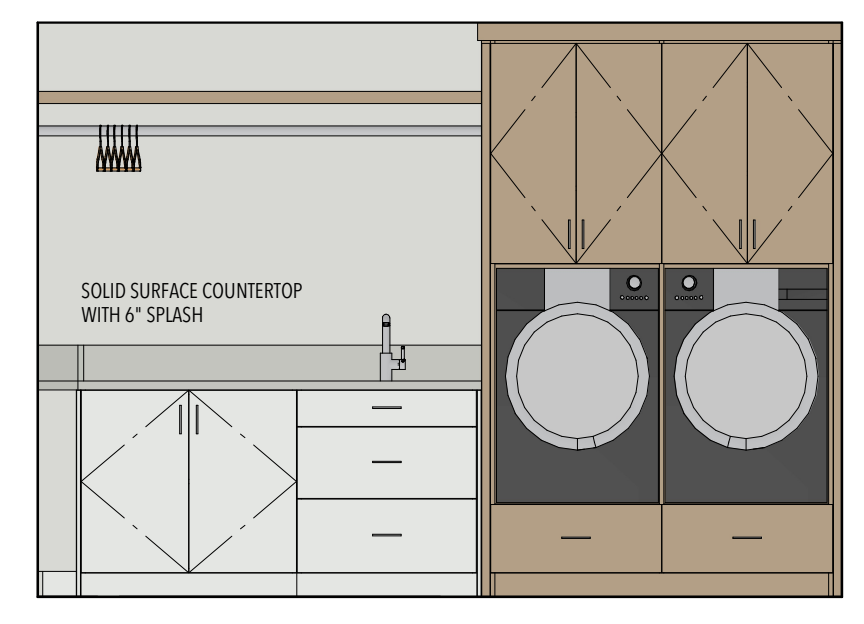
**3 MUDROOM BENCH**  
A3.1 SCALE: 3/8"=1'-0"



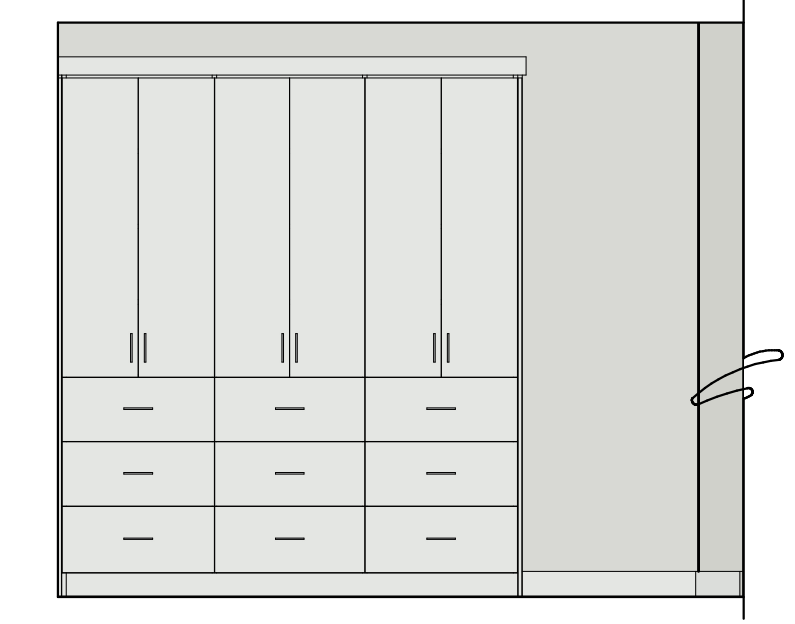
**4 MUDROOM CLOSET**  
A3.1 SCALE: 3/8"=1'-0"



**5 WALK-IN PANTRY**  
A3.1 SCALE: 3/8"=1'-0"



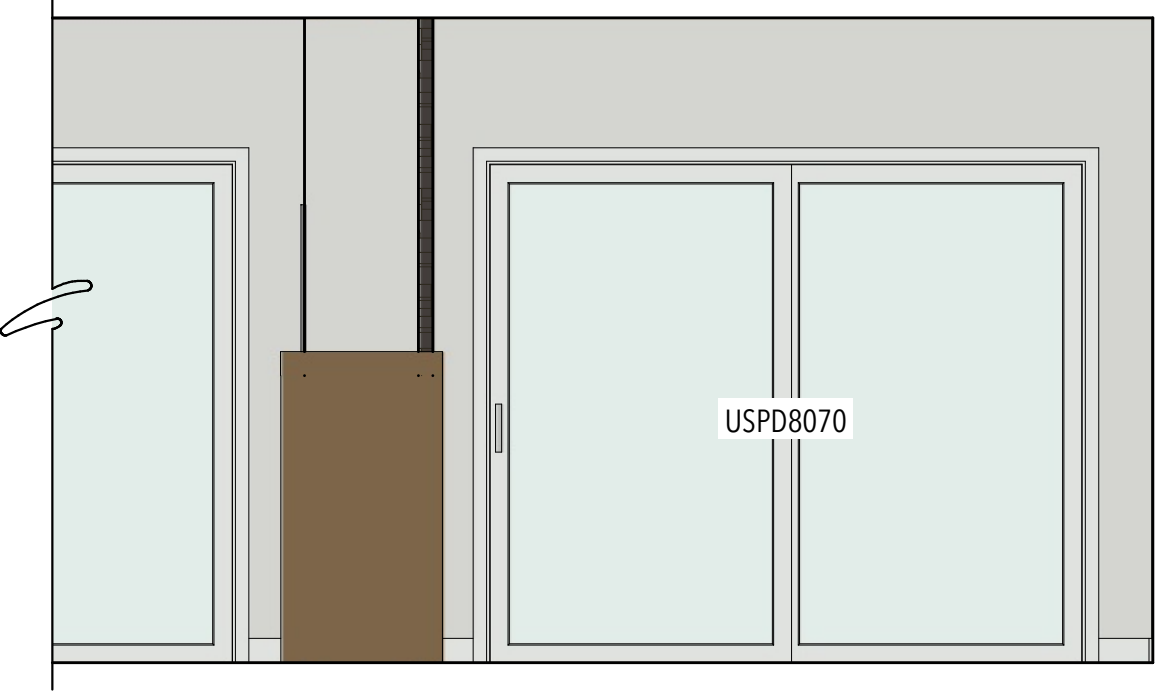
**6 LAUNDRY ROOM**  
A3.1 SCALE: 3/8"=1'-0"



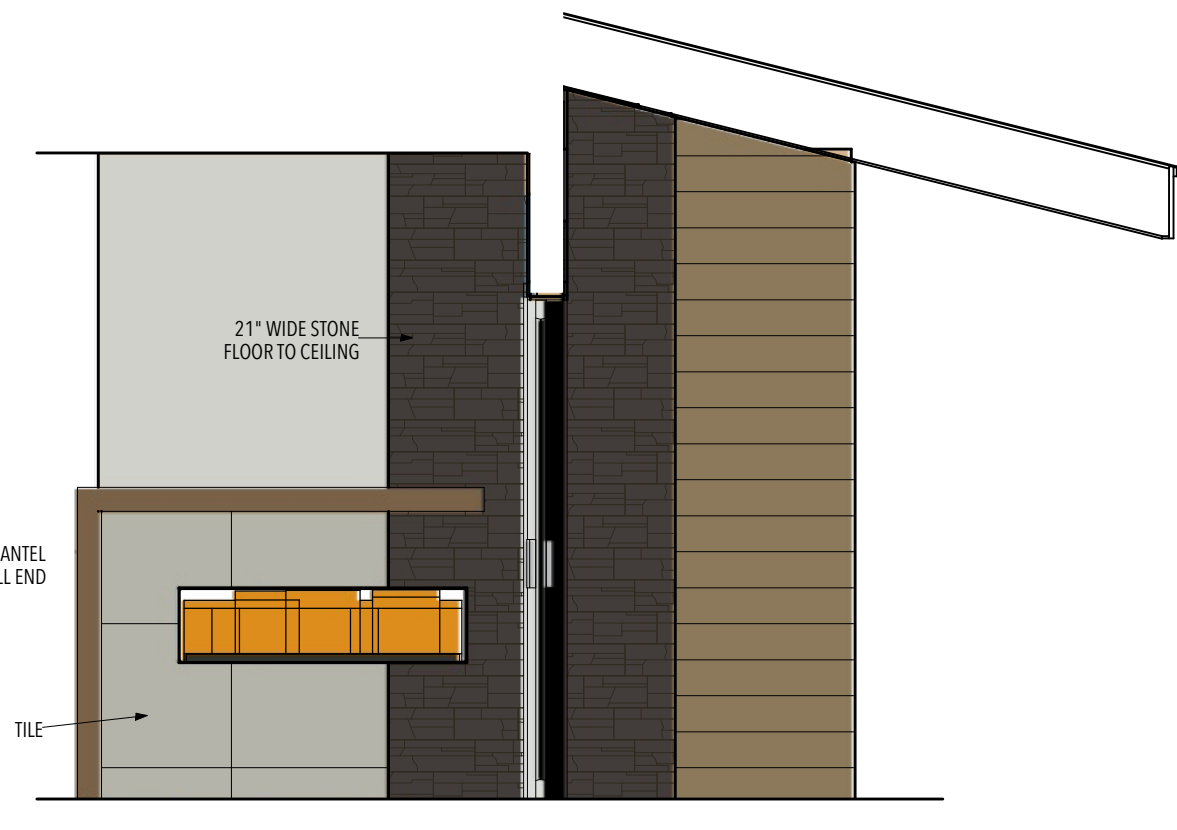
**7 LAUNDRY ROOM STORAGE**  
A3.1 SCALE: 3/8"=1'-0"



