



Shakopee City Council Regular Meeting

Tuesday, January 21, 2025

7:00 PM

City Hall, 485 Gorman Street

Vision: Shakopee is a distinctive river town with a variety of business, cultural, and recreational opportunities in a safe, welcoming, and attractive environment. Our vision is for Shakopee to continue being the place people want to live, work, and play!

Mission: Our mission is to deliver high quality services essential to maintaining a safe and sustainable community. We commit to doing this cost-effectively, with integrity and transparency.

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Consent Agenda

These items are considered routine and will be enacted by one motion. There will be no separate discussion of these unless a council member or staff requests, in which event the item will be removed from the consent agenda for separate discussion & action.

 - 5.a Public and Roadside Memorial Policy.
 - 5.b Approve Change Order No. 2 for Canterbury Commons Internal Roadway Improvements
 - 5.c Memorandum of Understanding with the Hennepin County WMD Tactical Response Team.
 - 5.d Approve the City Council Meeting Minutes
 - 5.e Settlement on Professional Fees for SandVenture Design Work
 - 5.f Order of Abatement of a Hazardous Property and Building at 2405 Jennifer Lane

- 5.g [2025-2026 Mayoral Liaison Appointments](#)
- 5.h [Maximum vacation accrual MOU for Shakopee Police Captains and Sergeants.](#)
- 5.i [Approve plans and authorize bidding for the 2025 Pavement Reclamite Project](#)
- 5.j [Declare one squad car as salvaged property and authorize disposal](#)
- 5.k [Accept the Voluntary Dissolution of the Shakopee Fire Department Relief Association](#)
- 5.l [Approve Purchase Agreement with Vaisala for Weather Stations](#)
- 5.m [Accept proposal from Alliant Engineering for MnDOT Safe Road Zones Grant](#)
- 6. Public Comment

Individuals may address the City Council about any item not on the regular agenda. Speakers are requested to come to the center table, state their name and address for the clerk's record, and limit their remarks to three minutes. The City Council will not take official action on items discussed at this time, but may refer the matter to staff for a follow up report or direct that matter be scheduled on an upcoming agenda.
- 7. Business removed from consent agenda
- 8. Public Hearings
 - 8.a [Street Reconstruction Plan](#)
- 9. General Business
 - 9.a [Minnesota Riverbank Stabilization Project Presentation and Bolton & Menk Proposal](#)
 - 9.b [Marystown Corridor Improvements - Project Update](#)
 - 9.c [Shakopee High School CAPS Project Presentation - Safe Routes to School](#)
 - 9.d [Comprehensive Plan Text Amendment to Figure 4.13-Planned Land Use Overview in the 2040 Comprehensive Plan](#)
- 10. Reports

Liaison and Administration

 - 10.a [City Bill List](#)
- 11. Other Business
- 12. Adjourn to February 4, 2025 at 7:00 p.m.



Shakopee City Council January 21, 2025

5.a

Agenda Item: Public and Roadside Memorial Policy.
Prepared by: Bill Egan, Public Works Director
Reviewed by: Bill Egan

Action to be considered:

Approve Public and Roadside Policy, and Application Form which addresses memorials within right of ways and city owned property.

Motion Type:

Approve

Background:

Overview:

This memo addresses the topic of roadside memorials within our city. Roadside memorials are typically established by individuals who have lost loved ones in tragic accidents. These memorials serve as a means of honoring and remembering the deceased.

Current Situation:

Currently, there are no formal regulations or guidelines regarding the establishment, maintenance, or removal of roadside memorials within our city. This has led to a variety of issues including:

- Potential safety hazards due to the placement of memorials in high-traffic areas.
- Maintenance challenges, as some memorials are not regularly cared for.
- Emotional and social considerations, as families seek to honor their loved ones.

Proposed Policy:

To address these concerns, the following guidelines have been developed by staff:

1. **Develop Guidelines:** Establish clear guidelines for the placement, size, and duration of roadside memorials. These guidelines should balance the need for memorialization with safety and aesthetic considerations.

2. **Designated Areas:** Identify and designate specific areas where roadside memorials can be safely placed. This will help manage safety concerns and maintain the visual appeal of our city.
3. **Maintenance Responsibility:** Clearly define who is responsible for the maintenance of these memorials. This could be the responsibility of the families, the city, or a combination of both.
4. **Communication with Families:** Implement a system for communicating with families who wish to establish a memorial. This will ensure that they are aware of the guidelines and can comply accordingly.

Conclusion:

Roadside memorials are a significant way for families to honor their loved ones, and it is important for our city to manage these sites responsibly. By establishing clear guidelines and designated areas, we can respect the needs of grieving families while also ensuring public safety and the orderly appearance of our city. (See attached Memorial Policy and Application Form).

Recommendation:

Approve Policy as requested.

Budget Impact:

None.

Attachments:

[Memorial Request Form.pdf](#)

[Public and Roadside Memorials Policy PDF.pdf](#)



City of Shakopee
Public Works Department
Memorial Request Form

Applicants Name:

Relationship to Memorialized Person(s):

Incident Date:

Phone:

Mailing Address:

Email:

Memorial Location (Street/Address):

Memorial Description:

Approx. Memorial Install Date:

Memorial Removal Date:

- Public Works will attempt to leave memorials in place for at least 60 days. After that, they may be removed for maintenance purposes.
- The city is not responsible for any lost or stolen items.
- It is the responsibility of the applicant to install, maintain, and remove the memorial when necessary.

☐ I have read and agree to comply with the City of Shakopee's Public and Roadside Memorial Policy.

Applicants Signature:

Date:



Public and Roadside Memorials Policy

Adopted:

Amended:

I. PURPOSE

The purpose of this policy is to provide procedures and regulations for Public and Roadside memorials on city owned property. A memorial will not be allowed if it may negatively affect safety, traffic flow, or interferes with routine maintenance such as mowing and snow plowing, as determined by the Public Works Director. **This policy does not apply to county roads, private roads, and state or federal highways in Shakopee.**

A. Policy

1. A memorial would not be more than 24-inches in height (measured from the ground surface), 24-inches in width (measured along the roadway), and 24-inches in depth (measured perpendicular to the roadway).
2. To ensure public safety, unattended candles, glass or sharp objects, or any other features determined by the Public Works Director or Chief of Police to be unsafe for the public are not allowed to be included in memorials. These items will be immediately removed by the Public Works Department. Items removed by the city can be retrieved within six weeks at 400 Gorman Street, Shakopee, MN 55379.
3. Music or loud noise will not be allowed. Gatherings that become a nuisance to the community or roadways are not permitted.
4. The memorial would be located as close as possible to the site of the incident, but it may vary depending on the site and safety conditions. This decision is at the discretion of the Public Works Director.
5. If a memorial encroaches on private property, permission will need to be obtained from the property owner.
6. Memorials may not be for a pet or animal.

B. Regulations

1. The memorial must comply with all State of Minnesota and City of Shakopee laws, rules, and regulations that govern all roadways, rights-of-way, and parks. This includes ADA requirements.

2. The memorial may not cause unsafe conditions for passing motorists, pedestrians, or for people maintaining or visiting the roadside memorial, as determined by the Public Works Director.
3. Memorials will not be permitted in a construction or work zone until such time the work is completed.

C. Registration

1. All memorials are required to be registered with the city. **There is no cost for registration.** Registration provides the city with contact information for the applicants. The city reserves the right to review all memorial applications prior to issuance.
2. Only an immediate family member, or another person who submits with written consent from an immediate family member, can apply to register a memorial.
3. The applicant should complete and return a Memorial Request Form to the Public Works Department located at 400 Gorman Street, Shakopee, MN 55379.
4. The Public Works Department will attempt to leave memorials in place up to 60 days. After which point, they may be removed for ease of maintenance. **Under no circumstances will memorials be left in place for more than 60 days.**

D. Responsibility

1. The Public Works and Police Department has the right to manage memorial sites to ensure physical and safety guidelines are adhered to. These departments will collaborate to review requests. The Public Works Department reserves the right to relocate or remove the memorial for maintenance if necessary.
2. The city is not responsible for any lost or stolen items.
3. It is the responsibility of the applicant to install, maintain, and remove the memorial.

E. Alternatives to a Public Memorial

1. Residents can honor the memory of a loved one by purchasing a bench to be placed in one of Shakopee's city parks. Contact the Parks and Recreation Department at 952-233-9500.
2. [Volunteer & Sponsorship Opportunities | City of Shakopee](#)



Shakopee City Council January 21, 2025

5.b

Agenda Item: Approve Change Order No. 2 for Canterbury Commons Internal Roadway Improvements
Prepared by: Alex Jordan, City Engineer
Reviewed by:

Action to be considered:

Approve Change Order No. 2 to remove Road C from contract requirements for the Canterbury Commons Internal Roadway Improvements.

Motion Type:

Approve

Background:

On June 4, 2024, the City Council awarded a contract to Heselton Construction, LLC (Heselton) for construction of the Canterbury Commons Internal Roadway Improvements. The Notice to Proceed was issued by the City on June 11, 2024. The contract included construction of a private roadway "Road C", which provides local access and a connection between Road A and Road B.

Following award of the contract, Canterbury Park Entertainment LLC (Canterbury) requested that Road C be removed from the project. This request was made to provide flexibility in future development of the properties adjacent to Road C. City staff recommend approval of this request, as Road C is not proposed to be utilized in the Traffic Event Management Plan for upcoming events at the adjacent Ampitheatre. Road C would be constructed in the future by Canterbury in conjunction with future development of the adjacent properties.

Recommendation:

Approve Change Order No. 2

Budget Impact:

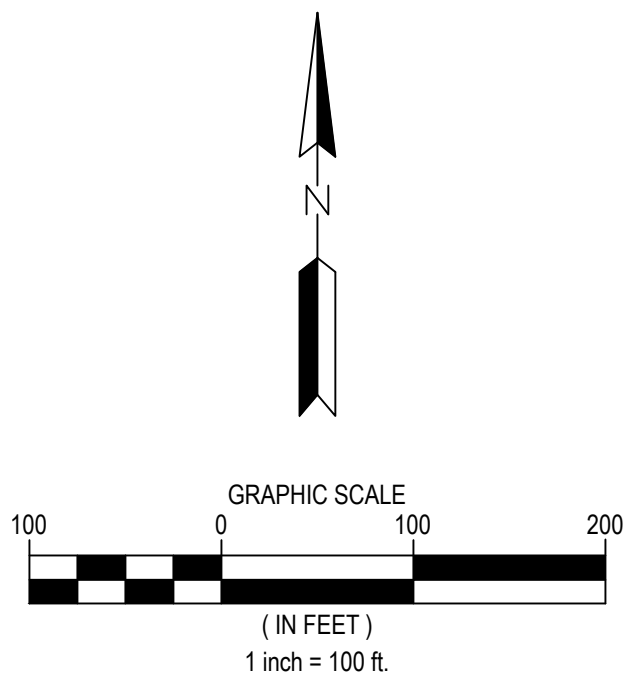
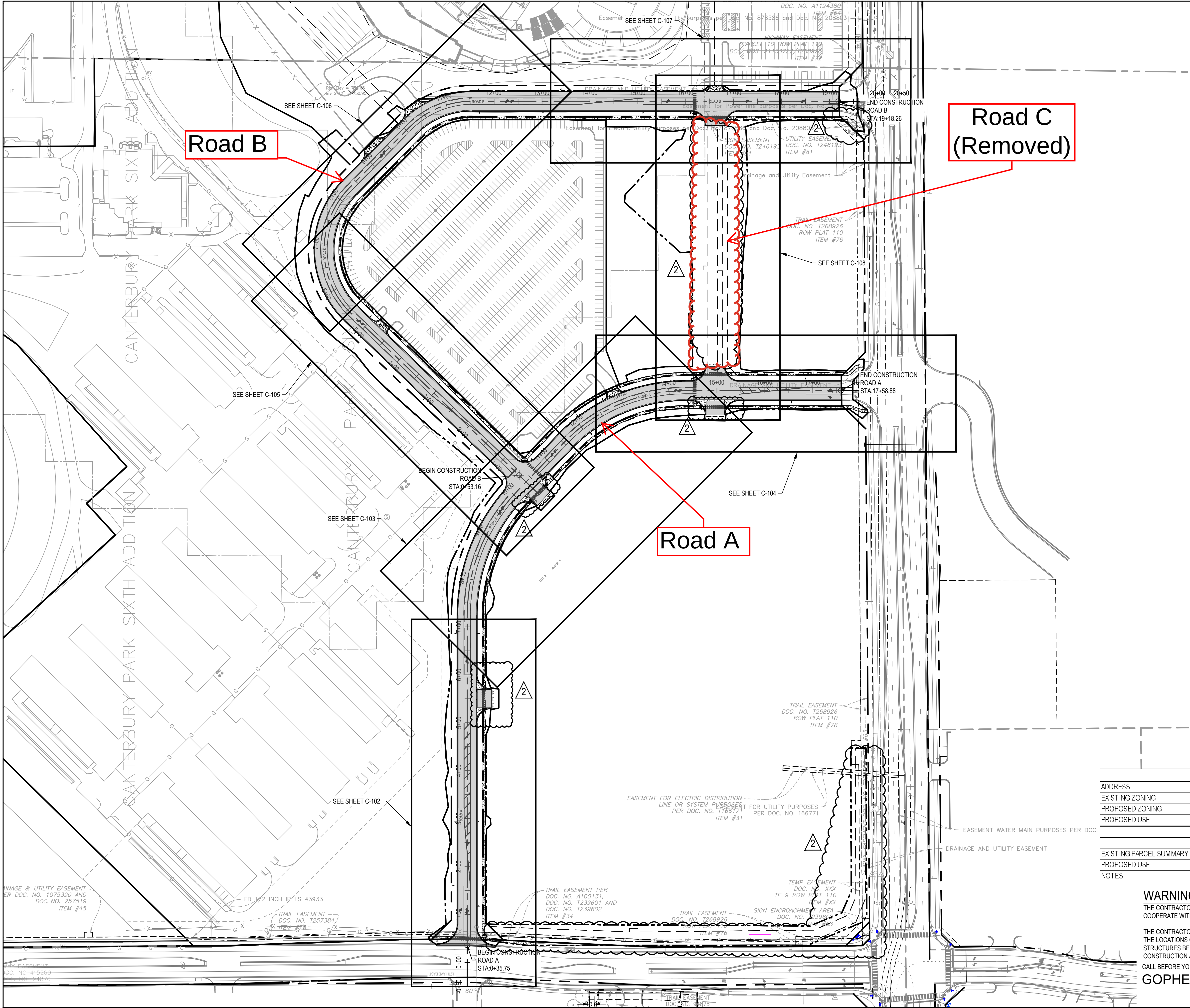
Heselton Construction, LLC has agreed to remove Road C from the contract, with a minor adjustment to the contract price (\$7,000). This contract revision request is due to a reduction in Heselton's material discount from their pipe supplier stemming from the removal of pipe quantities from their contract.

