



CITY COUNCIL AGENDA

January 26, 2015

6:30 PM

City of Norwood Young America,
310 West Elm Street, PO Box 59, NYA MN 55368
(952) 467-1800

1. Call Meeting of Economic Development Authority to Order

1.1 Pledge of Allegiance

2. Approve Agenda

2.1 Nomination and election of EDA officers – Resolution 1501

2.2 Approve minutes of November 24, 2014

3. Adjournment

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1. Call Meeting of City Council to Order

2. Approve Agenda

3. Introductions, Presentations, Proclamations, Awards, and Public Comment (Individuals may address the City Council about any non-agenda item of concern. Speakers must state their name, address, and limit their remarks to three minutes. The City Council will not take official action on these items, but may refer the matter to staff for a future report or direct that the matter be scheduled for a future meeting agenda.)

4. Consent Agenda (NOTE TO THE PUBLIC: All those items listed as part of the Consent Agenda will be approved by a single motion, unless a request to discuss one of those items is made prior to that time. Anyone present at the meeting may request an item to be removed from the consent agenda. Please inform the Council when they approve the agenda for this meeting.)

4.1 Approve minutes of January 12, 2015

4.2 Approve payment of Claims

4.3 Appoint Bruce Mathwig to the NYA EDC – Resolution 2015-03

5. Public Hearing

6. Old Business

6.1 Peace Villa – The Haven Project – Rezoning, Comprehensive Plan Amendment, Lot Split/Combination and Planned Unit Development Plan

6.2 Request for Proposals for Refuse and Recycling Collection

7. New Business

7.1 Family Dollar Site Plan

7.2 Hotel Market Study and Grant Application

8. Council Member Reports

9. Mayor's Report

10. Adjournment

***The following informational items have been included in the Council packet for informational purposes, council review and discussion. No action is required by the City Council:**

UPCOMING EVENTS

February 9 City Council – 6:30 p.m.

February 12 Senior Advisory Committee – 8:00 a.m.

February 17 Parks and Rec. Commission – 5:30 p.m.; Planning Commission – 7:00 p.m.

February 23 EDA and City Council – 6:30 p.m.

City of Norwood Young America Economic Development Authority

Date: January 26, 2015
To: Economic Development Authority
From: Steven Helget, EDA Executive Director
RE: Election of EDA officers

According to Minnesota Statutes, the EDA must annually elect a President, Vice-President, Treasurer, Assistant Treasurer, and Secretary and they may appoint an Executive Director.

Staff recommendation: A motion to adopt Resolution 1501, a resolution nominating and electing officers of the Economic Development Authority of the City of Norwood Young America.

ECONOMIC DEVELOPMENT AUTHORITY

RESOLUTION 1501

**A RESOLUTION NOMINATING AND ELECTING OFFICERS
OF THE ECONOMIC DEVELOPMENT AUTHORITY
FOR THE CITY OF NORWOOD YOUNG AMERICA**

WHEREAS, the City of Norwood Young America has established an Economic Development Authority (EDA) to coordinate and administer economic development and redevelopment plans and programs of the City; and

WHEREAS, the board of commissioners of the EDA consists of five members, all of whom must be members of the City Council of the City of Norwood Young America; and

WHEREAS, pursuant to Minnesota Statutes, the EDA must annually elect a President, Vice-President, Treasurer, Assistant Treasurer, and Secretary.

THEREFORE, BE IT RESOLVED, that the City Administrator is hereby appointed Executive Director of the Economic Development Authority of the City of Norwood Young America; and

THEREFORE, BE IT FURTHER RESOLVED, that the following commissioners are nominated and elected to the following offices of the Economic Development Authority of the City of Norwood Young America:

President - Tina Diedrick

Vice-President - Carol Lagergren

Treasurer - Jim Keller

Assistant Treasurer – Richard Stolz

Secretary - Mike McPadden

Adopted by the EDA of the City of Norwood Young America this 26th day of January 2015.

President

Attest:

Executive Director

Norwood Young America Economic Development Authority Meeting Minutes
November 24, 2014

President Tina Diedrick called meeting to order at 6:32 p.m.

EDA Present: Tina Diedrick, Mike McPadden, Jim Keller, Dick Stolz, Carol Lagergren

EDA Absent:

City Staff Present: Executive Director Steve Helget, City Clerk/Treasurer Diane Frauendienst

Also Present: Norwood Young America Times Reporter Adam Gruenewald, Planning Commission Rep Craig Heher, Bond Counsel Martha Ingram, Mike Donnelly, Bobbie Oelfke, Jessica Klaustermeier, Emma Klaustermeier, Kali Grimm, Paul Schwichtenberg.

All in attendance stood for the Pledge of Allegiance.

Approve Agenda:

Motion: MM/DS, all in favor to approve the Agenda as presented.

Approve minutes of October 27, 2014

Motion: DS/MM, all in favor to approve the minutes from the EDA meeting on October 27, 2014.

Adjournment

Motion: DS/MM, all in favor to adjourn at 6:33 p.m.

Respectfully Submitted,

Diane Frauendienst
City Clerk

President

Norwood Young America City Council Minutes

January 12, 2015

Council Present: Tina Diedrick, Mike McPadden, Dick Stolz, Jim Keller, Carol Lagergren

Council Absent: None

City Staff Present: City Administrator Steve Helget, City Clerk/Treasurer Diane Frauendienst, Public Utilities Director Ryan Winter

Also Present: NYA Times Reporter Adam Gruenewald, Jake Saulsbury – Bolton & Menk, Craig Heher, Deb Gatz, Amanda Finnerty, Ken Mueller, Chris Mueller

Mayor Tina Diedrick called the meeting to order at 6:30 p.m.

All in attendance stood for the Pledge of Allegiance.

Approve Agenda

Motion: MM/DS; all in favor to approve the agenda as presented.

Introductions, Presentations, Proclamations, Awards, and Public Comment:

None

Introduce Ryan Winter, Public Utilities Director. Director Winter gave a brief summary of his work history and experience.

Consent Agenda

Motion: CL/JK; all in favor, to approve the consent agenda as presented.

Approve minutes of December 8, 2014

Approve payment of Claims

Resolution 2015-02 – amend NYA Volunteer Firefighters Relief Association By-Laws

Authorize Request for Proposals (RFP) for Pavilion Liquor License

Appoint additional Fire Fighters to the NYA Fire Department

Call for Public Hearing to Amend Chapter 2 of NYA City Code

Old Business

Authorize Request for Proposals for Refuse and Recycling Collection. Administrator Helget reviewed the letter received from the city attorney. Helget is requesting approval to seek RFPs. A recommendation will be brought back to the Council at the January 26th meeting.

Motion: CL/MM, all in favor to authorize seeking Requests for Proposals for refuse and recycling collection services.

New Business

Bolton & Menk 2015 Engineering Services & Fee Schedule. Engineer Jake Saulsbury was at the meeting and presented the 2015 Professional Engineering Services Schedule.

Motion: DS/MM, all in favor to approve the 2015 Professional Engineering Service and Fee Schedule with Bolton & Menk, Inc. with Bolton & Menk waiving the \$60 per meeting fee.

Resolution 2015-01 - Organization of the City of NYA. Mayor Diedrick reported that Resolution 2015-01 is the organization resolution for the city and reviewed each of the appointments. Council members suggested some changes which included appointing Mike McPadden to the Stiftungsfest Committee and the Economic Development Commission, and Carol Lagergren to the Personnel Committee.

Motion: CL/DS, all in favor to adopt Resolution 2015-01, a resolution relating to the organization of the City of Norwood Young America as amended.

Schedule special meeting. Administrator Helget proposed to schedule a joint workshop meeting with the planning commission to discuss blight and public nuisances.

Motion: CL/MM, all in favor to schedule a special City Council Workshop for 6:30 p.m. on Thursday, January 29.

Council Member Reports

MM, CL: No reports

DS: The Senior Advisory Commission met and LaVonne Kroells was appointed chair person. They continue to work on the Haven/Harbor project.

JK: He attended a community center meeting. They are looking to form a not for profit organization as they move forward with the planning.

TD: Reminded everyone of upcoming events including the NYA Chamber Banquet and EDC meeting.

Adjournment

Motion: MM/DS, all in favor to adjourn the meeting at 7:05 p.m.

Respectfully Submitted,

Diane Frauendienst
City Clerk-Treasurer

Mayor



January 26, 2015

City Council Memo

CITY OF NORWOOD YOUNG AMERICA

**VOUCHER LIST / CLAIMS ROSTER
and CHECK SEQUENCE**

To Be Approved: January 26, 2015

Pre-Paid Claims

(Check Sequence #503033-503046)

\$15,105.32

(Check Sequence #24025-24028)

\$9399.00

Claims Pending Payment

(Check Sequence#024029-024063)

\$49,257.38

Grand Total

\$73,761.70

Check #	Employee Name	Pay Period	Check Amount	Check Date
503033	BARTHEL, JOLENE F.	1	\$210.04	15-Jan-15
503034	Hormann, Duane	1	\$452.22	15-Jan-15
503035	SCHRUPP, CHAD J	1	\$1,035.89	15-Jan-15
503036	Schuler, Tamara	1	\$966.84	15-Jan-15
503037	WINTER, RYAN P	1	\$1,355.12	15-Jan-15
503038	ARETZ, BRENT R	1	\$2,015.73	15-Jan-15
503039	FRAUENDIENST, DIANE J.	1	\$1,452.57	15-Jan-15
503040	LENZ, DEBRA A	1	\$1,299.06	15-Jan-15
503041	MENZEL, ALICIA	1	\$135.98	15-Jan-15
503042	SCHRUPP, JOHN O	1	\$1,281.35	15-Jan-15
503043	STENDER, DANIEL H	1	\$1,702.27	15-Jan-15
503044	Helgel, Steven P	1	\$2,203.31	15-Jan-15
503045	KLOEMPKEN, JASON A	1	\$994.94	15-Jan-15
503046	KleinBank - Summary		\$15,105.32	15-Jan-15

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JANUARY 2015

Name	Check Date	Check Amt	
10100 CHECKING			
Paid Chk# 024025	CITIZEN STATE BANK HSA ACC	1/15/2015	\$4,000.00 First Quarter 2015
Paid Chk# 024026	KLEINBANK HSA ACCOUNTS	1/15/2015	\$3,500.00 First Quarter 2015
Paid Chk# 024027	HEALTH EQUITY	1/15/2015	\$1,824.00 First Quarter 2015
Paid Chk# 024028	NYA CHAMBER OF COMMERCE	1/15/2015	\$75.00 chamber banquet
Paid Chk# 024029	AMERICAN TEST CENTER	1/26/2015	\$885.00 LADDER TRUCK ANNUAL SAFETY INS
Paid Chk# 024030	BEDFORD TECHNOLOGY, LLC	1/26/2015	\$568.93 repair parts for damages bench
Paid Chk# 024031	CARDMEMBER SERVICE	1/26/2015	\$197.70 101-43100-221 Angle Grinder (f
Paid Chk# 024032	CARGILL INCORPORATED	1/26/2015	\$3,967.23 deicer salt
Paid Chk# 024033	CARVER COUNTY	1/26/2015	\$728.92 101-42100-311 police contract
Paid Chk# 024034	CARVER COUNTY ATTORNEYS	1/26/2015	\$2,398.40 101-42100-407 fine expense
Paid Chk# 024035	CENTERPOINT ENERGY	1/26/2015	\$1,208.78
Paid Chk# 024036	CERTIFIED LABORATORIES	1/26/2015	\$335.89 premalube red aerosol
Paid Chk# 024037	CULLIGAN WATER CONDITIONI	1/26/2015	\$9.00 rental service
Paid Chk# 024038	CURFMAN TRUCKING & REPAIR	1/26/2015	\$260.00 101-43100-234 HAUL SNOW
Paid Chk# 024039	DELTA DENTAL	1/26/2015	\$818.20 02/01/-02/28
Paid Chk# 024040	ECONO FOODS	1/26/2015	\$48.32 101-43100-221
Paid Chk# 024041	EMTS	1/26/2015	\$2,800.00 COURSE FEE 1ST RESPONDER
Paid Chk# 024042	GOPHER STATE ONE-CALL, INC	1/26/2015	\$100.00 AnNUAL FEE
Paid Chk# 024043	HACH COMPANY	1/26/2015	\$634.07 FLUORIDE RGT
Paid Chk# 024044	HEALTH PARTNERS	1/26/2015	\$9,040.00 101-21706
Paid Chk# 024045	HELGET, STEVE	1/26/2015	\$29.74 CITY ADMINISTRATORS MEETING
Paid Chk# 024046	HYDRO ENGINEERING INC	1/26/2015	\$417.41 RAW GOODS
Paid Chk# 024047	LANO EQUIPMENT	1/26/2015	\$482.62 101-43100-221 REPAIR BOBCAT
Paid Chk# 024048	LEAGUE OF MINNESOTA CITIES	1/26/2015	\$900.00 101-41400-433 Regional safety
Paid Chk# 024049	LINCOLN MUTUAL LIFE & CASUA	1/26/2015	\$129.76 is 115 215
Paid Chk# 024050	LMC INSURANCE TRUST	1/26/2015	\$177.00 VOLUNTEER COVERAGE
Paid Chk# 024051	LOFFLER	1/26/2015	\$172.37 101-41400-437
Paid Chk# 024052	MID-COUNTY CO-OP OIL ASSN	1/26/2015	\$314.58 winter diesel dyed
Paid Chk# 024053	MN POLLUTION CONTROL AGEN	1/26/2015	\$410.00 ww operater coference registr
Paid Chk# 024054	NEC FINANCIAL SERVICES LLC	1/26/2015	\$385.85 nec reNTAL
Paid Chk# 024055	NORWOOD YOUNG AMERICA TI	1/26/2015	\$64.26 PHN THE HAVE FACILITY
Paid Chk# 024056	REVTRAC	1/26/2015	\$630.66 DECEMBER REVTRAC
Paid Chk# 024057	SUN LIFE ASSURANCE COMPAN	1/26/2015	\$266.12 STD LTD Feb
Paid Chk# 024058	TECHSTAR IT SOLUTIONS	1/26/2015	\$3,498.00 managed service - january
Paid Chk# 024059	THE MN TRANSPORTATION ALLI	1/26/2015	\$90.00 TRANSPORTATION DAY - DIEDRICK
Paid Chk# 024060	THIRD HALF SERVICES LLC	1/26/2015	\$75.00 AnNUAL FEE
Paid Chk# 024061	UNITED FIRE FIGHTER ASSOC.	1/26/2015	\$30.00 2015 MEMBERSHIP DUES
Paid Chk# 024062	WINTER, RYAN	1/26/2015	\$545.01 MOVING EXPENSE
Paid Chk# 024063	XCEL ENERGY	1/26/2015	\$16,638.36 DECEMBER SERVICE
Paid Chk# 317100	PERA	1/22/2015	\$2,963.19 pay period 1 15
Paid Chk# 503046E	SEMI-MONTHLY ACH	1/15/2015	\$15,105.32
Paid Chk# 524288	MN DEPARTMENT OF REVENUE	1/22/2015	\$945.98 pay period 1
Paid Chk# 616448	MN DEPARTMENT OF REVENUE	1/21/2015	\$686.00 601-20260
Paid Chk# 953345	EFTPS (ELEC FED TX PMTSYS)	1/22/2015	\$5,427.90 pay period 1 2015
Total Checks			\$83,784.77

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	Check Amt	Invoice	Comment
10100 CHECKING			
Paid Chk# 024025 1/15/2015 CITIZEN STATE BANK HSA ACCTS			
G 101-21718 HSA ACCOUNT	\$4,000.00		First Quarter 2015
Total CITIZEN STATE BANK HSA ACCTS	\$4,000.00		
Paid Chk# 024026 1/15/2015 KLEINBANK HSA ACCOUNTS			
G 101-21718 HSA ACCOUNT	\$3,500.00		First Quarter 2015
Total KLEINBANK HSA ACCOUNTS	\$3,500.00		
Paid Chk# 024027 1/15/2015 HEALTH EQUITY			
G 101-21718 HSA ACCOUNT	\$1,500.00		First Quarter 2015
G 101-21718 HSA ACCOUNT	\$324.00		2014 - Steve Helget
Total HEALTH EQUITY	\$1,824.00		
Paid Chk# 024028 1/15/2015 NYA CHAMBER OF COMMERCE			
E 101-41110-331 Travel/Meeting Expense	\$60.00		chamber banquet
E 101-41300-331 Travel/Meeting Expense	\$15.00		chamber banquet
Total NYA CHAMBER OF COMMERCE	\$75.00		
Paid Chk# 024029 1/26/2015 AMERICAN TEST CENTER			
E 101-43100-221 Repair/Maintenance Equipment	\$350.00	2150054	Bucket Truck annual safety inspection
E 101-42200-221 Repair/Maintenance Equipment	\$535.00	2150055	LADDER TRUCK ANNUAL SAFETY INSPECTION
Total AMERICAN TEST CENTER	\$885.00		
Paid Chk# 024030 1/26/2015 BEDFORD TECHNOLOGY, LLC			
E 101-45200-221 Repair/Maintenance Equipment	\$568.93	48392	repair parts for damages benches
Total BEDFORD TECHNOLOGY, LLC	\$568.93		
Paid Chk# 024031 1/26/2015 CARDMEMBER SERVICE			
G 101-20200 Accounts Payable	\$115.19		101-43100-221 Angle Grinder (fleet farm)
G 101-20200 Accounts Payable	\$82.51		101-42200-331 food during fire
Total CARDMEMBER SERVICE	\$197.70		
Paid Chk# 024032 1/26/2015 CARGILL SALT			
E 101-43100-224 Street Maint Materials	\$3,967.23	2902089775	deicer salt
Total CARGILL SALT	\$3,967.23		
Paid Chk# 024033 1/26/2015 CARVER COUNTY			
G 101-20200 Accounts Payable	\$728.92	Sheri002417	101-42100-311 police contract overtime
Total CARVER COUNTY	\$728.92		
Paid Chk# 024034 1/26/2015 CARVER COUNTY ATTORNEYS OFF			
G 101-20200 Accounts Payable	\$1,263.02		101-41500-307 prosecution contract
G 101-20200 Accounts Payable	\$1,135.38		101-42100-407 fine expense
Total CARVER COUNTY ATTORNEYS OFF	\$2,398.40		
Paid Chk# 024035 1/26/2015 CENTER POINT			
E 601-49400-383 Gas Utilities	\$403.13		
E 602-49450-383 Gas Utilities	\$16.02		

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		Check Amt	Invoice	Comment
E 101-41940-383	Gas Utilities	\$526.04		
E 101-45500-383	Gas Utilities	\$263.59		
Total CENTER POINT		\$1,208.78		
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Paid Chk# 024036	1/26/2015	CERTIFIED LABORATORIES		
E 101-43100-210	Operating Supplies (GENERAL)	\$335.89	1770536	premalube red aerosol
Total CERTIFIED LABORATORIES		\$335.89		
<hr/>				
Paid Chk# 024037	1/26/2015	CULLIGAN WATER CONDITIONING		
E 602-49450-216	Chemicals and Chem Products	\$9.00	101x27160400	rental service
Total CULLIGAN WATER CONDITIONING		\$9.00		
<hr/>				
Paid Chk# 024038	1/26/2015	CURFMAN TRUCKING & REPAIR INC		
G 101-20200	Accounts Payable	\$260.00	C14V219	101-43100-234 HAUL SNOW
Total CURFMAN TRUCKING & REPAIR INC		\$260.00		
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Paid Chk# 024039	1/26/2015	DELTA DENTAL		
G 101-21714	Dental Insurance	\$818.20	5836478	02/01-02/28
Total DELTA DENTAL		\$818.20		
<hr/>				
Paid Chk# 024040	1/26/2015	ECONO FOODS		
G 101-20200	Accounts Payable	\$33.38		101-41400-220
G 101-20200	Accounts Payable	\$14.94		101-43100-221
Total ECONO FOODS		\$48.32		
<hr/>				
Paid Chk# 024041	1/26/2015	EMTS		
E 101-42200-207	Training Instructional	\$2,800.00	1517	COURSE FEE 1ST RESPONDER
Total EMTS		\$2,800.00		
<hr/>				
Paid Chk# 024042	1/26/2015	GOPHER STATE ONE-CALL, INC.		
E 601-49400-433	Dues and Subscriptions	\$50.00	129965	AnNUAL FEE
E 602-49450-433	Dues and Subscriptions	\$50.00	129965	AnNUAL FEE
Total GOPHER STATE ONE-CALL, INC.		\$100.00		
<hr/>				
Paid Chk# 024043	1/26/2015	HACH COMPANY		
E 602-49450-216	Chemicals and Chem Products	\$299.17	9186846	DPD FREE CHLORINE
E 602-49450-216	Chemicals and Chem Products	\$334.90	9193183	FLUORIDE RGT
Total HACH COMPANY		\$634.07		
<hr/>				
Paid Chk# 024044	1/26/2015	HEALTH PARTNERS		
G 101-15500	Prepaid Items	\$9,040.00	55334732	101-21706
Total HEALTH PARTNERS		\$9,040.00		
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Paid Chk# 024045	1/26/2015	HELGET, STEVE		
E 101-41300-331	Travel/Meeting Expense	\$29.74		CITY ADMINISTRATORS MEETING
Total HELGET, STEVE		\$29.74		
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Paid Chk# 024046	1/26/2015	HYDRO ENGINEERING INC		
E 101-45200-221	Repair/Maintenance Equipment	\$73.25	69339	AnGLE

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			Check Amt	Invoice	Comment
E 101-45200-221	Repair/Maintenance Equipment		\$344.16	69340	RAW GOODS
	Total HYDRO ENGINEERING INC		\$417.41		
Paid Chk# 024047	1/26/2015	LANO EQUIPMENT			
G 101-20200	Accounts Payable		\$482.82	9532a	101-43100-221 REPAIR BOBCAT
	Total LANO EQUIPMENT		\$482.82		
Paid Chk# 024048	1/26/2015	LEAGUE OF MN CITIES			
G 101-20200	Accounts Payable		\$900.00	205685	101-41400-433 Regional safety groups
	Total LEAGUE OF MN CITIES		\$900.00		
Paid Chk# 024049	1/26/2015	LINCOLN MUTUAL LIFE & CASUALTY			
G 101-21715	Life Ins		\$48.00		
G 101-21706	Hospitalization/Medical Ins		\$81.76		ts 115 215
	Total LINCOLN MUTUAL LIFE & CASUALTY		\$129.76		
Paid Chk# 024050	1/26/2015	LMC INSURANCE TRUST			
E 101-45200-151	Workers Comp Insurance Prem		\$177.00	v100096512	VOLUNTEER COVERAGE
	Total LMC INSURANCE TRUST		\$177.00		
Paid Chk# 024051	1/26/2015	LOFFLER BUSINESS SYS LLC			
G 101-20200	Accounts Payable		\$172.37	1894575	101-41400-437
	Total LOFFLER BUSINESS SYS LLC		\$172.37		
Paid Chk# 024052	1/26/2015	MID-COUNTY CO-OP OIL ASSN			
E 101-43100-212	Motor Fuels		\$314.58	13236	winter diesel dyed
	Total MID-COUNTY CO-OP OIL ASSN		\$314.58		
Paid Chk# 024053	1/26/2015	MN POLLUTION CONTROL AGENCY			
E 602-49450-207	Training Instructional		\$55.00		ww exam registration dan
E 602-49450-207	Training Instructional		\$55.00		ww exam registration ryan
E 602-49450-207	Training Instructional		\$300.00		ww operater coference registration ryan
	Total MN POLLUTION CONTROL AGENCY		\$410.00		
Paid Chk# 024054	1/26/2015	NEC FINANCIAL SERVICES LLC			
E 101-41400-437	Maintenance Contract		\$385.85	0001773997	nec reNTAL
	Total NEC FINANCIAL SERVICES LLC		\$385.85		
Paid Chk# 024055	1/26/2015	NYA TIMES			
G 101-22100	Escrow Collected		\$64.26	177229	PHN THE HAVE FACILITY
	Total NYA TIMES		\$64.26		
Paid Chk# 024057	1/26/2015	SUN LIFE ASSURANCE COMPANY			
G 101-21707	Disability Insurance		\$266.12		STD LTD Feb
	Total SUN LIFE ASSURANCE COMPANY		\$266.12		
Paid Chk# 024058	1/26/2015	TECHSTAR IT SOLUTIONS			
G 101-20200	Accounts Payable		\$238.50	4241	101-41400-437 - BACK UP
G 101-20200	Accounts Payable		\$238.50	4306	101-41400-437- BACKUP NOVEMBER

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	Check Amt	Invoice	Comment
E 101-41400-437 Maintenance Contract	\$1,007.00	MSP 4432	managed service - january
G 101-20200 Accounts Payable	\$1,007.00	MSP-4233	101-41400-437 - MANAGED SERVICE OCTOBER
G 101-20200 Accounts Payable	\$1,007.00	MSP-4298	101-41400-437 - MANAGED SERVICE- NOVEMBER
Total TECHSTAR IT SOLUTIONS	\$3,498.00		
Paid Chk# 024059 1/26/2015 THE MN TRANSPORTATION ALLIANCE			
E 101-41110-207 Training Instructional	\$90.00		TRANSPORTATION DAY - DIEDRICK
otal THE MN TRANSPORTATION ALLIANCE	\$90.00		
Paid Chk# 024060 1/26/2015 THIRD HALF SERVICES LLC			
E 101-43100-305 Other Professional Fees	\$50.00	344	AnNUAL FEE
E 601-49400-305 Other Professional Fees	\$12.50	344	AnNUAL FEE
E 602-49450-305 Other Professional Fees	\$12.50	344	AnNUAL FEE
Total THIRD HALF SERVICES LLC	\$75.00		
Paid Chk# 024061 1/26/2015 UNITED FIRE FIGHTER ASSOC.			
E 101-42200-433 Dues and Subscriptions	\$30.00		2015 MEMBERSHIP DUES
Total UNITED FIRE FIGHTER ASSOC.	\$30.00		
Paid Chk# 024062 1/26/2015 WINTER, RYAN			
E 601-49400-110 Other Pay (GENERAL)	\$272.50		MOVING EXPENSE
E 602-49450-110 Other Pay (GENERAL)	\$272.51		MOVING EXPENSE
Total WINTER, RYAN	\$545.01		
Paid Chk# 024063 1/26/2015 XCEL ENERGY			
G 602-20200 Accounts Payable	\$4,735.71		DECEMBER SERVICE
G 101-20200 Accounts Payable	\$9,005.43		DECEMBER SERVICE
G 601-20200 Accounts Payable	\$2,897.22		DECEMBER SERVICE
Total XCEL ENERGY	\$16,638.36		
10100 CHECKING	\$58,025.72		

Fund Summary

10100 CHECKING	
101 GENERAL FUND	\$48,250.56
601 WATER FUND	\$3,635.35
602 SEWER FUND	\$6,139.81
	\$58,025.72

RESOLUTION 2015-03

A resolution appointing Bruce Mathwig to the Norwood Young America Economic Development Commission

WHEREAS, the City of Norwood Young America has established an Economic Development Commission; and

WHEREAS, the City of Norwood Young America Economic Development Commission consists of nine (9) members: one (1) City Council member, one (1) Planning Commission member, one (1) representative of the Chamber of Commerce, and up to six (6) members of the local community representing, but not limited to, local business and industry; and

WHEREAS, the terms of certain Commissioners have expired or been vacated; and

WHEREAS, the members of said Commission are appointed by the Norwood Young America City Council;

NOW, THEREFORE BE IT RESOLVED that the Norwood Young America City Council appoints Bruce Mathwig to serve on the Economic Development Commission, whose term shall expire January 1, 2018.