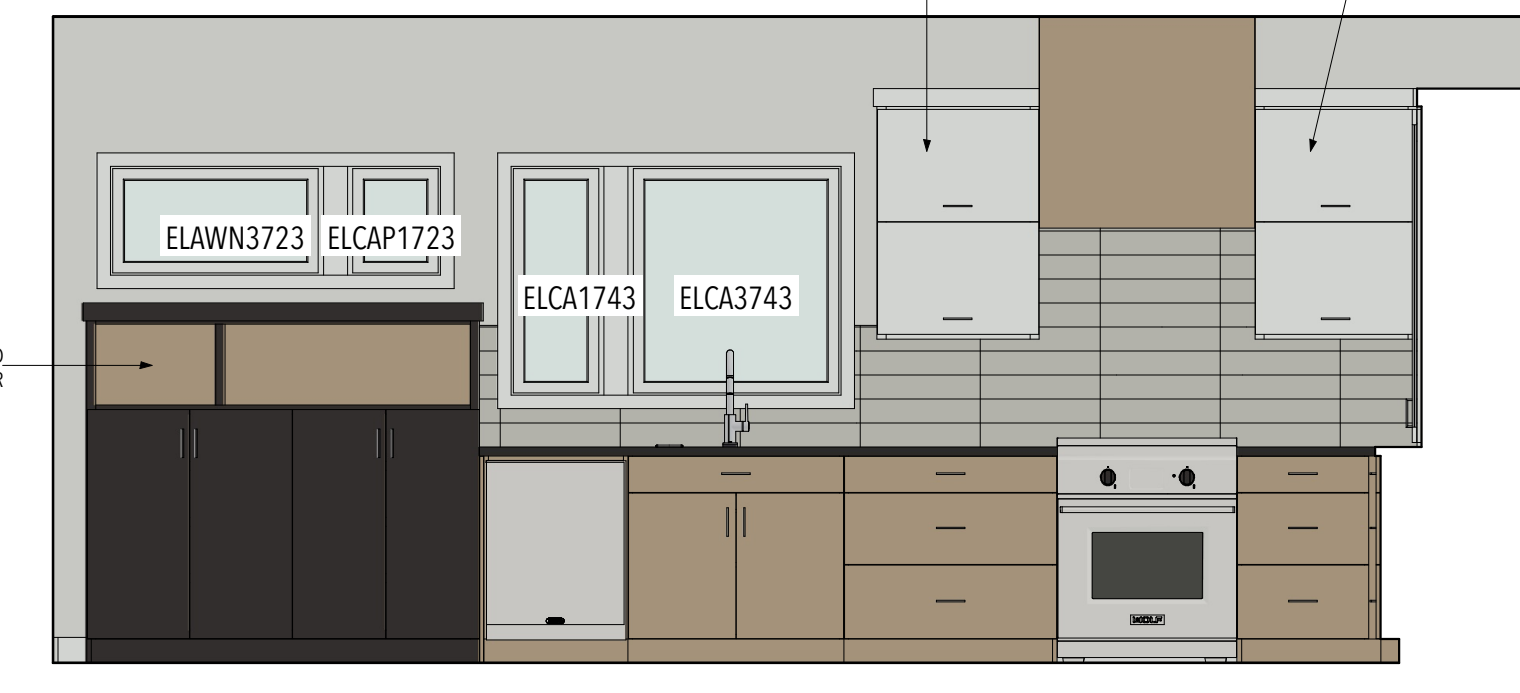
**8 LIVING ROOM FIREPLACE**  
A3.1 SCALE: 3/8"=1'-0"



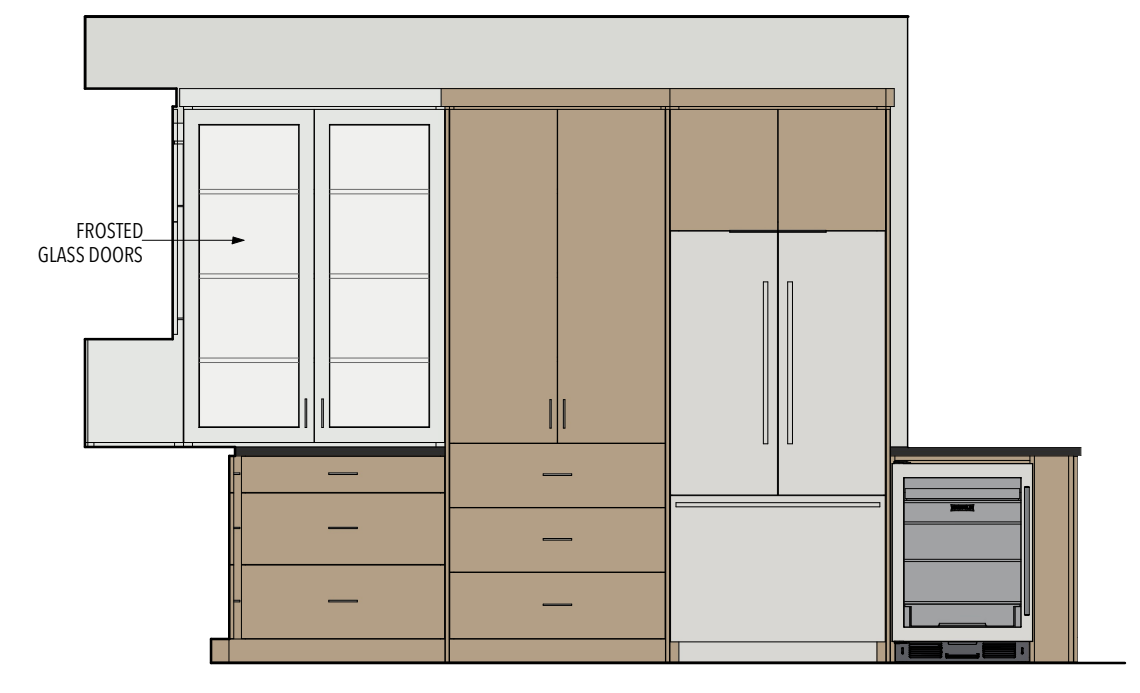
**9 FIREPLACE MANTEL WATERFALL**  
A3.1 SCALE: 3/8"=1'-0"



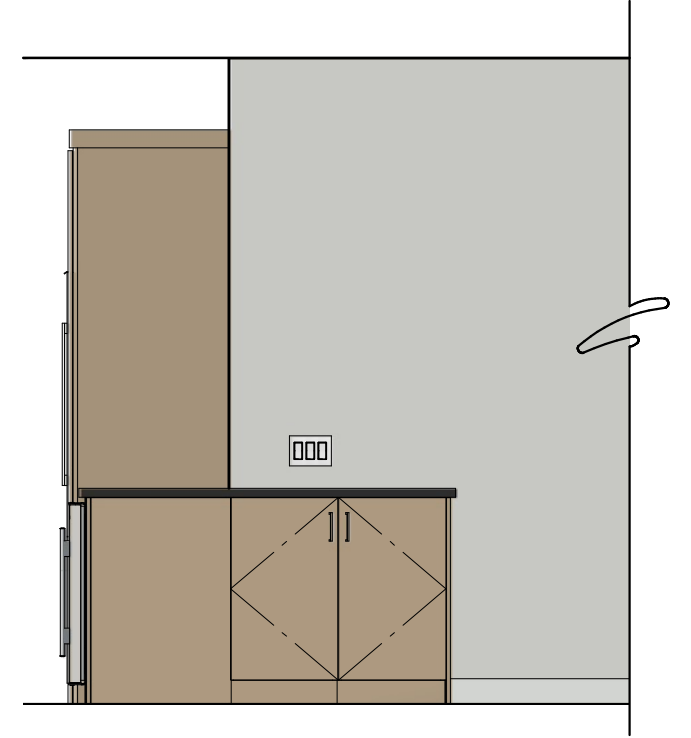
**10 KITCHEN FIREPLACE**  
A3.1 SCALE: 3/8"=1'-0"