The original contract amount is \$4,419,649.75. The total decrease in the contract amount for the removal of Road C is \$419,205.28, amending the overall contract amount to \$4,000,444.47.

Attachments:

[Project Area Map.pdf](#)

[Change Order #2.pdf](#)



LEGEND

- PROPERTY BOUNDARY
- LOT LINE
- EASEMENT LINE
- SETBACK LINE
- RIGHT OF WAY LINE
- CONSTRUCTION LIMITS
- EXISTING EASEMENT LINE
- EXISTING PROPERTY LINE
- CURB AND GUTTER
- BITUMINOUS PAVEMENT
- CONCRETE PAVEMENT

NOTES

- ALL DIMENSIONS ARE SHOWN TO FACE OF CURB UNLESS OTHERWISE NOTED.

SITE ANALYSIS TABLE

ADDRESS	NW CORNER OF 12TH AVE EAST AND COUNTY ROAD 83		
EXISTING ZONING	MAJOR RECREATION, MR		
PROPOSED ZONING	PLANNED UNIT DEVELOPMENT, PUD		
PROPOSED USE	ROADWAY AND TRUNK UTILITIES		
LOT AREA SUMMARY			
	TOTAL AREA (AC.)	IMPERVIOUS AREA (AC.)	PERVIOUS AREA (AC.)
EXISTING PARCEL SUMMARY	9.66	5.72	3.94
PROPOSED USE	9.66	5.18	4.48

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



733 S MARQUETTE AVE
SUITE 1000
MINNEAPOLIS, MN 55402
PHONE: 612-712-2000
WWW.STANTEC.COM

CLIENT:



CANTERBURY COMMONS INTERNAL
ROADWAYS IMPROVEMENT PROJECT
CITY PROJECT #: CIF 23-014-13 CITY OF SHAKOPEE
SCOTT COUNTY, MINNESOTA

PROJECT TITLE:

ISSUE NO.:	0	1	2
DESCRIPTION:	ISSUED FOR BID	ADDENDUM #1	ISSUED FOR CHANGE ORDER #1
DATE:	05/07/2024	05/22/2024	06/28/2024

CERTIFICATION:

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.

DANIEL M LAVENDER

LICENSE NO.: 57418

DATE: 05/07/2024

PROJECT NO.: 227704561

DWN BY: MDH
CHKD BY: MJJ
APPD BY: DML

ISSUE DATE: 06/28/2024

ISSUE NO.: 2

SHEET TITLE:

OVERALL ROADWAY PLAN

SHEET NO.:

C-101

**4SECTION 00 63 63
CHANGE ORDER FORM**

Change Order No. 2

Date 12/30/2024

Agreement Date 6/4/2024

Name of Project: Canterbury Commons Internal Roadway Improvements

Owner: City of Shakopee

Contractor: Heselton Construction

The following changes are hereby made to the Contract Documents:

The contract amount has been revised at the request of Canterbury Park to remove the cost of Road C.

Justification: Road C improvements accounted for \$426,205.28 in the overall contract.

When Road C was removed, Core and Main reduced Heselton's material discount from \$42,00 to \$35,000. This increased Heselton material costs by \$7,000. The total decrease in the contract price related to the removal of Road C is \$419,205.28.

Original Contract Price:	\$ 4,419,649.75
Current Contract Price adjusted to previous Change Order:	\$ 0
The Contract Price due to this Change Order will be decreased by	\$ 419,205.28
The new Contract Price including this Change Order will be	\$ 4,000,444.47
Original Contract Substantial Completion Date:	October 15, 2024
Current Contract Substantial Completion Date adjusted to Change Order #1:	June 14, 2025
The Contract Time will be Increased by	0 Calendar days
Current Contract Substantial Completion Date adjusted to this Change Order:	June 14, 2025
Original Contract Final Completion Date:	November 1, 2024
Current Contract Final Completion Date adjusted to this Change Order:	June 27, 2025
The Contract Time will be Increased by	0 Calendar days
Current Contract Final Completion Date adjusted to this Change Order:	June 27, 2025

Approvals Required:

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

Requested by:

Digitally signed by Wyers, Nick

DN: CN="Wyers, Nick", OU=Internal, O=Heslons, OU=stantec, DC=corp, DC=ads

Date: 2024.12.31 14:08:18-06'00'

Wyers, Nick

Nick Wyers, P.E.

Accepted by:

Digitally signed by Jason Brandvold

DN: C=US, E=jason@heseltonconstruction.com, CN=Jason Brandvold

Date: 2024.12.30 15:04:52-06'00'

Jason Brandvold

Heselton Construction

Accepted by:

City of Shakopee, Mayor

Accepted by:

City of Shakopee, City Administrator



Shakopee City Council January 21, 2025

5.c

Agenda Item: Memorandum of Understanding with the Hennepin County WMD Tactical Response Team.
Prepared by: Mike Nelson, Fire Chief
Reviewed by:

Action to be considered:

Approve the MOU with the Hennepin County WMD Tactical Response Team.

Motion Type:

Approve

Background:

The Hennepin County Weapons of Mass Destruction (WMD) Tactical Response Team is a multi-jurisdictional SWAT team capable of operating in a chemical, biological, radiological, or nuclear environment. The team provides a regional response during acts of terrorism involving WMDs and is led by the Hennepin County Sheriff's Office. The team trains monthly and only deploys a few times a year for high-profile or complex events and incidents.

This memorandum of understanding will allow Shakopee Fire Department staff to participate on the team as a "Tactical Medic" to provide care for injured team members and victims. Staff will receive additional specialized training in tactical EMS, hazmat, and response to hostile incidents. This training and experience will help the fire department improve its response to hostile events and refine how the department works and integrates with outside agencies during these types of incidents through the shared knowledge of our participating staff.

Recommendation:

Approve the MOU with the Hennepin County WMD Tactical Response Team.

Budget Impact:

Wages for participation on this team will fall within the established fire department budget.

Attachments:

[HCWMDTRT MOU - 2024.pdf](#)

HENNEPIN COUNTY WEAPONS OF MASS DESTRUCTION TACTICAL RESPONSE TEAM

MEMORANDUM OF UNDERSTANDING

I. PURPOSE

The purpose of this memorandum is to set forth a common understanding of guidelines which the Hennepin County Sheriff's Office and the below referenced Law Enforcement Agencies will use to govern the Multi-Jurisdictional Weapons of Mass Destruction Tactical Response Team ("Response Team"). This agreement serves to coordinate and maximize cooperation between team members, the jurisdictions they represent and the Hennepin County Sheriff's Office.

II. MISSION

The mission of the Hennepin County Weapons of Mass Destruction Tactical Response Team is to respond regionally or nationally if requested to domestic or international acts of terrorism involving chemical, biological or radiological agents.

III. ORGANIZATIONAL STRUCTURE

A. ORGANIZATIONAL CONTROL

Responsibility for the overall policy and direction of the WMD Tactical Response Team shall rest with the Hennepin County Sheriff's Office. The Sheriff of Hennepin County has directed the Captain of the Sheriff's Enforcement Services Division to coordinate the policies, procedures and the activities of this team.

B. SUPERVISION

The overall supervision of the team shall be the responsibility of the Captain of the Hennepin County Sheriff's Enforcement Services Division. The chain of command will be as follows: The WMD tactical team will have a command element to oversee the operations, planning and training of the WMD Team. The Hennepin County Sheriff's Office command element will be responsible for incident decision making and will man the command post for team call outs. Team Leaders will be chosen by the Hennepin County Sheriff's Office and will report to the Team Commanders. The Team Leaders are qualified tactical officers from member agencies. The Team Leaders will be direct supervisors for team members at all team exercises and call outs.

C. MEMBERS

The WMD Tactical Response Team is comprised of members from the following Members:

- MSP Airport Police Department
- Brooklyn Park Police Department
- Champlin Police Department
- Eden Prairie Police Department
- Golden Valley Police Department
- Hennepin County Sheriff's Office
- Saint Louis Park Police Department
- Shakopee Fire Department

HENNEPIN COUNTY WEAPONS OF MASS DESTRUCTION TACTICAL RESPONSE TEAM

MEMORANDUM OF UNDERSTANDING

A governmental unit may join the WMD Team and become a Member upon approval by the Hennepin County Sheriff's Office and execution of amendment to this Agreement. The Hennepin County Sheriff's Office may terminate a Member for any reason. The parties acknowledge and agree that the Hennepin County Sheriff, or his/her designee, is authorized on behalf of COUNTY to approve/deny potential new governmental units and to terminate existing Members pursuant to the foregoing. A Member may, upon 60 days' written notice to the Hennepin County Sheriff's Office, withdraw and cancel its participation in the WMD Team with or without cause.

IV. LIABILITY

- A. Liability for Acts. The Hennepin County Sheriff's Office and each Law Enforcement Agency shall be liable for its own conduct and the conduct of its own employees and any liability resulting there from, to the extent authorized by law. Hennepin County provides equipment through reputable, industry-recognized vendors. Hennepin County makes no warranty as to fitness of any equipment for a particular purpose. Any Member that uses equipment provided by Hennepin County does so at its own risk, subject to any applicable warranties by the provider or manufacturer of the equipment. Hennepin County is not liable for any faulty equipment or misuse of equipment. Hennepin County shall not be liable for the acts of any team member employed by another Agency and no Agency shall be liable for the conduct of any employee of the Hennepin County Sheriff's Office.
- B. Damage to Equipment. Each Member shall be responsible for damages to or loss of the equipment it is assigned from the Hennepin County Sheriff's Office. Each Member waives the right to, and agrees that it will not, bring any claim or suit against the Hennepin County Weapons of Mass Destruction Tactical Response Team or any other Member for damages to or loss of equipment arising from participation in or assistance with Response Team operations or activities, even if the damages or losses were caused wholly or in part by the negligence of any other Members or its officers, employees, or volunteers.
- C. Liability for Injuries or Death. Each Member shall be responsible for injuries to or death of its own personnel. Each Member shall maintain workers' compensation insurance or self-insurance coverage, covering its own personnel while they are assigned to the Response Team or are otherwise participating in or assisting with Response Team operations or activities. Each Member waives the right to, and agrees that it will not, bring any claim or suit against the Response Team or any other Member for any workers' compensation benefits paid to its own employees, or their dependents, that arise out of participation in or assistance with Response Team operations or activities, even if the injuries were caused wholly or partially by the negligence of any other Member or its officers, employees, or volunteers.
- D. Limitation of Liability. The liability of Hennepin County, the Law Enforcement Partner Agency, and all team members shall be governed and limited by the Municipal Tort Claims act, Minn. Stat. Chapter 466, and other applicable law. The statutory limits of liability for some or all of the parties may not be added together or stacked to increase the maximum amount of liability for any party.