Adopted by the City Council this 26th day of January 2015.

CITY OF NORWOOD YOUNG AMERICA

Mayor

ATTEST:

Diane Frauendienst
City Clerk-Treasurer



To: Honorable Mayor Tina Diedrick
Members of the City Council
NYA Administrator Steve Helget

From: Cynthia Smith Strack, Municipal Development Group, Inc.

Date: January 21, 2015

Re: The Haven: Rezoning Request

Applicant: Peace Villa Inc.

Subject Property Address: 600 Railroad Drive

Property ID: 585300010
580145150

Request: Rezoning from C-2 General Commercial to R-4 Multiple Family

REQUEST

The City has received a request to rezone 6.67 (approximate) acres from C-2 General Commercial to R-4 Multiple Family in conjunction with a development request known as “The Haven”. The Haven development proposes 37 units of senior assisted living/memory care within a two story structure to be connected via causeway to existing senior apartments to the west. The request required a public hearing of which notice was posted, published in the *NYA Times*, and mailed to property owners within 350 feet of the subject parcel. The Planning Commission held the required hearing on January 20th.

EXAMINATION OF REQUEST

The project is as described in previous reports contained in this same packet. Section 1210.05 of the City Code allows for rezoning but doesn’t prescribe specific standards for consideration of rezoning requests.

The Planning Commission when reviewing the request made the following findings:

1. The subject property abuts existing multiple family uses and the proposed use has been designed to physically connect to said existing multiple family uses.
2. The subject property and other parcels contained in the Metro West plat are not accessible from Highway 212 resulting in problematic access for general commercial uses (motorists required to drive through residential or industrial environs to arrive at commercial lots).
3. The proposed land use change is consistent with the goals of the 2008 Comprehensive Plan, including but not limited to,
 - a. Supporting compact and orderly growth of urban development,
 - b. Enhancing community and neighborhood livability,
 - c. Promotion of a variety of housing types for all of its citizens,
 - d. Creating high-quality environments in all residential neighborhoods, and

EXHIBIT A

Legal Description: Parcel 1

Lot 1 of Block 1 of the plat of METRO WEST INDUSTRIAL PARK, City of Norwood Young America Minnesota, said plat being of record and on file at the Carver County Recorder's Office, Carver County, Minnesota.

Legal Description: Parcel 2

Part of the Southwest Quarter of the Northeast Quarter of Section 14, Township 115, Range 26, Carver County, Minnesota, also being part of the record plat of ROTHFORK'S ADDITION TO NORWOOD, described as follows: Commencing at the southwest corner of said Northeast Quarter of Section 14; thence on an assumed bearing of North 00 degrees 00 minutes 00 seconds East along the West line of said Northeast Quarter 150.43 feet to a point on the northerly right-of-way line of Old Trunk Highway 212; thence South 82 degrees 12 minutes 00 seconds East along said northerly right-of-way line Old Trunk Highway 212 a distance of 179.30 feet to a point on the westerly right-of-way of the now abandoned Railroad; said point being the point of beginning of the tract to be described; thence North 12 degrees 42 minutes 00 seconds East along said westerly right-of-way line 412.54 feet; thence South 68 degrees 41 minutes 12 seconds East 60.00 feet; thence North 77 degrees 19 minutes 06 seconds East 45.02 feet to the easterly right-of-way line of the now abandoned Railroad and the westerly line of Lot 1, Block 1 of the plat of METRO WEST INDUSTRIAL PARK, said plat being of record and on file at the Carver County Recorder's Office; Carver County, Minnesota; thence South 12 degrees 42 minutes 00 seconds West along said Easterly right-of-way line of the now abandoned Railroad and said westerly line of the plat of METRO WEST INDUSTRIAL PARK a distance of 414.28 feet to the northerly right-of-way line of Old Trunk Highway 212; thence North 82 degrees 12 minutes 00 seconds West along said northerly right-of-way line 100.37 feet to the point of beginning.

RESOLUTION NO. 2015-05

A RESOLUTION APPROVING REZONING OF CERTAIN PROPERTY FOR “THE HAVEN”

BE IT RESOLVED by the City Council of Norwood Young America, Carver County, Minnesota as follows:

WHEREAS, Peace Villa, Inc. (the “Applicant”) has applied for rezoning of approximately 6.67 acres of property from C-2, General Commercial to R-4, Multiple Family Residential to accommodate a proposed development project entitled “The Haven”; and

WHEREAS, the subject property is located at 600 Railroad Drive; and

WHEREAS, the subject property numbers are 585300010 and 580145150, the legal descriptions of which are attached hereto as Exhibit A; and

WHEREAS, The Haven development consists of 37 senior assisted living/memory care units connected to The Harbor via causeway; and

WHEREAS, the City of Norwood Young America Planning Commission held a public hearing to consider the Applicant’s rezoning request during their regular meeting on January 20, 2015; and

WHEREAS, the Planning Commission recommends the City Council approve the rezoning request based on the following findings:

1. The subject property abuts existing multiple family uses that are similar to the proposed use and is designed to physically connect to the existing multiple family uses.
2. The subject property and other parcels contained in the Metro West plat are not accessible from Highway 212 resulting in problematic access for general commercial uses (motorists required to drive through residential or industrial environs to arrive at commercial lots).
3. The proposed land use change is consistent with the goals of the 2008 Comprehensive Plan, including but not limited to:
 - a. Supporting compact and orderly growth of urban development;
 - b. Enhancing community and neighborhood livability;
 - c. Promotion of a variety of housing types for all of its citizens;
 - d. Creating high-quality environments in all residential neighborhoods; and
 - e. Encouraging expanded choices in housing location and types, and improved access to jobs and opportunities.
4. Existing wetlands on site will not be drained, filled, or disturbed.

5. The proposed land use change will not materially affect any regional housing, transportation, utility, or park system as represented in system statements released by the Twin Cities Metropolitan Council conjunction with the 2008 Comprehensive Plan Update.

THEREFORE, BE IT RESOLVED, that the City Council of Norwood Young America, Carver County, Minnesota, hereby makes and adopts the findings of fact as issued by the Planning Commission.

BE IT FURTHER RESOLVED, that the City Council of Norwood Young America, Carver County, Minnesota, hereby approves the Applicant's request for rezoning from C-2, General Commercial to R-4, Multiple Family Residential, effective immediately.

Adopted by the City Council this 26th day of January, 2015.

Tina Diedrick, Mayor

ATTEST:

Diane Frauendienst
City Clerk/Treasurer

EXHIBIT A

Legal Description: Parcel 1

Lot 1 of Block 1 of the plat of METRO WEST INDUSTRIAL PARK, City of Norwood Young America Minnesota, said plat being of record and on file at the Carver County Recorder's Office, Carver County, Minnesota.

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To: Honorable Mayor Diedrick
Members of the City Council
NYA Administrator Steve Helget

From: Cynthia Smith Strack, Municipal Development Group, Inc.

Date: January 21, 2015

Re: The Haven: 2008 Comprehensive Plan Amendment

Applicant: Peace Villa Inc.

Subject Property Address: 600 Railroad Drive

Property ID: 585300010
580145150

Request: Comprehensive Plan Amendment Request

BACKGROUND

The City has received a request to amend the Comprehensive Plan to accommodate a project entitled “The Haven At Peace Village”. The Applicant requests the City consider a land use change to the 2008 Comprehensive Plan allowing the subject parcels to be guided toward medium/high density residential rather than general commercial. The Applicant submits the land use change is warranted due to the nature of the senior housing uses in the area and the proposed interconnected services envisioned between Peace Village, The Harbor, and The Haven.

The Haven At Peace Village project consists of 37 assisted living/memory care units within a 36,000 sf two-story structure. The facility will employ approximately ten people. The Haven structure is to be physically connected by a single story causeway to existing assisted living and senior apartment units at *The Harbor and Peace Village*. The Haven development will also feature access to an adjacent medical clinic via sidewalk and pedestrian bridge or boardwalk (over wetland).

The City of NYA is within the Twin Cities Metropolitan Council regional planning area. As such, any amendment to the Comprehensive Plan must be submitted to the TCMC for review/approval following City Council review/authorization of submittal. Please find attached a completed ‘*Comprehensive Plan Amendment Submittal Form*’. The form and required attachments will be submitted to the TCMC if authorized by the City Council.

PUBLIC HEARING REQUIRED

Consideration of an amendment to the Comprehensive Plan requires a public hearing. Accordingly, a notice of public hearing was posted, published in the *NYA Times*, and mailed to property owners within 350 feet of the subject parcel. The NYA Planning Commission conducted the public hearing on January 20th.

Comments for and against the proposal were solicited, but none were received.

EXAMINATION OF REQUEST

The 2008 Comprehensive Plan guides overall growth and redevelopment within the City of NYA. The Plan includes baseline information, goal/policy statements, and forward looking plans for various systems (e.g. land use, housing, transportation, utilities, parks). The Plan is a collection of narrative statements, charts, maps, and other items. When taken in aggregate the Comprehensive Plan functions as a policy framework for decision makers.

Figure 4-1 entitled "Urban Growth Boundary/Future Land Use Map" contained in the 2008 Comprehensive Plan guides future development of the 'Haven' property to general commercial use. The proposed use is multiple family residential which constitutes a land use change. As such, amendment of the 2008 Comprehensive Plan is required. Said amendment is subject to local review by the Planning Commission and City Council with acceptance by the Metropolitan Council (TCMC) prior to final approval by the City Council.

The Planning Commission examined the request at a regular meeting on January 20, 2015 and made the following findings:

1. The proposed land use change applies to a very minimal amount of acreage, i.e. 6.67 acres.
2. The subject property and other parcels contained in the Metro West plat are not accessible from Highway 212 resulting in problematic access for general commercial uses (motorists required to drive through residential or industrial environs to arrive at commercial lots).
3. The subject property is within the current municipal service area and currently provided with a full complement of municipal services. Drinking water, sanitary sewer, and storm water facilities are present at the site. The change in use will not result in a measurable increase in demand for drinking water or sanitary sewer systems. Stormwater will be held and treated on site prior to discharge into adjacent areas.
4. Adequate capacity exists within the current municipal service area relative to the water production, treatment, storage, and distribution system as well as the existing sanitary sewer collection and treatment system.
5. The subject property abuts property currently used for medium/high density residential development.
6. The proposed land use change is consistent with the goals of the 2008 Comprehensive Plan, including but not limited to,
 - a. Supporting compact and orderly growth of urban development,
 - b. Enhancing community and neighborhood livability,
 - c. Promotion of a variety of housing types for all of its citizens,
 - d. Creating high-quality environments in all residential neighborhoods, and
 - e. Encouraging expanded choices in housing location and types, and improved access to jobs and opportunities.
7. The proposed land use change will result in a decrease in forecast trip generation and thereby not negatively impact existing/planned transportation facilities.
8. The proposed land use change will not materially affect any current or planned open space, parkland, or trail system.
9. Existing wetlands on site will not be drained, filled, or disturbed.

10. The proposed land use change will not materially affect any regional housing, transportation, utility, or park system as represented in system statements released by the TCMC in conjunction with the 2008 Comprehensive Plan Update.

RECOMMENDATION

The Planning Commission held the required public hearing on the Comprehensive Plan amendment request. The Planning Commission then discussed the amendment request.

As the planning agent for the City of NYA the Commission approved a motion recommending the City Council approve the amendment and authorize submittal to the TCMC based on aforementioned findings.

ACTION

The City Council shall consider the amendment request. Following discussion the City Council shall consider whether or not to submit the formal request to the Twin Cities Metropolitan Council. The attached RESOLUTION is offered for Council consideration.

ATTACHMENTS

1. Location Map
2. Comprehensive Plan Amendment Submittal Form
3. Resolution Approving Formal Submittal of "The Haven" Comprehensive Plan Amendment Request to the Metropolitan Council



Comprehensive Plan Amendment Submittal Form

Please complete the following information. When completing this form electronically, fields in grey need your input. Use the Tab key to quickly navigate to each field. Question 37 on the last page of this form is for MUSA Expansions or Changes only and does not contain grey fields, but is directly editable. The form for Question 37 is also available in Excel format. <http://www.metrocouncil.org/planning/assistance/resources.htm>

This form is available in electronic format on the Metropolitan Council's website: <http://www.metrocouncil.org/planning/assistance/resources.htm>.

AMENDMENT NAME The Haven - NYA
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COMMUNITY PROFILE AND AMENDMENT OVERVIEW

1. Please provide the following information:

Local governmental unit: City of Norwood Young America

Contact name: Cynthia Smith Strack

Contact title: Consulting Planner

Address: 310 Elm Street West

City, State, Zip: Norwood Young America MN 55368

Telephone number: (612) 232-7399

FAX number: (888) 763-4462

Email address: cstrack@municipaldevelopmentgroup.com

Date of preparation: December 26, 2014

2. Identify the type of amendment and describe. Check all that apply:

- 2a. Land use change: Approximately 6.7 acres guided in 2008 CPU to commercial proposed for MF residential (senior assisted living [25 units] and memory care [12 units])
- 2b. MUSA expansion or change: _____
- 2c. Text Change: _____
- 2d. Other: _____

3. Provide a description of the amendment:

Location: 600 Railroad Drive

Brief description: Land use change is proposed. Request is to amend future land use for less than seven acres to allow for the construction of a 35 unit senior assisted living facility at the aforementioned address. The facility will consist of 25 assisted living rooms and 12 memory care rooms. The subject property is currently guided for commercial use and proposed for rezoning to multiple family residential use. The proposed use would be physically connected to an existing senior living complex to the west.

Affected area, in acres: Approximately 6.7 acres

Number of housing units in CPA area, if any: None at this time. Proposed 35 unit (attached) MF senior facility with skilled nursing care provided around the clock.

SECTION 1: PROCESS OVERVIEW
<http://www.metrocouncil.org/planning/LPH/LPHSect1.pdf>

4. Indicate the official local status of the plan amendment. Check all that apply.

NOTE: *The local governing body must take action on the proposed amendment before submittal to the Metropolitan Council.*

Action	Date of Action
<input type="checkbox"/> Acted upon by the planning commission.	January 20, 2015
<input type="checkbox"/> Approved by governing body, contingent upon Metropolitan Council review	January 26, 2015

5. List the adjacent local governments, school districts, and other jurisdictions that were contacted and the date the copies were sent. Notifying adjacent governmental units and affected school districts is one of the criteria the Council will use to determine whether an application is deemed complete for review.

WAIVED

6. Identify outstanding issues or conditions made in the Metropolitan Council's review of the municipality's 2030 Comprehensive Plan Update or subsequent comprehensive plan amendments:

- The Council's review(s) did not identify any issues or conditions.
- The Council's review(s) identified the following issues/conditions:

Issue/Condition	Steps taken or future planned actions, including date

7. Will/has and environmental review (Environmental Assessment Worksheet, Environmental Impact Statement, or Alternative Urban Areawide Review) be/been completed for this site?

- No, none required.
- Yes. Indicate the type of review and approximate date of completion. If completed, include a summary of the findings below:

SECTION 2: FORECASTS

<http://www.metrocouncil.org/planning/LPH/LPHSect2.pdf>

8. Does the plan amendment change the population, household, or employment forecasts that appear in the Metropolitan Council's published forecast tables? Published forecast tables can be found online on the Council's website: <http://www.metrocouncil.org/metroarea/stats.htm>. Please note that the Council's practice is to round forecasts to the nearest hundred.

- No, no change in community-level forecasts. This plan amendment enables development that is already assumed in current, approved forecasts.
- Yes. Identify the net changes to community-level forecasts in the table below:

Net Changes to Community-level Forecasts (additions or reductions due to the amendment)			
	2010	2020	2030
Population			
Households			
Employment			

For all amendments that propose land use or forecast changes, you must complete the following:

- Item #10 Land Use
- Item #11 Housing
- Item #12 Critical Area / MNRRA
- Item #13 Trip Generation
- Item #22 Wastewater Flow
- Item #32 Water Supply

SECTION 3: LAND USE

<http://www.metrocouncil.org/planning/LPH/LPHSect3.pdf>

9. Does the plan amendment propose any impacts to wetlands located on the site?

- No wetlands on the site.
- No, no impacts to wetlands located on the site.
- Yes. Describe the type of wetland(s), potential impacts, and mitigation plans below:

10. Describe land use changes in acres applicable to this amendment site in the table below. Use the community's land use categories as contained in the local comprehensive plan.

- Not applicable. No land use changes proposed.

Land Use Designation (fill in the community's specific land use categories)	All Land Uses in CPA Area Acres		Residential Land Uses Only # of Units & Density Range	
	Pre-CPA	Post-CPA	Pre-CPA	Post-CPA
Medium to High Density Residential	0	6.67	0	35 units; 5.24 du/ac
General Commercial	6.67	0		
Totals				

CPA = Comprehensive Plan Amendment

11. Housing: If the proposed amendment changes the amount of land city-wide staged for development for the 2011-2020 timeframe for medium density, high density, or mixed use residential development, complete the following table to identify the amount of land available pre- and post-amendment.

Fill in all land use categories that allow multi-family residential development	Acres city-wide for each land use category Pre-CPA			Acres city-wide for each land use category Post-CPA	
	Total Acres A	Developed Acres B	Developable Acres* A – B = C	Amendment Acres** D	Developable Acres C + D = E
Low/Medium Density Residential	1,184	685	499	0	499
Medium/High Density Residential	19	4	15	6.67	8.33
Mixed Use, Primarily Residential	0	0	0	0	0

* Developable means land planned for urban residential development, infill, or redevelopment for the 2011-2020 timeframe.

** Amendment acres from the municipality's response to Question #10 above.

12. Mississippi River Critical Area / MNRRA: Does the proposed amendment include any land within the designated Mississippi National River and Recreation Area (MNRRA) and Critical Area boundaries?

- No. Not a community with CA / MNRRA boundaries or project site is not within CA / MNRRA boundaries.
- Yes. Describe below how Critical Area guidelines and MNRRA Comprehensive Management Plan policies are being addressed with this amendment.

SECTION 4: TRANSPORTATION

<http://www.metrocouncil.org/planning/LPH/LPHSect4.pdf>

13. Trip Generation: Complete the table below using the most recent edition of the Institute of Transportation Engineers Trip Generation Manual to show whether this plan amendment increases or decreases trip generation compared to the planned land use and transportation element of the community's comprehensive plan.

	Trip Generation for the Site Based on Planned Land Use Pre-Amendment	Trip Generation for the Site Based on Planned Land Use Post-Amendment
Estimated average daily traffic	1300	100
Estimated peak hour traffic	130	16

14. Will these changes require improvements to the existing local and regional road network or to interchanges beyond what is in the community's current transportation plan?

- No, existing local and regional road networks can accommodate increase.
- Yes, improvements are needed. Describe improvements and who will pay for them below:

Access

15. If this site has direct access to a Principal or "A" Minor Arterial, is the location and spacing consistent with applicable County guidelines or MnDOT's Access Management Guidelines? (<http://www.oim.dot.state.mn.us/access/index.html>)

- Not applicable. No direct access to a Principal or "A" Minor Arterial.
- No. Explain:
- Yes. Describe below:

16. Will the amendment increase or decrease by 10% or more the 2030 forecasted households, population, or employment forecasts allocated to the development's Traffic Analysis Zone (TAZ)?

- Yes. No. If Yes, explain below:

Transit and Other Modes of Transportation

17. Is the amendment likely to have any impact, positive or negative, on transit service?

- No, not currently served by transit or will not affect transit.
- Yes. List existing routes, describe changes, and identify proposed/necessary transit facility improvements (e.g. shelters, park & rides, etc) below:

18. Does the amendment include Traffic Demand Management (TDM) strategies or land use and urban design measures, if applicable?

- Yes. No.

If No, explain why not. If Yes, describe below (e.g. car and van pooling, flexible work hours, mixed land uses that discourage vehicle trips and promote walking, biking, ridesharing, and transit):

Minor amendment. Proposal is a total of 35 assisted living & memory care units and less than ten (10) employees. Lower traffic generation as a result of amendment.

19. Does the amendment include any pedestrian or bicycle access or facilities?

- Yes. No. If No, explain why not. If yes, describe access/facilities below:

Enclosed causeway to connect proposed facility to existing senior living communities. In addition boardwalk planned to connect the proposed facility to nearby medical clinic. Neither will be connected to a regional system.

Aviation

20. Does the amendment affect any airport functions?

- Not applicable. Site is not within airport compatibility area or search area.
- No. The site is within airport compatibility area or search area, but no impacts. Explain below:

- Yes. The CPA site is within an airport compatibility area or search area, and experiences off-airport impacts related to the following:
 - Aircraft Noise. Describe whether the community has adopted land use compatibility guidelines, including preventive and corrective noise abatement and/or mitigation measures being applied.

 - Airport Safety Zoning. Indicate whether the community participates on a joint airport/community zoning board, has an approved airport zoning ordinance, and how those requirements relate to the proposal.

 - Airport Infrastructure. Describe how the proposal affects or is affected by the provision of services or facilities to the airport (e.g. roads, utilities, police/fire, etc.).

SECTION 5: WATER RESOURCES

<http://www.metrocouncil.org/planning/LPH/LPHSect5.pdf>

Wastewater

21. What type of wastewater treatment will be used to serve the proposed amendment?

- Individual Sewage Treatment System (ISTS)
- Privately Owned / Community Treatment System
- Local / Municipal Owned Wastewater Treatment Plant
- Regional Wastewater Treatment

22. Wastewater Flow: Complete the following table to show whether the amendment increases or decreases wastewater flow compared to the currently planned land use and sewer flow projections.

Year	Total Community Flow Pre-Amendment (mgd)	Total Community Flow Post-Amendment (mgd)
2010	.68	.68
2020	1.08	1.08
2030	1.55	1.55

mgd = million gallons per day

23. Does the local wastewater system have adequate capacity or staged capacity to accommodate the proposed amendment?

Yes. No. Explain response below:

The local wastewater system (conveyance and treatment) has adequate capacity to accommodate the proposed amendment.

24. Does the regional wastewater system have adequate capacity or staged capacity to accommodate the proposed amendment?

Yes. No. Explain response below:

25. Has the community and/or Metropolitan Council identified an inflow and infiltration (I/I) problem?

Yes. No. If Yes, describe steps taken to address the I/I issue and plans for action below:

The City has completed repairs to their collection system and has seen dramatic reductions in influent flow to the treatment facility. These recent repairs include over 3,000 feet of cured-in-place-pipe lining and over 50 service lateral linings. As part of the ongoing Infrastructure Management Plan, services have been evaluated as streets have been constructed. Those found to have problems have been replaced. Castings have been replaced with watertight castings on several sanitary sewer manholes located at street flooding areas. Sump pumps were inspected in the early 1990's for cross connections. An ordinance was passed to prohibit sump pumps connecting to the sanitary sewer system

26. Identify regional interceptor(s) that will be impacted by these changes and indicate if flows will be diverted from one interceptor service area to another below.

N/A

27. Does the amendment include any wastewater flow to an adjacent community? For new inter-community agreements, the receiving community must also amend the sewer element of its plan.

Yes. Enclose a copy of the inter-community agreement with the amendment submittal.

No.

Surface Water

28. Will stormwater runoff generated from the amendment be treated on-site?

No. Check one of the following and describe:

Runoff will not receive treatment. Describe below:

Runoff will be treated off-site. Identify off-site treatment facility below:

Yes. Describe type and level of on-site pollutant removal treatment/mitigation plans below:

The development will use existing ponding in the area to achieve required volume and rate control parameters. The existing ponding and proposed adjustments appear to be adequate to provide volume and rate control for the proposed improvements. The plan includes the addition of a bioretention shelf to the existing pond in order to meet current CCWMO and other agency standards.

29. Does the community an updated local surface water management plan?

Yes. Year adopted: 2008 No. Explain below:

30. Does the community have an adopted erosion control or stormwater management ordinance?

Yes. Year adopted: 2008 No. Explain below:

Water Supply**31. Does the community have an updated water supply plan?**

Yes. Year adopted: 2006 No.

32. Will the amendment increase or decrease projected water use from the community's current water supply plan?

- Yes. Provide the water supply plan amendment as an attachment to describe necessary facilities improvements or changes.
- No increase or decrease in projected water use from the water supply plan.

SECTION 6: PARKS

<http://www.metrocouncil.org/planning/LPH/LPHSect6.pdf>

33. Does the amendment include, or is it adjacent to or within 1/2 mile of an existing or planned regional park, reserve, or trail as identified in the Metropolitan Council's 2030 Regional Parks Policy Plan?

Yes. No.

If Yes, indicate the name of the regional park, reserve, or trail and describe potential impacts and mitigations plans below:

34. Does the community have a Parks & Open Space Plan including regional park elements?

Yes. Year adopted: 2008 No.

SECTION 7: IMPLEMENTATION

<http://www.metrocouncil.org/planning/LPH/LPHSect7.pdf>

35. Will the amendment require changes in zoning or subdivision ordinances, the capital improvement program (CIP), or other official controls?