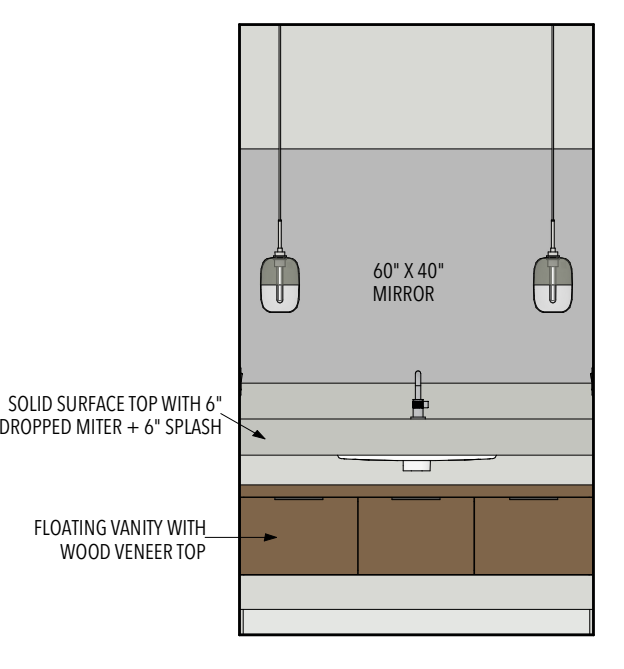
**11 KITCHEN SINK WALL**  
A3.1 SCALE: 3/8"=1'-0"



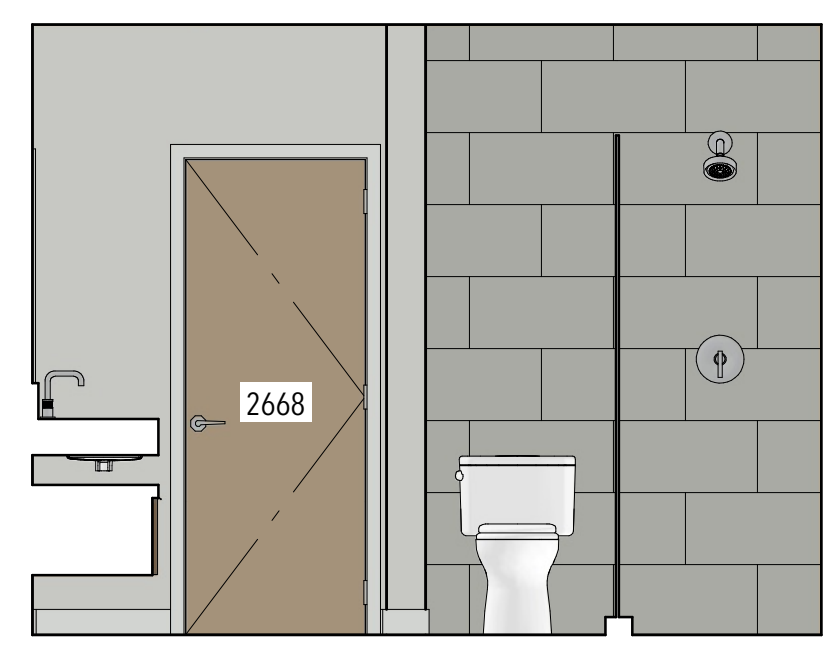
**12 KITCHEN FRIDGE WALL**  
A3.1 SCALE: 3/8"=1'-0"



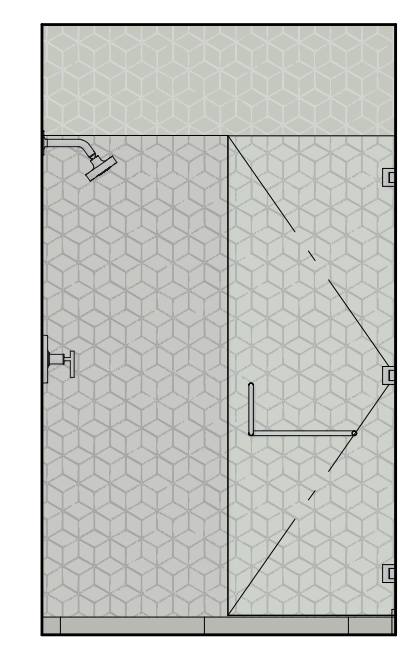
**13 KITCHEN DROP ZONE**  
A3.1 SCALE: 3/8"=1'-0"



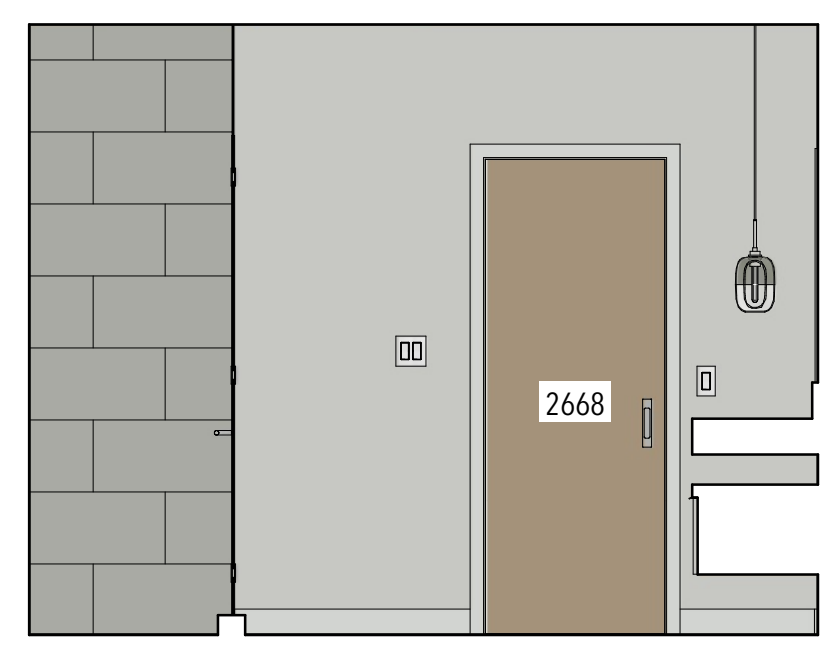
**14 GUEST VANITY**  
A3.1 SCALE: 3/8"=1'-0"



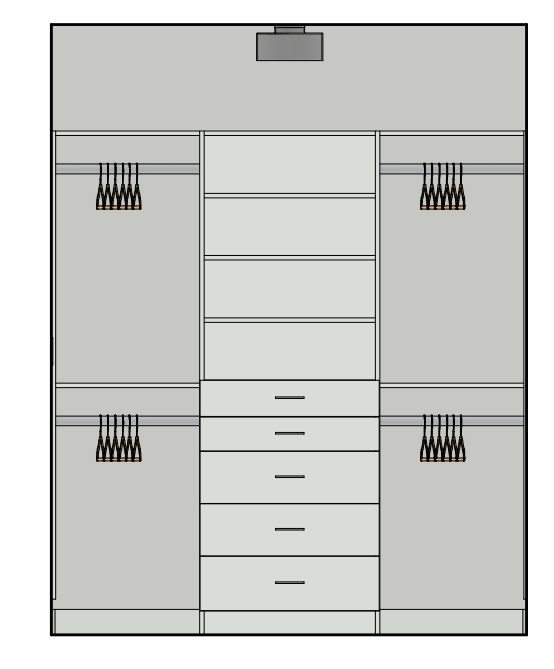
**15 GUEST BATH**  
A3.1 SCALE: 3/8"=1'-0"