V. SALARIES AND COMPENSATION

Salaries of WMD team members will be paid by their respective agencies. Any overtime costs incurred by team members will also be paid by the member's respective agencies. When allowable the Hennepin County Sheriff's Office will utilize existing grants or apply for Federal and/or State grant dollars to pay for overtime or backfill costs while team members attend training or for tactical incident response.

HENNEPIN COUNTY WEAPONS OF MASS DESTRUCTION TACTICAL RESPONSE TEAM

MEMORANDUM OF UNDERSTANDING

Any injured on-duty /workers compensation claims will be the responsibility of said employee's employing agency.

VI. TEAM MOBILIZATION

Members of the WMD tactical team will be added to a paging system, run through agency issued cell phones via text message, by the Hennepin County Sheriffs Communication Division. In the event of an emergency requiring the services of the WMD Tactical team, the Sheriff of Hennepin County or their designee will authorize a callout for team members using the Hennepin County Sheriff's Communications Division. The Communications Division shall send a team page directing members to report to the team headquarters in Eden Prairie. Member agencies are asked to allow for a quick response of team members while either off duty or on duty. It will be the responsibility of team members to notify their respective agencies of the team activation/mobilization.

In the event of an incident that necessitates the activation of the WMD team, the Sheriff of Hennepin County will deploy the team. During this deployment, team members would be staged together with their standard PPE equipment.

VII. PHYSICAL LOCATION

The City of Eden Prairie and Eden Prairie Police Department have provided a building to be used as the WMD team headquarters. WMD team vehicles and equipment will be housed at this location. The building is alarmed and will be monitored by the Eden Prairie Police Department. Team members are issued electronic access cards to allow for entry into this facility.

VIII. TEAM EQUIPMENT

The Hennepin County Sheriffs Office, utilizing federal grants, has purchased industry standard equipment for the team and team members to respond to a domestic or international terrorist event. All equipment purchased for the exclusive use of WMD Tactical team remains the property of the Hennepin County Sheriff's Office. Team members are responsible for all the equipment issued to them. Any lost or damaged equipment will be reported to Team Commanders as soon as possible. Upon termination from the WMD Tactical Team, all issued equipment will be returned promptly and in good working condition.

IX. TERM, CANCELLATION AND RENEWAL

The term of this Agreement shall be for 3 years, commencing on January 1st, 2025 and terminating on January 1st, 2028 unless terminated earlier pursuant to the Section III(C) of this Agreement. This Agreement may be extended by mutual written agreement of all of the Members for one successive 3 year term upon the same terms, conditions, and covenants, unless the WMD Team is dissolved prior to expiration of the initial or successive term.

X. CONTRACT ADMINISTRATION

The following individuals are responsible for administration of this agreement:

SIGNATORIES:

The Hennepin County Sheriff's Office and member Law Enforcement Agencies by signing this MOU state that they have read understand and acknowledge its terms and execute the same as non-binding document.

**HENNEPIN COUNTY WEAPONS OF MASS DESTRUCTION TACTICAL
RESPONSE TEAM**

MEMORANDUM OF UNDERSTANDING

Brooklyn Park Police Department	Date: _____

Champlin Police Department	Date: _____

Hennepin County Sheriff's Office	Date: _____

St. Louis Park Police Department	Date: _____

Eden Prairie Police Department	Date: _____

MSP Police Department	Date: _____

Golden Valley Police Department	Date: _____

Shakopee Fire Department	Date: _____



Shakopee City Council January 21, 2025

5.d

Agenda Item: Approve the City Council Meeting Minutes
Prepared by: Heidi Emerson, Deputy City Clerk
Reviewed by:

Action to be considered:

Approve the City Council Minutes for December 17, 2024 and January 7, 2025.

Motion Type:

Simple Majority

Background:

N/A

Recommendation:

Approve the above requested motion.

Budget Impact:

none.

Attachments:

[City Council Meeting Minutes for 12/17/24](#)

[City Council Meeting Minutes for 01/07/2025](#)



City Council

City Hall
485 Gorman Street
Shakopee, MN, 55379

Tuesday, December 17, 2024
7:00 p.m.

Vision: Shakopee is a place where people want to be! A distinctive river town, with a multitude of business, cultural and recreational opportunities in a safe, welcoming, and attractive environment for residents and visitors.

Mission: Our mission is to deliver high quality services essential to maintaining a safe and sustainable community. We commit to doing this cost-effectively, with integrity and transparency.

1) Call to Order

2) Roll Call

PRESENT:

Mayor Matt Lehman, Council Member Angelica Contreras, Council Member Jay Whiting, Council Member Jim DuLaney, and Council Member Jesse Lara

ABSENT:

None.

ALSO PRESENT:

None.

test test

3) Pledge of Allegiance

4) Approval of Agenda

Council Member Angelica Contreras made a motion to approve the Agenda, second by Council Member Jay Whiting and the motion passed. 5 - 0

5) Consent Agenda

5.a) Approval of the 2025 Property Tax Levy and the 2025 Annual Budget

Council Member Jay Whiting made a motion to approve Resolution R2024-151 and R2024-152, approving the property tax levy collectible in 2025 and the 2025 annual budget., second by Council Member Angelica Contreras and the motion passed. 3 - 2

Nays: Mayor Matt Lehman, Council Member Jim DuLaney

5.b) Purchase four Utility Police Interceptors for Police Department; Purchase Plow Truck Street Department; Purchase 2025 Silverado Pickup Truck Fire Department.

5.c) Set Public Hearing Date for Street Reconstruction Plan

5.d) 2024 Budget Amendments

5.e) Amendments to the Fee Schedule for 2025

Council Member Jesse Lara made a motion to approve Ordinance 02024-012, establishing fees for 2025, second by Council Member Jay Whiting and the motion passed. 5 - 0

5.f) 2024 Miscellaneous Gifts and Donations

5.g) Approve a Contract for the 2025 Ash Tree Removal Project

5.h) Approve Taxicab Business License Renewals for 2025

5.i) Mark Grommesch Field 1 & 2 Scoreboard Maintenance Agreement with Shakopee Youth Football Association

5.j) Approve the City Council Meeting Minutes

5.k) Preliminary Plat of Palomino Trail

5.l) Agreement with MMPA and Shakopee Public Utilities

5.m) Surplus Equipment

5.n) Approve Tobacco License Renewals for 2025.

5.o) Approve Pawnbroker Business License Renewals for 2025.

5.p) Scott County Public Health's Statewide Health Improvement Partnership Grant Application

5.q) Resolution R2024-160 with Scott County CDA for Homeowner Rehabilitation Program using the LAHA Funding

5.r) Approve the THC Business License Renewals for 2025

5.s) Purchase of items for the Marystown Dog Park

Council Member Jay Whiting made a motion to approve the Consent Agenda, second by Council Member Jim DuLaney and the motion passed. 5 - 0

6) Public Comment

7) Business removed from consent agenda

5.a. Approval of the 2025 Property Tax Levy and the 2025 Annual Budget was removed for further discussion.

5.e. Amendments to the Fee Schedule for 2025 was removed for further discussion.

8) General Business

8.a) Ordinance Amendment to Title XV, Chapter 151, Section 151.007 K. Table of Uses & 151.002 Definitions related to Cannabis and Hemp Businesses

Council Member Jesse Lara made a motion to approve Ordinance O2024-011 amending Title XV, Chapter 151, Section 151.007 K. Table of Uses and 151.002 Definitions of city code related to cannabis and lower-potency hemp edible use classifications in commercial and industrial zoning districts., second by Council Member Jay Whiting and the motion passed. 5 - 0

8.b) Comprehensive Plan Text Amendment to Figure 4.13-Planned Land Use Overview in the 2040 Comprehensive Plan

Council Member Jay Whiting made a motion to approve Resolution R2024-142 approving a comprehensive plan text amendment to Figure 4.13-Planned Land Use Overview, and associated pages, in the 2040 Comprehensive Plan. This requires a super majority vote of the City Council, second by Council Member Jesse Lara and the motion failed. 3 - 2

Nays: Mayor Matt Lehman, Council Member Jim DuLaney

Council Member Jim DuLaney made a motion to direct staff to begin the process of modifying the Mixed Use Commercial Center residential density from 30 to 6 dwelling units per acre on the lower end and 60 to 30 dwelling units per acre on the upper end, and it was seconded by Mayor Matt Lehman, and the motion failed. 2-3

Nays: Council Member Jay Whiting, Council Member Angelica Contreras, Council Member Jesse Lara

8.c) Monthly Financial Report - November 2024

Informational only.

- 8.d) Comprehensive Plan Map Amendment to Reguide Two (2) properties from Open Space to Mixed Employment Center, One (1) property from Open Space to Suburban Residential, and One (1) property from Utilities to Mixed Employment Center.

Council Member Jesse Lara made a motion to approve Resolution R2024-143, approving the Comprehensive Plan Map Amendment to reguide two (2) properties from Open Space to Mixed Employment Center, one (1) property from Open Space to Suburban Residential, and one (1) property from Utilities to Mixed Employment Center. This requires a super majority vote of the Council. The Met Council will also have to approve this change, second by Council Member Angelica Contreras and the motion passed. 5 - 0

9) Reports

- 9.a) City Bill List

Informational only.

10) Other Business

Informational only.

11) Adjourn to January 07, 2025 at 7:00 p.m.

Council Member Jay Whiting made a motion to adjourn to January 07, 2025 at 7:00 p.m., second by Council Member Angelica Contreras and the motion passed. 5 - 0



City Council

City Hall
485 Gorman Street
Shakopee, MN, 55379

Tuesday, January 7, 2025
7:00 p.m.

Vision: Shakopee is a place where people want to be! A distinctive river town, with a multitude of business, cultural and recreational opportunities in a safe, welcoming, and attractive environment for residents and visitors.

Mission: Our mission is to deliver high quality services essential to maintaining a safe and sustainable community. We commit to doing this cost-effectively, with integrity and transparency.

- 1) Call to Order
- 2) Administer Oath of Office to New Council Members
- 3) Roll Call

PRESENT:

Mayor Matt Lehman, Councilmember Angelica Contreras, Councilmember Jay Whiting, Councilmember Jim DuLaney, and Councilmember Jesse Lara

ABSENT:

None.

ALSO PRESENT:

None.

- 4) Pledge of Allegiance
- 5) Approval of Agenda

Councilmember Angelica Contreras made a motion to approve the Agenda, second by Councilmember Jay Whiting and the motion passed. 5 - 0

- 6) Consent Agenda

- 6.a) Designate individuals authorized to perform certain banking transactions
- 6.b) Lobbying Services at the Minnesota State Legislature for 2025-2027
- 6.c) Approve Minnesota Department of Transportation Safe Routes to School Infrastructure Grant Applications
- 6.d) Declare one vehicle as surplus property and authorize disposal
- 6.e) Award Installation of Quarry Lake Picnic Shelter to RIC
- 6.f) Contract with Kompan for Playground Equipment and Installation for Killarney Hills
- 6.g) Designation of the official newspaper for 2025, and designate the city's website for transportation project notices in 2025.
- 6.h) Donation from Willard and Mary Ann Pitzner Donor Fund to the Fire Department
- 6.i) Approve Extended Construction Hours for Xcel Energy Blue Lake Generating Plant Improvements

Councilmember Angelica Contreras made a motion to approve the Consent Agenda, second by Councilmember Jesse Lara and the motion passed. 5 - 0

6) **Public Comment**

none.

8) **Business removed from consent agenda**

9) **Recess for Economic Development Authority Meeting**

Councilmember Jesse Lara made a motion to recess for the Economic Development Authority Meeting, second by Councilmember Jim DuLaney and the motion passed. 5 - 0

10) **Reconvene**

11) **General Business**

11.a) **Monetary Donation for Aquatic Programming**

Councilmember Jesse Lara made a motion to approve Resolution R2025-002 accepting monetary donation of \$1500.00 from Sue Westegaard for the Women's Water Safety Program, second by Councilmember Angelica Contreras and the motion passed. 5 - 0

11.b) **2025 City Council Norms of Behavior**

Councilmember Jay Whiting made a motion to approve the adoption of the 2025 City Council Norms of Behavior, second by Councilmember Jim DuLaney and the motion passed. 5 - 0

12) Reports

12.a) City Bill List

Informational only.