Yes. No. If Yes, describe proposed changes and timeline for making those changes below:

Rezoning from C-2 General Commercial to R-4 Multiple Family Residential. Proposed rezoning is consistent with abutting parcels zoned R-4.

36. Does the community have natural resources protection ordinances, including those addressing wetlands, tree preservation, or steep slopes?

Yes. No. If Yes, identify applicable ordinances below:

City Code Chapter 13: Wetland Preservation, stormwater management.

City Code Chapter 12: Land Use regulations, includes specific sections for tree identification/preservation, landscaping, steep slope, wetland, and tree identification as part of site review process.

City Code Chapter 11: Subdivision regulations, includes specific sections relating to identification of natural features, topography, open space plans, etc.

Greenway Plan: Establishes policies and plans relating to interconnection of five environmental lakes in NYA through a greenway.

DON'T FORGET!

A complete comprehensive plan amendment submittal must include the following:

- Completed CPA Submittal Form
- Staff report regarding CPA
- Other relevant information related to the CPA

And the following color maps:

- General location of CPA
- Current planned land use
- Proposed planned land use change
- Current sewer staging
- Proposed sewer staging changes
- Existing land cover (MLCCS if available)

37. MUSA Expansion or Staging Changes Only. Complete the following table for amendments proposing a MUSA expansion or development staging change, documenting both average net density of sewer residential development since the community's local 2008 comprehensive plan update was adopted and remaining land guided for residential uses to 2030. This information is needed for the Council to review and evaluate the amendment for potential impacts on the regional systems. The following tables are also available on the Council's website in Microsoft Excel format with built-in automatic calculations of net residential acres, net density, and estimated developable acres. <http://www.metrocouncil.org/planning/assistance/resources.htm>.

NOTE: Communities that participate in the Council's *Plat Monitoring Program* do not need to complete this form. Data from the Program will be used in place of information here.

Residential Projects Approved and Constructed From Local 2008 CPU Adoption to Present

Development Name	Year Approved	Year Built	Single Family # of Units A	Multi-Family # of Units B	Acres Gross Residential C	Acres Wetland & Water Bodies D	Acres Public Parks & Open Space E	Acres Arterial Roads ROW F	Acres Other Undeveloped Land* G	Net Residential Acres H = C-D-E-F-G	Net Density (Units/Acre) (A+B)/H
TOTALS											

* Describe on a separate page any other undeveloped land that does not fall under one of the other categories in the table above, including steep slopes, outlots for future residential or commercial development, or other land protected by local ordinances.

Remaining Land Guided for Residential Uses through 2030

Land Use Category	Gross Acres A	Estimated Acres Wetlands & Water Bodies B	Estimated Acres Public Parks & Open Space C	Estimated Developable Acres D = A-B-C	Lowest Allowed Density Units/Acre	Highest Allowed Density Units/Acre

RESOLUTION NO. 2015-06

A RESOLUTION APPROVING FORMAL SUBMITTAL OF “*THE HAVEN*” COMPREHENSIVE PLAN AMENDMENT REQUEST TO THE TWIN CITIES METROPOLITAN COUNCIL

WHEREAS, Pursuant to Minnesota Statute 462.355 and 473.864; the City shall adopt and amend from time to time a comprehensive municipal plan; and

WHEREAS, The City Council of the City of Norwood Young America, received a development review request from Peace Villa, Inc. (the Applicant) relating to a project entitled “The Haven”; and

WHEREAS, The Haven project request proposes a land use change to the 2008 Comprehensive Plan, specifically a change in the future land use classification of approximately 6.67 acres of property from general commercial use to multiple family residential use; and

WHEREAS, A public hearing to solicit public comment on the proposed land use change was scheduled before the Norwood Young America Planning Commission, the City’s planning agency; and

WHEREAS, A notice of the time, place and purpose of a hearing on the proposed Comprehensive Plan was published in the City’s official newspaper at least ten days before the day of the hearing with a copy of the notice posted for public viewing; and

WHEREAS, A copy of the proposed Comprehensive Plan amendment was available at the City Offices for public review; and

WHEREAS, The Norwood Young America Planning Commission held the public hearing on January 20, 2015 as described in the public notice; and

WHEREAS, The Planning Commission reviewed the request following the public hearing and approved a motion recommending the City Council approve submittal of the Comprehensive Plan amendment request to the Twin Cities Metropolitan Council.

NOW THEREFORE, BE IT RESOLVED the City Council of the City of Norwood Young America, Carver County, Minnesota approves the submittal of a Comprehensive Plan amendment request entitled “The Haven” to the Twin Cities Metropolitan Council for formal review.

The motion for the adoption of the foregoing resolution was duly made by Council Member _____, and duly seconded by Council Member _____ and upon vote being taken thereon, the following voted in favor:

And the following voted against the same:

Whereupon said Resolution 2015-06 was declared duly approved and adopted this 26th day of January, 2015.

Tina Diedrick, Mayor

ATTEST:

Diane Frauendienst
City Clerk/Treasurer



To: Honorable Mayor Tina Diedrick
Members of the City Council
NYA Administrator Steve Helget

From: Cynthia Smith Strack, Municipal Development Group, Inc.

Date: January 21, 2015

Re: The Haven: PUD Preliminary and Final Plan Approval

Applicant: Peace Villa Inc.

Subject Property Address: 600 Railroad Drive

Property ID: 585300010
580145150

Request: Preliminary and Final PUD Approval

BACKGROUND

Section 1240.02 of the City Code provides for development review through a planned unit development overlay process. The process is intended to facilitate flexibility in design and siting of projects in instances where a public benefit is evident.

The PUD process in NYA is enabled through an overlay district versus rezoning to a planned unit development. This means the underlying zoning district allowed uses generally remain intact but may be blended. In addition performance standards may be altered to provide for circumstances unique to the proposed development in exchange for a public benefit.

The PUD process may or may not involve platting or replatting of property. In the event platting is proposed standards relating to subdivision of property (City Code Chapter 11) are also considered during the review process.

The “Haven” proposal qualifies for PUD review in that: (a) wetland preservation/protection is proposed and (b) the proposal will result in a planned senior housing community that includes integrated senior apartments, assisted living units, and memory care units.

The proposed development doesn’t propose replatting/platting of property; and, replatting/platting of property is not required under the current code. The proposal does contemplate a lot split and combination. Public comments regarding the lot split/combination as required under Section 1100.11, Subd. 1 of the City Code has been scheduled will be accepted at the January 20th meeting.

The proposed development includes a single story physical link (causeway) between the proposed ‘Haven’ structure and an existing structure (The ‘Harbor’) on an abutting lot under separate fee ownership. The proposed development also contemplates physical linkage (privately owned sidewalk) to an existing parking lot on an abutting lot under separate fee ownership. As such a shared lot line is proposed.

The proposed development includes a waiving a portion of a wetland buffer required under Chapter 13 of the City Code.

The proposed PUD is a relatively non-complex development and review of both preliminary and final PUD plan are appropriate as requested at this time.

LOT SPLIT/COMBINATION: EVIDENCE OF LOT COMBINATION SUBMITTED

The City has received a survey from a registered land surveyor illustrating a proposed split of parcel number 580145150 and a resulting combination with parcel number 585300010 to the east. Evidence of lot combination has been submitted. Both lots resulting from the split of PIN 580145150 meet the minimum lot standards within their respective zoning classifications.

PRELIMINARY & FINAL PUD PLAN (SITE)

Building Setbacks: Flexibility through PUD Process Requested (zero setback); Approval Recommended by Planning Commission.

Setback analysis is represented in the Table 1-1.

Table 1-1

Yard	Setback Required	Setback Proposed	Meets Standard (Y/N)
Front (east)	35 feet	100+ feet	Yes
Side (street & interior – north)	35 feet, 10 feet	100+ feet from TH 212, 15 feet from interior lot	Yes
Side (street – south)	35 feet	100+ feet	Yes
Rear (west)	10 feet	100+ feet, zero	Yes

A structural connection (i.e. causeway) to existing principal structure on lot under separate fee ownership is proposed. The connection can be accommodated through the PUD process. An easement has been granted allowing the structure to connect to a lot under different ownership. A construction and maintenance agreement has been placed into effect for the shared property/structure.

In addition, a private sidewalk with a bridge over an existing wetland is contemplated. The sidewalk would allow residents from the assisted living facility to access an adjacent medical clinic. If approved, bridge footings must not interfere with the existing wetland. In addition, since the sidewalk is to traverse property under separate legal ownership and cross easement and a construction/maintenance agreement applicable to the portion of the sidewalk on Clinic property may be warranted.

Building Height: Meets Standard.

Maximum building height allowed in the R-4 District 45 feet from average grade at the front of the building to the highest point. The structure will be a maximum of 32 feet in height. Proposed height meets district requirements.

Lot Standards: Meets Standards.

Minimum lot size in the R-4 District is 3,000 sf/housekeeping unit equating to 111,000 sf (2.55 acres). The proposed site is 6.67 acres. In the R-4 District, minimum lot width is 200 feet, the subject property lot width exceeds this requirement.

Maximum lot coverage in the R-4 District is fifty (50) percent. 'Lot coverage' is defined as the amount of the lot covered by impervious surfaces. The proposed lot coverage is well under fifty percent.

Parking: Shared Campus Parking Arrangement Proposed under PUD – Planning Commission Recommends Approval

The site plan illustrates 41 total parking spaces, 39 conventional nine by twenty spaces and two handicap accessible spots. Parking lot surfacing of asphalt and perimeter curbing is proposed.

The number of parking stalls required for assisted living communities reverts to demand anticipated by a traffic study. The City Engineer's office provided background analysis/projection in lieu of a traffic study. Input from the City Engineer suggests about 60 stalls would likely be sufficient, but that number could be lower if parking at the Harbor and Peace Village were used for shared employees and during special events. The parking demand analysis performed by the City Engineer included the residential use type and employee demand. Flexibility in parking due to shared staff and combined campus-type setting is requested.

Section 1250 also provides for minimum stall length and width and drive aisle width depending on the orientation of parking to the curb. The Applicant proposes 90 degree angle parking. Minimum requirements are stall width nine feet, stall length 20 feet, and drive aisle width 24 feet. The proposed parking dimensions meet or exceed standards required.

Section 1250.05 of the City Code requires parking lots in the R-4 District be a minimum of ten (10) feet from any property line. It appears this requirement is met.

Snow storage shall occur adjacent to the proposed parking lot.

Landscaping: Reduction in Number of Trees Required Proposed under PUD – Planning Commission Recommends Approval.

A landscaping plan has been submitted. Section 1255.06 of the Code sets forth landscape requirements for multiple family residential buildings. Installation of one (1) tree per dwelling unit is required, resulting in a need for 37 trees at the subject site. Efforts to preserve wetlands at the site result in limited areas for tree planting. In addition, wetland buffer requirements apply resulting in areas that must be maintained in a natural state versus manicured lawn/plantings.

As such the Applicant requests a reduction in the required of the number of trees in conjunction with the PUD process and wetland preservation. A total of 12 trees, several shrubs, and foundation plantings are represented on the landscape plan.

In addition the Code requires fencing/screening of refuse areas. Architectural documents illustrate the installation of a trash/generator enclosure comprised of prefabricated vinyl members at a height of six feet.

Lighting: Meets Standards.

A lighting/photometric plan was submitted for review with the revised plan set as required under Section 1245.08, Subd. 1. Follow up discussion with the party responsible for electrical/lighting plan has indicated a revised plan will meet requirements. The revised lighting/photometric plan illustrates compliance with Code requirements.

Signage: Individual Permit Required.

Signage shall require a separate permit and is subject to Section 1260 (Signs) of the City Code. This can be submitted after review/approval of the development.

WETLAND PROTECTION: WAIVING A PORTION OF THE WETLAND BUFFER IS REQUESTED – PLANNING COMMISSION RECOMMENDS APPROVAL

Chapter 13, Section 1300.07 of the City Code provides for local protection of wetlands. In part 1300.07 requires:

Section 1300.07, Subd. 2 establishes a requirement for the installation of wetland buffers within certain distances of certain wetlands. As it relates to the subject site the wetland buffer applicable to the southern wetland is 35 feet. The buffer applicable to the northwest wetland is 25 feet. The buffer is to be comprised of natural vegetation and is to surround the wetland. The structure is located in a manner that encroaches into a required buffer area at the northwest corner of the structure. The Applicant, as part of PUD review requests the City Council waive (City Code 1300.01, Subd. 2) the required width of the buffer strip at the northwest corner of the building.

The landscape plan illustrates the degree of wetland buffer waiving requested. The landscape plan also illustrates seed mixtures to be planted in disturbed areas within said buffer area.

ADDITIONAL DEPARTMENT/AGENCY COMMENTS

Public Works: The plans have been forwarded to the Public Works Director Brent Aretz for review and comment. Mr. Aretz has reviewed the plans.

Fire Department: The plans have been forwarded to the Fire Chief Steve Zumberge for review and comment. The Fire Chief will require installation of two lock boxes, one by each entrance. In addition, a fire suppression plan shall be submitted for review and approval by the Fire Chief.

City Engineer: The City Engineer has reviewed the plan submittal. Comments are included in a memo to the City Administrator dated December 31, 2015. The memo is included in your packet and the City Engineer will be attending the meeting.

PUBLIC HEARING REQUIRED

Notice of a public hearing has been posted, published, and mailed as required by law. The Planning Commission conducted the hearing on January 20th, 2015. No public comments were received.

PLANNING COMMISSION FINDINGS

The Planning Commission finds:

1. Flexibility in site design through the PUD process will preserve environmentally sensitive wetland areas.
2. Flexibility in site design through the PUD process will achieve land use and housing goals set forth in the Comprehensive Plan related to infill development, cohesive neighborhood design, and variety in life cycle housing.
3. The proposed project is compatible with the neighborhood character as evident with the causeway connection to senior apartments to the west.
4. The proposed project is consistent with goals and policies contained in the Comprehensive Plan especially as related to natural resource preservation and housing.
5. The subject property is within the current municipal service area and currently provided with a full complement of municipal services. Drinking water, sanitary sewer, and storm water facilities are present at the site. The change in use will not result in a measurable increase in demand for drinking water or sanitary sewer systems.

6. Adequate capacity exists within the current municipal service area relative to the water production, treatment, storage, and distribution system as well as the existing sanitary sewer collection and treatment system.
7. The subject property abuts property currently used for medium/high density residential development.

RECOMMENDATION

The Planning Commission recommends conditional approval of the PUD. The proposed conditions are included in a resolution attached to this memo.

ACTION

Discussion by the Council relating to the PUD is kindly requested. A sample RESOLUTION is attached for consideration by the City Council.

ATTACHMENTS

1. Review memo from the City Engineer dated December 31, 2014.
2. Building rendering.
3. Site Plan.
4. Landscape Plan.
5. Resolution.



BOLTON & MENK, INC.

Consulting Engineers & Surveyors

2638 Shadow Lane, Suite 200 • Chaska, MN 55318-1172

Phone (952) 448-8838 • Fax (952) 448-8805

www.bolton-menk.com

December 31, 2014

City of Norwood Young America
Attn: Mr. Steve Helget, City Administrator
310 W. Elm St.
P.O. Box 59
Norwood Young America, MN 55368

RE: The Haven at Peace Village
Plan Review No. 2

Dear Mr. Helget:

We have completed an engineering review for the above referenced project. Our review is based upon the plans, submitted and prepared by Pope Architects and Champion Engineering Services, bearing the general title "The Haven at Peace Village, Norwood Young America Minnesota, and dated December 29, 2014. We offer the following comments and recommendations for your consideration:

General:

- 1) Our review assumes the sanitary sewer service, water service, storm sewer, site grading, and parking lot paving, etc. are to be privately owned, operated and maintained. Our review is generally confined to work within and associated with Public Right of Way and City owned facilities, as well as grading, drainage and erosion control as it relates to neighboring properties and public Right of Way, etc. Should any of the above assumptions be deemed incorrect, additional review comments may be appropriate.
- 2) Any previous review comments made that have not been addressed by this submittal are still in effect.
- 3) Copies of all required permits, approvals, and agreements, such as NPDES, CCWMO, MPCA, MDH, etc. shall be submitted for the project records.

Sanitary Sewer and Watermain:

- 1) The proposed sewer service appears to have minimal cover throughout its length. It is recommended consideration be given to insulating the entire sewer service where cover is less than 7 feet.
- 2) The plans indicate the use of "blue" tracer wire access posts and locatable marking tape. Tracer wire access posts and marking tape, etc. shall be colored green in accordance with industry color coding standards.
- 3) The plans indicate the use of a "Rhino" access post on the sanitary service. This type of access post is acceptable. "Curb Box" style access boxes are also acceptable for this application, in finished lawn and landscape areas. Our office can provide a detail for "curb box" style access boxes, if necessary.
- 4) The plans indicate the extension of a 6" water service to the building. It is our understanding the intent is to split domestic service and sprinkler service inside the building.



- 5) The westernmost hydrant appears to be located in close proximity to the building. The Fire Chief should review the proposed hydrant locations.
- 6) A gate valve should be added at the connection to the existing water service for testing purposes.
- 7) Gate valves shall include valve box bonnet adaptors and operating nut extension rods in accordance with City Standards. Details are available from our office if necessary.
- 8) The proposed watermain alignment, and existing service stub are located in close proximity to the proposed entrance sign. It is recommended the horizontal separation between the sign and the utility services be maximized to the extent practicable, to avoid the sign being disturbed in the event a future service repair excavation is needed. An adjustment in the proposed sign location may be prudent.
- 9) Any required watermain shut downs or valve operation shall be coordinated with the Public Utilities Department.
- 10) Plans should be submitted to the Fire Chief for review and comment.

Drainage and Grading:

- 1) Storm sewer calculations for the onsite storm sewer have been submitted.
- 2) Plans and Storm water calculations should be submitted to CCWMO for review.
- 3) The plan appears to intend using the existing ponding in the area to achieve required volume and rate control parameters. The existing ponding and proposed adjustments appear to be adequate to provide volume and rate control for the proposed improvements.
- 4) The plan includes the addition of a bioretention shelf to the existing pond in order to meet current CCWMO and other agency standards. We offer the following comments:
 - a. The detail shown should be revised to use the CCWMO detail
 - b. The NWL should be shown on the detail
 - c. The filtration media should consist of 70% sand and 30% compost
 - d. Tile bedding material should be 1-1 1/2" washed rock.
 - e. Tile bedding should be 12" thick from top of bedding to tile invert, and include 3-inches of 1/4" washed rock "checker course"
 - f. Tile bedding width at the bottom should be 3' wide.
- 5) The proposed building and grading area appears to be close to existing wetland edges. Required buffer zone compliance should be verified, and shown on the plan.
- 6) The plans indicate the construction of a "Link" or causeway between the proposed building and the existing Peace Village building to the west. Previous review comments regarding the causeway have not been submitted with this submittal.
- 7) The plans indicate the replacement of the existing pond discharge pipe located under the causeway inside a casing, as discussed in our previous review. We offer the following comments:



- a. Details of the proposed construction shall be included in the plans. Said details include but are not limited to casing thickness, material, and strength, casing spacers, location relative to footings, method of casing annulus fill, etc.
 - b. Cathodic protection shall be provided for the steel casing, and shown on the plans.
 - c. The plans indicate changes in pipe materials along the length of the replaced culvert. Filed joints between differing materials shall not be allowed. Should it be necessary to change pipe materials, a MH shall be installed at the transition location.
 - d. The plans indicate the use of dual wall HDPE inside the casing. Joint restraint in this pipe material appears to be inadequate for this application. Carrier pipe shall be RCP CL V with stainless steel tie rods at each joint, or PVC with restrained joints, such as Diamond Lok, Certa-Lok, Eagle Lok, mechanical joints, fused joints, or equal. Pipe material and joint restraint shall be submitted for review.
 - e. The casing shall be extended an adequate distance, on both sides of the building, to allow future excavation of the casing ends without impacting the building foundation walls, or footings, etc. at a minimum slope of 1.5:1, or 15 feet, whichever is greater.
 - f. The flared ends at each end of the replaced culvert shall be equipped with trash guards, and or varmint protection to inhibit debris and varmints from entering the pipe and creating a blockage.
 - g. Site grading and causeway elevations should be evaluated and adjusted accordingly such that an emergency overflow elevation is established to reduce potential flooding in the area in the event the culvert became clogged with debris, frozen, etc.
 - h. Considering the discharge pipe will pass through or under the proposed building, and City forces will likely be called upon to provide, at a minimum assistance, with maintenance activities for the existing pipe, from time to time, it is recommended consideration be given to whether or not there is a need for an easement, access agreement, or maintenance agreement, etc. between the Owner and the City, that defines responsibilities, access rights, liabilities, etc.
- 8) The plans indicate the use of 18" RCP CL III. Often 18" CL III availability is minimal. 18" RCP should be CL V to ensure availability.
- 9) There appears to be a typo in the structure schedule for CBMH 1. The casting should be Neenah R 3067-V.

SWPPP, Restoration, Erosion Control:

- 1) A Site Restoration Plan should be submitted, indicating the method of turf establishment location of each method, etc.



City of Norwood Young America
RE: The Haven at Peace Village
December 31, 2014
Page 4

- 2) The submitted SWPPP appears to not include all the information necessary to be in compliance with NPDES and CCWMO requirements. Additional information appears to need to be included, including but not limited to the following:
 - a. Chain of Responsibility
 - b. Training Documentation
 - c. Quantities
 - d. Impervious surface information
 - e. Final stabilization
 - f. Sequencing of work
- 3) Redundant silt fence is required in locations adjacent to wetlands where the required buffer zone is not maintained.
- 4) Erosion control blankets are recommended on slopes in excess of 4:1, and adjacent to wetlands and ponds.

Wetlands:

- 1) The proposed improvements appear to result in no permanent changes to existing wetlands. As such, it is recommended the Owner request a "No Loss" determination from the LGU, TEP, and other appropriate agencies.
- 2) A DNR "Contractor Responsibility Statement" should be provided to the City and other appropriate agencies, prior to commencing construction activities.
- 3) A Joint Wetland Application should be submitted to USACOE, to achieve wetland delineation concurrence.

This concludes our review of the submitted information.

Revised Plans as discussed herein, shall be submitted for further review.

We are available to discuss this matter at your convenience.

Respectfully submitted,
BOLTON & MENK, INC.

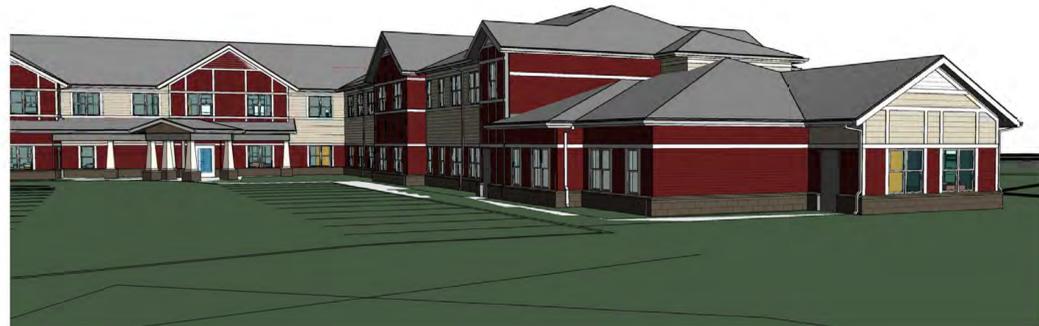
A handwritten signature in black ink, appearing to read "John K. Swanson", written over a horizontal line.

John K. Swanson

Cc: Cynthia Smith-Strack, MGD, Inc.
Kreg Schmidt, Bolton & Menk
Jake Saulsbury, Bolton & Menk
Paul Moline, CCWMO



AERIAL PERSPECTIVE



FRONT MC PERSPECTIVE



FRONT PERSPECTIVE



BACK SIDE OF MEMORY CARE WING



STREET VIEW AT LINK

3D IMAGE VIEWS

Image	Revision

Commission No.	62112-13112
Drawn by	Author
Checked by	Checker

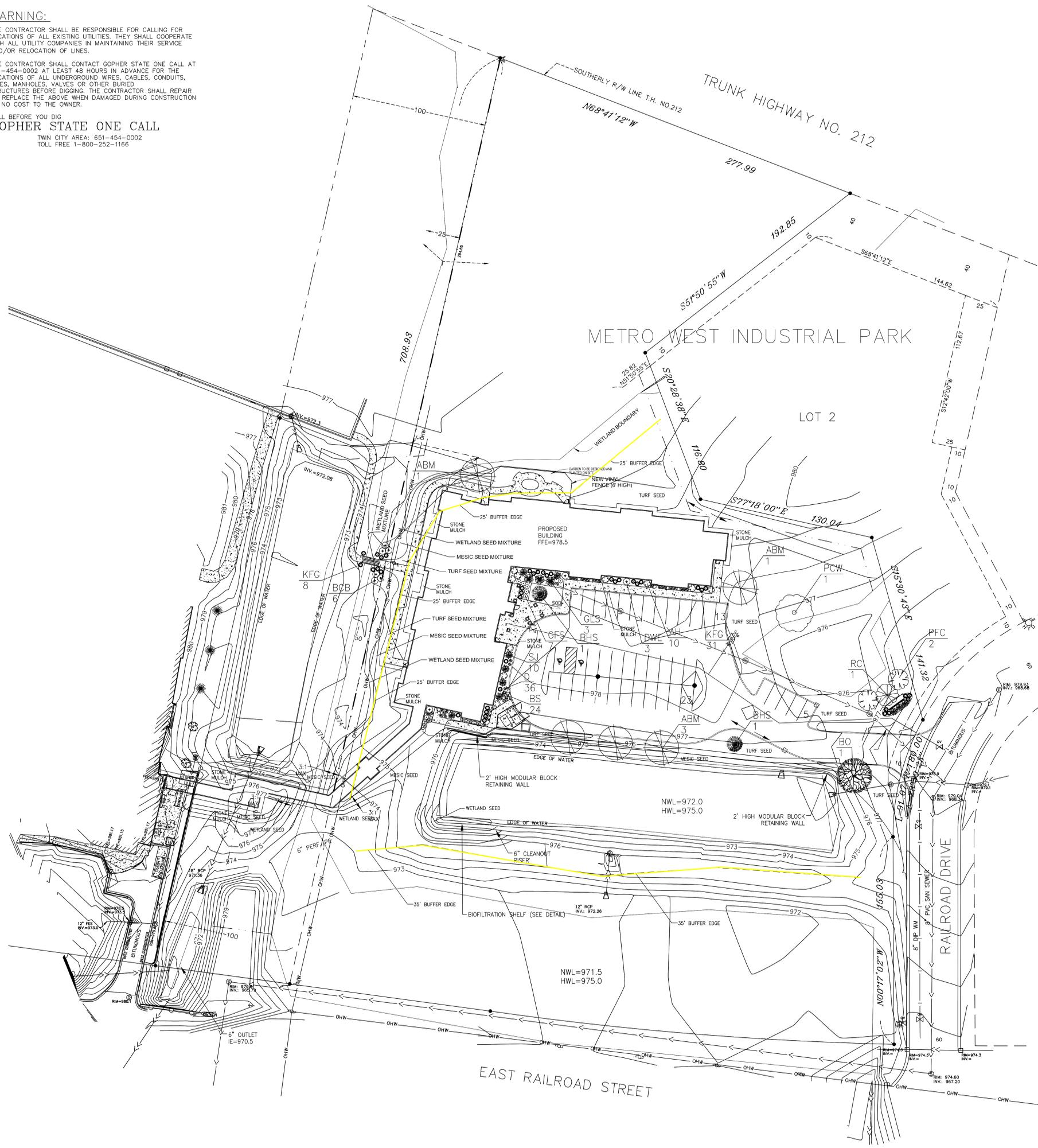
WARNING:

THE CONTRACTOR SHALL BE RESPONSIBLE FOR CALLING FOR LOCATIONS OF ALL EXISTING UTILITIES. THEY SHALL COOPERATE WITH ALL UTILITY COMPANIES IN MAINTAINING THEIR SERVICE AND/OR RELOCATION OF LINES.