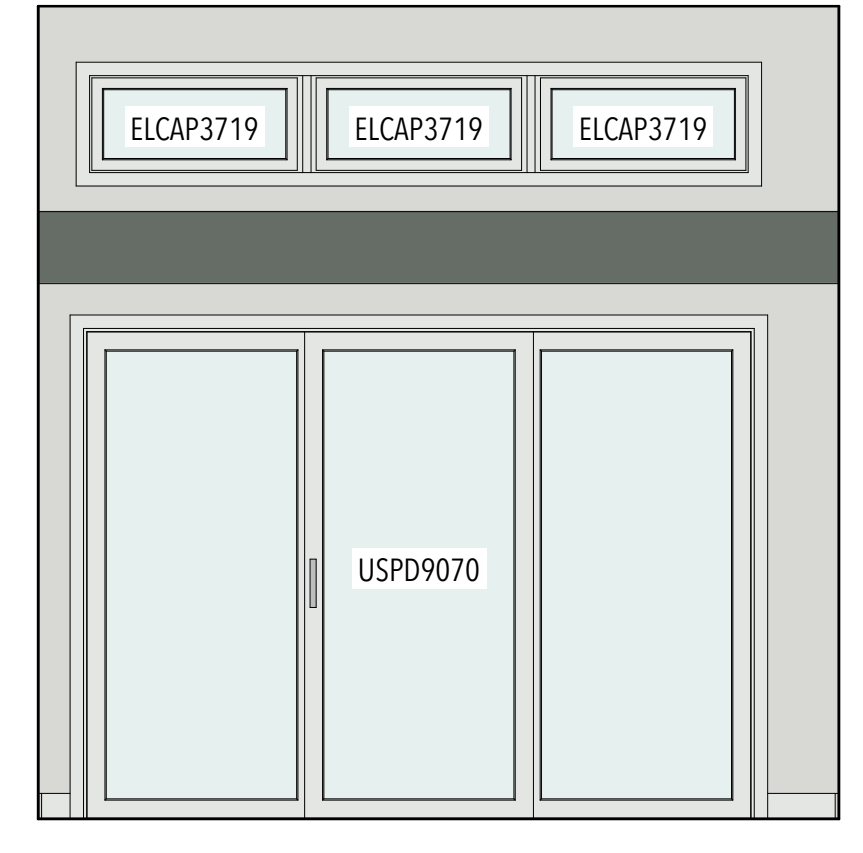
**16 GUEST SHOWER**  
A3.1 SCALE: 3/8"=1'-0"



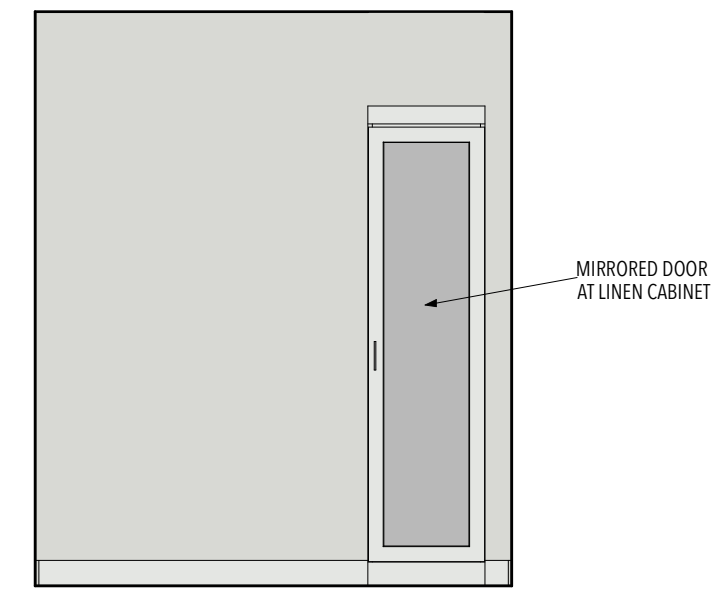
**17 GUEST BATH TO BEDROOM**  
A3.1 SCALE: 3/8"=1'-0"



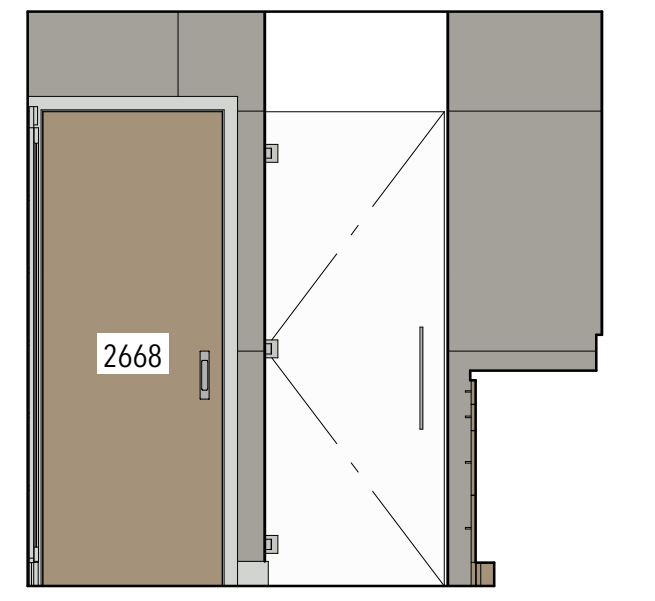
**18 GUEST CLOSET**  
A3.1 SCALE: 3/8"=1'-0"



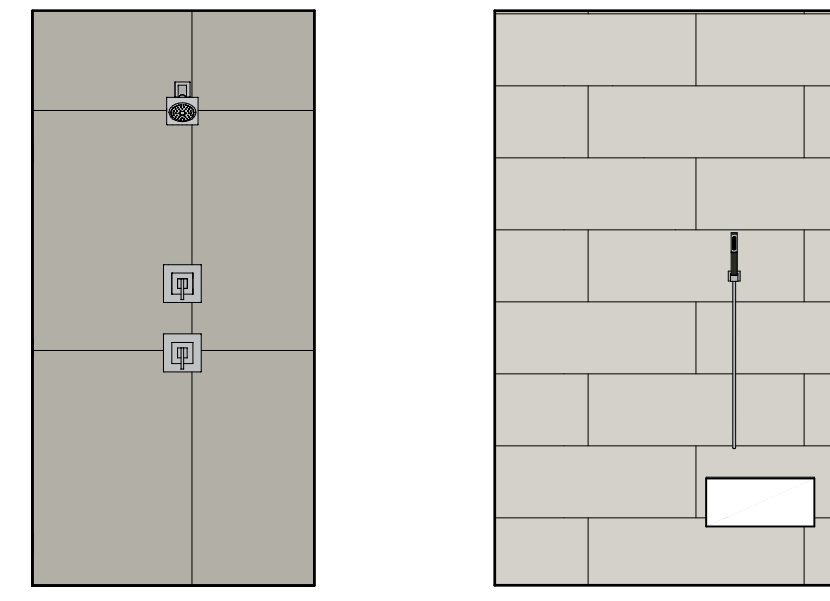
**19 PRIMARY BEDROOM DOOR + TRANSOMS**  
A3.1 SCALE: 3/8"=1'-0"



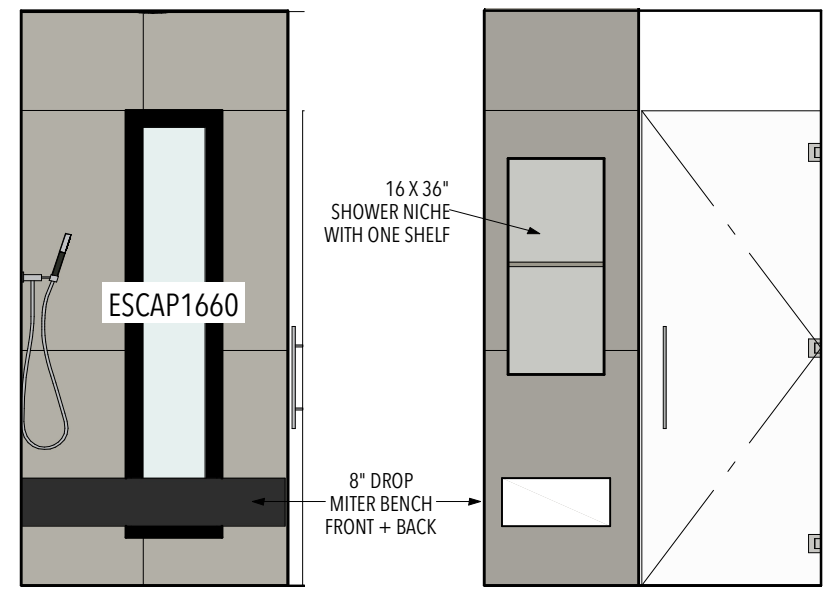
**20 PRIMARY BATH LINEN**  
A3.1 SCALE: 3/8"=1'-0"