13) Other Business

The City Council directed staff to add the following item to a future agenda for further discussion: Comprehensive Plan Text Amendment to Figure 4.13 - Planned Use Overview in the 2040 Comprehensive Plan. This item was previously before the City Council at the meeting held on December 17, 2024.

14) Adjourn to January 21, 2025 at 7:00 p.m.

Councilmember Jesse Lara made a motion to adjourn to January 21, 2025 at 7:00 p.m., second by Councilmember Angelica Contreras and the motion passed. 5 - 0



Shakopee City Council January 21, 2025

5.e

Agenda Item: Settlement on Professional Fees for SandVenture Design Work
Prepared by: Michael Kerski, Planning and Development Director
Reviewed by: Michael Kerski

Action to be considered:

Approve settlement agreement.

Motion Type:

Approve

Background:

Staff has worked for more than three years with the design and engineering consultants. Their original approved contracts had specific dollar amounts specified for the cost of construction and timeline for construction. Because of numerous delays and cost increases, the time spent has far exceed the original contracts and dollars spent for construction. The proposed settlement is far below the time spent but all of the design teams have agreed to the settlement on actuals hours paid to staff since they understand this project has had a lot of issues and they would like to maintain the city as a client.

Recommendation:

Approve settlement on professional fees in the amount of \$99,500.

Budget Impact:

Added to professional fees

Attachments:

[21534 Supplemental Agreement - 2024-12-11.pdf](#)

December 11, 2024

Michael Kerski, Community Development Director
City of Shakopee
485 Gorman St.
Shakopee, MN 55379

**RE: SandVenture Implementation, 21534
Supplemental Professional Services Agreement**

Mr. Kerski:

We are pleased to submit this supplemental professional Services agreement for Design Services as provided herein and in accordance with the agreement dated April 28, 2022. Please return one copy of the executed supplemental Services agreement to Confluence.

Section 1: Supplemental Scope of Services

1.1 The following adjustments will be made:

1.1.1 Building Scope Increase The original contract proposal was provided for an estimated \$2.0 - \$2.5 million building. The building scope was increased to an estimated \$4.0 - \$4.7 million. This proposal is for compensation commensurate with the increased design work necessary to complete documents for the larger building with higher complexity. New building scope included a restaurant, heated warming house, and mechanicals to support 4-season use.

1.2 Compensation for the Supplemental Scope of Services described in section 1 shall be the Stipulated Sum of **\$99,500.00**.

Offered by:

Confluence, Inc.



Signature & Date

12/11/24

Brad Aldrich, Principal

Printed Name & Title

Accepted By:

Signature & Date

Printed Name & Title

Confluence
530 N Third Street, Suite 120
Minneapolis, Minnesota 55401



Shakopee City Council January 21, 2025

5.f

Agenda Item: Order of Abatement of a Hazardous Property and Building at 2405 Jennifer Lane
Prepared by: Michael Kerski, Planning and Development Director
Reviewed by: Michael Kerski

Action to be considered:

Approve resolution R2025-009

Motion Type:

Approve

Background:

This property was subject to an order of abatement in 2024. The city attorney worked with the property owner and its representatives to resolve the issues with the property that included an open roof, open windows, abandoned vehicles and falling trees. This property has been vacant for years and is now rapidly deteriorating. The city attorney has spoken with the property owner's representative about the current condition that has not changed since the last order and that the adjacent property owners and the city have waited more than a reasonable time for meeting the requirements. Staff and the city attorney are recommending that council adopt a new Resolution and that the owner be served and that the city will likely demolish and clear the property and lien the property for the remediation costs.

Recommendation:

Approve Resolution 2025-009

Budget Impact:

Will be paid for out of the building department budget and repaid with proceeds from the attachment.

Attachments:

[Abatement Res And Order \(2405 Jennifer Ln\) 2025_RAZE \(002\).docx](#)

CITY OF SHAKOPEE, MINNESOTA

RESOLUTION NO. R2025-009

**RESOLUTION ORDERING THE ABATEMENT OF A
HAZARDOUS PROPERTY AND BUILDING AND PUBLIC NUISANCES
LOCATED AT 2405 JENNIFER LANE**

WHEREAS, the real property located at 2405 Jennifer Lane, Shakopee, Minnesota 55379 and legally described on the Exhibit A attached hereto, Scott County PID 271350021 (the “Property”);

WHEREAS, the Property is located in the Residential District of the City of Shakopee (the “City”);

WHEREAS, according to property records obtained by the City, the Property is owned by David W. Meyers and Marsha A. Meyers, husband and wife, as joint tenants (the “Owners”);

WHEREAS, the Property contains a residential dwelling (the “Dwelling”), a detached steel garage, and a small outbuilding (collectively, the “Buildings”);

WHEREAS, the Dwelling and the Buildings are not currently occupied by the Owners or any other occupant and have been vacant and unmaintained for several years;

WHEREAS, an inspection of the Property revealed that the Buildings are in an extreme state of disrepair and revealed the following hazardous conditions:

- The Buildings have not been adequately maintained for several years;
- The Dwelling does not appear to have been used for dwelling purposes for several years;
- There are multiple holes in the exterior and roof of the Dwelling and therefore, the Dwelling is open to the environment and provides refuge for pests and vermin;
- Many of the windows on the Buildings windows have been broken out or are otherwise not in sound condition;
- There are unsecured doors or other openings on the Buildings;
- There is at least one inoperable vehicle and pieces of machinery on the Property that do not appear to have been moved for years; and
- There are items of household furniture, household furnishings, appliances and parts of appliances, building materials, abandoned personal property, and other trash strewn about the Property both inside and outside of the Buildings;

WHEREAS, the City has communicated with the Owners on multiple occasions regarding the repair or removal of the Buildings and the hazardous conditions on the Property;

WHEREAS, on April 16, 2024, the City passed Resolution No. 2024-061 declaring the Property hazardous and ordering abatement in the form of: securing the Buildings against entry, removing from the Property or storing indoors in a safe and legal manner all inoperable or

unregistered vehicles and personal property, and conducting all work in compliance with all applicable codes and regulations, pursuant to property permits from the City (the “First Abatement Order”);

WHEREAS, following the First Abatement Order, the Owners began to take steps to secure the Buildings and remove some of the personal property and trash from the Property, but those efforts were not completed;

WHEREAS, despite communicating with the Owners and providing the Owners the multiple opportunities to repair or abate the hazardous conditions on the Property, the Owners have failed to make progress to address the hazardous condition of the Buildings or the Property;

WHEREAS, the Owners of the Property have not taken adequate steps to abate the hazardous condition of the Buildings or the Property;

WHEREAS, the City has exhausted its efforts attempting to accommodate the Owners and has significant concerns about the hazardous conditions of the Buildings and the Property;

WHEREAS, Minnesota Statutes, section 463.15, subdivision 3 defines a “hazardous building or hazardous property” as “any building or property, which because of inadequate maintenance, dilapidation, physical damage, unsanitary condition or abandonment, constitutes a fire hazard or a hazard to public safety or health”;

WHEREAS, Minnesota Statutes, sections 463.16 and 463.17, authorize the City Council to order the owner of any hazardous building or property within the City to remove the hazardous conditions of the building or property or to raze or remove the building;

WHEREAS, Minnesota Statutes, section 463.161 *et seq.*, authorizes a city to correct or remove a hazardous condition of any hazardous property or building if the owner of record fails to do so after a reasonable time and the district court enters a judgment sustaining the city’s order;

WHEREAS, Minnesota Rules, section 1300.0180 defines a building as unsafe “if it is structurally unsafe, not provided with adequate egress, a fire hazard, or otherwise dangerous to human life” and specifically deems all unsafe buildings as public nuisances that “must be abated by repair, rehabilitation, demolition, or removal according to Minnesota Statutes, sections 463.15 to 463.26”, the Hazardous or Substandard Buildings state abatement statutes;

WHEREAS, Minnesota Statutes, section 609.74, in addition to Shakopee City Code, section 130.11, deem it a public nuisance to maintain or permit a condition that unreasonably annoys, injures, or endangers the safety, health, morals, comfort, or repose of any considerable number of residents of the public;

WHEREAS, Shakopee City Code, section 130.18, deems it a nuisance to “park or store any unlicensed, unregistered, or inoperable vehicle, furniture, household furnishings, or appliances or parts or components thereof on any property ... unless housed within a building”;

WHEREAS, Shakopee City Code, section 111.08, deems it a nuisance to allow a building to remain vacant and unoccupied for the purpose for which it was erected, and for which a certificate of occupancy may have been issued, in substantially such a condition for a period of at least 6 months;

WHEREAS, Shakopee City Code further authorizes the City to abate public nuisances;

WHEREAS, to date, the Owner has failed to take steps necessary to abate the hazardous conditions of the Buildings and the Property and has failed to cooperate with the City in response to the City's efforts;

WHEREAS, based on information presented, the City Council of the City of Shakopee finds that the condition of the Property and the Buildings, as summarized in this Resolution, is hazardous, unsafe, a danger to the health, safety, and general welfare of the citizens of the City, and a public nuisance, and therefore, said conditions must be abated in accordance with applicable state and local laws; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Shakopee as follows:

1. The City Council adopts, as factual findings, all of the above recitals.
2. The Property and the Buildings are hereby deemed hazardous, as that term is defined by Minnesota Statutes, section 463.15 and unsafe, as that term is defined by Minnesota Rules, section 1300.0180.
3. The condition of the Property and Buildings also constitutes a public nuisance within the meaning of Minnesota Statutes, section 609.74, Minnesota Rules, section 1300.0180, and City Code sections 111.08, 130.11, and 130.18.
4. The City Attorney shall prepare an Abatement order substantially similar to that attached hereto as Exhibit B (the "Second Abatement Order").
5. The City Attorney is authorized to take all necessary legal steps to effectuate service of this resolution and the corresponding Second Abatement Order in the manner required by law.
6. The City Attorney, along with City staff, is further authorized to take all necessary legal steps in order to secure compliance with the Second Abatement Order and may effectuate the demolition and removal of the Buildings and otherwise abate the hazardous conditions on the Property by either agreement with the Owner or by court order and subsequently assess the costs thereof against the Property in accordance with law.

Adopted by the City Council of the City of Shakopee, Minnesota this _____, 2025.

Mayor

ATTEST:

City Clerk

EXHIBIT A

Legal Description of the Property

All that part of Lots 1 and 2, Block 1, HUKRIEDE'S FIRST ADDITION, according to the record plat thereof, on file in the Office of the County Recorder, Scott County, Minnesota, lying East of the following described line:

Beginning at a point on the North line of said Lot 1, Block 1, HUKRIEDE'S FIRST ADDITION, distant 622.46 feet East of the Northwest corner, said point being the Southwest corner of Lot 13, Block 2, VALLEY CREEK CROSSING SECOND ADDITION, according to the record plat thereof; thence Southerly to a point on the South line of said HUKRIEDE'S FIRST ADDITION, distant 615.90 feet East of the Southwest corner thereof and said line there terminating, Scott County, Minnesota.

Parcel ID Number 271350021

EXHIBIT B

SECOND ABATEMENT ORDER

STATE OF MINNESOTA

DISTRICT COURT

COUNTY OF SCOTT

FIRST JUDICIAL DISTRICT

Case Type: Other Civil

In the Matter of the Hazardous and Nuisance
Property and Building Located at 2405 Jennifer Lane,
Shakopee, Minnesota

**ORDER FOR ABATEMENT OF
HAZARDOUS AND NUISANCE
PROPERTY AND BUILDING**

TO: All owners, occupants, and lienholders of record.

The City Council of the City of Shakopee (the “City”) orders that within 30 days of service of this Abatement Order you abate the hazardous and nuisance conditions which currently exist on the property located at: 2405 Jennifer Lane, Shakopee, Minnesota, which property is legally described on Exhibit A attached to this Abatement Order (the “Property”), including those conditions related to the residential dwelling, the detached garage, and the outbuilding located on the Property (collectively the “Buildings”). As further detailed in this Abatement Order, such abatement shall occur either by (1) demolishing and removing the Buildings in their entirety and removing all remaining materials, or (2) by carrying out in full the list of items outlined below.

The City of Shakopee, pursuant to Minnesota Statutes Sections 463.15 to 463.261, finds the Buildings and Property located at the above-referenced property constitutes hazardous buildings and hazardous property within the meaning of Minnesota Statutes Section 463.15 subdivision 3, specifically due to the structural deficiencies and defects of the Buildings, the poor condition of the exterior, the broken windows and unsecured doors, inadequate roof covering, the

water intrusion and exposure to the elements, and the overall condition of the Buildings and Property.