THE CONTRACTOR SHALL CONTACT GOPHER STATE ONE CALL AT 651-454-0002 AT LEAST 48 HOURS IN ADVANCE FOR THE LOCATIONS OF ALL UNDERGROUND WIRES, CABLES, CONDUITS, PIPES, MANHOLES, VALVES OR OTHER BURIED STRUCTURES BEFORE DIGGING. THE CONTRACTOR SHALL REPAIR OR REPLACE THE ABOVE WHEN DAMAGED DURING CONSTRUCTION AT NO COST TO THE OWNER.

**CALL BEFORE YOU DIG
GOPHER STATE ONE CALL**

TWIN CITY AREA: 651-454-0002
TOLL FREE 1-800-252-1166



REQUIRED PLANT MATERIALS		
BASED ON MULTI-FAMILY HOUSING REQUIREMENTS		
ONE TREE PER UNIT		
37 NEW RESIDENTIAL UNITS = 37 NEW TREES ON SITE		
12 NEW TREES PROVIDED		
PLANT LIST: Site Plantings		
QTY.	KEY BOTANICAL NAME	COMMON NAME SIZE/ROOT
TREES		
5	ABM Acer x freemanii 'Autumn Blaze'	Autumn Blaze Maple 2-1/2" B&B
1	BO Quercus macrocarpa	Bur Oak 2-1/2" B&B
1	PCW Salix 'Prairie Cascade'	Prairie Cascade Weeping Willow 2-1/2" B&B
2	BHS Picea glauca 'Densata'	Black Hills Spruce 6" B&B
2	PFC Malus 'Pralinefrise'	Pralinefrise Crabapple 1-1/2" B&B
1	RC Malus 'Royalty'	Royalty Crabapple 1-1/2" B&B
SHRUBS		
6	BOB Aronia melanocarpa	Black Chokeberry 5 Gal. Pot
3	DWE Euonymus alatus 'Compactus'	Dwarf Winged Euonymus 5 Gal. Pot
10	AH Hydrangea arborescens 'Annabelle'	Annabelle Hydrangea 5 Gal. Pot
3	GLS Rhus aromatica 'Drumstick'	Gray-Low Fragrant Sumac 5 Gal. Pot
7	GFS Spiraea x bumalda 'Goldflame'	Goldflame Spirea 5 Gal. Pot
10	SJ Juniperus sabinia 'Scandia'	Scandia Juniper 5 Gal. Pot
PERENNIALS & ORNAMENTAL GRASSES		
39	KFG Cotoneaster scutiflorus 'Karl Forester'	Karl Forester Feather Reed Grass 3 Gal. Pot
36	D Hemerocallis, sp. 'Daylilies'	Mix species but group similar colors together 1 Gal. Pot
24	BS Rudbeckia fulgida 'Goldstrum'	Black Eyed Susan 1 Gal. Pot
SOD		
Lawn areas: Highland sod with a min. of 45% Kentucky Blue grass		
SEED		
Lawn areas: M:DOT 25-151		
Natural areas, wet: M:DOT 33-361		
Natural areas, mesic: M:DOT 33-241		
Natural areas, dry: M:DOT 35-241		

- GENERAL NOTES:**
- Landscape contractor shall provide cash escrow or irrevocable letter of credit in the amount required for completing exterior improvements by the City of Norwood Young America.
 - Landscape contractor shall inspect the site and become familiar with existing conditions relating to the nature and scope of work. If any discrepancies are found, the Landscape Architect shall be notified prior to construction. The base information including contours, trails, utilities, curbs, and building locations were provided by others. All discrepancies must be resolved prior to construction.
 - Landscape contractor shall verify plan layout and bring to the attention of the Landscape Architect discrepancies which may compromise the design or intent of the layout.
 - Landscape contractor shall assure compliance with codes and regulations governing the work and materials supplied.
 - Landscape contractor shall protect all existing roads, curbs/gutters, trails, trees, lawns, and site elements during construction. Damage to the same shall be repaired at no cost to the Owner.
 - Landscape contractor shall verify the location of all utilities above and below grade prior to any soil disruption or installation. Provide necessary protection for same before construction begins.
 - Landscape contractor shall coordinate each phase of installation with General Contractor.
 - Landscape contractor shall be responsible for on-going maintenance of all installed materials until time of substantial completion. Repair and/or replace all damaged materials due to construction or acts of vandalism at no cost to the Owner.
 - Landscape contractor shall verify that all plant placement will not negatively affect the plant's survival or warranty. Undesirable site conditions shall be brought to the attention of the Landscape Architect prior to construction.
 - Existing trees, shrub beds, and ground cover not identified for removal will be protected.
 - Landscape contractor shall submit a written request for the substantial completion of all landscape and site improvements prior to submitting for final payment. The submitted plan shall include an as-built drawing of all landscape and irrigation installations and improvements.
 - Contractor shall provide a two year guarantee of all plant materials. The guarantee begins on the date of the Landscape Architect's written acceptance of the date determined as substantially complete. Replacement plant materials shall also have a one year guarantee upon planting.

- IRRIGATION NOTES:**
- Landscape contractor shall be responsible for providing an irrigation plan and specification as part of the scope of work. Submit a layout plan and specifications for approval by the Landscape Architect prior to construction. It is the Landscape contractor's responsibility to ensure proper irrigation coverage and in the appropriate amounts.
 - Landscape contractor shall provide the Owner with an as-built plan showing all heads, zones, lines, and valve boxes.
 - Landscape contractor shall provide the Owner with an irrigation system schedule appropriate to the project conditions and to assure proper plant growth. A seasonal maintenance schedule will also be provided.
 - Landscape contractor shall insure that the irrigation is set appropriately to provide proper plant growth without damaging surrounding conditions. It is the landscape contractor's responsibility to insure proper surface and subsurface drainage in planted areas.

- PLANTING NOTES:**
- All plants to be Minnesota grown and hardy. Plants to be installed as per standard AAN planting practices. Nursery stock shall comply with the current edition of the American Standard for Nursery Stock, ANSI Z60.1.
 - No planting will occur until final grading has been completed.
 - All trees and shrub beds shall be staked and approved prior to installation.
 - No substitutions will be accepted unless approval is granted by the Landscape Architect prior to submission of the bid.
 - Location adjustments may be needed in the field. Landscape Architect must be notified.
 - Plants to be installed as per planting details.
 - Plants shall be fertilized upon installation with dried bone meal, other approved fertilizer mixed in with the planting soil as per the manufacturer's instructions, or may be treated for summer and fall installation with an application of granular 10-0-5, 12oz. per 2.5' cal. tree and 6oz. per shrub. An additional application of 10-10-10 the following spring in the tree saucer.
 - Areas receiving ground covers, perennials, or garden space shall receive a minimum of 18 inches of planting soil consisting of 4 parts topsoil, 4 parts screened compost, and 1 part sand.
 - All deciduous trees shall be wrapped in the fall prior to Dec. 1 and removed after April 15. Tree wrap shall be asphalt impregnated crepe, wrapped from base of trunk flare to first branches.
 - Edging shall be black or brown 6" steel, Border King or equivalent. Edging to be staked in place as per manufacturer specifications. Edging to have smooth lines, be it either straight or curved.
 - Perennial areas and garden areas shall be separated from the rock mulch shrub bed by a separate edging strip, have 18 inches of planting soil, and 3 inch deep shredded hardwood mulch cover. No weed barrier fabric is to be used in garden areas or around perennials.
 - A 36" wide rock mulch maintenance strip shall be installed around the entire building. Maintenance strip shall have weed barrier fabric under rock and edged with commercial edging.
 - Weed barrier shall be 4oz. woven needle punch, black. Overlapping seams.
 - Rock mulch, (River Rock 1-1/2 inch) shall be placed a minimum of 4 inches deep.
 - Wood mulch shall be double shredded hardwood mulch and placed a minimum of 4 inches deep around all installed trees (tree rings) and 3 inches deep in all garden areas.
 - Tree rings shall be 6 feet in diameter and be a minimum of 4 inch deep double shredded hardwood. Mulch shall not come in contact with tree trunks.
 - All deciduous plantings shall occur between spring thaw and June 15, or between fall's first frost and the first snow or Nov. 15, whichever comes first. Coniferous plantings shall occur after Oct. 1.
 - Landscape contractor shall be responsible for determining appropriate planting conditions. Warranties shall be enforced regardless of weather and planting conditions.
 - No excess materials or debris will be on site. All hard surfaces will be swept and washed clean.

- TURF NOTES:**
- Seed all areas disturbed unless noted as sod. Seed type shall be selected and submitted to the City and the contractor and approved by the Landscape Architect prior to installation.
- Seed shall be installed as per the distributor's requirements for proper coverage and germination. Sod shall be free from weeds, stones, and have a strong fibrous root structure and be free from burned or bare spots.
- Sod shall be uniform in depth and cut into even rolls. All sod delivered to the site shall be installed that day. All seams shall be laid light in staggered rows not less than 18 inches apart. Sod that abuts curbs or concrete areas shall have a finish grade 1 inch below the hard surface elevation. Once sod is installed the elevations shall be level. Sod areas shall be fertilized with a 0-14-7 new lawn starter and applied as per distributor's requirements.

POPE ARCHITECTS
1295 BANDANA BLVD N, SUITE 200
ST. PAUL, MN 55108-2735
(651) 642-9200 | FAX (651) 642-2101
www.popearch.com

CAMPION ENGINEERING SERVICES, INC.
1800 Pioneer Creek Center,
P.O. Box 249
Maple Plain, MN 55359
Phone: 763-479-5172
mcampion@campioneng.com

**PEACE VILLA INC.
THE HAVEN AT PEACE
VILLAGE
NORWOOD YOUNG
AMERICA, MN**

LANDSCAPE PLAN

Issue or Revision	DATE	PER CITY COMMENTS
12/22/2014		
01/16/2015		WETLAND BUFFERS

BRODSHO CONSULTING
658 NORTHBRIDGE COURT
EAGAN, MN 55123
PHONE: 651-688-8023
FAX: 651-994-4792

REG. NO. 23343 DATE 01/16/2015

RESOLUTION 2015-07

A RESOLUTION APPROVING PRELIMINARY AND FINAL PLANNED UNIT DEVELOPMENT PLAN AND LOT SPLIT/COMBINATION FOR “THE HAVEN” AT 600 RAILROAD DRIVE

WHEREAS, the City of Norwood Young America requires approval of lot splits and combinations pursuant to Chapter 12 of the Norwood Young America City Code; and

WHEREAS, Chapter 12, Section 1240.02 of the City Code provides for development review through a planned unit development overlay process which is intended to facilitate flexibility in design and siting of projects in instances where a public benefit is evident including preservation of environmentally sensitive areas and planned housing communities such as that proposed which includes integrated senior apartments, assisted living units, and memory care unit clusters; and

WHEREAS, Peace Villa Inc. (the “Applicant”) has applied for approval of a lot split/combination and preliminary/final PUD plan approval to construct a 36,000 square foot, two-story structure to house 37 senior assisted living and memory care units on a 6.67 acre parcel (the “Use”) on property located at 600 Railroad Drive (the “Property”); and

WHEREAS, the City previously approved a comprehensive plan amendment and rezoning request related to the Use; and

WHEREAS, the City of Norwood Young America Planning Commission considered the Applicant’s request for lot split/combination and PUD preliminary and final plan approval to locate the Use on the Property during their meeting on January 20, 2015; and

WHEREAS, the City of Norwood Young America City Council at a regularly meeting on January 26, 2015, considered the application materials on file with the City, and the recommendation of the Planning Commission.

THEREFORE, BE IT RESOLVED, that the City Council of Norwood Young America, Carver County, Minnesota, hereby makes and adopts the following findings of fact:

1. Flexibility in site design through the PUD process will preserve environmentally sensitive wetland areas.
2. Flexibility in site design through the PUD process will achieve land use and housing goals set forth in the Comprehensive Plan related to infill development, cohesive neighborhood design, and variety in life cycle housing.

3. The proposed project is compatible with the neighborhood character as evident with the causeway connection to senior apartments (“The Harbor”) located immediately to the west of the Property.
4. The proposed project is consistent with goals and policies contained in the Comprehensive Plan especially as related to natural resource preservation and housing.
5. The subject property is within the current municipal service area and currently provided with a full complement of municipal services. Water, sanitary sewer, storm water facilities, and public streets are present at the site. The change in use will not result in a measurable increase in demand for water or sanitary sewer services.
6. Adequate capacity exists within the current municipal service area relative to the water production, treatment, storage, and distribution system as well as the existing sanitary sewer collection and treatment system.
7. The subject property abuts property currently used for medium/high density residential development.

BE IT FURTHER RESOLVED, that the City Council of Norwood Young America, Carver County, Minnesota, hereby approves the Applicant’s request for a site plan approval, subject to the following conditions:

1. Submittal of a revised set of plans (5 large scale copies) illustrating compliance with required conditions of approval.
2. Approval and execution of a Development Agreement with the City of Norwood Young America.
3. Compliance with all standards required and as set forth within the memo from Consulting Planner, Cynthia Smith Strack, Municipal Development Group, to the Planning Commission dated January 13, 2015.
4. Compliance with all recommendations as set forth within a project review memo from John Swanson, Bolton & Menk (City Engineer) dated December 31, 2014.
5. Submittal of evidence providing proof of easements in place and the subsequent creation of new easements in the event existing easements are found unacceptable or not in place.
6. Installation of lock boxes as required by the City of Norwood Young America Fire Chief. Review and approval of a fire suppression plan by the Fire Chief.
7. All signage shall require submittal of a sign permit application and approval by the Zoning Administrator and/or Building Official.

8. Building permits application and approval shall be required prior to any building construction or improvements on the property.
9. This approval is subject to all applicable codes, regulations and ordinances, and violation thereof shall be grounds for revocation.
10. This approval shall expire two years after date of approval as provided for under Chapter 12, Section 1240.02, Subd. 22 of the City Code, unless the Applicant has commenced construction of the Use on the Property.
11. Approval of this plan does not approve any future expansion or associated improvements on-site.
12. Any modifications not defined as an “adjustment” pursuant to Chapter 12, Section 1240.02, Subd. 17, shall require approval by the City Council following a recommendation by the Planning Commission.

Adopted by the City Council this 26th day of January, 2015.

Tina Diedrick, Mayor

ATTEST:

Diane Frauendienst
City Clerk/Treasurer



TO: Honorable Mayor Diedrick and City Council Members
FROM: Steve Helget, City Administrator
DATE: January 26, 2015
SUBJECT: Request for Proposals for Refuse and Recycling Collection

According to Chapter 3, Section 320.15 of the City Code, the City may issue no more than two (2) solid waste collection licenses and the licenses are valid for one year. Waste Management has already been issued a 2015 Hauler's License. As directed by the City Council, Request for Proposals was sent out to area waste collection service providers. Three companies were solicited. They are Elite Waste Disposal, Organic Disposal, and Randy's Environmental Services (see enclosed proposals). Also enclosed is a copy of the RFP that was sent to the three companies for them to base their proposal on.

In accordance with the City's Hauler's License application, all three companies have submitted a license fee payment of \$100 and Elite Waste Disposal and Organic Disposal provided proof of insurance.

Proposed is to review the proposals and award a Hauler's License for 2015 to one of the companies.

Suggestion Motion:

Motion to approve a 2015 Hauler's License to _____.

REQUEST FOR PROPOSALS

**OF SOLID WASTE COLLECTION
AND DISPOSAL AND RECYCLING
COLLECTION SERVICES**

City of Norwood Young America
310 Elm Street W.
P.O. Box 59
Norwood Young America, MN 55368

I. GENERAL PROVISIONS

- A. Responses submitted must provide complete information as indicated in this request.

Please submit proposal by **12:00 p.m., Friday, January 23, 2015.**

City of Norwood Young America

Attention: Steve Helget

P.O. Box 59

Norwood Young America, MN 55368

- B. Questions and inquiries regarding this request should be directed to:

Steve Helget

City Administrator

P.O. Box 59

Norwood Young America, MN 55368

(952) 467-1805

Email to: shelget@cityvofnya.com

DO NOT call members of the Norwood Young America City Council with questions about this RFP. All inquires should be directed to the designated staff member, Steve Helget.

- C. The City will not reimburse any expenses incurred by Respondent(s) including, but not limited to, expenses associated with the preparation and submission of the response and attendance at meetings.

- D. The City reserves the right to reject any and all responses and to request additional information from any and all companies.

- E. Schedule

January 15, 2015 – Garbage and Recycling Services RFP sent to companies.

January 23, 2015, 12:00 p.m. – Deadline for proposal submission.

January 26, 2015 – Council consideration of garbage and recycling proposals. – regular City Council Meeting.

- F. Background

The City of Norwood Young America authorizes the licensing of two (2) haulers to provide refuse and recycling collection within the city limits. Licenses are renewed annually. The current license fee is \$100/year. The City of Norwood Young America is located in Carver County and has a population of approximately 3,600.

II. SERVICES TO BE PROVIDED

A. Frequency of Collection. For residential and multiple-family dwellings, waste shall be collected and disposed of at least once each week. Waste for any commercial establishment shall be disposed of at least once each week and at more frequent intervals if deemed necessary to protect the public health, and by order of the City.

B. Points of Collection. On the day of collection the waste container shall be placed either by the curbside or the building as agreed upon by the License collector and customer. In those areas where the premises is served by an alley, on the day of pick-up the waste container(s) shall be placed adjacent to the alley from which the pick-up is to be made or other location as agree upon by the License collector and customer.

E. Owners Permitted to Dispose of Garbage. City residents and businesses are allowed to dispose of their waste to a licensed landfill, disposal depot, or the Carver County recycling site or other recycling center.

D. Collection Service. The License collector shall comply with the following requirements:

1. The License collector shall operate in a manner consistent with the application materials submitted to the City and shall provide notice to the City ten (10) days prior of any change in the information.
2. No collection of mixed municipal solid waste or recyclable material shall be made except between the hours of 6:00 a.m. and 4:30 p.m., Monday through Friday. Operations during these hours may also be conducted on Saturday, to accommodate recognized national holidays or a special pick-up. In the event of change of schedule due to a holiday, the licensed collector shall notify the City and customers of the specific day collection is changed to.
3. The License collector shall only use vehicles and equipment so constructed that the contents shall not leak or spill out. The vehicles and equipment shall be kept clean and as free from offensive odors as possible and shall not stand on any street, alley, or public place longer than reasonably necessary to collect solid waste or recyclables.
4. The License collector shall provide customers with an opportunity to recycle weekly and shall be on the same day mixed solid waste is collected, but may occur at different times of the day.

III. INSURANCE

Insurance: The License collector shall carry the following minimum limits of insurance coverage and provide proof of such to the City:

- \$250,000 per person injured
- \$500,000 per accident
- \$1,000,000 property damage

IV. PROPOSAL

The following information shall be provided with the proposal:

1. Monthly rates for garbage and recycling collection, to include dumpsters, along with size of collection containers (i.e. gallons, yards). Rates shall be identified for residential, multiple-family residential, commercial/industrial, and municipal.
2. Collection schedule.
3. Description of vehicles to be utilized for garbage and recycling collection (i.e. vehicle make, age, and axle weight).
4. Holiday pick-up schedule.
5. Identify landfill and recycling collection center to be utilized.
6. Explain customer service procedures for complaints/questions. Provide contact information.
7. Provide rates for miscellaneous household wastes such as televisions, radios, cell phones, computers and computer accessories, furniture, mattresses, etc.
8. Any other information the Proposer determines would be helpful to the City in analyzing proposals, or understanding the elements of the Proposer's proposal.
9. Completed Haulers Application (see enclosure).

ELITE

Waste Disposal

A Local, Family Owned
Company Since 1994



Residential Collection



Commercial Collection



Roll-Off Dumpsters

Corporate Office
845 Corporate Drive
Jordan, MN 55352

Satellite Office
21010 Commerce Blvd.
Rogers, MN 55374

Phone (952) 445-4301
Dispatch Fax (952) 492-2719
Accounting Fax (952) 492-2633

www.elitewastedisposal.com

twitter

January 20, 2015

City of Norwood Young America
310 Elm Street West
Norwood Young America, MN 55368

Attn: Steve Helget, City Administrator

Mr. Helget:

Attached is Elite Waste Disposal's (Elite) response to the RFP for Solid Waste Collection and Disposal and Recycling Collection Services for the City of Norwood Young America.

Elite has been successful in the refuse business for the past 20 years. We currently provide refuse and recycling services to over 9000 customers in the Southwest Metro Area. Based upon Elite's strong financial condition, local presence and our experience in the refuse and recycling business we will be a great partner with the City of Norwood Young America and its residents.

We believe the city will benefit by securing a "local" family owned and operated refuse and recycling hauler for their needs. We will offer the residents of Norwood Young America the same "*Superior Service*" that we now deliver to our current customers in Belle Plaine, Carver, Chanhassen, Chaska, Henderson, Jordan, New Germany, Victoria and Waconia.

Upon being selected as one of the haulers for the city, all Municipal Solid Waste (MSW) that is collected will be disposed of at Resource Recovery Technologies and converted to valuable energy. All recyclables will be sorted and used as a raw material.

Considering our 20 years of experience in the waste and recycling industry, the fact that we are a "local" family owned company that values professionalism, safety, integrity, customer satisfaction and our continued involvement in the communities we serve, we firmly believe Elite Waste Disposal is the perfect choice for the City of Norwood Young America.

Thank you for the opportunity!

Respectfully submitted,

Tracy Nelson
General Manager



"Superior Service"
A class above the rest!



Request for Proposals of Solid Waste Collection & Disposal and Recycling Collection Services
Proposal Attachment
Elite Waste Disposal, Inc.
January 20, 2015

I. Monthly Rates:

- a. Residential: Garbage (weekly service) and recycling collection (every other week service – if weekly service is requested, we will provide a second recycling container free of charge.)
 - i. 32 gallon = \$14.00
 - ii. 64 gallon = \$15.00
 - iii. 96 gallon = \$16.00
 1. These rates include MN Solid Waste Management Tax and Fuel Surcharges. No other fees apply.
- b. Multiple-Family Residential: Residential: Garbage (weekly service) and recycling collection (every other week service – if weekly service is requested, we will provide a second recycling container free of charge.) – If dumpsters are requested, the Commercial / Industrial rates listed below would apply.
 - i. 32 gallon = \$13.00
 - ii. 64 gallon = \$14.00
 - iii. 96 gallon = \$15.00
 1. These rates include MN Solid Waste Management Tax and Fuel Surcharges. No other fees apply.
- c. Commercial / Industrial (Garbage- every week pick up)
 - i. 2 yard = \$63.08
 - ii. 4 yard = \$94.08
 - iii. 6 yard = \$125.08
 - iv. 8 yard = \$156.09
 1. These rates include MN Solid Waste Management Tax and Fuel Surcharges. No other fees apply.
- d. Commercial / Industrial (Cardboard - every week pick up)
 - i. 2 yard = \$31.98
 - ii. 4 yard = \$51.98
 - iii. 6 yard = \$71.98
 - iv. 8 yard = \$91.98
 1. These rates include Fuel Surcharges. No other fees apply.
- e. Municipal: Year round
 - i. City shop 24- 3rd Ave S.E. – 2 yard garbage picked up every week.
 - ii. Roy Clay 327 Elm Street west - 2 yard garbage picked up every week.
 - iii. Sports Complex 417 Elm Street west - 2 yard garbage picked up every week.
 - iv. Wilkmon Park 21 Main Street East - 2 yard garbage picked up every week.
 - v. WWTP 510 Elm Street East - 2 yard garbage picked up every week.
 1. Total for all locations: \$215.00 per month.

- f. Municipal: Summer Months
 - i. Leigion Park 322 Reform Street South – (6) 2 yard garbage dumpsters picked up every week.
 - ii. Friendship Park 316 4th Ave S.W.- (6) 2 yard garbage dumpsters picked up every week.
 - Total for all locations: \$250.00 per month (Supplied and invoice from May – October only.)
- g. City Wide Clean Up Day Free of Charge
 - i. Elite Waste Disposal will provide the following for a City Wide Clean Up Day (at a mutually agreed upon location and date) from 7:00 – 10:00 am:
 - 1. (2) Rear-Load Trucks for compacting debris.
 - a. The trucks will be available until either the trucks are full or 10:00 am, whichever comes first.
 - i. This is the equivalent of 350 yards or (10 ½) 30 yard Roll-Off Dumpsters.
 - 2. (1) 20 yard Roll-Off Dumpster for electronics
 - 3. On site labor to run the trucks and monitor the electronics dumpster.