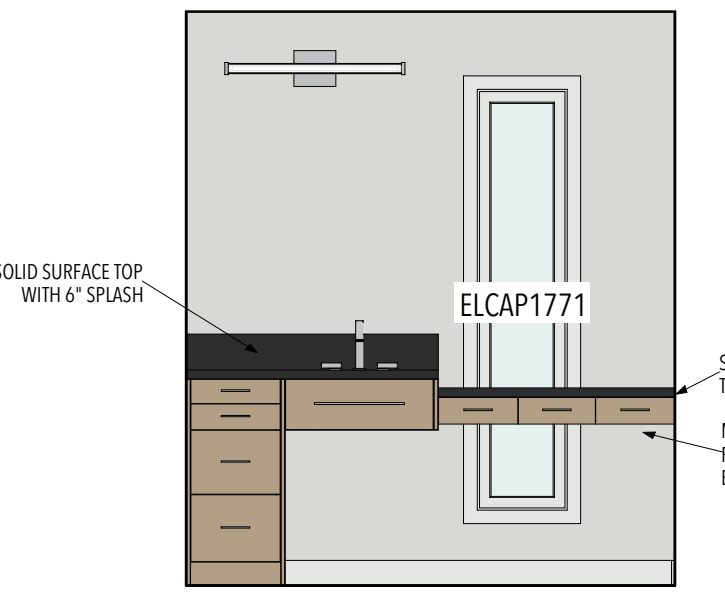
**21 PRIMARY BATH**  
A3.1 SCALE: 3/8"=1'-0"



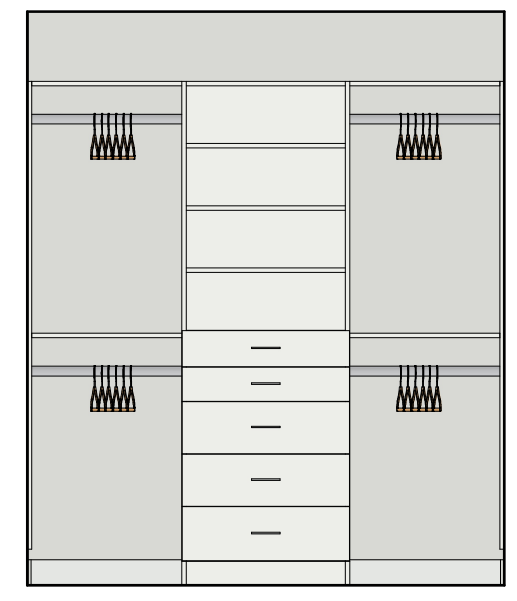
**22-25 PRIMARY SHOWER**  
A3.1 SCALE: 3/8"=1'-0"



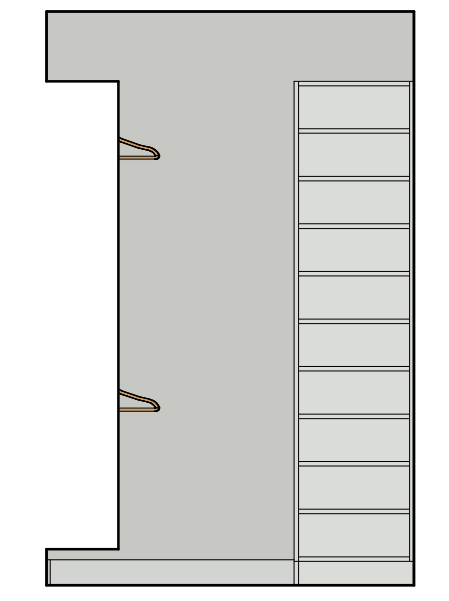
**26 PRIMARY VANITY**  
A3.1 SCALE: 3/8"=1'-0"



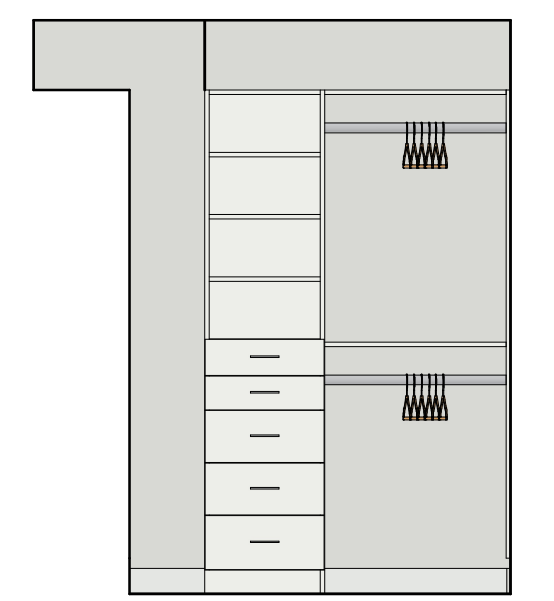
**27 PRIMARY CLOSET**  
A3.1 SCALE: 3/8"=1'-0"



**28 PRIMARY CLOSET**  
A3.1 SCALE: 3/8"=1'-0"



**29 PRIMARY CLOSET**  
A3.1 SCALE: 3/8"=1'-0"



**30 PRIMARY CLOSET**  
A3.1 SCALE: 3/8"=1'-0"

**MARY + DAVID  
O'KEEFE RESIDENCE**  
44°59'10.6"N 93°35'49.9"W

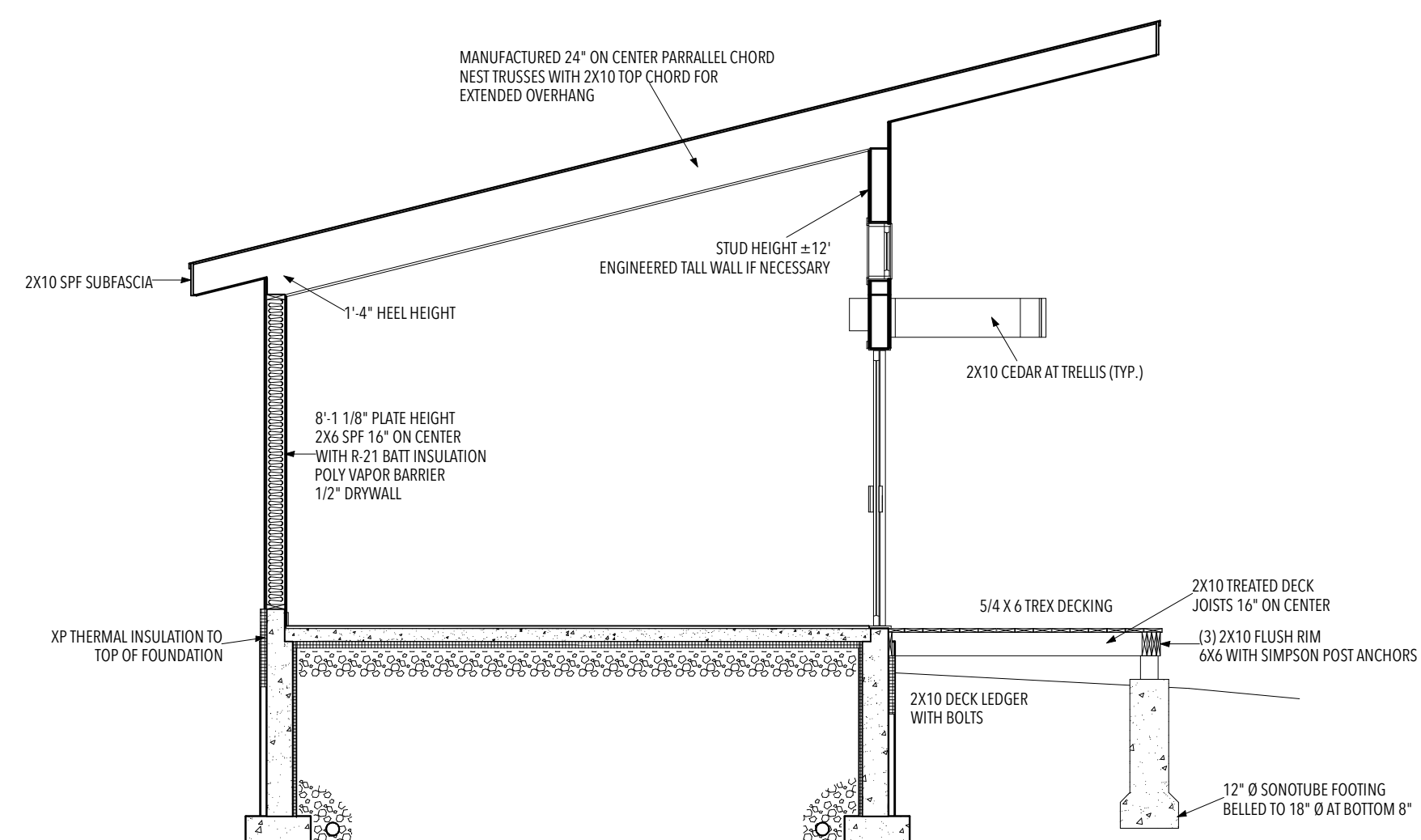
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**A3.1**