Accordingly, it is hereby ORDERED that you abate the aforementioned conditions within 30 days of the date of service of this Abatement Order by either (1) demolishing and removing the Buildings in their entirety and removing all remaining materials, or (2) by completing in full the following steps:

1. Obtain permits and begin work on needed interior repairs according to the assessment of the City's Building Official;
2. Replace all rotten boards on the exterior of the Dwelling;
3. Repair and/or replace all siding and exterior sheathing with holes;
4. Repair and/or replace missing and deteriorated siding;
5. Repaint existing siding that is in fair condition;
6. Ensure roof and flashing are sound, tight, and have no defects to admit water intrusion into the dwelling, including replace any missing roofing;
7. Repair all cracks and holes in the walls and ceilings of the dwelling;
8. Repair or replace all windows and doors that are in poor condition and not weather tight;
9. Repair and secure all faulty and unsafe electrical wiring throughout the dwelling;
10. Interior ceilings and walls of the dwelling need to be finished including but not limited to adding proper insulation and interior finish; and
11. Test for mold and remediate any mold present in the dwelling.

Certain work listed above may require building permits and you must first apply for and obtain any such permits required for the work you intend to perform from the appropriate City offices and any other entity with jurisdiction. This Abatement Order is not a permit. Further, all such work completed is subject to inspection by the City's Building Official, Fire Inspector, or

other City staff as may be required to ensure compliance with applicable laws, regulations, and this Abatement Order.

You are further advised that unless such corrective action is taken or an Answer is timely served on the City within 20 days of the date of service of this Abatement Order upon you, a motion for summary enforcement of this Abatement Order will be made to the Scott County District Court.

Finally, you are further advised that if you do not comply with this Abatement Order and the City is compelled to take corrective action, as authorized under law, all necessary costs incurred by the City in enforcing this Abatement Order will be assessed against the Property pursuant to Minnesota Statutes, section 463.21 and the Shakopee City Code. In connection to such assessment, the City further intends to recover all of its expenses incurred in carrying out this Abatement Order, including specifically but not exclusively, filing fees, service fees, publication fees, attorneys' fees, appraisers' fees, witness fees, including expert witness fees and traveling expenses incurred by the City from the time this Abatement Order was originally made pursuant to Minnesota Statutes, section 463.22 and the Shakopee City Code.

Dated _____, 2025

KENNEDY & GRAVEN, CHARTERED

By: _____

Joshua P. Weir (#0402328)
700 Fifth Street Towers
150 South Fifth Street
Minneapolis, MN 55402
(612) 337-9300

**ATTORNEYS FOR THE CITY
OF SHAKOPEE**

ACKNOWLEDGMENT

The undersigned acknowledges that costs, disbursements and reasonable attorney and witness fees may be awarded pursuant to Minn. Stat. § 549.211, subd. 2, to the party against whom the allegations in this pleading are asserted.

Joshua P. Weir

EXHIBIT A

Legal Description of the Property

All that part of Lots 1 and 2, Block 1, HUKRIEDE'S FIRST ADDITION, according to the record plat thereof, on file in the Office of the County Recorder, Scott County, Minnesota, lying East of the following described line:

Beginning at a point on the North line of said Lot 1, Block 1, HUKRIEDE'S FIRST ADDITION, distant 622.46 feet East of the Northwest corner, said point being the Southwest corner of Lot 13, Block 2, VALLEY CREEK CROSSING SECOND ADDITION, according to the record plat thereof; thence Southerly to a point on the South line of said HUKRIEDE'S FIRST ADDITION, distant 615.90 feet East of the Southwest corner thereof and said line there terminating, Scott County, Minnesota.

Parcel ID Number 271350021



Shakopee City Council January 21, 2025

5.g

Agenda Item: 2025-2026 Mayoral Liaison Appointments
Prepared by: William Reynolds, City Administrator
Reviewed by:

Action to be considered:

Approval of Mayoral Appointments

Motion Type:

Approve

Background:

Every two years, the mayor has the opportunity to recommend a slate of appointments for council members to act as liaisons to various boards, committees and commissions. These recommendations are then voted on by city council. Mayor Lehman makes the following appointments for council consideration:

Mayor Matt Lehman: League of Minnesota Cities, Municipal Legislative Commission, Metro Cities, Intergovernmental Working Group, Railroad Committee and Interview Committee.

Councilor Jay Whiting: Economic Development Authority President, Minnesota Valley Transit Authority, and Shakopee Chamber of Commerce.

Councilor Angelica Contreras: Vice Mayor, Scott County Association for Leadership and Efficiency, and Regional Training Facility Board.

Councilor Jim DuLaney: Shakopee Public Utilities Commission, 169 Coalition, and Interview Committee.

Councilor Jesse Lara: Economic Development Authority Vice President, Downtown Shakopee (Mainstreet Coalition) and Shakopee School District.

Recommendation:

Approval

Budget Impact:

None.

Attachments:



Shakopee City Council January 21, 2025

5.h

Agenda Item: Maximum vacation accrual MOU for Shakopee Police Captains and Sergeants.
Prepared by: Christie Rossow, Human Resources Director
Reviewed by: Chelsea Petersen, Assistant City Administrator

Action to be considered:

Approve the MOU for Shakopee Police Captains and Sergeants.

Motion Type:

Simple Majority

Background:

This agreement outlines a change to the vacation accrual policy for Captains and Sergeants within the Shakopee Police Department. The City has collaborated with the Union and they are in support of the MOU.

The vacation policy will be adjusted effective January 21, 2025, to mirror the maximum accrual limits currently available to patrol officers. This change will be applied retroactively to the start of the current contract term.

Specifically, the existing contract language will be superseded by the MOU language, and consistent vacation accrual limits will be established across all of the LELS represented groups. These limits will vary based on years of service: 240 hours maximum for employees with 0-3 years of service, 300 hours maximum for those with 4-14 years of service, and 360 hours maximum for those with 15 or more years of service (which matches the existing Patrol contract language).

Recommendation:

Approval as requested.

Budget Impact:

No budget impact.

Attachments:

[2025 MOU for Vacation Max Accrual - Sergeant.pdf](#)

[2025 MOU for Vacation Max Accrual- Captains.pdf](#)

MEMORANDUM OF UNDERSTANDING
BETWEEN
CITY OF SHAKOPEE
AND
LAW ENFORCEMENT LABOR SERVICES, Local No. 279

This Agreement is entered into between Law Enforcement Labor Services, Local No. 279 (Union) and the City of Shakopee (Employer):

WHEREAS, Law Enforcement Labor Services Local 279 is the certified exclusive representative for Sergeants with the Shakopee Police Department; and

WHEREAS, the parties have negotiated and agreed upon the terms and conditions of employment for bargaining unit employees through December 31, 2026; and

Both parties agree to extend the Vacation policy found in the Patrol Union Contract to all covered Sergeants. This will be effective on January 21, 2025. Coverage is to be retro-active to the beginning of the contract term of the existing union contract. The following paragraph will take the place of section 21.2.

Employees who have completed 0 - 3 years of employment may accumulate no more than 240 hours of vacation leave. Employees who have completed 4 – 14 years of employment may accumulate no more than 300 hours of vacation leave. Employees who have completed 15 or more years of employment may accumulate no more than 360 hours of vacation leave. An employee who is separated for any reason shall be paid for any accumulated vacation.

FOR THE CITY OF SHAKOPEE

LAW ENFORCEMENT LABOR SERVICES,
LOCAL #279

Mayor

Date: _____

Business Agent

Date: _____

City Administrator

Date: _____

Union Steward

Date: _____

City Clerk

Date: _____

Union Steward

Date: _____

MEMORANDUM OF UNDERSTANDING

BETWEEN

CITY OF SHAKOPEE

AND

LAW ENFORCEMENT LABOR SERVICES, Local No. 568

This Agreement is entered into between Law Enforcement Labor Services, Local No. 568 (Union) and the City of Shakopee (Employer):

WHEREAS, Law Enforcement Labor Services Local 568 is the certified exclusive representative for Captains with the Shakopee Police Department; and

WHEREAS, the parties have negotiated and agreed upon the terms and conditions of employment for bargaining unit employees through December 31, 2026; and

Both parties agree to extend the Vacation policy found in the Patrol Union Contract to all covered Captains. This will be effective on January 21, 2025. Coverage is to be retro-active to the beginning of the contract term of the existing union contract. The following paragraph will take the place of section 17.2.

Employees who have completed 0 - 3 years of employment may accumulate no more than 240 hours of vacation leave. Employees who have completed 4 – 14 years of employment may accumulate no more than 300 hours of vacation leave. Employees who have completed 15 or more years of employment may accumulate no more than 360 hours of vacation leave. An employee who is separated for any reason shall be paid for any accumulated vacation.

FOR THE CITY OF SHAKOPEE

LAW ENFORCEMENT LABOR SERVICES,
LOCAL #568

Mayor

Date: _____

Business Agent

Date: _____

City Administrator

Date: _____

Union Steward

Date: _____

City Clerk

Date: _____

Union Steward

Date: _____



Shakopee City Council January 21, 2025

5.i

Agenda Item: Approve plans and authorize bidding for the 2025 Pavement Reclamite Project
Prepared by: Alex Enyi, Project Coordinator
Reviewed by: Alex Jordan, City Engineer

Action to be considered:

Adopt Resolution R2025-010, approving plans and specifications and ordering advertisement for bids for the 2025 Pavement Reclamite Project, CIF-25-005.

Motion Type:

Adopt

Background:

The City's Capital Improvement Plan (CIP) programs the 2025 Pavement Reclamite Project, CIF-25-005 (see attached CIP summary sheet), which was introduced into the City's overall Pavement Management Plan (PMP) in 2024. The PMP is a proactive approach to preserve the City's roadways, extend their useful life and maintain a high quality pavement condition system wide. The current plan includes pavement preservation techniques, including: crack sealing, surface chip seal coating, pavement rejuvenation, pavement patching, mill and overlaying and full reconstruction. These techniques are spaced out throughout the pavement life cycle to proactively preserve the roadway pavement, minimize life cycle maintenance costs and delay the need for a full replacement.

The 2025 Reclamite Project includes application on various bituminous roadways throughout the city that were paved within the last 1-3 years. Reclamite is a pavement rejuvenator and top of the curve application, which includes placing a maltene based asphalt emulsion on newly paved roadways followed by a light sand layer. Reclamite can help prevent signs of aging in the pavement and delays the need for other pavement maintenance.

Plans have been prepared and staff is ready to solicit public bids to complete the improvements. Upon approval, subsequent advertising and bidding will commence with a scheduled bid opening in February 2025. Bids would then be considered and awarded with construction of the improvements scheduled for summer 2025.

Recommendation:

Adopt Resolution R2025-010.

Budget Impact:

The overall CIP budget is \$346,000 which includes engineering and administrative costs. The project is funded out of the Capital Improvement Fund.

Attachments:

[CIF-25-005.pdf](#)

[Cover Sheet.pdf](#)

[RES-R2025-010.pdf](#)

2025 thru 2029

Capital Improvement Plan

Shakopee, MN

Project #	CIF-25-005
Project Name	Annual Pavement Reclamite

Total Project Cost	\$991,000	Contact	City Engineer
Department	Capital Improvements Fund	Type	Maintenance
Category	Street Paving	Priority	1 - Have to do
Status	Active	Fund	Capital Improvement Fund

Description

The 2025 project is for reclamite application on bituminous roadways for the Valley Park Drive, Valley Industrial Boulevard North, Valley Industrial Boulevard South, Citation Drive, Industrial Circle, 4th Avenue from Marschall Road (County Road 17) to Shenandoah Drive, Sarazin Street north of 4th Avenue, Cavanaugh Drive, Alysheba Road from Eagle Creek Boulevard to Jeffrey Allen Drive, Jeffrey Allen Drive, Sommerville Street from 4th Avenue to 5th Avenue and 6th Avenue to Shakopee Avenue, Fuller Street from 8th Avenue to 10th Avenue and south of Highway 169 to the city limits, Apgar Street, Scott Street and Atwood Street from 10th Avenue to Thomas Avenue, Thomas Avenue from Apgar Street to Fuller Street, 500 feet of Hennes Street west of Thomas Avenue, Philipp Way, Philipp Drive, Philipp Avenue, 18th Avenue, Wyndam Court, Wyndam Drive from 18th Avenue to Wyndam Court, Parkview Court, Minnesota Street north of 7th Avenue and the Church Addition neighborhood. Reclamite application includes placing a maltene based asphalt rejevenator on the roadways followed by a light sand layer. Reclamite can help prevent signs of aging in the pavement and delay the need for other pavement maintenance.