2. Collection Schedule

- a. Residential
 - i. Wednesday
- b. Multiple-Family Residential
 - i. Residential Carts = Wednesday
 - ii. Commercial Containers = Tuesday or Thursday
- c. Commercial / Industrial
 - i. Weekly on either Tuesday or Thursday
- d. Municipal
 - i. Weekly on either Tuesday or Thursday

3. Description of Vehicles

- a. See attached

4. Holiday pick up schedule

- a. Service will be delayed one day if the holiday falls during the week.

5. Landfill center to be utilized

- a. Garbage
 - i. Resource Recovery Technologies, Shakopee, MN
- b. Recycle
 - i. Dem-Con Materials Recovery, Shakopee, MN

6. Customer Service Procedures for complaints/questions

- a. Our phone is always answered by a live person located in Jordan, MN. The Customer Service Department is open from 7:00 am – 4:00 pm Monday through Friday.

7. Miscellaneous household wastes

- a. See attached

8. Other information

- a. N/A
- 9. Completed Haulers Application
 - a. Enclosed

Elite Waste Disposal, Inc. list of vehicles

<u>Truck</u>	<u>Year</u>	<u>Make</u>	<u>Model</u>	<u>GVW</u>
E21	2009	Peterbilt	A320	63,000
E24	1999	Int'l	TK	26,000
E25	2000	Int'l	TM 40S	51,000
E27	2003	Peterbilt	320 TK	63,000
E28	2005	Peterbilt	320	63,000
E29	2012	Peterbilt	320	69,000
E31	2011	Peterbilt	320 Cabover	69,000
E32	2011	Peterbilt	320 Cabover	69,000
E36	2012	Peterbilt	320 Cabover	69,000
E37	2015	Peterbilt	348 Spec	51,000

ELITE

Waste Disposal

BULKY ITEM DISPOSAL

Bulky Items are not included in your regular service program. To schedule a pick-up of these items, contact Elite Waste Disposal at 952-445-4301. Payment arrangements are to be made at the time you schedule your service. We provide this service on the third Tuesday of every month in Jordan. For your convenience, Elite Waste Disposal accepts Visa and MasterCard.

Hazardous Material should not be mixed with regular trash because they may harm your hauler, create environmental problems, and in some cases it may be illegal.

The price for each Bulky Item is listed below:

Freezer	\$71.00
Household Appliance	\$65.00
Commercial Appliance	\$159.00
TV	\$60.00
Console TV	\$78.00
Copy Machine	\$65.00
Commercial Copier	\$159.00
All Other Electronics	\$52.00
Air Conditioner	\$71.00
Furnace	\$65.00
Water Heater	\$71.00
Snow Blower	\$46.00
Push Lawn Mower	\$46.00
Riding Lawn Mower	\$114.00
Truck Tire	\$77.00
Car Tire	\$46.00
Batteries	\$52.00
Grill	\$52.00
Propane Tank	\$52.00
Couch	\$65.00 + 9.75% SWMT tax + Additional County Tax (if applicable)
All other Furniture	\$59.00 + 9.75% SWMT tax + Additional County Tax (if applicable)
Mattress or Box Spring	\$59.00 + 9.75% SWMT tax + Additional County Tax (if applicable)

Additional County Tax

Hennepin County	= 9.00% Hennepin County Management Fee
Ramsey County	= 28.00% County Environmental Charge
Washington County	= 37.50% County Environmental Charge

*Green treated wood is hazardous waste. We do not take.

*Bulky item pick up is the last full Grey week of the month on the customers' regular pick up day.



HAULERS LICENSE

Company Name Elite Waste Disposal, Inc.

Owner's Name Troy Schvette

Contact Person Tracy Nelson, General Mgr. Andy Schultz, Operations Mgr.

Phone # 952.445.4301

Address 845 Corporate Drive

Jordan, MN 55352

Federal ID # 41-1894146 MN Tax ID # 3511873

Place of disposal of the waste collected: RRT and Dem. Con Materials Recovery

Attach the following information to this form with payment before returning to City:

1. Attach a copy of the insurance agreement with the extent and source of public liability and property damage insurance carried on the motor vehicles and equipment.
2. Attach a description of the types and makes of motor vehicles and equipment used.
3. Attach a schedule of the charges made to customers and the time period that the charges shall remain effective.
4. Please sign below before returning to the city with payment.

Annual Fee \$ 100.00 Amount Paid \$ 100.00 Date Paid _____

Haulers Signature: Tracy Nelson Date 1/20/15

City Official _____ Date _____

LICENCE EXPIRES DECEMBER 31, 2015.

Organic Disposal^{LLC}

January 22, 2015

Steve Helget
City Administrator
PO Box 59
Norwood Young America, MN 55368

Dear Steve:

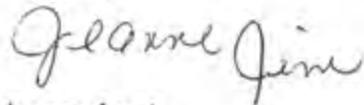
Enclosed please find our application for hauler's license and Certificate of Insurance. I am also giving you a little history of our company along with the other information you have requested.

Organic Disposal LLC was founded in 2009 by James Forner and Jeanne Arnst. Our dad started a curbside waste hauling business in 1963 in Carver and continued to do business in Carver County until the sale of his business in 1990. As his children we were taught all aspects of the business regardless of our age. We have been fortunate to be able to still service many of our dad's customers. Customer service was the most important part of operating a successful business to him and we strive to follow in his footsteps.

Growing up in Carver County makes us very knowledgeable of the area and communities and we have friends and family throughout. We are also a large supporter of the small businesses in the cities we service.

We hope you take our longstanding commitment to the residents and businesses in Norwood Young America into consideration while reviewing our application for this hauling license.

Regards,



Jeanne Arnst
Jim Forner
Owners

Monthly Residential Rates:	34 gallon container	\$ 20.78
	64 gallon container	\$ 24.08
	96 gallon container	\$ 27.46

We also provide organic service which removes $\frac{3}{4}$ of your waste from the garbage. You may reduce the size of your garbage container – and is an additional fee of \$8.00 per month – nontaxable. Each customer would receive information on this service. This is an optional service.

All prices are per month and include tax and every other week recycling. We bill on a quarterly basis. We offer on line bill pay – auto pay along with Ebill.

Commercial Rates are determined on size of dumpster and frequency of service. We offer 2 yard, 4 yard and 6 yard containers. Recycling is available as well.

Collection Schedule: At the present time we are considering Friday for the pickup day. Also our trucks are all rear load so we are able to pick up residential, commercial and all extra garbage on the same day without bringing in additional trucks for those services. Our recycling is on an every other week schedule and we provide homeowners with calendars and items that can be recycled.

Vehicles: 2004 Freightliner rear load single axle - 29,000lbs total weight
2002 Sterling rear load single axle - 28,000lbs total weight

Holiday pick up is the following day after the holiday – your pick up day is Thursday and that is the holiday – pick up is Friday.

Trash is taken to Resource Recovery Technology transfer station – it is then transferred to Hennepin County burner. Recycling is taken to Dem-Con Recovery Center. Both are located off of 169 in Shakopee.

Though we are small company we have a staffed office and make ourselves readily available for any problems that should arise. The ability we have as a local company is we are familiar with the community such as street names and location of businesses along with many of the resident's names which makes it so much easier for office and drivers to address any issues. We will give each customer a letter stating pick up day, recycling calendars, the time they should have their carts curbside, phone numbers, website address and Email address. Communicating with the customers minimizes problems.

Rates for miscellaneous items vary on size and quantity. We recommend that customers take televisions and computers to the recycling center or other locations that will recycle the item.

Couches \$25.00 Loveseat \$ 15.00 Chairs-Recliners \$10-15.00 Hide-a-bed \$ 35.00-40.00
Single mattress \$ 15.00 Double \$ 25.00 Queen \$ 35.00 and King \$50.00 – the price is the same for box springs.

Footnote to rates: Many companies offer low introductory rates and are guaranteed for a period of time and then are raised quickly or often to offset the low intro rates and sometimes you are to sign a contract or have to pay additional for every bag next to the cart. We offer a fair price – no fuel surcharges or environmental fees, no contracts and a \$1-2.00 per month increase once a year. We found that our customers stay loyal to us for our friendliness, easy to work with local company and excellent customer service and have ignored the lower prices of our competitors. We will offer 3 free months – 1 month each over 3 billing cycles for all new NYA customers. When the news broke of the Franck's sale we had over 200 hits on Facebook and our website in one night with people who heard about our company from friends and neighbors that have our service. They too wanted to become an Organic Disposal customer. A little overwhelming we must say but a testament to our goal to be the best!



HAULERS LICENSE

Company Name ORGANIC DISPOSAL LLC
Owner's Name JAMES FORNER & JEANNE ARNST
Contact Person JEANNE ARNST
Phone # 952-443-2336
Address PO BOX 329
VICTORIA 55386
Federal ID # 20-4469705 MN Tax ID # 9925584
Place of disposal of the waste collected: RAT-Shakopee MN

Attach the following information to this form with payment before returning to City:

1. Attach a copy of the insurance agreement with the extent and source of public liability and property damage insurance carried on the motor vehicles and equipment.
2. Attach a description of the types and makes of motor vehicles and equipment used.
3. Attach a schedule of the charges made to customers and the time period that the charges shall remain effective.
4. Please sign below before returning to the city with payment.

Annual Fee \$ 100.00 Amount Paid \$ _____ Date Paid _____

Haulers Signature: _____ Date _____

City Official _____ Date _____

LICENCE EXPIRES DECEMBER 31, 2015.

4351 US Hwy 12 SE
PO Box 169
Delano MN 55328-0169



www.RandysSanitation.com
Phone: 763.972.3335
Fax: 763.972.6042

January 23, 2015

City of Norwood Young America

RE: Request for Proposals of Solid Waste Collection and Disposal and Recycling Collection Services

Randy's is the largest independent Refuse and Recycling Company in Minnesota as well as the only all-inclusive option. We've been providing the finest Residential & Commercial Garbage Collection, Recycling, Roll off Dumpster Rental Services to the Minneapolis-St Paul metro and surrounding areas since 1979. Randy's also provides trash and recycling drop off facilities in Delano, Burnsville and St. Michael. Today, our business goes far beyond garbage and trash removal. We pride ourselves on being an innovative leader in the Waste Collection and Recycling Industry, and we're very excited to offer new services such as Organics Recycling and Document Destruction. As a family-owned company, we greatly appreciate your commitment to support local business.

Randy's offers a single-sort recycle program to our residential customers. All the recyclables are collected from recycle carts provided by Randy's. We process all recyclables at our Delano single sort Materials Recovery Facility (MRF). The address is 4351 U S Hwy 12 – Delano, MN 55328. Our hours are 7:00am – 5:00pm. Randy's MRF has capacity to process your material much more efficiently than a MRF located in the Minneapolis area. We maintain weights from the cities that we collect and/or process. This will help you when filing for your Score Fund reimbursements.

Randy's Environmental Services was the first company in Minnesota with Natural gas collection vehicles. Since August 2011, we have been keeping the communities that we service a little quieter and your neighborhood air quality a bit cleaner. In the summer of 2015 we will be building an Anaerobic Digester in the new ECO Park in Delano. The project will create Methane gas equal to 525,000 diesel gallons and the gas from that process will be converted to Natural gas and piped to our fueling station for our fleet of 50 trucks. Randy's uses a fully automated collection system with automated lifters.

Randy's customer service employees are fully trained and continually educated on means of quality customer service. The drivers understand and appreciate what it means to provide quality service to each and every customer Randy's has. Phones are answered by employees, not automated systems. Our hours are 8:00am to 5:00pm Monday through Friday. We are excited to be adding an onboard computerized Fleet Management Systems in each of our trucks. The new system provides effective, seamless operations tracking and maintenance. The system brings together pertinent information that a dispatcher, supervisor, and customer service representative needs including driver messages, vehicle map location, route status, and alert information.

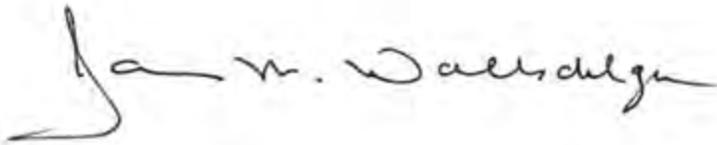
Randy's Environmental Services is the leading collector of Source Separated Organics (SSO) in the state for the past eight years. Randy's recently introduced our Blue Bag Organics Program in as many as fourteen different communities to the residents subscribing to our trash service. Blue Bag Organics is a source

separated organics collection program that is co-collected with the trash on pick-up day. When a resident subscribes to this program, we provide them with the Blue Bag Can Liner or bag which is Biodegradable Products Institute, Inc. (BPI) certified compostable, and specially designed to withstand the rigors of co-collection while maintaining the integrity of the organics inside the bag. On pick-up day, the resident simply ties the blue bag closed, and places it in their trash cart before wheeling it to the curb. Co-collection with household trash assures collection of organic waste year round. After the route is complete, the Blue Bags are removed from the trash at a Transfer Station. Randy's welcomes the opportunity to discuss this organics program with your city and how we can help Norwood Young America become compliant with the new state mandates and county goals for organics recovery.

From our Transfer Station, the Municipal Solid Waste (MSW) collected will be delivered to either Elk River Landfill, Spruce Ridge- Glencoe or Burnsville Sanitary Landfill.

Randy's Environmental Services has formed a separate Document Destruction Division dedicated to the secure shredding of confidential documents and electronic media. In addition to being bonded and insured, each employee is drug tested, background checked, and AAA Certified by the National Association for Information Destruction (N.A.I.D.). Our team of professionals can provide you with mobile on-site document destruction services at a competitive price.

Thank you in advance for your consideration.

A handwritten signature in black ink that reads "Jim Wollschlager". The signature is fluid and cursive, with a large initial "J" and a long horizontal stroke.

Jim Wollschlager
Chief Operating Officer

Randy's Environmental Services
Family Owned And Operated Since 1979

January 23, 2015

Randy's Residential Rates for Norwood Young America Residential Customers

Size Monthly Rate (Quarterly Invoice)- Includes weekly Trash, Every other week Single Stream Recycle and weekly Co-Collected with trash Source Separated Organics year round

All rates are subject to variable fuel/environmental fee. (January 19, 2015 is 22.987%)
 Trash rates are subject to 9.75% MN Solid Waste Mgmt Tax.

		With Fuel/Env and Tax
35 gallon	\$12.00	\$15.71
65 gallon	\$13.00	\$17.06
95 gallon	\$14.00	\$18.41

Collection Schedule

To ease transition, Randy's will remain with service days that Francks customers were accustomed to:
 South of Hwy 212 would be Tuesday's
 North of Hwy 212 would be Thursdays

Randy's Commercial Rates for Norwood Young America Commercial Customers

All rates are subject to variable fuel/environmental fee. (January 19, 2015 is 22.987%)
 Trash rates are subject to 17% MN Solid Waste Mgmt Tax.
 Trash Pricing based on average weight of 100 lbs. per cubic yd.

Size	Service Frequency	Monthly Trash Rate	With Fuel/Env and Tax	Monthly Single Stream Recycling Rate	
				Recycling Rate	With Fuel/Env
2 yard	1x/week	\$50.00	\$71.94	\$38.00	\$46.74
3 yard	1x/week	\$64.00	\$92.09	\$42.00	\$51.65
4 yard	1x/week	\$78.00	\$112.24	\$46.00	\$56.57
6 yard	1x/week	\$99.00	\$142.46	\$50.00	\$61.49
8 yard	1x/week	\$120.00	\$172.50	\$54.00	\$66.41

Collection Schedule

Determined by customers needs



Bulk Item Charges

January 2015

	Trash Rate	Recycle Rate
Air Conditioner; electric		\$25
Bed Frame; metal	\$3	
Bed frame w/headboard; flat	\$7	
Bicycle	\$3.50	
Boxspring (bed-any size)	\$25	
Cabinet; metal garage	\$10	
Carpet; roll 10' x 12'; dry	\$14	
Carpet; roll 10' x 12'; wet	\$28	
Carpet; padding roll 10' x 12'; dry	\$8	
Carpet; padding roll 10' x 12'; wet	\$16	
Chair; kitchen	\$3	
Chair; upholstered/rocker/recliner	\$22	
Computer keyboard (only)		\$2
Computer, lap top		\$20
Computer monitor		\$17
Computer processing unit		\$17
Construction; p/yd	\$30	
Couch/love seat/section pieces (2)	\$25	
Crib or crib mattress	\$10	
crib with mattress	\$20	
Desk/ metal or wood	\$15	
Dishwasher		\$20
Door, storm	\$4	
Door, patio	\$20	
Dryer		\$20
Freezer; residential electric		\$25
Garage door opener & rod	\$10	
Grill; charcoal	\$5	
Hide-a-bed	\$35	
Humidifier	\$15	
Lawn mower; puxh (nogas or oil)	\$10	
Mattress (any size, but crib)	\$25	
Microwave		\$20
Oven/stove		\$25
Refrigerator; electric/household		\$25
Television (20" - 27")		\$27
Television (36" or larger)		\$65
Trash; p/yard	\$16	
Washer		\$20
Water softener; plastic (Empty)	\$25	
Windows S, M, L	\$5, \$10, \$20	



763-972-3335

2015 Holiday Schedule

All routes will run on their normal schedule on weekdays before the holiday.

Commercial routes will catch up to their normal schedule within two days.

Residential routes will run one day late on the holiday and the rest of that week.

Only the holidays listed below are observed.

	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>	<u>Saturday</u>
January	Not Affected	Not Affected	Not Affected	Jan 1, 2015 New Years Day CLOSED	Pickup Thursday Customers	Pickup Friday Customers
May	May 25, 2015 Memorial Day CLOSED	Pickup Monday Customers	Pickup Tuesday Customers	Pickup Wednesday Customers	Pickup Thursday Customers	Pickup Friday Customers
July	Not Affected	Not Affected	Not Affected	Not Affected	Not Affected	July 4, 2015 Independence Day CLOSED
September	Sept 7, 2015 Labor Day CLOSED	Pickup Monday Customers	Pickup Tuesday Customers	Pickup Wednesday Customers	Pickup Thursday Customers	Pickup Friday Customers
November	Not Affected	Not Affected	Not Affected	Nov 26, 2015 Thanksgiving Day CLOSED	Pickup Thursday Customers	Pickup Friday Customers
December	Not Affected	Not Affected	Not Affected	Not Affected	Dec 25, 2015 Christmas Day CLOSED	Pickup Friday Customers
January	Not Affected	Not Affected	Not Affected	Not Affected	Jan 1, 2016 New Years Day CLOSED	Pickup Friday Customers

February 2014

Solid Waste Disclosure Form

Dear Customer:

The Waste Management Act, as amended in 1993, requires that a person who collects construction debris, industrial waste, or mixed municipal solid waste for transportation to a waste facility shall disclose annually to each waste generator from whom waste is collected the name, location, type of, and the number of the permit issued by the Minnesota Pollution Control Agency, or its counterpart in another state, for the processing or disposal facility or facilities at which the waste will be deposited. The collector shall note both the primary facility at which the collector most often deposits waste and any alternative facilities regularly used by the collector. Pursuant to Minnesota Statute 115A.9302, Randy's Environmental Services hereby discloses that mixed municipal solid waste collected will be delivered to one of the following facilities during the time period January through December. If an additional facility becomes either a primary facility or an alternate facility during this period, the hauler is required to provide you with updated information within 30 days. In addition the Minnesota Legislature requires Minnesota waste haulers make the following disclosure to their customers:

"You may be responsible for any liability that results from contamination at the facility where your waste has been deposited. Minnesota believes that its waste management system provides substantially more financial and environmental protection than depositing waste in landfills in other states. Managing your waste in Minnesota may minimize your potential liability."

Hennepin (except Bloomington and Richfield), and Wright County Waste (for City Contracts see below)

- *Primary - Spruce Ridge, 12755 137th St, Glencoe, MN 55336 Sanitary Landfill #SW6
- *Primary - Hennepin Energy Resource Company, 505 6th Ave N, Minneapolis, MN 55405 Sanitary Landfill #SW396
- *Secondary - Burnsville Sanitary Landfill Inc, 2650 W Cliff Rd, Burnsville, MN 55337 Sanitary Landfill #SW56
- *Secondary - Great River Energy Resource Processing Plant, 10700 165th Ave NW, Elk River, MN 55330 Sanitary Landfill #SW-305

Carver County, Dakota County, Scott County, Bloomington and Richfield Waste

- *Primary - Burnsville Sanitary Landfill Inc, 2650 W Cliff Rd, Burnsville, MN 55337 Sanitary Landfill #SW56
- *Primary - Spruce Ridge, 12755 137th St, Glencoe, MN 55336 Sanitary Landfill #SW6
- *Secondary - Hennepin Energy Resource Company, 505 6th Ave N, Minneapolis, MN 55405 Sanitary Landfill #SW396
- *Secondary - Great River Energy Resource Processing Plant, 10700 165th Ave NW, Elk River, MN 55330 Sanitary Landfill #SW-305

Anoka and Sherburne County Waste

- *Primary - Great River Energy Resource Processing Plant, 10700 165th Ave NW, Elk River, MN 55330 Sanitary Landfill #SW-305
- *Secondary - Elk River Landfill, 22460 Highway 169 NW, Elk River, MN 55330 Sanitary Landfill #SW74

Ramsey, Washington County Waste

- *Primary - Elk River Landfill, 22460 Highway 169 NW, Elk River, MN 55330 Sanitary Landfill #SW74
- *Primary - Burnsville Sanitary Landfill Inc, 2650 W Cliff Rd, Burnsville, MN 55337 Sanitary Landfill #SW56
- *Secondary - Great River Energy Resource Processing Plant, 10700 165th Ave NW, Elk River, MN 55330 Sanitary Landfill #SW-305

Randy's Environmental Services uses only properly licensed and permitted facilities which either meet or exceed all federal and state environmental regulations.

Disclaimer: Customers with other disposal needs will receive a disclosure under separate cover. All city contract disclosures are submitted to the City.

February 2014

Solid Waste Disclosure Form

Dear Customer:

The Waste Management Act, as amended in 1993, requires that a person who collects construction debris, industrial waste, or mixed municipal solid waste for transportation to a waste facility shall disclose annually to each waste generator from whom waste is collected the name, location, type of, and the number of the permit issued by the Minnesota Pollution Control Agency, or its counterpart in another state, for the processing or disposal facility or facilities at which the waste will be deposited. The collector shall note both the primary facility at which the collector most often deposits waste and any alternative facilities regularly used by the collector. Pursuant to Minnesota Statute 115A.9302, Randy's Environmental Services hereby discloses that mixed municipal solid waste collected will be delivered to one of the following facilities during the time period January through December. If an additional facility becomes either a primary facility or an alternate facility during this period, the hauler is required to provide you with updated information within 30 days. In addition the Minnesota Legislature requires Minnesota waste haulers make the following disclosure to their customers:

"You may be responsible for any liability that results from contamination at the facility where your waste has been deposited. Minnesota believes that its waste management system provides substantially more financial and environmental protection than depositing waste in landfills in other states. Managing your waste in Minnesota may minimize your potential liability."

Rolloff Service Disposal:

Carver, Dakota, Hennepin, Ramsey, Scott, Washington and Wright County Waste

Burnsville Sanitary Landfill Inc, 2650 W Cliff Rd, Burnsville, MN 55337 Sanitary Landfill #SW-56
Elk River Landfill, 22460 Highway 169 NW, Elk River, MN 55330 Sanitary Landfill #SW-74
Great River Energy Resource Processing Plant, 10700 165th Ave NW, Elk River, MN 55330 Sanitary Landfill #SW-305
Hennepin Energy Resource Company, 505 6th Ave N, Minneapolis, MN 55405 Sanitary Landfill #SW-396
Spruce Ridge, 12755 137th St, Glencoe, MN 55336 Sanitary Landfill #SW-6

Anoka and Sherburne County Waste

Great River Energy Resource Processing Plant, 10700 165th Ave NW, Elk River, MN 55330 Sanitary Landfill #SW-305
Elk River Landfill, 22460 Highway 169 NW, Elk River, MN 55330 Sanitary Landfill #SW-74

Construction

Burnsville Sanitary Landfill, Inc. 2650 W Cliff Rd., Burnsville, MN 55337 Sanitary Landfill #SW-56
Dern-Con Landfill, Inc., 3601 W 130th Street, Shakopee, MN 55379 Sanitary Landfill #SW-290
Elk River Landfill, 22460 Highway 169 NW, Elk River, MN 55330 Sanitary Landfill #SW-74
Spruce Ridge, 12755 137th St, Glencoe, MN 55336 Sanitary Landfill #SW-6
Advanced Disposal Services Rolling Hills Landfill, Inc., 175 Co. Rd. 37 NE, Buffalo, MN 55313 Sanitary Landfill #SW-60
Vonco II LLC, 15000 140th Ave SE, Becker, MN 55308 Sanitary Landfill #SW-580

Randy's Environmental Services uses only properly licensed and permitted facilities which either meet or exceed all federal and state environmental regulations.

**TWO MONTHS AFTER
NOURISHING YOU**

..... *to*

**NOURISHING
LOCAL LAWNS
AND GARDENS**

It takes only two months to take food waste like an apple core, corn husks or salad scraps and convert it to nutrient-rich compost to help grow more apples, Or corn, Or lettuce.

And the Blue Bag™ Organics curbside composting system makes it easy for you and your household.

The secret to our Blue Bag Organics curbside composting system is the special Blue Bag Organics liner. It's made from corn syrup and polymers. These renewable ingredients make Blue Bag Organics bags durable for your use. They can withstand sunlight, rain and snow. And they can stretch to resist most tears and punctures.

But when they are buried at an industrial composting facility, Blue Bag Organics bags and their contents disintegrate in less than two months, turning into nutrient-rich compost that is bagged and sold at your local garden center.

Hungry for more information, visit
bluebagorganics.com.



Printed on recycled paper.

**ORGANICS
RECYCLING**

..... *at*

HOME

*Your Guide
to Blue Bag™ Organics
Curbside Composting*



SOURCE SEPARATED ORGANICS
BlueBagOrganics.com

**ORGANICS
RECYCLING**

..... *is as*

EASY

as



You and your household can help our community convert food waste and food-soiled paper into nutrient-rich compost that fortifies lawns, flower beds, backyard and community gardens, and small vegetable and berry farms.