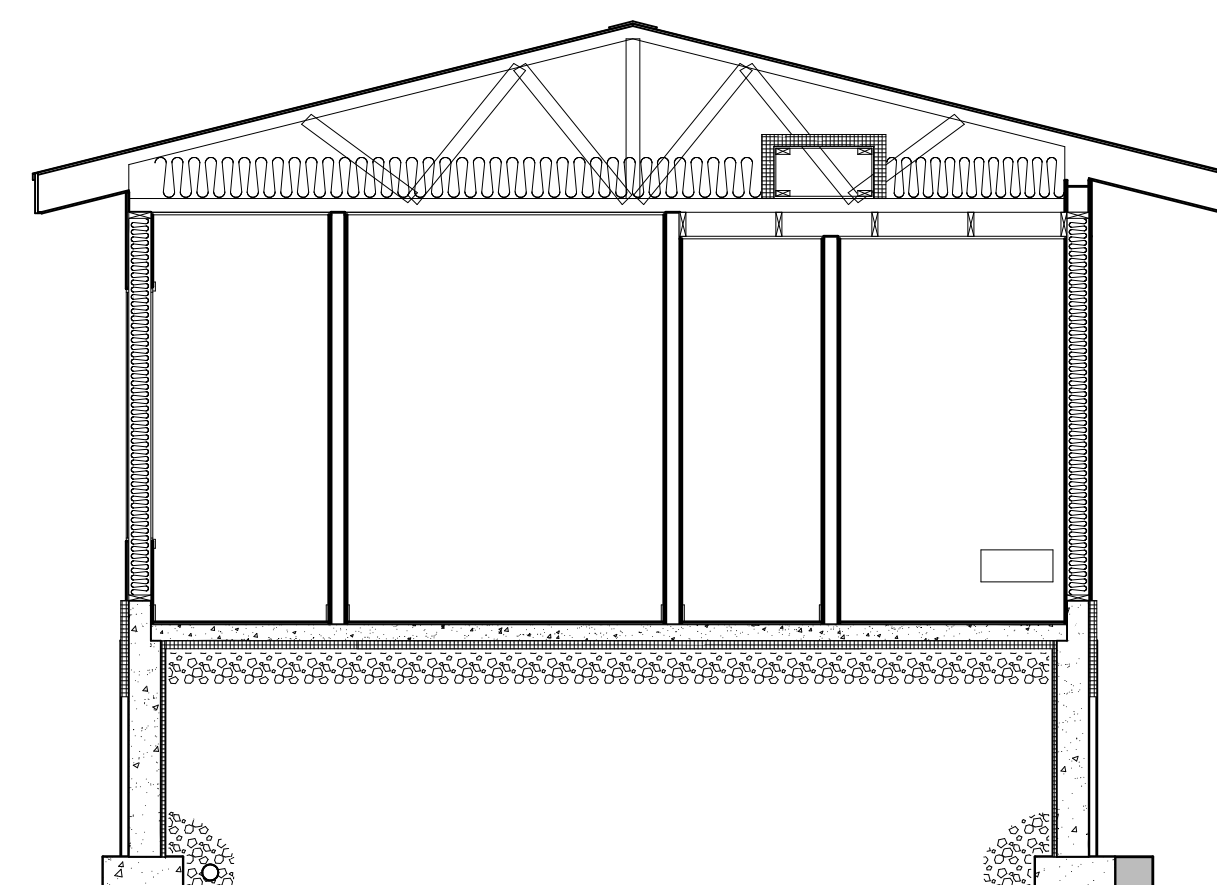


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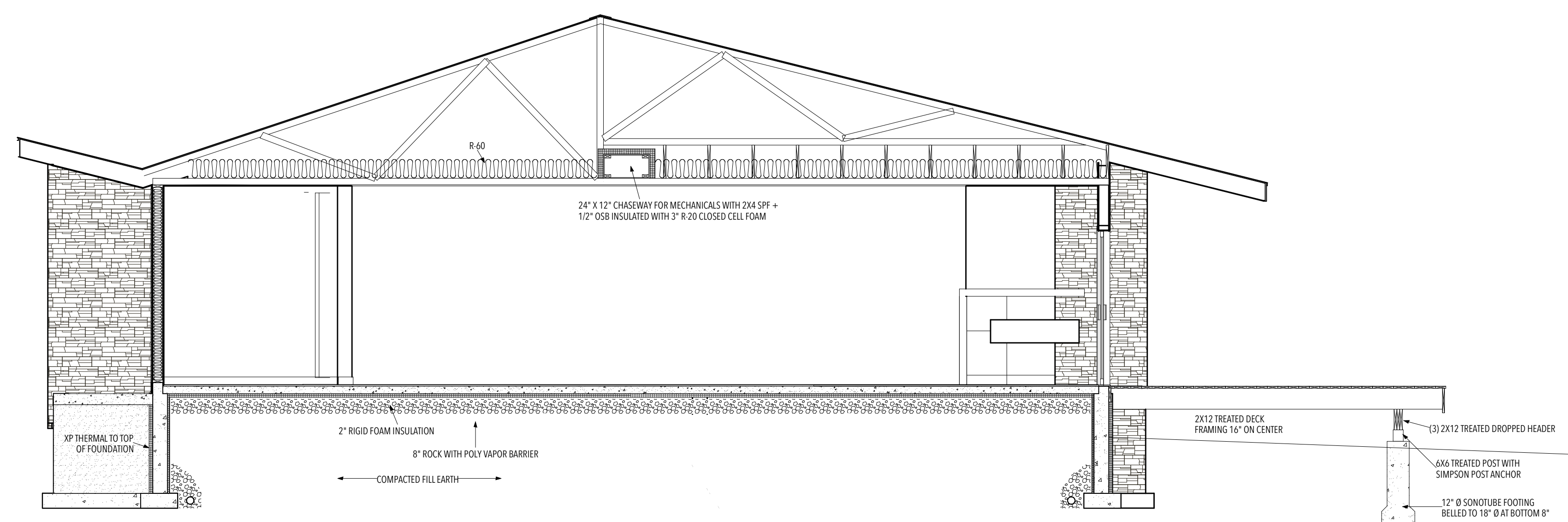
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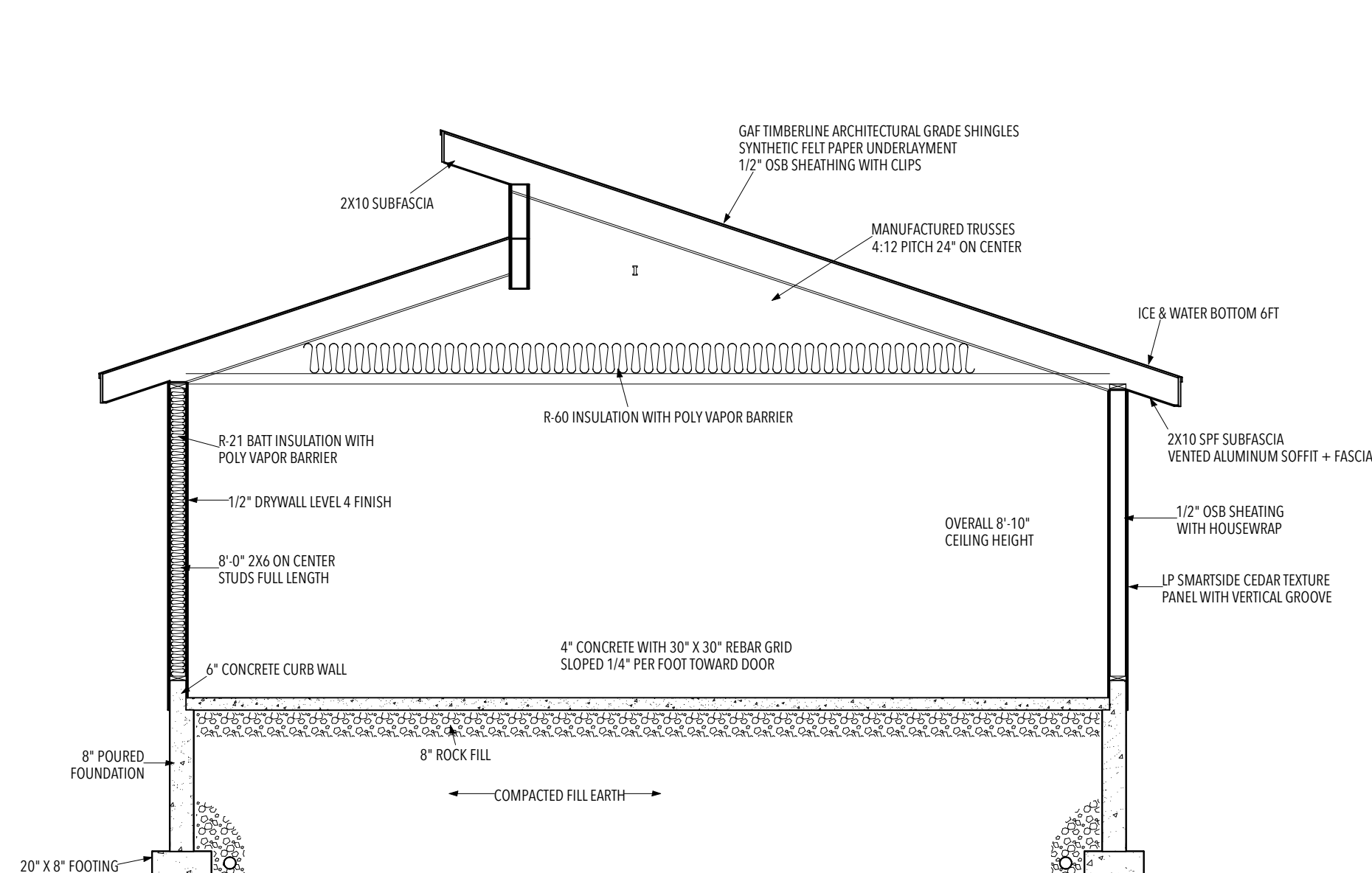
**1** PRIMARY BEDROOM SECTION  
A4.1 SCALE: 1/4"=1'-0"