Justification

This is a continuation of the City's Pavement Preservation Program to maintain existing infrastructure.

Expenditures	2025	2026	2027	2028	2029	Total
Construction/Maintenance	341,000	155,000	155,000	130,000	185,000	966,000
Engineering/Administration	5,000	5,000	5,000	5,000	5,000	25,000
Total	346,000	160,000	160,000	135,000	190,000	991,000

Funding Sources	2025	2026	2027	2028	2029	Total
Capital Improvement Fund	346,000	160,000	160,000	135,000	190,000	991,000
Total	346,000	160,000	160,000	135,000	190,000	991,000

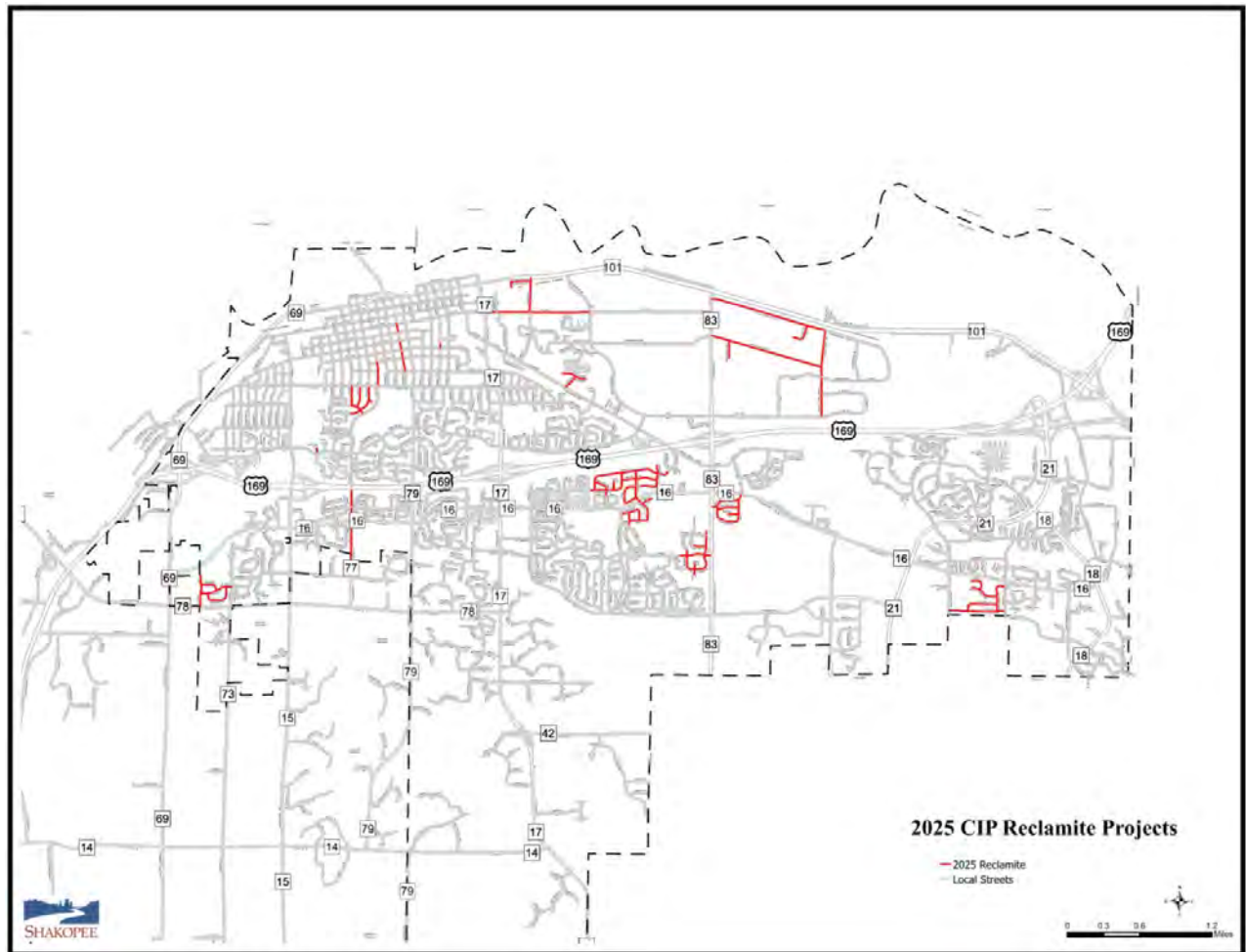
Budget Impact

Reclamite in areas of new development will be paid for via developer contributions. For 2025, a total of \$168,130.20 was collected from developers for future pavement maintenance.

Capital Improvement Plan

Shakopee, MN

Project #	CIF-25-005	Contact	None None
Project Name	Annual Pavement Reclamite	Department	Capital Improvements Fund



2025 PAVEMENT RECLAMITE
SHAKOPEE, MN
CITY PROJECT NO. CIF-25-005

GOVERNING SPECIFICATIONS

THE 2024 MILL AND OVERLAY AND BITUMINOUS REHABILITATION PROJECT SPECIFICATIONS, THE SHAKOPEE PUBLIC UTILITIES COMMISSION WATER POLICY MANUAL AND THE 2020 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" AND THE "SUPPLEMENTAL SPECIFICATIONS" DATED SEPTEMBER 2023 SHALL GOVERN.

ALL TRAFFIC CONTROL DEVICES AND SIGNING SHALL CONFORM TO THE MN MUTCD INCLUDING THE LATEST FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS.

ALL TRAFFIC CONTROL DEVICES SHALL HAVE RETROREFLECTIVE SHEETING.

INDEX OF SHEETS

SHEET NO.	DESCRIPTION
1	TITLE SHEET
2R	STATEMENT OF ESTIMATED QUANTITIES
3	CONSTRUCTION PLAN - AREA A
4	CONSTRUCTION PLAN - AREA B
5	CONSTRUCTION PLAN - AREA C AND D
6	CONSTRUCTION PLAN - AREA E
7	CONSTRUCTION PLAN - AREA F AND G
8	CONSTRUCTION PLAN - AREA H
9	CONSTRUCTION PLAN - AREA I
10	CONSTRUCTION PLAN - AREA J
11	CONSTRUCTION PLAN - AREA K
12	CONSTRUCTION PLAN - AREA L
13	CONSTRUCTION PLAN - AREA M
14	CONSTRUCTION PLAN - AREA N
15	CONSTRUCTION PLAN - AREA O

THIS PLAN CONTAINS 15 SHEETS

ALL APPLICABLE FEDERAL, STATE AND LOCAL LAWS AND ORDINANCES WILL BE COMPLIED WITH IN THE CONSTRUCTION OF THIS PROJECT.

DESIGN ENGINEER: I HEREBY CERTIFY THAT THIS PLAN 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.

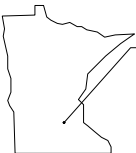
PRINT NAME: ALEX JORDAN LIC. NO. XXXX

DATE 1/14/2025 SIGNATURE:

CITY OF SHAKOPEE, MN

THE LOCATIONS OF EXISTING SURFACE STRUCTURES AND UNDERGROUND UTILITIES THAT ARE SHOWN, ARE SHOWN IN AN APPROXIMATE WAY ONLY. IT IS NOT GUARANTEED THAT ANY OR ALL EXISTING UTILITIES ARE SHOWN. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK. HE AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY HIS FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES AND SURFACE STRUCTURES.
NOTIFY GOPHER STATE ONE-CALL: 1-800-252-1166 OR 651-454-0002

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."



PROJECT LOCATION
COUNTY : SCOTT



PLAN REVISIONS		
DATE	SHEET NO.	APPROVED BY

CITY OF SHAKOPEE, MN
485 GORMAN ST
SHAKOPEE, MN 55379
(952) 233-9300 phone
(952) 233-3801 fax

SHEET NO. 1 OF 15 SHEETS

RESOLUTION R2025-010

A RESOLUTION OF THE CITY OF SHAKOPEE, MINNESOTA APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR THE 2025 PAVEMENT RECLAMITE PROJECT CIF-25-005

WHEREAS, the City Engineer has prepared plans and specifications for improvements for the 2025 Pavement Reclamite Project, by placement of a maltene based asphalt rejuvenator on the roadways and any appurtenance work and has presented such plans and specifications to the Council for approval.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHAKOPEE, MINNESOTA AS FOLLOWS:

- 1.** Such plans and specifications, a copy of which is on file and of record in the Office of the City Engineer, are hereby approved.
- 2.** The City Clerk shall prepare and cause to be placed on the city's website and on questcdn.com an advertisement for bids upon the making of such improvement under such approved plans and specifications. The Advertisement for Bids shall be published as required by law.

Adopted in regular session of the City Council of the City of Shakopee, Minnesota, held this 21st day of January 2025.

Mayor of the City of Shakopee

ATTEST:

City Clerk

Prepared by:
City of Shakopee
485 Gorman Street
Shakopee, MN 55379



Shakopee City Council
January 21, 2025

5.j

Agenda Item: Declare one squad car as salvaged property and authorize disposal
Prepared by: Cristie Lesko, Administrative Assistant
Reviewed by: Chief Jeff Tate

Action to be considered:

Declare one squad car as salvaged property and authorize disposal

Motion Type:

Approve

Background:

Squad #233 was involved in a traffic accident and is described as follows:

1. 2024 Ford Explorer, VIN 1FM5K8ABXPGC19575

The vehicle was totaled and will be salvaged.

Recommendation:

Approve policy/action as requested

Budget Impact:

None

Attachments:



Shakopee City Council January 21, 2025

5.k

Agenda Item: Accept the Voluntary Dissolution of the Shakopee Fire Department Relief Association
Prepared by: Nate Reinhardt, Finance Director
Reviewed by:

Action to be considered:

Approve Resolution R2025-011 Amending and Replacing Resolution R2024-44, Accept the Voluntary Dissolution of the Shakopee Fire Department Relief Association

Motion Type:

Approve

Background:

The Shakopee Fire Department Relief Association (SFDRA) voted to dissolve on March 25, 2024. The dissolution was accepted by City Council on April 2, 2025 through Resolution R2024-044. That resolution identified the termination date of the SFDRA to be effective at the end of the day on May 5, 2024. On May 6th, the fire department ended its paid on call program and moved to a full-time/part-time staffing model and previous paid on call fire fighters became eligible to participate in the MN PERA retirement plan. However, the termination date identified should be the last date of the retirement plan.

On December 5, 2024 the SFDRA Board met and set the termination of the retirement plan date as January 31, 2025 with the intention on the final payout of members occurring on February 3, 2025. The resolution proposed tonight amends and replaces the original resolution to reflect the termination of the SFDRA and the retirement plan date as set forth by the SFDRA.

Recommendation:

Adopt Resolution R2025-011

Budget Impact:

The SFDRA is in the process of determining final payout calculations and remaining administrative obligations (audit, tax filings, legal, etc.). At this point in time, it is determined that remaining administrative expenses to close the fund and any potential funding short falls will not exceed \$115,000. Any funds remaining in the SFDRA accounts will be become city funds along with financial records.

Attachments:

[R2025-11 Resolution Amending and Replacing R2024-044.pdf](#)

RESOLUTION R2025-011

**A RESOLUTION OF THE CITY OF SHAKOPEE, MINNESOTA
AMENDING AND REPLACING RESOLUTION R2024-44, ACCEPT THE VOLUNTARY
DISSOLUTION OF THE SHAKOPEE FIRE DEPARTMENT RELIEF ASSOCIATION**

WHEREAS, the Shakopee Fire Department Relief Association (“SFDRA”) is a nonprofit corporation that provides pension and related benefits to the paid on-call members of the Shakopee Fire Department; and

WHEREAS, On the 25th day of March 2024 the SFDRA Board passed a vote to voluntarily dissolve the SFDRA; and

WHEREAS, On the 5th day of December 2024 the SFDRA Board passed a vote to set the termination of the retirement plan date as 31st day of January 2025 and payout members on the 3rd day of February 2025.

WHEREAS, Minnesota Statutes, Section 424B.22 provides the exclusive method for terminating firefighter retirement plans and dissolving Fire Relief Associations and provides both a voluntary and involuntary dissolution process; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHAKOPEE, MINNESOTA:

1. The voluntary dissolution of the SFDRA is hereby accepted with a termination of the retirement plan to be effective on 31st day of January 2025.
2. City staff is hereby directed to take such measures as are necessary to implement the dissolution including paying administrative costs and/or funding shortfalls not to exceed \$115,000.

Adopted in regular session of the City Council of the City of Shakopee, Minnesota held this 21st day of January 2025.