Curbside composting is a much better use of food waste and food-soiled paper — which accounts for as much as half of most household trash — than dumping it into a landfill or incinerator.

GOOD STUFF for Blue Bag[™] Organics Recycling

Food waste and food-soiled paper are called organic waste. It includes:

- Spoiled leftovers
- Meat and meat bones
- Poultry and poultry bones
- Fish and fish bones
- Vegetable scraps
- Fruit scraps
- Egg and nut shells
- Fruit stones
- Coffee grounds and filters
- Tea leaves and tea bags (staples removed)
- Butter and margarine wrappers
- Dairy products
- Paper cups and plates
- Paper towels and napkins
- Waxed paper and parchment paper
- Wax-coated paperboard packaging and containers
- Milk, juice and soup cartons (plastic spout removed)
- Refrigerated foods
- Frozen foods
- Butter and margarine containers
- Pizza boxes

KEEP OUT of Blue Bag[™] Organics Recycling

These items should not go into your kitchen compost bucket or Blue Bag Organics liner. They do not compost.

- Twist ties
- Aluminum foil
- Foil-lined cartons, containers or packaging
- Cooking oils, fats or grease
- Yard waste (grass clippings, flowers, leaves, brush or branches)
- Staples
- Plastics
- Personal sanitary products
- Diapers or wipes
- Pet droppings or kitty litter
- Glass or metal
- Recyclable paper
- Clothes
- Cigarette butts
- Rocks or bricks



SOURCE SEPARATED ORGANICS

Questions? Call us at 612-916-5549. Or visit bluebagorganics.com.

1 Discard food waste and food-soiled paper from meals, your refrigerator and the pantry into a kitchen compost bucket, separate from your other household trash.

Use a kitchen scraps recycling setup that is most convenient for you and your household.

You may already have a ventilated kitchen compost bucket for your kitchen scraps.

Some households prefer to line the compost bucket with newspaper, a paper bag or an empty paperboard ice cream container. These paper items are compostable right along with the kitchen scraps.

Or you may prefer to line your compost bucket with a 3-gallon compostable bag certified by the Biodegradable Products Institute. A list of BPI-certified bags can be found at bpiworld.org.

Please don't use plastic shopping bags or other kinds of plastic bags. They will not compost.

You may use any sturdy washable container as a kitchen compost bucket. A plastic ice cream bucket or plastic gallon milk jug with the top cut off works well, along with newspaper or a paper bag placed in the bottom to absorb liquids.

2 Empty your kitchen compost bucket into the Blue Bag[™] Organics composting system — a covered blue can that's lined with a Blue Bag Organics BPI-certified bag.

Unlike most plastic trash bags, the Blue Bag Organics liner is specially made to be compostable. All your household's organics, including flattened and folded pizza boxes, go into that special Blue Bag Organics liner. Cereal boxes can still go into your paper recycling.

3 For trash day, hand tie the Blue Bag Organics liner and place it inside your regular garbage cart for curbside pickup. We'll separate all Blue Bag Organics from other trash at our facility. And off they'll go to a composting company.

ABOUT TWO MONTHS LATER,
THE ORGANICS FROM HOUSEHOLDS LIKE
YOURS WILL BE CONVERTED TO COMPOST
AND SOLD AT A LOCAL GARDEN CENTER.



Compost Ingredients: 100% food scraps and soil (plant waste)

- Premium soil amendment that supplies significant amounts of organic matter
- Encourages vigorous root growth in a natural soil conditioner
- Improves moisture holding capacity (up to 14) retaining water loss and nutrient leach¹
- Fulfills requirements to be more available for plant uptake





HAULERS LICENSE

Company Name Randy's Environmental Services

Owner's Name Randy and Sandy Roskowiak

Contact Person Rhonda Saler-Operations Coordinator

Phone # (763) 972-3335

Address 4351 U S Hwy 12 SE, Delano, MN 55328

P O Box 19

Federal ID # 41-1481876 MN Tax ID # 4981443

Place of disposal of the waste collected: See Solid Waste Disclosure

Attach the following information to this form with payment before returning to City:

1. Attach a copy of the insurance agreement with the extent and source of public liability and property damage insurance carried on the motor vehicles and equipment.
2. Attach a description of the types and makes of motor vehicles and equipment used.
3. Attach a schedule of the charges made to customers and the time period that the charges shall remain effective.
4. Please sign below before returning to the city with payment.

Annual Fee \$ 100.00 Amount Paid \$ \$100.00 Date Paid 1-23-15

Haulers Signature: Rhonda Saler, signing for Corporation Date 1/23/2015

City Official _____ Date _____

LICENCE EXPIRES DECEMBER 31, 2015.



To: Honorable Mayor Diedrick
Members of the City Council
Administrator Helget

From: Cynthia Smith Strack, Municipal Development Group, Inc.

Date: January 22, 2015

Re: Revised Family Dollar Site Plan

Applicant: pb2 Architecture & Engineering on behalf of Family Dollar
Subject Property Address: Faxon Road/Industrial Blvd
Property ID: 588490020; Lot 2, Block 1 YA Addition
Zoning Class: C-2 General Commercial District
Request: Site Plan Approval

BACKGROUND

pb2 Architecture & Engineering has submitted revised plans for demolition of an existing site and construction of a new retail facility on Lot 2, Block 1 YA Addition. The Applicant proposes an 8,330 square foot, single story, slab on grade, steel framed retail store.

Section 1210.08, Subd. 2 of the City Code requires site plan review/approval for any proposed building or expansion of existing structures, unless they are agricultural or single or two-family residential uses. Such review requires staff, Planning Commission, and City Council consideration.

A representative from Family Dollar has been asked to attend the Council meeting as will the City Engineer.

ZONING REGULATIONS

District and Use:

The property is zoned C-2 General Commercial District. Retail stores are permitted uses within the subject district. Surrounding locale is a mix of commercial, industrial, public (school), and residential. The subject parcel abuts Faxon Road (east) and Morse Street (northwest). The site will be accessed by Faxon Road.

Site Plan Review:

Building Setbacks: Meets Standards.

Setback analysis is represented in the Table 1-1. It is noted C-2 District setbacks are greater if the subject parcel abuts a residentially zoned property. The subject parcel in this case is surrounded by additional C-2 zoned parcels.



Table 1-1

Yard	Setback Required	Setback Proposed	Meets Standard (Y/N)
Front (facing Faxon)	25 feet	100+ feet	Yes
Side (interior – south)	5 feet	70+ feet	Yes
Side (interior – north)	5 feet	7.5 feet	Yes
Rear (west)	20 feet	28 feet+	Yes

Building Height: Meets Standard.

Maximum building height allowed in the C-2 General Commercial District is thirty-five (35) feet from average grade at the front of the building to the highest point. The structure will be twenty-six (26) feet in height. Proposed height meets district requirements.

Lot Standards: Meets Standards.

Minimum lot size in the C-2 District is 20,000 square feet in area and a minimum width of 200 feet. The lot is 54,885 sf in area and greater than 200 feet in width.

Maximum lot coverage in the C-2 District is eighty (80) percent. ‘Lot coverage’ is defined as the amount of the lot covered by impervious surfaces. The proposed lot coverage following demolition and new construction is sixty-four (64) percent a net decrease over what is existing.

Architectural Standards: Meets Standards.

All new construction within the C-2 General Commercial District must meet the criteria of Section 1245.03 (Architectural Standards and Guidelines for Commercial and Business Industrial) of the City Code.

The proposed structure is a steel frame with brick/architectural block veneer. Proposed color palette is neutral with a small portion of red metal accent material and a red fabric awning.

Parking/Loading/Circulation: Planning Commission Approves of Design, Previous Variance

The Applicant proposes 31 total parking space, 29 conventional nine by twenty spaces and two handicap accessible spots. The original submittal illustrated 33 total parking spaces. The reduction was made at my request to accommodate a required 10’ separation between a parking lot and an adjacent residential use (Gahl Property). Parking lot surfacing of asphalt and high back perimeter curbing is proposed. Curb stops will be placed in stalls abutting sidewalk adjacent to the building.

The Applicant previously requested and received a variance to the number of parking stalls required. Parking stalls as proposed meet required standards relating to minimum stall length and width and drive aisle width. In the C-2 District, under Section 1250.05 the parking lot must be a minimum of ten (10) feet from any property line. Under the original submittal the northern boundary of the eastern parking lot was less than ten feet from the property line. Under the revised submittal the required setback is achieved.

The Commission may require screening between the northern residential use and the parking lot. The Planning Commission recommends the City Council require a six foot high wooden privacy fence be installed on the shared lot line. The Applicant had illustrated a three (3) foot high fence. The Applicant has expressed a willingness to raise the fence height to six feet.

Snow storage is proposed to occur in the thirteen (13) parking stalls near Faxon Road. The use of said stalls for snow storage would further reduce available parking stalls. The Planning Commission recommends require snow storage off site.

Access to the site is proposed to be accommodated through shared easements both east and west of the site. Proposed shared easement descriptions have been submitted, the City Engineer suggests revision of the proposed easements. YA Corporation is supportive of the shared easements. The Planning Commission recommends submittal of executed easements as a condition of site plan approval.

Delivery truck traffic route is illustrated in the plan set attached. Please see comments from the City Engineer.

Landscaping: Meets Standards.

Section 1255.05 sets forth landscape requirements for expansions to non-residential buildings. The applicable section requires one tree for every 1,000 square feet of additional gross building footprint, rounded to the next whole number. The requirement translates to a total of nine trees for the proposed project. Planted trees must be a minimum of two and one-half caliper inches for deciduous trees or six feet in height for coniferous trees. Types of tree species allowed are listed on the City's landscaping list.

A landscape plan submitted with the application illustrates six honey locust and three Ohio Buckeye trees will be planted at the site. A planting schedule and details are included in the plan. The requirements for tree installation are met.

In addition the code requires fencing/screening of refuse areas. Architectural documents illustrate the installation of a six foot wooden fence around the refuse area. The fence will be painted on the southwest side to match the primary building color. Refuse fencing meets the code requirements.

Lighting: Meets Standards.

A revised photometric plan was submitted for review with the initial plan set as required under Section 1245.08, Subd. 1.

Code Section 1245.08, Subd. 2 requires reflected glare or spill light shall not exceed five tenths (0.5) foot-candle when the source of light abuts any residential or public use parcel, or one (1.0) foot-candle when the source of light abuts any commercial or industrial parcel or any public right-of-way measured at one (1) foot above the ground at the property line. The photometric plan illustrates light trespass levels are now consistent with standards.

Section 1245.08, Subd. 4 limits the height of light poles or standards to twenty-five (25) feet if said pole/standard is within one hundred (100) feet of a residence. The lighting plan illustrates twenty-five (25) foot light poles.

Cutoff angles for luminaries must be equal to or less than seventy (70) degrees. Full cutoff fixtures are proposed.

Section 1245.08, Subd. 6 limits the height of wall-mounted luminaries to eighteen (18) feet above ground level or less. Wall packs are to be installed on the building at approximately twelve (12) feet above grade.

Signage: Individual Permit Required.

Signage shall require a separate permit and is subject to Section 1260 (Signs) of the City Code.

Performance Standards: Meets standards.

The use shall meet all performance standards set forth in Section 1245.01, Subd. 6 of the City Code. In particular, screening of external HVAC equipment. Mechanical pads are illustrated in the site plan with a six foot high wooden privacy fence proposed for screening.

ADDITIONAL DEPARTMENT/AGENCY COMMENTS

Public Works: The plans have been forwarded to the Public Works Director Brent Aretz for review and comment. Mr. Aretz has reviewed the plans for demolition and construction and finds no issues.

Fire Department: The plans have been forwarded to the Fire Chief Steve Zumberge for review and comment. The following have been submitted:

1. A lock box shall be installed by the main entrance. The order form can be picked up at city hall when the building permit is obtained.
2. A commercial smoke alarm system is required; alarm system plans shall be submitted for review when available.
3. A minimum of four (4) fire extinguishers are required. The type, size, and location of the extinguishers will be determined during a pre-inspection walk through. The walk through shall be scheduled with the Fire Inspector by the Contractor.

City Engineer: The City Engineer has reviewed plans and submitted a review letter to the City Administrator dated January 14, 2015. All comments contained said review letter to City Administrator Steve Helget are hereby incorporated by reference.

COMMENTS FROM PUBLIC

The owners of residential property to the north of the proposed north/south parking lot have noted a shared drainage pipe is located in the development area, but the exact location is not known at this time. The Planning Commission recommends site plan approval be contingent upon identification of and resolution of use and access to said shared drainage facility (between subject parcel and residential lot to the north) to the satisfaction of the City Engineer.

RECOMMENDATION

After review and discussion, the Planning Commission approved a MOTION recommending the Council approve the site plan based on several conditions. The conditions are outlined in the attached resolution.

ACTION

Review of and action on the attached site plan for a Family Dollar store is kindly requested. A RESOLUTION is attached for consideration.

ATTACHMENTS

1. City Engineer Review Letter dated January 14, 2015.
2. Site plan.
3. Sample resolution.



BOLTON & MENK, INC.

Consulting Engineers & Surveyors

2638 Shadow Lane, Suite 200 • Chaska, MN 55318-1172

Phone (952) 448-8838 • Fax (952) 448-8805

www.bolton-menk.com

January 14, 2015

City of Norwood Young America
Attn: Mr. Steve Helget, City Administrator
310 W. Elm St.
P.O. Box 59
Norwood Young America, MN 55368

RE: Family Dollar Store
Second Plan Review

Dear Mr. Helget:

We have completed a second engineering review for the above referenced project. Our review is based upon the plans, SWPPP and Stormwater Calculations submitted and prepared by Olsson Associates from Springfield Missouri, bearing the general title "Family Dollar Store, Faxon Road & Industrial Blvd, Norwood Young America, Minnesota", and dated January 8, 2015, together with submitted easement exhibits and descriptions prepared by Windseth Smith Nolting.

Review comments included in our letter dated December 11, 2014 have generally been adequately addressed with the exception of the following comments and recommendations. In addition, we offer other comments and recommendations that arose from our review of the above referenced submitted information for your consideration:

General:

- 1) Our review assumes the sanitary sewer service, water services, storm sewer, site grading, and parking lot paving, etc. are to be privately owned, operated and maintained. Our review is generally confined to work within and associated with Public Right of Way and City owned facilities, as well as grading, drainage and erosion control as it relates to neighboring properties and public Right of Way, etc. Should any of the above assumptions be deemed incorrect, additional review comments may be appropriate.
- 2) Copies of all required permits, approvals, and agreements, such as NPDES, CCWMO, etc. shall be submitted for the project records, prior to commencing construction.
- 3) Temporary easement descriptions and exhibits for proposed work off site, have been submitted, and appear to be correct from a survey standpoint. Agreements for said easements including Grantor and Grantee rights, sunset dates, etc. have not been submitted. It is recommended the City attain copies of such for the project files.



Access, Ingress / Egress, Faxon Road:

- 1) The excavation area within the pavement of Faxon road likely will disturb existing striping. Existing striping in the area generally consists of:
 - a. 4" Solid White Line
 - b. 4" Solid Double Yellow Line
 - c. 12" Solid Yellow Line (Gore Area Striping)
 - d. Left Turn Directional Arrows

All disturbed striping shall be replaced in-kind with epoxy paint and drop on beads, in accordance with current MnDOT Specifications, and as directed by the City Engineer.

- 2) Shared Access easement descriptions and exhibits for the proposed shared access and parking area, have been submitted. We offer the following comments for consideration:
 - a. There is a parking area located on the south side of the site contiguous with the shared entrance, just west of the proposed store parking lot entrance that is located on Owner property. This area is not encumbered by the Shared Access Easement (Easement A). If it is intended that the property to the south is allowed to use this area for parking, it may be prudent to include this area in an easement, and/or include the intended usage rights in the agreements.
 - b. Agreements for said easements including Grantor and Grantee rights, etc. have not been submitted. It is recommended the City attain copies of such for the project files.
- 3) Turning templates for truck movement into and out of the site have been submitted. We offer the following comments for consideration:
 - a. The turning movements for truck traffic submitted only account for truck access into and out of the site via Industrial Blvd, by crossing Faxon Road.
 - b. The truck movements also indicate potential truck access through the offsite parking lot to Morse Street.
 - c. It is our understanding that Morse Street, Faxon Road, and Industrial Blvd are all classified as truck routes. The most likely truck access to the site is via Faxon Road from the north or south, as Faxon Road has generally direct access from TH 5 and US 212, via designated truck routes, from both east bound and west bound directions. Additional turning movement templates for truck traffic should be submitted indicating traffic movements from north bound and south bound Faxon Road, as well as any potential movements to and from Morse Street.
 - d. Considering our previous review comments, and "c" above, it is recommended consideration be given to revising the entrance configuration by widening the entrance width, and flattening curve radii, etc. to allow more efficient truck traffic ingress and egress to and from the site.
 - e. Revisions to existing striping configurations may be required to accommodate the proposed traffic movements.
- 4) To date we have not received any additional information regarding our previous recommendation the City consider requiring a Warranty Bond or other Surety in the amount of 125% of the total construction cost for all work located within public Right of Way.



Sanitary Sewer and Watermain:

- 1) The plan does not include City Standard Details for utility work located within public right of way. All sanitary sewer, watermain, and storm sewer improvements located in public right of way shall use City standard components, such as tapping saddles, curb boxes, gate valves, tracer wire and access boxes, etc. It is recommended these details be included in the plans. Details are available from our office upon request.
- 2) The plan indicates the abandonment of existing sanitary sewer and water services. The method of abandonment is not shown on the plan as requested in our previous review comments.
- 3) The proposed method of connection to existing City utilities does not appear to be defined on the plans, as requested in our previous review comments.
- 4) Sanitary sewer service elevations do not appear to be shown on the plan. The proposed sewer service alignment is located approximately 5' off the northerly property line. Open excavation will likely require construction activity on the neighboring property to the north. Temporary and or permanent easements may be required. In addition, proposed invert elevations should be shown on the plan.
- 5) To date, we have not received any comments from the Fire Chief.

Drainage and Grading:

- 1) The revised Plans, SWPPP, and Stormwater Calculations should be submitted to CCWMO for review. To date, we have not received any comments from CCWMO.
- 2) Submitted SWPPP appears to still include information from another project, and is inconsistent with the submitted plans. For example, the SWPPP references the installation of infiltration basins, and dry detention basins which are not shown on the plans. A revised SWPPP shall be submitted consistent with the proposed Plans, and CCWMO, MPCA Rules.
- 3) The plans have been revised to include a roof drain discharge to the north along the northeasterly property line. Additional swale grading along the lot line and to the west is recommended to ensure concentrated runoff to this location does not result in high flow condition flooding into the neighboring property to the east.
- 4) The plans have been revised to include catch basins in the east parking area that discharge to the existing catch basin in Faxon Road. We offer the following comments for consideration:
 - a. The invert elevation of the existing catch basin is not shown on the plan. The existing invert should be shown, and the proposed storm sewer designed to match 0.8 points or top of pipe with the existing discharge pipe.
 - b. It appears the cover over the proposed pipe at the existing catch basin is approximately 0.7'. Constructability at the connection point is likely complicated at this depth. In addition, lack of cover over the pipe under the sidewalk may result in pipe load concerns from plowing equipment, and presents a potential for frost heaving. Considering this, the inlet pipe shall be installed as deep as possible in accordance with "a" above.



City of Norwood Young America
RE: Family Dollar Store
January 14, 2015
Page 4

- c. The method of connection to the catch basin is not shown on the plans. Connection to the existing catch basin shall be soil tight.

Revised Plans as discussed herein, shall be submitted for further review.

We are available to discuss this matter at your convenience.

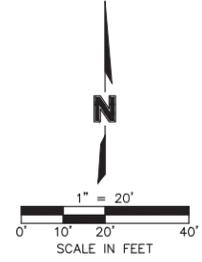
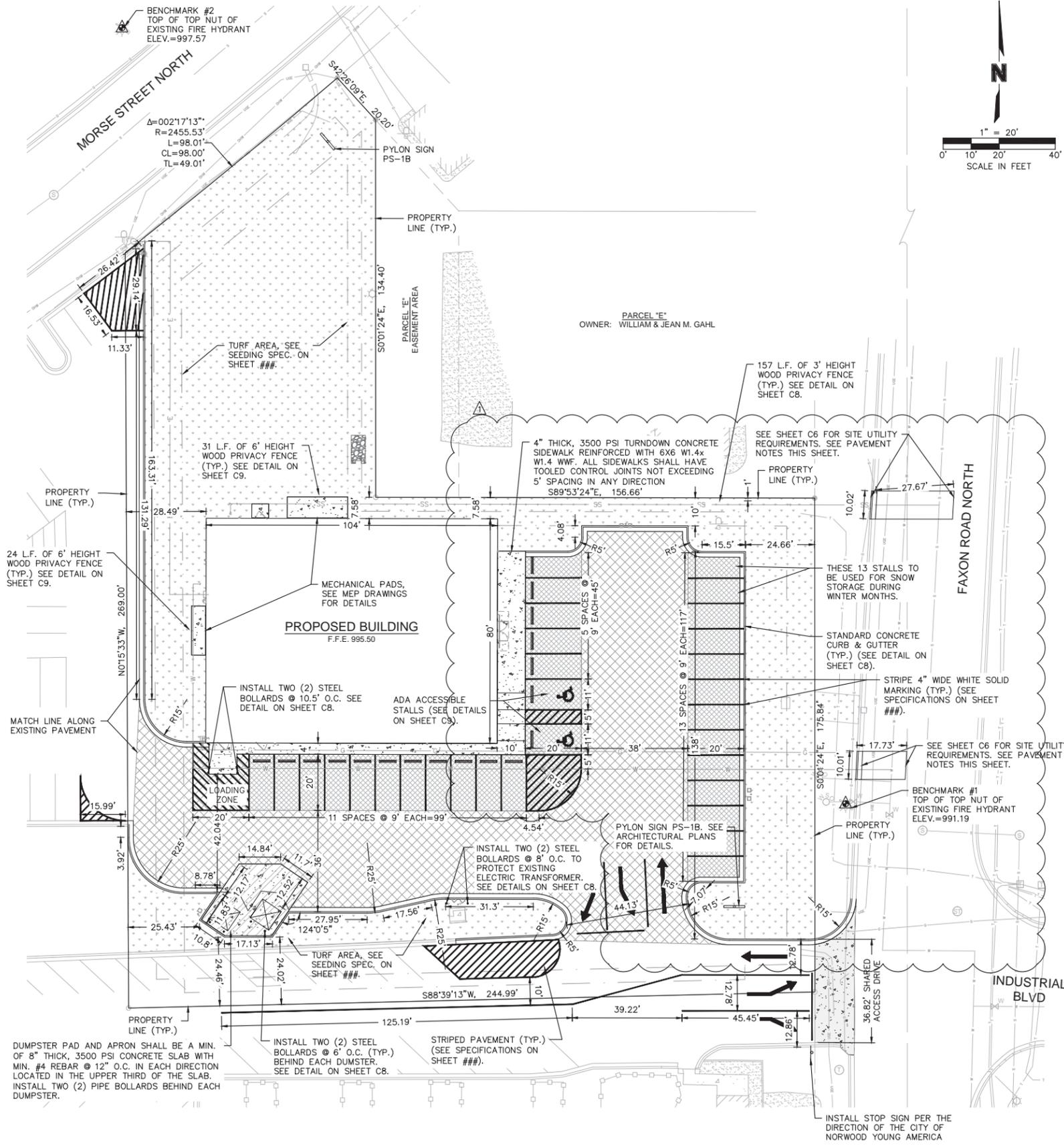
Respectfully submitted,
BOLTON & MENK, INC.

A handwritten signature in black ink, appearing to read "John K. Swanson". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

John K. Swanson

Cc: Cynthia Smith-Strack, MGD, Inc.
Kreg Schmidt, Bolton & Menk
Jake Saulsbury, Bolton & Menk
Paul Moline, CCWMO

PRINTED: 1/8/2015 10:58 AM BY: Ronald Jungbauer, LAST SAVED: 1/6/2015 8:53 AM BY: Rj.jungbauer
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PAVEMENT MARKING NOTES:

- DO NOT APPLY PAVEMENT MARKING PAINT UNTIL LAYOUT, COLORS AND PLACEMENT HAVE BEEN VERIFIED WITH THE ARCHITECT.
- ALLOW PAVING TO CURE FOR 24 HOURS BEFORE MARKING.
- SWEEP AND CLEAN SURFACE.
- DETAILS NOT SHOWN SHALL BE IN CONFORMITY WITH THE STATE STANDARDS FOR TRAFFIC CONTROL DEVICES FOR STREETS AND HIGHWAYS, AND SIMILAR REQUIREMENTS ESTABLISHED BY THE U.S. DEPARTMENT OF TRANSPORTATION, FEDERAL HIGHWAY ADMINISTRATION.
- ALL PARKING LOT STRIPING SHALL BE SINGLE LINE 4" WIDE AS PER THE SITE PLANS.
- PAINT FOR MARKING PAVEMENT SHALL CONFORM TO FEDERAL HIGHWAY MARKING STANDARDS. USE SHERWIN WILLIAMS PROFESSIONAL FAST DRY ACRYLIC LATEX TRAFFIC MARKING PAINT OR EQUAL, USE WHITE, BLUE OR YELLOW, WHERE APPROPRIATE. UNLESS OTHERWISE DIRECTED, USE THE FOLLOWING:
 6.A. BLACKTOP OR BITUMINOUS ASPHALT PAVING: USE WHITE COLOR.
 6.B. PORTLAND CEMENT CONCRETE PAVING: USE WHITE COLOR.
 6.C. HANDICAPPED ACCESSIBLE PARKING AND ENTRYWAYS: USE BLUE COLOR.
 6.D. PROVIDE PAINTED CURBS AT FIRE LANE DESIGNATIONS PER FIRE MARSHAL REQUIREMENTS.
- APPLY ALL MARKINGS USING APPROVED MECHANICAL EQUIPMENT (WITH PROVISIONS FOR CONSTANT AGITATION OF PAINT), CAPABLE OF APPLYING THE MARKING WIDTHS AS SHOWN. PROVIDE A MINIMUM WET FILM THICKNESS OF 15 MILS. USE PNEUMATIC SPRAY GUNS FOR HAND APPLICATION OF PAINT. ALL PAINTING EQUIPMENT AND OPERATIONS SHALL BE UNDER THE CONTROL OF EXPERIENCED TECHNICIANS THOROUGHLY FAMILIAR WITH EQUIPMENT AND MATERIALS AND MARKING LAYOUTS.
- DETAIL PAVEMENT MARKINGS SHALL BE THAT MARKING, EXCLUSIVE OF ACTUAL TRAFFIC LANE MARKING, AT EXIT AND ENTRANCE ISLANDS AND TURNOUTS, ON CURBS, AT CROSSWALKS, AT PARKING BAYS AND AT SUCH OTHER LOCATIONS AS SHOWN. HANDICAPPED PARKING SPACES SHALL BE MARKED BY THE INTERNATIONAL HANDICAPPED SYMBOL AT INDICATED PARKING SPACES. USE A SUITABLE TEMPLATE THAT WILL PROVIDE A PAVEMENT MARKING WITH TRUE, SHARP EDGES AND ENDS.