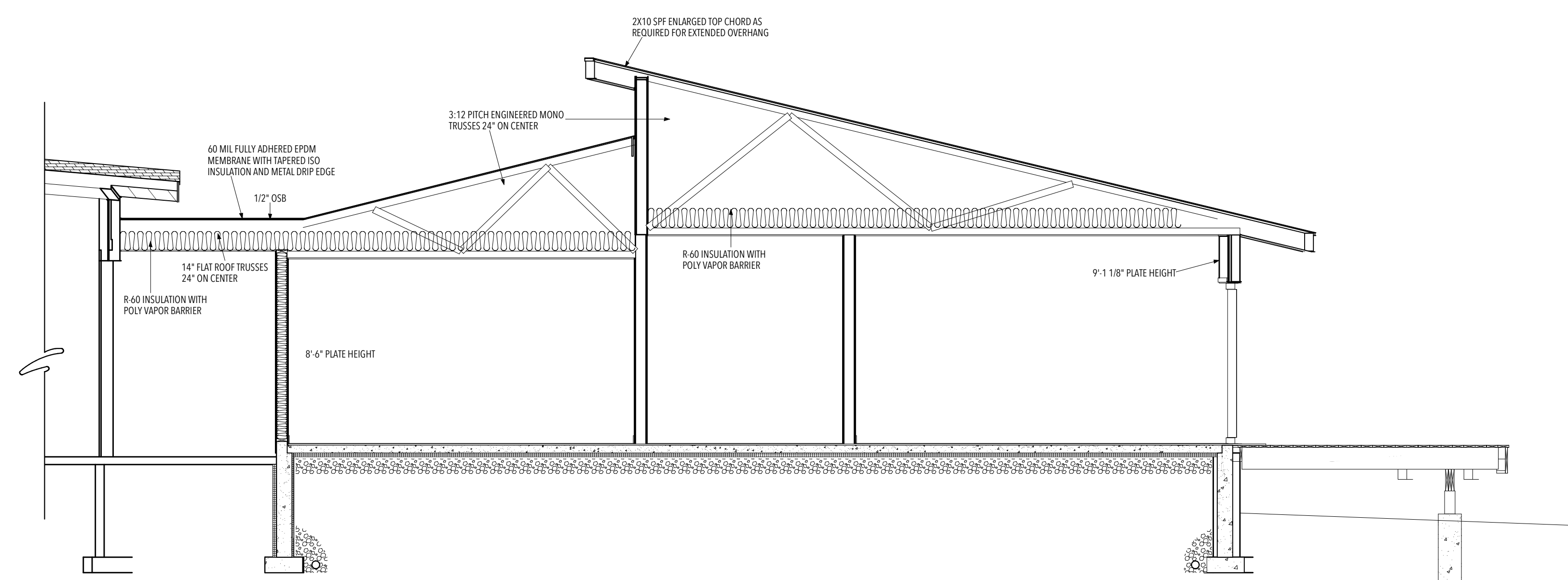
**2** GUEST / BATH SECTION  
A4.1 SCALE: 1/4"=1'-0"



**3** FOYER / HALL / KITCHEN SECTION  
A4.1 SCALE: 1/4"=1'-0"



**4** GARAGE SECTION  
A4.1 SCALE: 1/4"=1'-0"



**5** GARAGE / DEN / LAUNDRY / LIVING SECTION  
A4.1 SCALE: 1/4"=1'-0"

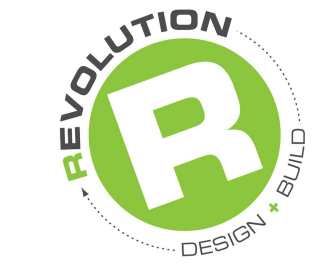
MARY + DAVID  
O'KEEFE RESIDENCE  
44°59'10.6"N 93°35'49.9"W

ISSUED  
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A4.1

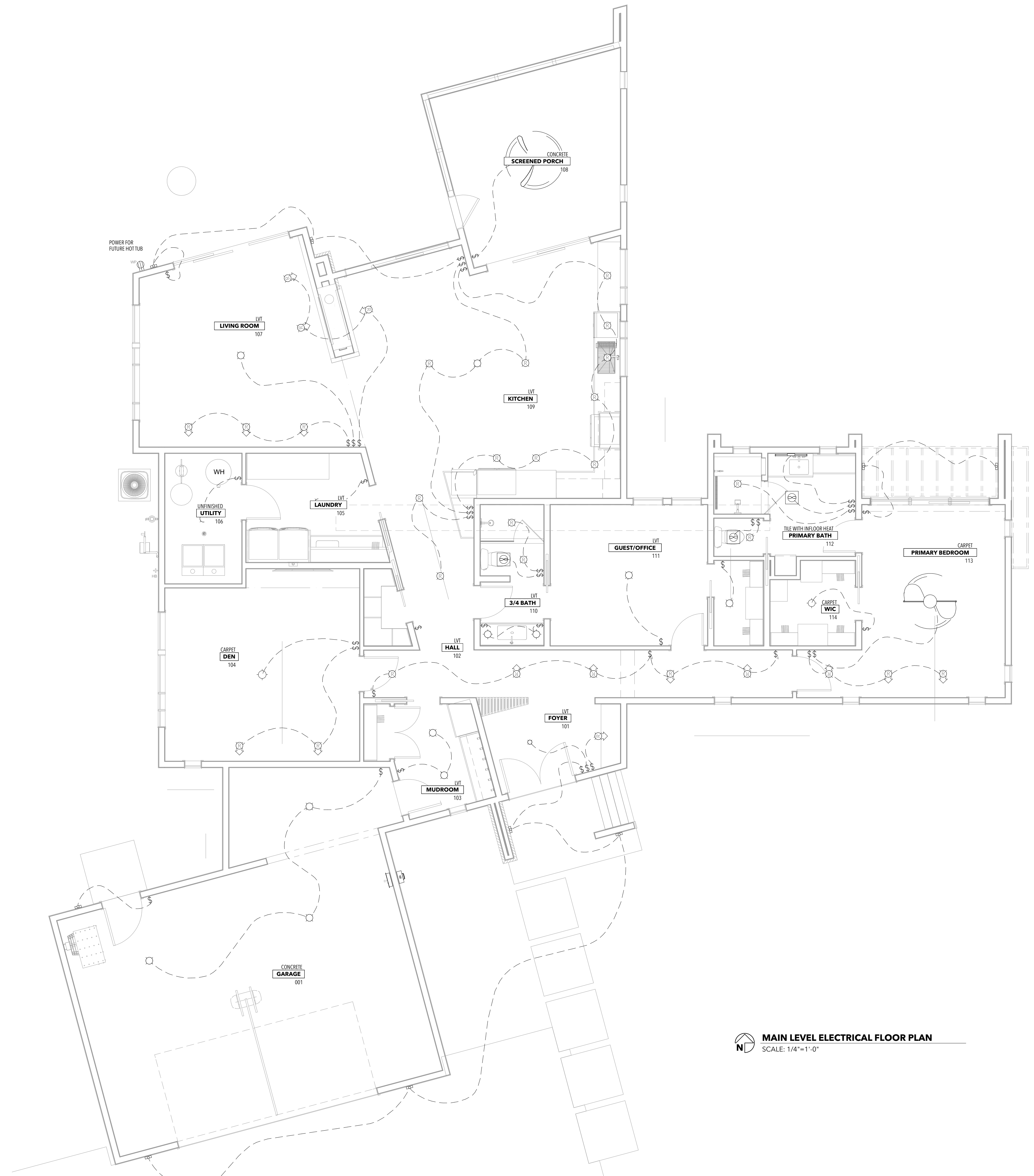
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**MAIN LEVEL ELECTRICAL FLOOR PLAN**  
SCALE: 1/4"=1'-0"