Matt Lehman
Mayor of the City of Shakopee

ATTEST:

Deputy City Clerk



Shakopee City Council January 21, 2025

5.I

Agenda Item: Approve Purchase Agreement with Vaisala for Weather Stations
Prepared by: Kirby Templin, Water Resources - Environmental Manager
Reviewed by: Alex Jordan, City Engineer

Action to be considered:

Approve a Purchase Agreement with Vaisala, Inc. for a weather station system in the amount of \$58,763.

Motion Type:

Approve

Background:

The Board of Water and Soil Resources (BWSR) administers a grant program called Watershed Based Implementation Funding (WBIF). This program distributes clean water funds throughout the state for watershed districts and local partners to identify water quality implementation projects. The City of Shakopee partnered with the Lower Minnesota River Watershed District and the Scott Watershed Management Organization to receive 2025 WBIF for two projects (Resolution R2024-127). One of the projects is for construction of a weather monitoring station and road sensors to help predict winter weather and road conditions. This information will help inform snow removal operations and aid in the reduction of over-application of salt on roadways during winter maintenance activities. Salt is a permanent pollutant. One teaspoon of salt is enough to permanently pollute five gallons of water. Its estimated that approximately 70 percent of the salt we use stays in our local lakes, wetlands, ponds and drinking water.

The Vaisala weather station is a sole source system, manufactured and sold exclusively by Vaisala, Inc. There are no other agents or dealers authorized to represent this product and its supplementary components in the United States of America. Therefore, only one quote was obtained for the weather station system.

Recommendation:

Approve Purchase Agreement

Budget Impact:

The total cost of the weather station system including the sensors, hardware and annual subscription is \$58,763. The grant amount for the weather station project is \$40,500 and the remaining \$18,263 will be paid for from the Storm Drainage Fund.

Attachments:

[Resolution R2024-127.pdf](#)

[Vaisala Weather Station Quote.pdf](#)

[Vaisala Sole Source letter-12-20-24.pdf](#)

RESOLUTION R2024-127
A RESOLUTION OF THE CITY OF SHAKOPEE, MINNESOTA APPROVING
THE MINNESOTA BOARD OF WATER AND SOIL RESOURCES'
CLEAN WATER FUND WATERSHED BASED IMPLEMENTATION FUNDING GRANT AWARD AGREEMENT

WHEREAS, the City of Shakopee applied to the Minnesota Board of Water and Soil Resources' Clean Water Fund Watershed Based Implementation Funding grant, previously approved via Resolution R2024-068 on 7th day of May 2024, and

WHEREAS, the grant award is to provide funding for the creation of a weather station to reduce the amount of chloride use in snow operations and to implement regional stormwater quality monitoring, and

WHEREAS, the City of Shakopee was awarded the Watershed Based Implementation Funding grant for \$189,797, and

WHEREAS, the City of Shakopee recognized a 10% match was required and will be provided through the Surface Water Fund.

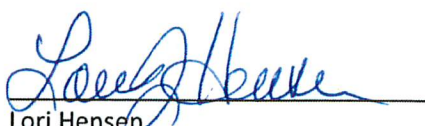
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHAKOPEE, MINNESOTA AS FOLLOWS: the City of Shakopee recognizes it has been awarded a grant by the Minnesota Board of Water and Soil Resources, agrees to accept the grant award and grant agreement for the above-referenced project, and authorizes the City Administrator to execute the necessary contracts and agreements applicable to accepting this award. The City of Shakopee will comply with all applicable laws, requirements, and regulations as stated in the grant agreement.

Adopted in the regular session of the City Council of the City of Shakopee, Minnesota, held this 17th day of September 2024.



Matt Lehman,
Mayor of the City of Shakopee

ATTEST:



Lori Hensen
City Clerk

Prepared by:
City of Shakopee
485 Gorman Street
Shakopee, MN 55379

Quote By
Leon Shneider
leon.shneider@vaisala.com
(339) 293-2264

Buyer's Reference

Date
20-Dec-24
Last Date of Validity
14-Aug-24

Sold To City of Shakopee,	Delivery Address City of Shakopee	Billing Address City of Shakopee
Payment Terms NET 30	Carriage by/via By truck, best way	Incoterms Location (Incoterms 2020)

Line #	Description	Quantity	Unit Price	Net Price (U.S. Dollar)
1	RWS200 Data Collection and Processing System 1NONONOAONON3BOEOA2N1 RWS200 - a configurable Road Weather Station	1.00 EA	40,129.00	40,129.00
	DSC211 Remote Road Sensor	1.00 EA		
	DST111 Remote Road Temperature Sensor	1.00 EA		
	Cable, Instrumentation, SH M12/5(F)-Open, 5x0.34mm2, 10m, PP/PUR, SC, BLK	2.00 EA		
	Interface for 1 x DSC211RWS and 1 x DST111RWS	1.00 EA		
	WXT536 Weather transmitter, non-heated	1.00 EA		
	Shielded 10m Cable, 8-pin M12 Connector in One End	1.00 EA		
	Mounting Accessory between Mounting kit and 60mm tube	1.00 EA		
	SENSORARMFIX60 Sensor arm installation kit for wind sensors (SENSORARMFIX60)	1.00 EA		
	Interface for WXT536	1.00 EA		
	Axis PTZ Camera Pan-Tilt-Zoom for 60Hz AC - US	1.00 EA		
	Interface for Axis PTZ Camera	1.00 EA		
	USA & CA WIFI enabled GPS & Cellular antenna and WIFI whip antenna	1.00 EA		
	Allocation for Primary 3G/4G Router (Router ordered separately)	1.00 EA		
	269316-RWS-US	1.00 EA		
	DIGI IX20 MODEM CONFIGURED/ACTIVATE WITH SIM CARD-RWS			
	Mains power with US socket	1.00 EA		
	24Ah backup battery Standard temperature [-40...+50C]	1.00 EA		
	Sensor arm and mounting frame for 80-600mm pole mast (no band or locks)	1.00 EA		
	ENC652 enclosure and radiation shield	1.00 EA		
	DRUNIV 80-600mm Mast Mounting Kit w/o perf. band for ENC652 and ENC722	1.00 EA		

Vaisala Inc.
194 South Taylor Avenue
Louisville, CO, 80027
United States

Telephone	+1 303 499 1701
Telefax	+1 303 499 1767

Tax Name/Number	87197 2345 RT0001
Fed Id #	04-2731916
QST #	1210562792

Quote By
Leon Shneider
leon.shneider@vaisala.com
(339) 293-2264

Buyer's Reference

Date
20-Dec-24
Last Date of Validity
14-Aug-24

Line #	Description	Quantity	Unit Price	Net Price (U.S. Dollar)
2	RWS200 Base Structure	1.00 EA		
	RWS200 Certification Label for RWS200 in ENC65x	1.00 EA		
	239709	1.00 EA	6,900.00	6,900.00
	Site Acceptance Test Day SAT performed onsite.			
Subtotal (Equipment)				47,029.00
3	WXHPRO-RWS-QUOTE RWS Station Subscription for Wx Horizon Pro	3.00 Years	2,254.00/per year	6,762.00
	Qty of Connected RWS Stations	1.00 EA		
	Communications for Each RWS Station	1.00 EA		
4	WXHPRO-QUOTE Wx Horizon Pro Subscription	3.00 Years	8,900.00/ per year	26,700.00
	Wx Horizon Pro Standard Features	1.00 MO		
	Weather radar, satellite, 10-day atmospheric forecast, national weather hazards, alert notifications			
	GroundCast	2.00 EA		
	Embedded road sensor with enhanced point forecast			
	TempCast with Surface Temp.	3.00 EA		
	Remote road sensor (FMP103) with enhanced point forecast			
	Road Weather Forecast Points	5.00 MO		
	Additional point forecasts based on Vaisala road forecast model			
	Terms and Conditions	1.00 MO		
	Defined in Service description: www.vaisala.com/sites/default/files/documents/DOC251468.pdf			
Subtotal (Services)				11,154.00/per year 33,462.00/three years
Freight				580.00
Grand Total (Equipment and Services)				81,071.00
Prices are subject to changes in taxes, duties or other charges that may apply.				
Total with Annual cost				\$58,763

Vaisala Inc.
194 South Taylor Avenue
Louisville, CO, 80027
United States

Telephone +1 303 499 1701
Telefax +1 303 499 1767

Tax Name/Number 87197 2345 RT0001
Fed Id # 04-2731916
QST # 1210562792

Quote By
Leon Shneider
leon.shneider@vaisala.com
(339) 293-2264

Buyer's Reference

Date
20-Dec-24
Last Date of Validity
14-Aug-24

Important information

Vaisala's General Conditions, as applicable to the products and services in question, available via the link below and at www.vaisala.com/generalconditions, shall exclusively apply to any quotation and order confirmation by Vaisala, and the applicability of terms and conditions included in customer's request for offer, order or any other customer's document shall be deemed rejected by Vaisala.

- General Conditions of Sale and Service of Vaisala Inc.

Export Control

In addition to the export control related requirements set out in Vaisala's General Conditions, the following shall apply:

(1) Customer shall not sell, export or re-export, directly or indirectly, to the Russian Federation or Belarus or for use in the Russian Federation or Belarus any goods supplied under or in connection with the Contract including but not limited to those that fall under the scope of Article 12g of Council Regulation (EU) No 833/2014 or Article 8g of Council Regulation (EU) No 765/2006.

(2) Customer shall undertake its best efforts to ensure that the purpose of paragraph (1) above is not frustrated by any third parties further down the commercial chain, including by possible resellers; and

(3) Customer shall set up and maintain an adequate monitoring mechanism to detect conduct by any third parties further down the commercial chain, including by possible resellers, that would frustrate the purpose of paragraph (1) above.

Any violation of paragraphs (1), (2) or (3) above shall constitute a material breach of an essential element of the Contract, and Vaisala shall be entitled to seek appropriate remedies, including, but not limited to: (i) termination of the Contract; and (ii) a penalty of 10% of the total value of the Contract or price of the goods exported, whichever is higher. Customer shall immediately inform Vaisala about any problems in applying paragraphs (1), (2) or (3) above, including any relevant activities by third parties that could frustrate the purpose of paragraph (1) above. Customer shall make available to Vaisala information concerning compliance with the obligations under paragraphs (1), (2) and (3) above without undue delay following a simple request of such information.

CRS Device Info				
Line#	Description	Asset Number	Serial Number	Additional Information
Vaisala Inc. 194 South Taylor Avenue Louisville, CO, 80027 United States		Telephone +1 303 499 1701 Telefax +1 303 499 1767	Tax Name/Number Fed Id # QST #	87197 2345 RT0001 04-2731916 1210562792

Quote By
Leon Shneider
leon.shneider@vaisala.com
(339) 293-2264

Buyer's Reference

Date
20-Dec-24
Last Date of Validity
14-Aug-24

December 11, 2024

Mr. Kirby Templin, PE
Water Resource – Environmental Manager, City of Shakopee
485 Gorman St., Shakopee MN 55379

RE: Sole Source Vendor

Dear Mr. Templin,

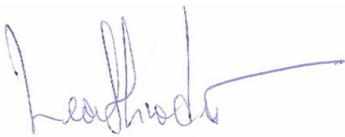
This letter is to confirm that **Vaisala WxHorizon Pavement Condition and Forecast Monitoring System** is a sole source system and service, manufactured and sold exclusively by **Vaisala Inc.** This product must be purchased directly by organizations from **Vaisaa Inc, 194 South Taylor Ave., Louisville CO 80027**. There are no agents or dealers authorized to represent this product and its supplementary components in the United State of America.

The following additional information that may apply to Soule Source status:

- ✓ Vaisala is manufacturer of the product and has no distributors.
- ✓ Vaisala is the only reseller of the manufacturer's product in the United State of America
- ✓ Item to be purchased is a supply for equipment which is under warranty, and use of any product other than specified will void the warranty.
- ✓ Product is patented.
- ✓ Other – see statement attached

If you desire additional information, please do not hesitate to contact me at **339-293-2264** at any time, or visit our website at **VAISALA.COM**. Thank you for your interest in our products.

Please let me know if you have follow up questions, or require additional clarification. Thank you and have a great day!



Sincerely,

Leon Shneider | VAISALA Inc.

Transportation-North

America

Office: +888-VAISALA, ext. 1087 | Direct:

+781-537-1087 | Mobile: +339-293-2264

Email leon.shneider@vaisala.com |

www.vaisala.com

Vaisala Inc. | Boulder Operations

194 S Taylor Ave., Louisville, CO 80027, USA

The Vaisala **Vaisala WxHorizon Pavement Condition and Forecast Monitoring System** is a decision support platform designed to enhance road weather management by providing accurate, location-specific weather insights. It includes mobile and fixed sensors that monitor roadway conditions and drive the AI and scientific modeling of the system in order to produce atmospheric and pavement specific forecasts for the purposes of effective and pro-active snow & ice operations.