SOLVENTBORNE APPLICATION RECOMMENDATION

- SURFACES SHOULD BE CLEAN, DRY AND FREE FROM LOOSE AND PEELING PAINT. DO NOT APPLY WHEN AIR OR SURFACE TEMPERATURES ARE BELOW 32 DEGREES, AND WHEN THE RELATIVE HUMIDITY EXCEEDS 95%.
- THE PRESENCE OF CONCRETE SEALERS OR EFFLORESCENCE ON NEW CONCRETE MAY INTERFERE WITH ADHESION AND SHOULD BE REMOVED BY EXTENDED WEATHERING, ETCHING OR ABRASIVE BLASTING.
- MOST PREVIOUSLY PAINTED LINES MAY BE REPAINTED WITHOUT ADDITIONAL SURFACE PREPARATION PROVIDED THAT THE OLD PAINT IS STILL TIGHTLY ADHERED TO THE SURFACE. MULTIPLE LAYERS OF OLD PAINT WILL EVENTUALLY PEEL AND WOULD REQUIRE REMOVAL.
- NEW ASPHALT SURFACES SHOULD IDEALLY BE ALLOWED TO CURE SEVERAL MONTHS PRIOR TO STRIPING. SOLVENT-BASED PAINT MAY CAUSE THE TARS TO BLEED THROUGH ON NEW ASPHALT OR RECENTLY SEALED ASPHALT. APPLY A TEST STRIPE TO DETERMINE IF THE ASPHALT HAS CURED SUFFICIENTLY. IF IT IS NECESSARY TO PAINT A FRESH ASPHALT SURFACE, USE A WATERBORNE PAINT FOLLOWING THE RECOMMENDED PROCEDURE.

APPLICATION RATES

THE RECOMMENDED APPLICATION RATE IS 15 MILS WET FILM THICKNESS FOR NEW LINES. FOR REPAINTING OF EXISTING LINES, A THINNER FILM OF 10 MILS IS OFTEN ADEQUATE. EXCEEDING THE RECOMMENDED FILM THICKNESS WILL RESULT IN MUCH SLOWER DRY TIMES AND MAY RESULT IN LIFTING, CRACKING OR POOR ADHESION.

SLIP RESISTANT ADDITIVE

APPROXIMATELY 8 POUNDS PER GALLON OF SLIP RESISTANT ADDITIVE IS REQUIRED*

SMIS#	ITEM#	DESCRIPTION
80000-55931	TM5712	PROMOR LOW VOC WHITE (ACETONE)
80000-55923	TM5713	PROMOR LOW VOC YELLOW (ACETONE)
8000056079	TM5628	PROMOR LOW VOC RED (ACETONE)
800004541	TM5629	PROMOR LOW VOC BLACK (ACETONE)
8000051484	TM5627	PROMOR LOW VOC YELLOW
8000050312	TM5626	PROMOR LOW VOC WHITE

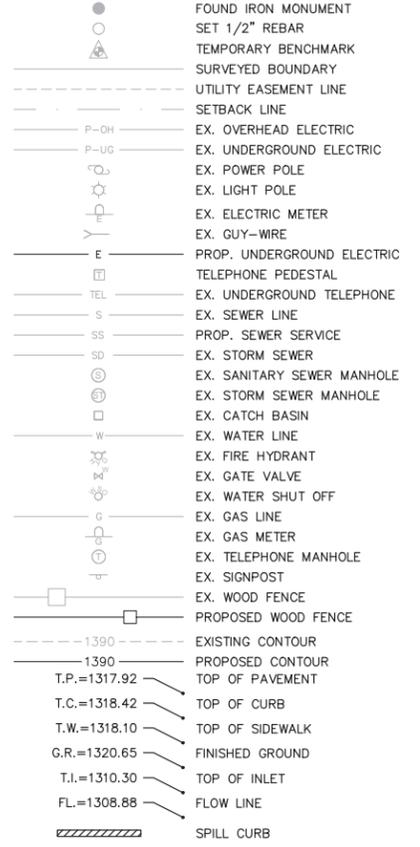
TO ACHIEVE THE HANDICAPPED COLOR BLUE, THE ADDITION OF 4 OUNCES OF SHERWIN-WILLIAMS L-2 BLUE COLORANT PER GALLON IS REQUIRED. HANDICAPPED STENCILS ARE AVAILABLE UPON ORDER REQUEST.

PAVEMENT NOTES:

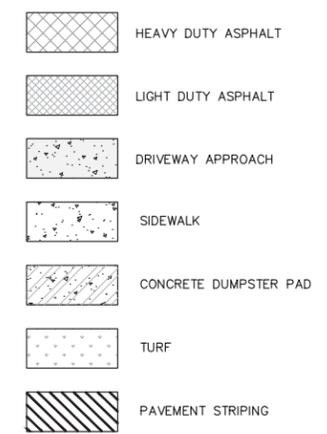
THE FAXON ROAD PAVEMENT SECTION RESTORATION SHALL MATCH EXISTING PAVEMENT SECTION THICKNESS ENCOUNTERED, BUT SHALL NOT BE LESS THAN 14" OF CL 5 AGGREGATE BASE, AND 6" OF BITUMINOUS, WHICHEVER IS GREATER, UNLESS OTHERWISE APPROVED BY THE CITY. MATERIALS ACCEPTABLE FOR USE INCLUDE THE FOLLOWING:

- AGGREGATE BASE: CL 5, 100% CRUSHED LIMESTONE (MNDOT 2211)
- BITUMINOUS BASE / BITUMINOUS BINDER (NOT MORE THAN 4" THICKNESS): SPNWB330B (MNDOT 2360)
- BITUMINOUS WEAR (MINIMUM OF 2" THICKNESS): SPWEA340B (MNDOT 2360)
- THE USE OF FULL 6" DEPTH WEAR COURSE WILL BE ALLOWED.
- NO BITUMINOUS LIFT THICKNESS SHALL EXCEED 3".

LEGEND



PAVING LEGEND



BOLLARDS SHALL BE 6" DIA. PIPE FILLED WITH CONCRETE AND PAINTED EXTERIOR COLOR #2. SET PIPE BOLLARDS IN MIN. 12" x 12" x 3'-0" DEEP CONCRETE FILL FOOTING.

REFER TO RECOMMENDATIONS WITHIN THE GEOTECHNICAL EXPLORATION REPORT BY BRAUN INTERTEC CORPORATION. DATED: AUGUST 1, 2014

OLSSON ASSOCIATES
 550 St. Louis St.
 Springfield, MO 65806
 TEL: 417.890.8802
 FAX: 417.890.8805
 www.olssonassociates.com

STIPULATION FOR REUSE
 THIS DRAWING WAS PREPARED FOR NORWOOD YOUNG AMERICA, MINNESOTA AND IS NOT TO BE REPRODUCED 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 OLSSON ASSOCIATES. THE USER OF THIS DRAWING FOR ANY OTHER PROJECT OR AT ANY OTHER TIME, WITHOUT THE WRITTEN PERMISSION OF OLSSON ASSOCIATES, IS AT THE USER'S SOLE RISK. OLSSON ASSOCIATES AND ITS EMPLOYEES SHALL NOT BE RESPONSIBLE FOR ANY DAMAGE, LOSS, OR LIABILITY ARISING FROM THE USE OF THIS DRAWING FOR ANY OTHER PROJECT OR AT ANY OTHER TIME, WITHOUT THE WRITTEN PERMISSION OF OLSSON ASSOCIATES.

FAMILY DOLLAR STORE
 FAXON ROAD & INDUSTRIAL BLVD
 NORWOOD YOUNG AMERICA, MINNESOTA
 JOB NUMBER: 2014.0106

ISSUE BLOCK

NO.	DATE	DESCRIPTION
1	12.18.14	CITY CMNTS.

CHECKED BY: JKE
 DRAWN BY: RPJ
 PRTO CYCLE: 2013-04
 DOCUMENT DATE: 11-21-14



PROFESSIONAL ENGINEER
 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 PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

PRINT NAME: RYAN VAL JERPPSON
 SIGNATURE: [Signature]
 DATE: 11.25.2014 LICENSE NO. 50150 OA PROJECT #014-2805

DIMENSION PLAN

SHEET: **C4**

RESOLUTION 2015-04

A RESOLUTION APPROVING A SITE PLAN FOR A FAMILY DOLLAR RETAIL STORE AT FAXON ROAD AND INDUSTRIAL BOULEVARD (LOT 2, BLOCK 1 YA ADDITION)

WHEREAS, the City of Norwood Young America requires approval of a site plan pursuant to Section 1210.08 of the Norwood Young America City Code; and

WHEREAS, pb2 Architecture & Engineering on behalf of Family Dollar (the "Applicant") applied for approval of a site plan to construct an approximate 8,330 square foot single story, slab on grade, steel framed retail store (the "Use") at the property described as Lot 2, Block 1 YA Addition (the "Property"); and

WHEREAS, the City of Norwood Young America Planning Commission considered the Applicant's request for site plan approval to locate the Use on the Property during their meeting on January 20, 2015; and

WHEREAS, the City of Norwood Young America City Council at a regularly meeting on January 26, 2015, considered the application materials on file with the City, and the recommendation of the Planning Commission.

THEREFORE, BE IT RESOLVED, that the City Council of Norwood Young America, Carver County, Minnesota, hereby makes and adopts the following findings of fact:

1. The subject property is zoned C-2, General Commercial District.
2. The Use, subject to certain conditions listed below, appears to be consistent with the intent of the Zoning Ordinance for properties within the C-2 District.
3. The Use, subject to certain conditions listed below, appears to be consistent with the goals and policies set forth in the City of Norwood Young America Comprehensive Plan for properties in the C-2 District.

BE IT FURTHER RESOLVED, that the City Council of Norwood Young America, Carver County, Minnesota, hereby approves the Applicant's request for a site plan approval, subject to the following conditions:

1. Submittal of a revised set of plans (2 large scale copies) illustrating compliance with required conditions of approval.

2. Compliance with all standards required and as set forth within the memo from Consulting Planner, Cynthia Smith Strack, Municipal Development Group, dated January 14, 2015.
3. Compliance with all recommendations as set forth within the memo from John Swanson, Bolton & Menk (City Engineer) dated January 14, 2015.
4. Compliance with recommendations from the City of Norwood Young America Fire Chief.
5. Snow storage to occur off-site.
6. Revision of the landscape plan to illustrate installation of a six (6) foot high privacy fence in the required parking lot setback adjacent to the existing residential use (northeast). Said privacy fence shall be comprised of wood, placed entirely on the Applicant's property and have the finished side facing toward the neighboring residential use.
7. Resolution of use of and access to a shared drainage facility (between subject parcel and the residential lot immediately to the north) to the satisfaction of the City Engineer.
8. Submittal of executed shared access easement applicable to Lots 1 and 3 of Block 1 YA Addition.
9. All signage shall require submittal of a sign permit application and approval by the Zoning Administrator and/or Building Official.
10. Building permits shall be required prior to any building construction or improvements on the property.
11. This site plan approval is subject to all applicable codes, regulations and ordinances, and violation thereof shall be grounds for revocation.
12. This approval shall expire one (1) year after date of approval unless the Applicant has commenced construction of the proposed use on the Property.
13. Approval of this site plan does not approve any future expansion or associated improvements on site.
14. Any modifications not defined as "minor" pursuant to Section 1210.08, Subd. 4, shall require separate site plan approval.

Adopted by the City Council this 26th day of January, 2015.

Tina Diedrick, Mayor

ATTEST:

Diane Frauendienst
City Clerk/Treasurer



DATE: January 23, 2015
MEMO TO: Mayor Diedrick, Members of the City Council and Administrator Helget
FROM: Jo Foust, Economic Development Consultant
RE: Hotel Market Study and Grant Application

.....
Background:

Over the past few months, the EDC has been evaluating proposals for a Hotel Market Study. The EDC narrowed five proposals to two finalists. These include:

- **Hotel and Leisure Advisors, LLC. (H&LA) -David Sangree**, based in Cleveland, OH. Cost \$9,000, plus travel and out-of-pocket expenses not to exceed \$1,500 or a total \$10,500. (If airfare is less, the fee may be lower). Their timeline to complete the study is 50 to 60 days from the date they are hired. Please see the enclosed proposal.
- **Hospitality Marketers, Greg Hanis**. The cost estimate is based on a two phase approach: (1) A community overview Hotel Market Study - \$2,850 for a limited –service hotel only. (2) A Comprehensive Hotel Market Study - \$4,300 for a limited service hotel only. Total cost: \$7,150.

Following discussion at their January 21, 2015 meeting, the EDC has recommended proceeding with a hotel market study to be completed by Hotel and Leisure Advisors, LLC. (H&LA). The EDC believes both groups are reputable; however, H&LA will provide a fresh or different perspective as Hospitality Marketers has completed studies in nearby communities.

Identification of Sites: Based on a meeting in early 2014, a hotel representative recommended the EDC identify two to three sites to include in the study. These sites should be zoned highway commercial and be 1.5 to 2.5 acres in size. The EDC has asked staff and consultants to identify optional sites for the study.

Funding of the Study: AGSTAR offers communities a grant opportunity to assist with feasibility or market studies. Grant amounts available range from \$1000 to \$5000. Applications are accepted on an on-going basis. This program has been very helpful in other communities. Preparation of the grant application materials requires a couple of hours. The EDC has recommended we pursue a grant application to off-set the cost of the study.

Recommendation:

The EDA met on Wednesday, January 21, 2015 and has recommended the following for the City Council's consideration:

- City Council authorization to retain H&HA for completion of either a Hotel Market Study at a cost of \$9,000, plus out-of-pocket expenses and travel not to exceed \$1,500. Authorization would include execution of the enclosed agreement, and a retainer check for \$4500.

- Council authorization for staff and consultants to identify two to three potential highway commercial sites to include in the study.
- Council approval for the preparation and submittal of a grant application to AGSTAR for their Rural Feasibility Grant Program to assist with the cost of the market study.



Proposal for a
Market Feasibility and
Financial Analysis Study

Proposed Hotel
Norwood Young America, Minnesota

Prepared for City of Norwood Young America

Our Mission

Providing thorough and thoughtful
analysis to our clients in all
sectors of the hospitality industry

14805 Detroit Avenue, Suite 420
Cleveland, Ohio 44107
www.hladvisors.com





HOTEL & LEISURE ADVISORS

September 23, 2014

Ms. Christie Rock Hantge
Economic Development Coordinator
City of Norwood Young America
310 Elm Street West
Norwood Young America, MN 55368
Via e-mail: crock@cityofnya.com

**RE: Market Feasibility and Financial Analysis Study
Proposed Hotel, Norwood Young America, Minnesota**

Dear Ms. Rock Hantge:

Thank you for the opportunity to submit a proposal for the feasibility analysis for a proposed hotel in Norwood Young America, Minnesota. Hotel & Leisure Advisors (H&LA) has completed numerous hotel studies in Minnesota and would be pleased to prepare a feasibility study for the hotel as outlined in the attached proposal.

On the basis of our hospitality experience and our understanding of the proposed facility concepts, I am confident that H&LA is well qualified to respond to your consulting requirements. We have developed sophisticated and innovative research techniques, resulting in thorough analyses that incorporate in-depth local, regional, and state market information. For additional information about our firm, I have included our company qualifications with this proposal package. Over the years, H&LA has served more than 400 clients on a wide variety of projects. We just completed a similar study for the city of Chardon, Ohio and I encourage you to contact our client, Ms. Lynda Nemeth at 440-632-1538 as a reference. Upon request, we will provide you with a list of additional references relevant to your project whom you can contact.

This letter contains our proposal for the assignment. In order to proceed with our engagement, please sign this proposal and return it to our office with a retainer check. I look forward to working with you on this assignment. If you have any questions or require any additional information, please contact me.

Sincerely,

Hotel & Leisure Advisors, LLC

A handwritten signature in black ink that reads 'David J. Sangree'.

David J. Sangree, MAI, ISHC
President



HOTEL & LEISURE ADVISORS

Proposal

I. Market Feasibility and Financial Analysis Study Proposed Hotel, Norwood Young America, Minnesota

Objective

The objective of this engagement is to estimate the market feasibility of the development of a proposed hotel. We understand you are considering pursuing a smaller hotel project for the community. Our study assumes that you will have selected no more than three sites to be considered for the proposed hotel. It is our understanding that the estimate of feasibility will be used for decision-making purposes in determining whether to develop the hotel. We will produce a detailed financial analysis for the project and estimate its probable operating performance for an 11-year holding period.

In addition to a full financial analysis, our estimate of market feasibility will include recommendations on the following:

- Sizing of and amenities for the overall property, including the number of guest rooms, size and type of food and beverage facilities, and size and type of other facilities such as conference space
- Expansion possibilities for the property
- Amenities the property could use to attract additional demand
- Whether the property should be independent or have a franchise affiliation
- Possible franchises with which the property could affiliate

Project Definition: Before beginning our study, we will confer with you to determine the exact scope of the project and address specific issues or requests you may have. In defining the project, we will:

- Travel to the subject market for a site visit, neighborhood and market tour, and meetings with the client
- Review the overall business objectives and goals for the proposed hotel development
- Identify project issues and opportunities
- Discuss the development concepts, including sizes and level of investment. Defining the proposed scope of the concept will serve as a basis for refining the potential market for the project and provide a framework of assumptions to use in our feasibility analysis.
- Request a list of people with whom you wish for us to consult during our research

- Request relevant data concerning the subject, such as site plan, tax & zoning information, neighborhood information, etc.
- Identify any confidentiality issues
- Review previous market research and information developed for the concept
- Review the overall development master plan and projected development within the neighborhood
- Review our previous work and relationships in the submarket of the proposed hotel

Data Collection:

- Review and analyze the performance of similar hotels, taking into account monthly and daily trends
- Examine the subject's market area and competing markets
- Analyze the proposed project site, including traffic counts, access, visibility, proximity and travel time, nearby visitor attractions, nearby corporate and group demand generators, and access to convention and event facilities relative to competitive properties
- Identify primary leisure, group, and commercial attractions and organizations within the market and indicate their growth and changes

Interviews:

- Interview potential users of the facility to gauge interest in the proposed hotel. These interviews will focus on which facilities the interviewees currently use and what type of amenities, size of meeting space, number of rooms, and room rates would be necessary for them to consider the subject. We will contact local businesses that utilize meeting and hotel space in the market, as well as groups and meeting planners who may be interested in holding events at the facility.
- Meet with managers or owners of competitive hotel or resort properties
- Confer with people on the contact list you provide
- Interview representatives of various hotel chains to determine performance of area hotels and proposed new supply additions
- Meet with representatives of the local convention and visitors bureau, chamber of commerce, and assessor's office, as well as city, county, and economic development officials to collect information concerning the proposed site and region
- Confer with other relevant parties who are knowledgeable about the market

Analysis:

- Analyze national trends in the hotel and resort industry by reviewing various publications and databases
- Assess the economic and demographic factors of the general area to determine the economic environment of the subject hotel and the sources from which business is generated. This will include a review of the local and larger region's population, household growth, employment, income levels, transportation, etc.
- Examine current hotel supply and review the impact of any recent hotel openings on the existing hotel market and projections for future demand
- Analyze demand generators within the hotel market, including those that may be entering or leaving the market
- Analyze the historical market segmentation of the competitive properties, including corporate transient, leisure transient, group, and contract demand, and project the market segmentation for the proposed hotel property
- Compare the projected performance of the subject to similar properties in similar markets throughout the region
- Compare various features of the subject to those of its competitors
- Identify new hotels that are under construction, planned, or proposed in the market
- Evaluate trends in the supply of and demand for guest rooms to estimate future supply and demand potential
- Analyze the historical performance of the market and make projections for the market and the subject property utilizing our detailed hotel supply and demand computer model
- Analyze whether a franchise affiliation is appropriate for the subject property and recommend brands
- Analyze the projected range of costs for the development of the proposed hotel

Prospective Financial Analysis: Utilizing the results of the market analysis, we will estimate the probable future operating performance of the hotel for the standard holding period. In preparing the financial analysis, we will draw on various resources, including:

- The available operating results of similar properties in the market area
- Our database of actual financial statements of comparable hotels
- Hotel-related operating data from industry publications, including Smith Travel Research's *Host Report* and PKF's *Trends*
- The experience of our consultants and their daily interaction with industry contacts



This analysis will reflect the effects of estimated future inflation on revenues and expenses and will arrive at the estimated cash flow from operations. The financial analysis report will include detailed comparisons with actual operating statements of other similar properties and will provide a line-by-line discussion of each of the major departments of a hotel. Based on typical discount and capitalization rates of a hotel, we will project the net present value. We will compare this to typical construction costs for a development similar to the project.

Narrative Report: We will communicate our findings in a full narrative market study report. Our analysis will confirm the strength and growth of available markets, trends in occupancy patterns, utilization levels, and other factors important to the success of comparable hotel properties. We will estimate occupancy levels, average daily rates, and financial projections for an 11-year holding period. We will recommend the number of guest rooms, food and beverage facilities, conference facilities, amenities, other facilities, and any expansion potential for the property. We will suggest amenity offerings that the property could use to attract additional demand.

Additional Services

Hotel & Leisure Advisors offers additional consulting services such as an economic impact study or management company analysis. We are also available to prepare a full narrative appraisal report that will conform to the Uniform Standards of Professional Appraisal Practice (USPAP) and Office of the Comptroller.

We can assist you in finding a lender, architect, or interior designer for the project. We are available to either compile a loan package document for the project to send to potential lenders or to contact potential lenders for the project. We also offer expert witness testimony and litigation support in any court hearings related to our analysis.

As a complement to the feasibility study, H&LA offers preliminary concept sketches to help convey the client's vision for the project. Using the developer's descriptions of the subject property, an architectural illustrator will transform the descriptions into images that allow the developer to visually communicate the idea to lenders and investors. Please feel free to contact me or refer to our website, www.hladvisors.com, for more information about our firm and services.

Staffing and Qualifications

Mr. Sangree will lead the engagement, assisted by various staff members. Our full company qualifications accompany this proposal. Our specialized staff has more than 100 years of hospitality industry consulting and work experience. We assure you meaningful results based on specific knowledge of hotels and leisure properties and our experience in analyzing hospitality projects.



- Since 1987, Mr. Sangree and the H&LA consultants have completed market analyses and financial studies of more than 2,000 hotels and resorts and 400 indoor and outdoor waterpark resorts across the United States and Canada. We have completed studies on and have contacts with nearly all franchise hotel companies.

- H&LA has an extensive database of information concerning the performance of

leisure real estate including hotels, resorts, waterparks, golf courses, amusement parks, conference and convention centers, casinos, ski resorts, sports complexes, and restaurants.

- Our consultants have analyzed numerous conference and convention center facilities, both attached to hotels and standalone ventures, across North America.
- Our reports are thorough, analytical, and clearly written to assist the client in the real estate decision-making process.
- H&LA staff are members of the Appraisal Institute, International Association of Amusement Parks and Attractions (IAAPA), International Society of Hospitality Consultants (ISHC), National Golf Foundation, National Ski Areas Association, National Association of Sports Commissions, and World Waterpark Association, all of which provide extensive data sources for conference centers, hotels, resorts, waterparks, golf courses, sports complexes, and ski resorts.
- Mr. Sangree has shared his expertise on hotels, resorts, and waterparks in published articles with *Hotel Management Magazine*, *Hotel Online*, *World Waterpark Magazine*, *Midwest Real Estate News*, *Aquatics Magazine*, and *Lodging Hospitality*. He regularly presents at conferences sponsored by *Aquatics International Magazine*, World Waterpark Association, International Society of Hospitality Consultants and International Association of Amusement Parks and Attractions. He also has presented at America's Lodging Investment Summit, Waterpark Resorts Leadership and Development Conference, Midwest Lodging Conference, Hunter Hotel Investment Conference and others. Mr. Eric Hansen, AIA, ISHC, has shared his expertise on hotels and resorts at speaking engagements sponsored by the Ohio Hotel & Lodging Association, the Ohio Travel Association and the Hunter Hotel Investment Conference.



We will communicate with you on a regular basis through fieldwork, research, report writing, and presentations. Chronologically, we will:



- Issue a data request list indicating the items we need to review as part of our analysis.
- Schedule appointments to meet with you and tour the potential site. Our fieldwork will include visits to a wide range of comparable facilities in the region.
- Conduct telephone interviews and Internet research from our offices and begin to prepare our usage analysis. It typically takes a few weeks to analyze the data for the various components and an additional few weeks to write the full report.
- Engage multiple staff members in reading the full report for quality control purposes.
- Issue the report to you in a draft format. After you review the draft, we will issue the final version of the report, including addenda items.

Fees & Payment Schedule

Project Fees	
Component	Fee
I - Market Feasibility and Financial Analysis Study	\$9,000
Travel, subsistence, and out-of-pocket expenses, including Smith Travel Research report (\$475)	Not to exceed \$1,500

These fee estimates are subject to revision if the scope of the engagement is altered. In such an event, we will discuss the matter with you so that a mutually acceptable revision can be made. If at any point during the course of the engagement a decision is made to discontinue our services, our professional fees will be based on the time expended through that date.