**MARY + DAVID  
O'KEEFE RESIDENCE**  
44°59'10.6"N 93°35'49.9"W

ISSUED  
03.29.24 FOR BID

**E1.1**

# Item 6.4 : 2980 Goldenrod Way Neighbor Comment

Laura Oakden

---

**From:** mwbaker3977@comcast.net  
**Sent:** Monday, May 20, 2024 2:09 PM  
**To:** Laura Oakden  
**Subject:** #LA24-000024, 2980 Goldenrod Way, Lot Area Variance

#LA24-000024, Revolution Design Build o/b/o Mary and David O'Keefe,  
2980 Goldenrod Way, Lot Area Variance, Public Hearing (Laura Oakden)

Hi Laura,

I believe that the Commission is considering a proposed lot area variance for 2980 Goldenrod Way. I live at 2841 Goldenrod Way, and I have reviewed the materials in the packet. I have no objections to such a variance.

Sincerely,  
Maggie Baker



**AGENDA ITEM**



**Date:** May 28, 2024

**Item:** 15

---

**Title:** Police Officer Swearing In Ceremony/Explorer Recognition

---

**Presenter:** Correy Farniok, Police Chief

---

**Section:** Presentations

---

1. **Purpose:**

The purpose of this action is the administration of the oath of office for two police officers and recognize our police Explorers

2. **Background:**

Recently the Orono Police Department has hired two police officers. The two police officers have completed all the training requirement and are on solo patrol. The officers that will be given the oath of office are Nickolas Schwarz and Stephen Thomas

Mayor Dennis Walsh or Designee to read and administer the Oath of Office.

**COUNCIL ACTION REQUESTED**

No Council Action Required

**AGENDA ITEM**



**Date:** May 28, 2024

**Item:** 16

---

**Title:** Orono Parks Legacy 501c3

---

**Presenter:** Josh Lemons, Parks & Golf Superintendent

---

**Section:** Presentations

---

1. **Purpose:**

The purpose of this item is for the Orono Parks Legacy 501c3 to provide an update to the City Council.

2. **Staff Recommendation:**

No action required

**COUNCIL ACTION REQUESTED**

No action required

**AGENDA ITEM**



**Date:** May 28, 2024

**Item:** 17

**Title:** Public Works Facility (21-039)- Change Order 3

**Presenter:** Adam Edwards, City Administrator / Engineer

**Section:** City Administrator/Engineer Report

1. **Purpose:**

The purpose of this action item is formal council approval of Change Order 3 to the Public Works Construction contract.

2. **Background:**

On October 10<sup>th</sup>, 2022 Council awarded the contract to build the new Public Works facility. Construction is under way. To date there have been a several necessary changes to the project which involve increased costs. Change order #2 was reviewed and approved on November 27, 2023. The project is now near completion.

3. **Summary:**

<b>Item</b>	<b>Cost</b>
Site Concrete & Survey:	\$2,968.00
Bulk Fluid Masonry:	\$6,840.69
Plumbing:	\$9,226.26
Overhead Door Bracing:	\$2,582.72
Radiant Heater Relocation:	\$2,040.19
Dryer Vent:	\$2,802.48
Reinforce Bulk Fluid Rack:	\$332.64
Fan Mounts:	\$907.20
Radiant Heater Roofing:	\$5,308.80
Thermal Paint:	\$(2,283.00)
Mechanical Changes:	\$4,197.15
Additional Electric:	\$13,103.13
Owner Requested Electrical:	\$7,796.11
Knox Box, Light Fixtures, AC:	\$4,920.08
Plumbing Floor Drains:	\$2,215.66
Plumbing and Electrical:	\$(3,889.88)
Roof Hydrants:	\$849.25
Allowance #1:	\$(9,529.34)

4. **Cost:**

**Project Cost Impact.** After Change order 3 the % change = +.63%. The planned construction contingency for this project was \$100,000

Item	Cost
Original Construction Contract	\$ 16,067,000.00
Change Order #1	\$ 153,836.23
Change Order #2	(\$ 102,890.70)
Change Order #3	\$ 50,388.14
<b>Total</b>	<b>\$ 16,168,333.67</b>
Overall Contract Change	\$ 101,333.67

5. **Funding:**

The project is funded from a variety of funding sources including the Facilities Fund, Sanitary Sewer Fund and Water Fund.

6. **Staff Recommendation:**

I recommend approval of the change order 3.

**COUNCIL ACTION REQUESTED**

Move to approve Change Order #3

**Exhibits**

[Change Order #3 - G701-2017 - Form.docx](#)

# DRAFT AIA® Document G701® - 2017

## Change Order

PROJECT: *(Name and address)*  
 City of Orono Public Works Facility  
 365 Old Crystal Bay Rd. N  
 Orono, MN 55356

CONTRACT INFORMATION:  
 Contract For: General Construction

CHANGE ORDER INFORMATION:  
 Change Order Number: 03

Date: October 10, 2022

Date: 11/02/2023

OWNER: *(Name and address)*  
 City of Orono  
 2750 Kelley Parkway  
 Orono, MN 55356

ARCHITECT: *(Name and address)*  
 Oertel Architects, Ltd.  
 1795 St. Clair Avenue  
 St. Paul, MN 55105

CONTRACTOR: *(Name and address)*  
 Ebert Construction  
 23350 County Road 10  
 Corcoran, MN 55357

**THE CONTRACT IS CHANGED AS FOLLOWS:**

*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

Site Concrete & Survey:	\$2,968.00
Bulk Fluid Masonry:	\$6,840.69
Plumbing:	\$9,226.26
Overhead Door Bracing:	\$2,582.72
Radiant Heater Relocation:	\$2,040.19
Dryer Vent:	\$2,802.48
Reinforce Bulk Fluid Rack:	\$332.64
Fan Mounts:	\$907.20
Radiant Heater Roofing:	\$5,308.80
Thermal Paint:	\$(2,283.00)
Mechanical Changes:	\$4,197.15
Additional Electric:	\$13,103.13
Owner Requested Electrical:	\$7,796.11
Knox Box, Light Fixtures, AC:	\$4,920.08
Plumbing Floor Drains:	\$2,215.66
Plumbing and Electrical:	\$(3,889.88)
Roof Hydrants:	\$849.25
Allowance #1:	\$(9,529.34)

The original Contract Sum was  
 The net change by previously authorized Change Orders  
 The Contract Sum prior to this Change Order was  
 The Contract Sum will be increased by this Change Order in the amount of  
 The new Contract Sum including this Change Order will be

\$	16,067,000.00
\$	50,945.53
\$	16,117,945.53
\$	50,388.14
\$	16,168,333.67

The Contract Time will be unchanged by Zero (0) days.  
 The new date of Substantial Completion will be April 18, 2024

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Oertel Architects  
 ARCHITECT *(Firm name)*

Ebert Construction  
 CONTRACTOR *(Firm name)*

City of Orono  
 OWNER *(Firm name)*

SIGNATURE  
Thomas Stromsodt, Principal  
PRINTED NAME AND TITLE  
11/02/2023  
DATE

SIGNATURE  
Randy Pavey, Sr. Project Manager  
PRINTED NAME AND TITLE  
DATE

SIGNATURE  
Adam Edwards, City  
Administrator/Engineer  
PRINTED NAME AND TITLE  
DATE