Payment Schedule
We require a 50% retainer prior to beginning the assignment.
After conclusion of our fieldwork, we will issue an invoice for 25% of the project fee. This payment is due prior to our issuing the draft report.
The final invoice, balance plus expenses, will be billed when we send the draft copy of the completed report. Payment of this invoice is required prior to our issuance of final reports. Hard copies of the report are available upon request.
Any revisions to the report made within 30 days of issuance of the draft are included in the fee. Any revisions after 30 days of issuance of the draft will require an additional 10% of the project fee.
Any invoice that is 60 days past due is subject to a 1.5% monthly finance charge.

We will negotiate fees for any additional services when you request them. Our consulting services are available at a rate of \$150-\$350 per hour, depending on the staff person involved, or we will determine a specific fee quote once we outline the scope of the services we will provide.



Timing

We are available to begin work immediately. We plan to provide you with the report documenting our conclusions within 40 to 60 days of your signing this engagement letter. We will work with your appointed representative to ensure the required data is made available. We will forward a data request list to you once the engagement is approved. *The delivery date of the draft and final reports is contingent upon receiving the data requested for the property on a timely basis.*

Conditions

The report will be prepared in accordance with our Standard Conditions, which are attached. To indicate your acceptance of this proposal, please sign this proposal and return it to us with a retainer of 50% as authorization for us to proceed with the engagement.

As a material inducement for Hotel & Leisure Advisors to enter into this agreement for services and for value received, and the consideration of Hotel & Leisure Advisors' performance in providing appraisal and consulting services for the client, the signature on this letter guarantees the company's timely payment of this agreement. This includes, but is not limited to, the payment of any and all sums due pursuant to the agreement. This guarantee applies to appraisal and consulting services that have been rendered prior to the above date and appraisal and consulting services that are rendered after the above date.

The terms of this agreement shall be interpreted and construed in accordance with the laws of the State of Ohio. The client hereby submits to the nonexclusive jurisdiction of the court having jurisdiction in the County of Cuyahoga, State of Ohio, and agrees not to raise and waive any objection based upon forum non conveniens.

Thank you for this opportunity to be of service. We look forward to working with you on this assignment.

Hotel & Leisure Advisors, LLC

A handwritten signature in black ink that reads 'David J. Sangree'.

David J. Sangree, MAI, ISHC
President



By signing below I agree to the fees and terms as described in the attached proposal. I agree to pay fees for the report in the amount of \$9000 plus expenses no greater than \$1500. I have read and understood the proposal and the attached standard conditions, and I agree to the terms and conditions therein.

Signature

Name (print)

Title

Company

Date



**SAMPLE TABLE OF CONTENTS FOR MARKET FEASIBILITY STUDY
OF THE
PROPOSED RESORT OR HOTEL
ADDRESS
CITY, COUNTY, STATE
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Standard Conditions: The following Standard Conditions apply to real estate consulting engagements and appraisals by Hotel & Leisure Advisors, LLC (H&LA). Extraordinary Assumptions are added as required.

1. The report is to be used in whole and not in part. The report, engagement letter and these standard conditions constitute the entire understanding and agreement between the parties with respect to the subject matter hereof and supersedes any and all prior or current agreements or understandings between the parties, whether in writing or orally. The report and engagement letter may not be amended except in writing signed by the parties hereto. These standard conditions shall survive the completion of the assignment.
2. Publication of the report or engagement letter without the prior written consent of H&LA is prohibited unless otherwise stated in the letter of engagement. Neither the report nor engagement letter may be used by any person other than the party to whom they are addressed nor may they be used for purposes other than that for which they were prepared. Neither the engagement letter, nor the report, nor their contents, nor any reference to the appraisers or H&LA or any reference to the Appraisal Institute, International Society of Hospitality Consultants, American Institute of Certified Public Accountants, or the American Institute of Architects, (or the MAI, ISHC, CPA or AIA designations) may be included or quoted in any offering circular or registration statement, prospectus, sales brochure, other appraisal, loan, or other agreement or document without H&LA's prior written permission, in its sole discretion. Moreover, "H&LA" is a registered trademark of Hotel & Leisure Advisors, LLC. The client agrees that in event of a breach of this Section 2, in addition to any other rights and remedies of H&LA, and hereby consents to injunctive relief.
3. No responsibility is assumed for the legal description or any matters which are legal in nature. Title to the property is assumed to be good and marketable and the property is assumed to be free and clear of all liens unless otherwise stated. No survey of the property was performed. Sketches, maps, photos, or other graphic aids included in the reports are intended to assist the reader in ready identification and visualization of the property and are not intended for technical purposes.
4. The information contained in the assignment is based upon data gathered from sources the consultant or appraiser assumes to be reliable and accurate. Some of this information may have been provided by the owner of the property. Neither the consultants nor H&LA shall be responsible for the accuracy or completeness of such information including the correctness of public records or filings, estimates, opinions, dimensions, sketches, exhibits, and other factual matters.
5. The report may contain prospective financial information, estimates, or opinions that represent the consultants' or appraisers' view of reasonable expectations at a particular point in time. Such information, estimates, or opinions are not offered as predictions or as assurances that a particular level of income or profit will be achieved, that events will occur, or that a particular price will be offered or accepted. Actual results achieved during the period covered by H&LA's prospective financial analyses will vary from those described in the report, and the variations may be material. The financial projections stated in the report and any opinions of value are as of the date stated in the report. Changes since that date in external and market factors or in the property itself can significantly affect property value or performance.
6. H&LA has not considered the presence of potentially hazardous materials and contaminants such as asbestos, urea formaldehyde foam insulation, toxic waste, PCBs, pesticides, mold, lead-based paints, or other materials. The appraisers and consultants are not qualified to detect or report on hazardous material contamination and H&LA urges the client to retain an expert in this field if desired.
7. Unless noted, H&LA assumes there are no encroachments, zoning violations, or building violations encumbering the subject property. It is assumed that the property will not be operated in violation of any applicable government regulations, zoning, codes, ordinances, or statutes. No responsibility is assumed for architectural design and building codes. The analysis and concept drawings included in the report are not intended for technical purposes.
8. All mortgages, liens, encumbrances, leases, and servitudes have been disregarded unless specified otherwise.
9. Real estate consulting engagements and appraisal assignments are accepted with the understanding that there is no obligation to furnish services after completion of the original assignment. We are not required to

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- give testimony or attendance in court by reason of this analysis without previous arrangements, and the client will be obligated to pay in advance for the standard per diem fees and travel costs.
10. No significant change is assumed in the supply and demand patterns indicated in the report.
11. The appraisal or consulting engagement assumes market conditions as observed as of the current date of the market research stated in the letter of transmittal. These market conditions are believed to be correct; however, H&LA or the consultants assume no liability should market conditions materially change because of unusual or unforeseen circumstances.
12. The quality of a lodging facility or other leisure property's management has a direct effect on the property's economic viability. It should be specifically noted by any prospective reader that the engagement assumes that the property will be competently managed, leased, and maintained by financially sound owners over the expected period of ownership. H&LA is not responsible for future marketing efforts and other management or ownership actions upon which actual results will depend.
13. The forecast of income and expenses are not predictions of the future. Rather, they are the consultants' best estimates of current market thinking on future income and expenses. We do not warrant that the estimates will be obtained, but that they have been prepared in a conscientious manner on the basis of information obtained during the course of this study.
14. The subject property is valued assuming all items of furniture, fixtures, equipment, working capital, and inventory are in place. Should items essential in the operation of the hotel prove to be missing, we reserve the right to amend the opinion of value expressed in an appraisal report.
15. H&LA does not, as part of this consulting report or appraisal, perform an audit, review, or examination (as defined by the American Institute of Certified Public Accountants) of any of the historical or prospective financial information used and therefore, does not express any opinion with regard to it.
16. The consulting engagement or appraisal report has been prepared in accordance with the Uniform Standards of Professional Appraisal Practice and the Code of Ethics of the Appraisal Institute. No other code, ordinance, rule or regulation of any kind or nature whatsoever shall apply.
17. It is agreed that the maximum damages recoverable from H&LA or its affiliates or their respective employees relative to this engagement shall be the amount of the money actually collected by H&LA or its affiliates for work performed pursuant to the engagement letter. The client acknowledges that H&LA cannot and does not guarantee and makes no representations as to the success of the project. H&LA shall not be liable for any incidental, breach of warranty, consequential or punitive damages, expenses, costs or losses whatsoever directly or indirectly arising out of the services performed hereunder (including negligence and/or gross negligence). In addition, there is no accountability or liability to any third party.
18. The client hereby releases and discharges H&LA, its directors, officers, and employees, from and against any and all claims and demands of any nature or kind whatsoever arising as a result of the design, development, operations, and performance of the proposed or existing project. The client furthermore agrees to indemnify, defend and hold harmless H&LA and its directors, officers and employees, from any and all claims of any nature whatsoever, including attorney fees, expenses and costs.
19. The report does not address the project's compliance with the federal statute commonly known as the Americans with Disabilities Act as well as regulations and accessibility guidelines promulgated thereunder.
20. The provisions of the report, the engagement letter and these standard conditions shall be severable, and if a court of competent jurisdiction holds any provisions of the report, engagement letter and these standard conditions invalid, illegal or unenforceable, the remaining provisions shall nevertheless remain in full force and effect as written.

Christie Rock

From: Greg Hanis <ghanis@hospitalitymarketers.com>
Sent: Tuesday, August 19, 2014 12:45 PM
To: Christie Rock
Subject: Norwood Young America- Hotel Market Study Project

Christie,

In regards to our conversation I have assembled the following regarding performing a Hotel Market Study for the Norwood Young America market area. For additional information about Hospitality Marketers International, please see our website at www.hospitalitymarketers.com.

The following are the Phases we offer for this research.

PHASE 1- FIELD RESEARCH STAGE

This phase will involve performing comprehensive market research to make a preliminary determination about the market's ability to support a hotel in Norwood Young America. We will provide a preliminary recommendation report that highlights our observation on the market and its ability to support a hotel. Also, we will address the type and style of the hotel(s) best suited for the market. We will recommend the best size for the hotel and any special features or amenities that should be offered. Preliminary operational projections for Occupancy, Average Daily Room Rates and Sales Revenue will be presented at a stabilized year. Should the market show the lack of support for a hotel, we would inform you accordingly with the reasons for the lack of support. If desired, the Hotel Market Study Project could be terminated at this stage.

- The fee to conduct this Phase 1 Field Research would be \$4,300, including all associated research and travel cost.

PHASE 2- (OPTION A) COMMUNITY OVERVIEW HOTEL MARKET STUDY

This phase will complete a preliminary Community Overview Hotel Market Study for the Norwood Young America community. This report that would be used to promote the market and its potential to a possible developer for developing a hotel in this market. It will provide preliminary operational projections for Occupancy, Average Daily Room Rates and Sales Revenue for the hotel. Preliminary recommendations for the type and style of hotel will also be presented. The preliminary size on the hotel and preliminary recommendations for special features and amenities will be developed.

The fee to complete this Phase 2- (OPTION A) Community Overview Hotel Market Study will depend upon the type of hotel being recommended,

- o For a Limited-Service hotel, the additional fee would be \$2,850, including all associated travel and research expenses.
- o For a Select-Service or basic Full-service Hotel, there would be an additional fee.

PHASE 2- (OPTION B) COMPREHENSIVE HOTEL MARKET STUDY

This phase will complete a detailed of Comprehensive Hotel Market Study for a specific hotel development in Norwood Young America. This report is typically used by the developer, investors and lenders in the process of developing a specific hotel project. It will provide multi-year operational projections for Occupancy, Average Daily Room Rates and Sales Revenue for the hotel. Specific recommendations for the type and style of hotel will be presented. The size of the hotel and special features and amenities will be developed.

- The fee to complete this Phase 2- (OPTION B)- Comprehensive Hotel Study will depend upon the type of hotel being recommended.
 - o For a Limited-Service hotel, the additional fee would be \$4,300, including all associated travel and research expenses.
 - o For a Select-Service or basic Full-service Hotel, there would be an additional fee.

PHASE 3- OPERATIONAL PROFORMA & INVESTMENT ANALYSIS

This phase will complete a detailed Operational Proforma and Investment Analysis for a specific hotel development in Norwood Young America. This will present anticipated Development Costs, Lending and Equity, Cash flow statement, a Profit & Loss Statement, Debt Coverage Ratios, Return of Investment, etc. This report that would be used by the developer, investors and lenders in the process of developing a hotel.

- The fee to complete this Phase 3 Operational Proforma & Investment Analysis will depend upon the type of hotel being recommended.
 - o For a Limited-Service hotel, the additional fee would not exceed \$1,550.
 - o For a Select-Service or basic Full-service Hotel, there would be an additional fee.
 - This is billed on the time expended to complete he report at \$220.50 per hour.

***** All of the fees quoted above are offering a 10% discount from our normal fees of \$7,775 for a Community Overview Hotel Market Study and \$9,375 for a Comprehensive Hotel Market Study. .**

Christie, I hope this provides the information you were looking for. Please let me know if you have any questions. I hope we have the opportunity to work with you and the Norwood Young America community on this market research project. I will let you know what Cologne decides when we hear. It should be by the end of the week.

Regards,

Greg Hanis, ISHC

HMI, Inc.- Professionally Serving the United States & Canada for over 32 Years. Offices in Milwaukee, Wisconsin and Fort Myers, Florida

Greg Hanis, ISHC
President

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**HOSPITALITY MARKETERS
INTERNATIONAL, INC**

ABOUT GREG HANIS

About HMI

- Greg Hanis
- Michael Hool
- Lindsey Kaptur
- ISHC

Market Studies

- Community Overview Study
- Comprehensive Study
- Operational Proforma & Investment Analysis

Lifecycle Consulting

Contact HMI

About Greg Hanis:

Greg Hanis, President of Hospitality Marketers International, Inc. specializes in due diligence/feasibility/market studies, litigation support – expert witness, marketing and sales, and operational analysis/reviews.

Prior to founding Hospitality Marketers International, Inc., Mr. Hanis earned his Bachelor of Science degree in Business Administration, specializing in marketing from Marquette University. Other positions Mr. Hanis has held include: Director of Sales and Marketing at the Marriott Hotel in Milwaukee, Marketing Director for Hotel Managers/Hosts in Milwaukee, Wisconsin, Marketing Director for Hotel Investors Corporation (the foundation of Starwood Lodging) in Bethesda, Maryland, and Director of Sales and Marketing at the Grand Hotel in Milwaukee, Wisconsin.

Mr. Hanis founded HMI in 1982 and developed this well-regarded hotel and resort consulting company to represent clients throughout the Midwest, United States and Canada. The firm evolved from providing marketing consultation to include hotel and resort development, research, and management support. Lenders, national hotel chains, communities, economic development organizations and a broad list of clients commission and utilize Mr. Hanis' work. He is frequently quoted on industry topics in local, regional, and national newspapers and publications. He has been invited to speak at an impressive number of industry conferences and seminars.

Mr. Hanis has expertise in pre-development research (market studies, impact studies and feasibility analysis), marketing audits, market (re)positioning, marketing/strategy planning, operational audits, consultative management services, franchise selection, optimum revenue achievement, operational profit improvement, guest demand/history research, and sales training.

The types of properties Mr. Hanis specializes in include limited and full service hotels/resorts, boutique hotels, and conference centers, either chain affiliated or independently branded.

The International Society of Hospitality Consultants invited him to join their prestigious organization in 1988 based upon his reputation and exceptional knowledge of the industry. As a Society member, Mr. Hanis and his staff subscribe to the Society's Code of Professional Conduct.

In addition to the International Society of Hospitality Consultants, Mr. Hanis has been involved in the Wisconsin Innkeepers Association. Mr. Hanis has also advised colleges offering hospitality programs, including Mount Mary College and the Waukesha County Technical College.

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10014 Majestic Avenue ♦ Fort Myers, Florida 33913 ♦ (800) 657-0835
HMI@hospitalitymarketers.com



Introduction/Objective

This section will detail the specific details of the project to be addressed by this market study. Also, the anticipated components of the conclusions and recommendations presented in this report will be described.

General Market Description

The market will be described in an overview format. This will set the stage for more in-depth analysis of the market. Descriptions of the market will include residential, industrial, commercial, office, corporate, government, military, retail, recreation, entertainment, and traffic pattern components that will potentially affect the hotel. Observation of the growth of the market and the future of the market will be briefly addressed.

Site Analysis

This section focuses directly on the location of the planned hotel operation. Key components that will affect the operation of the hotel at this location will be addressed. At times, multiple sites can be compared in this section, and recommendations as to the preferred site location can be provided.

Key areas addressed in this section are as follows:

- **Subject Site Description**
Where is the site? What is the development condition and development potential of the site? This can include topography, environmental, zoning and architectural factors related to the site.
- **Visibility**
Is the site visible to travelers or how do travelers find the site? Is visibility an advantage or disadvantage?
- **Accessibility**
Similar to visibility, how accessible is the site? Is there traffic congestion?

University of Hawaii (UHM)
President



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- **Support Services**
Restaurants, retail, entertainment, and recreational components are important to travelers. These include necessary items travelers look for which contributed to the destination uniqueness of the site.
- **Competitive Position**
Is this a competitive site in the market? Compared to other hotels in the market, how does this site compare to serving the demand markets?

Economic Overview

This section defines the market in a macro-economic overview of key components. The attempt here is to define the market as a growing market, stable market, or declining market. Where possible, micro-economic factors will be factored into this analysis.

The following sections will be addressed as to their past growth patterns and relations to other geographic areas. If possible, future projections will be reviewed.

- **Population**
- **Effective Buying Income**
- **Retail Sales**
- **Eating and Drinking Place Sales**
- **Workforce Characteristics**
 - **Workforce Distribution**
 - **Unemployment Rates**
- **Transportation**
 - **Automobile**
 - **Air Transportation**
 - **Other Methods of Travel to the Area**

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Lodging Demand

This section focuses directly on the demand sources identified for the proposed hotel operation and will become key in developing recommendations for the type of hotel. Also, the depth of the market will provide insight into the recommended size of the hotel to be developed. Special product services and amenities can also be identified by the demographics of the demand. Profile characteristics of the demand sources will also be defined. Rate sensitivity, demand potential, and seasonality patterns of demand will be reviewed.

Key lodging demand component areas addressed in this section are as follows:

- **Market Segmentation**
- **Market Segmentation Profiles**
 - **Corporate/Commercial**
 - **Major Employers**
 - **Government**
 - **Medical**
 - **Military**
 - **Education**
 - **Social**
 - **Fraternal**
 - **Religious**
 - **Entertainment**
 - **Recreation**
 - **Tourist Attractions**
 - **Tours**
 - **Retail Shopping**
 - **Events and Festivals**
 - **Highway Traffic**
- **Seasonality of Lodging Demand**
- **Lodging Demand Potential Index**
- **Rate Sensitivity Index**
- **Feeder Markets**
- **Unaccommodated Lodging Demand**

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Lodging Supply

This section addresses the competitive environment the hotel will operate in. An overview of the entire hotel product is identified. The inventory of competitive hotels is then researched to identify the primary competitive hotels that the proposed hotel will compete with, which will establish product positioning in the market. The degree of competition from these hotels will be addressed. Factors including age, brand, rate, facilities, and competition for similar demand profiles will be researched. The current and historic performance of these hotels will be studied.

Key areas researched include the following:

- **Lodging Supply Distribution**
 - Primary Market Area
 - Secondary Market Area
- **Estimated Operational Performance**
 - Occupancy
 - Average Daily Room Rates
- **Competitive Factor Analysis**
 - Rate
 - Brand
 - Facilities
 - Market Segmentation
 - Location
- **Competitive Lodging Performance**
 - Occupancy
 - Lodging Demand Growth
 - Lodging Supply Growth
 - Proposed Properties
 - Average Daily Room Rates
 - Revenue Per Available Room (RevPAR)

Executive Reference 1511
11/11/11



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Issues and Risks

This section of the report identifies areas that could be a factor in developing or operating a hotel in this market. These areas may be a concern based upon the research performed. This section will also provide guidance for the developer in conducting additional research as required.

At times, some of these areas may be eliminated. At other times, other areas may be added. Again, the research of this market will dictate the needed areas in these sections. Many times, these areas are addressed with the statement that they do not have an identified impact on the proposed hotel development or operation.

The following list highlights typical areas addressed:

- **Competitive Pricing Pressures**
- **Growth in Lodging Supply**
- **Growth in Lodging Demand**
- **Property Taxes**
- **Political Climate**
- **Zoning and Architectural Controls**
- **Environmental Concerns**
- **Labor Market Supply and Wages**
- **Area of Franchise Protection**
- **Other Areas Related to Development**

Gregory B. Hume, IHMC
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Chairman

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Hospitality
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Conclusions

This section of the study brings together recommendations based upon the research performed in the report. All of the previous sections are reviewed and recommendations are provided.

This section begins with product development recommendations. Based upon the research presented, these are recommendations for the best fit for the hotel to serve the market. This will position the hotel with other competitive hotel products and with the recommended product offerings to serve the demand market identified.

Development recommendations are then followed by projected performance recommendations. In this area, growth factors are considered for demand and supply growth. The impact of the proposed hotel on the market is factored into these projections. From these projections, financial sales revenue operational projections can be developed.

The last part of this section provides some benchmark guidelines for development costs and preliminary property valuations of the project. These projections require fine-tuning as the project progresses. However, the information provided will assist in addressing the feasibility of the project to meet the objectives of the developer.

The following are the key components addressed in most reports:

- **Property Recommendations**
 - Property Type Recommendations
 - Food & Beverage Recommendations
 - Recommended Property Size
 - Recommended Property Amenities
 - Recommended Sleeping Room Configuration
 - Recommended Brand Affiliation
 - Recommended Rate Strategy
 - Recommended Opening Date
- **Projected Property Performance**
 - Occupancy
 - Average Daily Room Rate
 - Projected Sales Revenue
- **Maximum Allowable Development Costs**
 - Preliminary Valuation Models at Stabilized Operation



EXHIBITS

The following are sample descriptions of the exhibits provided in a typical market study report. Where possible, the primary market area is also identified on the appropriate exhibit. This will assist in identifying the geographic area where most demand will come from.

EXHIBIT 1 - Geographic Relationship of Market to Greater United States

EXHIBIT 2 - Geographic Relationship of Market and Subject Site to the State

EXHIBIT 3 - Geographic Relationship of Subject Site Within City - Including Primary Competitive Hotels

OTHER EXHIBITS - As Needed

Vertical
Horizontal
All Areas

Gregory B. Hantz ISHC
President



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Christie Rock

To: Greg Hanis
Subject: RE: HMI Engagement Follow-Up & Possible Meeting

From: Greg Hanis [mailto:ghanis@hospitalitymarketers.com]
Sent: Thursday, November 20, 2014 4:19 PM
To: Christie Rock
Subject: RE: HMI Engagement Follow-Up & Possible Meeting

Christie,

In response to our recent conversation regarding your email on Wednesday, November 12th, I have prepared the following response. Hopefully, this provide the insight you are looking for regarding waterparks and hotel projects.

- Waterparks are a very expensive investment and must be approached cautiously to determine their viability. They are expensive to develop, expensive to operate and have limited adaptive re-use at the end of their productive life, or should they become operationally prohibitive.
- Typically, waterpark hotels are larger facilities, over 100 rooms. This size hotel adds to the overall cost of the facility. (My associate's brief tour of Norwood Young America, when he was in the area recently, did not appear to support this type of hotel when I recently followed-up with him on your questions. This is a very preliminary observation on his part.)
- In markets such as Minnesota, there are only an average of 180 days when the prime market, families with children 4 to 15 years old, are able to use the facility. These are days when schools, in the feeder markets, are not in session.
 - Therefore, there must be other Lodging Demand sources that are available to support the hotel on the off days.
 - Sometimes these alternate Lodging Demand sources are not compatible with the waterpark clientele. (i.e. Business groups not wanting to be in the same facility as the waterpark clientele)
- Community/Hotel partnerships can be developed for the waterpark concept. However, the community must be willing, and able, to assist, if needed, in under-writing the gap in development cost of the waterpark facility.

With that being said, we would suggest, if the interest exists in Norwood Young America, to investigate possibility of developing a waterpark/hotel concept. When we last spoke, I suggested a staged approach:

FIRST STAGE

- The first stage would be to look at the options of developing a hotel and a possible waterpark facility in the community. Upon completion of this stage we could provide recommendations for:
 - Developing a hotel only
 - Developing a hotel with a waterpark component
- The cost for this first stage would be \$7,000, including all related travel and research costs

SECOND STAGE

- This stage would involve completing the Hotel Market Study.

- As quoted in our October 23rd Engagement Letter:
- A Community Overview Hotel Market Study- \$2,850 for a Limited-Service hotel only.
 - A Comprehensive Hotel Market Study- \$4,300- for a Limited-Service hotel only.
- The fee to complete the waterpark hotel component will be difficult to quote, until the recommendations are made, in the First Stage, reviewed and committed to by the community and hotel developer. On the low end, this Final Stage fee could range from an additional \$7,000 to, on the higher end, \$30,000+.

Christie, I hope this provides the information to answer your comments in your November 12th email. Please let me know if you need more clarification regarding this.

Regards,
GREGORY R. HANIS, ISHC
President

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The information contained in this email is confidential and is intended solely for the addressed recipient(s). If you received this email in error, we apologize. Please contact Hospitality Marketers International, Inc. immediately. Thank You.

From: Christie Rock [<mailto:crock@cityofnya.com>]
Sent: Wednesday, November 12, 2014 2:26 PM
To: Greg Hanis
Subject: RE: HMI Engagement Follow-Up & Possible Meeting

Good Afternoon Greg:

I'm just following up with you regarding the NYA EDC meeting that took place today. No decisions were made. They are looking for some additional clarification / information on the waterpark component of the feasibility study. Can you give me very specific information regarding that aspect of the study.

Do you automatically look at waterparks as part of the feasibility study? If yes, what does this entail? In your email to me dated October 23, you note the fee to research a waterpark hotel could run from \$13,500 to \$30,000. Is this above and beyond the cost of the Market Feasibility Study? Would this be something that would be completed in a follow-up study if the first phase indicated the community could support such a feature? I think there is some hope that this project could become a public / private partnership in which the community could benefit from the waterpark, as well as travelers visiting the area. Is it possible to include this component in a hotel project (regardless of whether the feasibility study supports it), if the City/Community is able to raise the capital investment?

Please let me know if you have any questions. Thank you for your patience as we work through the details of this project.