Key Features of Vaisala WxHorizon:

1. **Real-Time Weather Monitoring:**
 - Integrates data from road weather information systems (RWIS), satellites, and weather radar.
 - Provides localized weather updates, focusing on critical road conditions.
2. **Forecasting and Alerts:**
 - Offers short-term and long-term weather forecasts tailored for transportation needs.
 - Sends alerts for adverse weather conditions, such as snow, ice, heavy rain, or fog.
3. **Decision Support Tools:**
 - Includes predictive analytics to assess how weather conditions will impact roadways.
 - Supports proactive planning for snow removal, salting, and other maintenance operations.
4. **Customizable Dashboard:**
 - Displays relevant weather and road data in an intuitive interface.
 - Allows users to prioritize specific locations, such as high-traffic areas or known problem spots.
5. **Integration with Traffic Management:**
 - Connects with traffic systems to assess and mitigate weather-related disruptions.
 - Supports coordination between agencies for more efficient response strategies.
6. **Mobile and Web Access:**
 - Accessible via web browsers and mobile devices, enabling real-time updates for field personnel.
7. **Environmental sensors- fixed and mobile**
 - Enhanced compliment of various fixed and mobile sensors designed to support the WxHorizon System



Shakopee City Council January 21, 2025

5.m

Agenda Item: Accept proposal from Alliant Engineering for MnDOT Safe Road Zones Grant
Prepared by: Alex Jordan, City Engineer
Reviewed by:

Action to be considered:

Accept a proposal in the amount of \$80,000 from Alliant Engineering to perform professional engineering services for the Safe Road Zones Grant TH169 Safety Study.

Motion Type:

Approve

Background:

At its May 21, 2024 meeting, the City Council accepted the Minnesota Department of Transportation (MnDOT) Safe Road Zones grant to complete a traffic safety evaluation along TH169 from County Road 69 to the Minnesota River Bridge.

Alliant's proposal identifies the scope of services and estimated cost to complete the safety study, develop improvement strategies and conduct a public engagement and awareness campaign. The study will culminate in a summary memorandum with recommendations for the City and MnDOT to consider to improve safety along TH169, including potential improvements that could be implemented with MnDOT's planned roadway rehabilitation in 2029.

Recommendation:

Accept the proposal

Budget Impact:

Alliant's proposal to complete the study is based on a not to exceed amount of \$80,000. This work will be 100% funded by the MnDOT Safe Road Zones Grant.

Attachments:

[TH 169 Safety Study Proposal_20241218.pdf](#)



December 18, 2024

Alex Jordan, PE
City of Shakopee
485 Gorman Street
Shakopee, MN 55379

RE: City of Shakopee Safe Road Zones Grant – TH 169 Safety Study

Dear Mr. Jordan,

Thank you for the opportunity to submit this proposal to provide engineering services for a TH 169 Safety Study funded through MnDOT's Safe Road Zones Grants between Old Brick Yard Road and the Minnesota River bridge in Shakopee, MN. The attached Scope of Work is expected to meet City expectations for a Safety Study associated with this segment of the TH 169 corridor.

The proposal is subject to the City of Shakopee and Alliant Engineering, Inc. Master Agreement for Professional Consulting Services Dated August 7, 2024. For engineering services rendered, Alliant Engineering will invoice the client on an hourly basis not to exceed the amount of \$75,000, in addition to \$5,000 for expenses for engagement/awareness materials, for a total of **\$80,000**.

If this proposal is acceptable to you, please sign and email (ngrage@alliant-inc.com) it back to me as our notice to proceed. If you have any questions, please call me at 612-584-4760.

Sincerely,

Proposal Accepted By:

A handwritten signature in blue ink, appearing to read "Nick Grage".

Nick Grage, PE, PTOE, RSP,
Associate | Transportation
Alliant Engineering, Inc.

Printed Name

A handwritten signature in blue ink, appearing to read "Mike Anderson".

Mike Anderson, PE, PTOE
Vice President
Alliant Engineering, Inc.

Signature
Date

Project Background

The City of Shakopee applied for and received a MNDOT Safe Road Zones Grant to address safety along TH 169 between Old Brick Yard Road and the Minnesota River bridge. Despite being a MnDOT roadway, its location within the City limits and the number of incidents places a burden on City emergency responders. The outcome of study is to identify and prioritize the key hot spot crash locations, determine contributing factors, and develop potential improvement alternatives to address the hot spot locations which can be used in messaging, signage, and enforcement. The MnDOT Safe Road Zones Grant award includes \$50,000 for a safety analysis, \$25,000 for a public engagement and awareness campaign in addition to \$5,000 for creating promotional/public awareness materials that could be delivered by Community Partners (Canterbury Park, Valleyfair, Mystic Lake Casino), City Communications team, and Enforcement staff.

ASSUMPTIONS

- Given the number of crashes within the limits of the study area and the limited funds through MnDOT's Safe Road Zone Grants program a full 10-year safety analysis (1,650 crashes) or even a 5-year safety analysis (801 crashes) is not feasible. Therefore, a baseline 3-year safety analysis (460 crashes) is initially assumed.

TASK 1.0 – PROJECT MANAGEMENT & STAKEHOLDER MEETINGS

- Perform day-to-day project management and coordination tasks via phone and/or email.
- Prepare for and attend three (3) meetings with key agency stakeholders including City of Shakopee engineering, police department, fire department, and maintenance staff in addition to Minnesota State Patrol and MnDOT representatives, if available.
 - **Meeting #1: Listening Session** – Initial meeting will take place prior to data collection to ensure a thorough understanding of key issues and critical hot spot locations from the stakeholder's perspective. The results will guide **Task 2.0 & Task 3.0**.
 - **Meeting #2: Data Debrief & Alternatives** – Following **Task 3.0**, the stakeholder group will reconvene to review **Task 2.0 – Data Collection** and **Task 3.0 – Safety Analysis** results. The meeting will cover trends in the data, whether the data aligns with perceived issues and hot spots, and gaps in the analysis before focusing on potential alternatives that could address the identified safety issues.
 - **Meeting #3: Improvement Prioritization** – Following **Task 4.0**, the stakeholder group will meet a final time to prioritize safety improvements to target

Note: The initial meeting will be in-person with subsequent meetings virtual. Alliant is willing to work with City staff to accommodate additional in-person meetings if needed.

- Prepare for and attend one business meeting with Canterbury Park, Valleyfair, and Mystic Lake Casino representatives, among others, to understand current operations, recent changes, and known issues. This meeting would establish a relationship which could be leveraged for public awareness or engagement initiatives in later tasks.
- Prepare for and attend one (1) in-person City Council meeting to support City of Shakopee staff in summarizing the results of the safety analysis and recommended improvements.

TASK 2.0 – DATA COLLECTION

- MnCMAT2 will be leveraged to pull 3-years (2021-2023) of crash data for the TH 169 corridor, including officer narratives and critical crash details (date, time, crash type, weather). This will include a focus on key issues and hot spots identified in Meeting #1.
- MnDOT's StreetLight license will be leveraged (with MnDOT permission) to provide additional context to seasonal traffic patterns associated with recreational venues in the area including Canterbury Park, Valleyfair, and Mystic Lake Casino.
 - *Note: Coordination with Canterbury Park, Valleyfair, and/or Mystic Lake Casino will be needed to obtain historical event schedules for the identified crash years (2021-2023).*
- Available MnDOT traffic cameras, video recordings, and other available resources along TH 169 will be leveraged to the extent video can be made available to document behavioral trends and verify crash data trends.

TASK 3.0 – SAFETY ANALYSIS

- Leveraging the 3-years of MnCMAT2 crash data, an analysis of intersections and segment rates will be conducted. These rates will be compared to statewide averages to determine statistically significant crash locations and hot spots and documented in a figure.
 - At hot spot locations, both hot spots provided by stakeholders and identified in the crash data, officer narratives will be reviewed for the following anomalies:
 - Crashes incorrectly assigned to a location (wrong intersection, segment vs intersection, wrong approach, etc.) will be relocated.
 - Crashes that are typically not correctable (police pursuits, wildlife collisions, medical emergencies, etc.) will be removed from rate calculations.
- Conduct a contributing factor and trend analysis focusing on a variety of direct crash attributes (day of week, time of day, month of year, crash type, weather, roadway conditions, driver age, etc.). These trends will be summarized using colorized tables and charts to emphasize which trends are relevant and worth considering further.

- A seasonal comparison of crash rates will be conducted using StreetLight data.
- An event-based crash analysis will be conducted using a combination of historical event schedules (to determine dates) and StreetLight data (to capture volumes).
 - *Note: See optional tasks for an expanded StreetLight data analysis that may provide value with additional MnDOT funding.*

TASK 4.0 – IMPROVEMENT DEVELOPMENT

- Develop a list of cost-effective safety improvement options, such as enhanced signing, low-cost road surface treatments, and enforcement measures to target driver behaviors that are contributing to crash hot spots either at intersections or along TH 169 segments.
 - *Note: Identified improvements may include geometric considerations; however, the scope of work does not include development of concept layouts or preliminary design.*
- Document the high-level qualitative pros/cons of each of the safety improvement options, including which intersections/segments and crash type(s) each improvement targets.
- Develop a planning level estimated cost to implement each safety improvement.
- Calculate an estimated overall crash reduction and/or safety benefit for each safety improvement, leveraging the results to develop an initial prioritization ranking.
- After discussions with key stakeholders, update the prioritization to reflect agency input.

TASK 5.0 – PUBLIC ENGAGEMENT & AWARENESS CAMPAIGNS

- Leveraging online engagement methods rather than traditional in person methods, a cost-efficient public engagement campaign will be deployed during the safety analysis to better understand the corridor, issues, and opportunities from those driving the corridor.
- Alliant will work with the City to deploy an online survey, comment map, and project page on the City website (if feasible) to capture input beyond the schedule limitations of this project which may provide additional value in advance of the 2029 MnDOT Project.
 - Geofencing may be used to develop targeted ads through social media, phone apps, or more traditional means such as postcards and email lists.
- Develop a public awareness campaign to convey targeted messages to those driving the corridor, aiming to alter driver behaviors or bring a heightened awareness to safety issues.
 - Potential methods include a project website, postcards, targeted ads, screens at DMVs, City newsletters, pamphlets/brochures for local business, and billboards.

TASK 6.0 – MEMORANDUM & MATERIALS

- Detail the preceding tasks and summary of findings in a brief memorandum which, in addition to a summary of the data collection and safety analysis, will include a prioritization of safety improvements which the City can implement short-term and/or work with MnDOT to implement as part of a 2029 MnDOT project on TH 169 through Shakopee.
 - Although the safety analysis is technical in nature, the memorandum will simplify the analysis and results for non-technical consumption. This includes a focus on summary figures and graphics to frame out issues and solutions rather than a long report.
- Alliant marketing and graphics staff will lead the development of all materials to be shared through the public engagement and awareness campaign. This includes development of a design scheme across all materials to reinforce the project in the eyes of key stakeholders.
 - Alliant will work with City of Shakopee staff to develop and revise the scheme to match City guidelines (if applicable) and provide templates at the project conclusion for the City to utilize going forward.

OPTIONAL EXPANDED SERVICES (W/ ADDITIONAL FUNDING)

- Task 1.1 – Project Management & Stakeholder Meetings
 - All meetings would be held in person, including an additional meeting to review public awareness campaign materials, proposed sign deployment, and planned enforcement prior to deployment to build consensus and ensure consistent messaging.
- Task 2.1 – Data Collection
 - Expand MnCMAT2 analysis to a rolling 5-years (2020-2024) of crash data, including 2024 to date and the last 3 months of 2020. As the study advances into the spring, the remaining 3 months of 2024 data could be updated in the tables, figures, and memo.
 - Conduct three (3) in-person site visits to observe operations during distinct time periods including: weekday peak hour, weekend peak hour, and an event.
 - Conduct a near miss analysis at identified hot spot locations. Process involves setting video cameras and conducting a near miss analysis using Quality Counts AI technology. The near miss analysis will provide video footage of each occurrence which will be valuable in correlating contributing factors to improvement solutions. Number of camera locations to be determined through the safety data analysis.
- Task 3.1 – Safety Analysis
 - Additional effort to complete the analysis, increasing from 460 to 801 crashes. If 2024 data were to be incorporated this would also require additional time to update.
 - An expanded origin-destination analysis using StreetLight to understand driver route choices. This includes an analysis of local traffic, commuter traffic, and event-driven traffic. The analysis would provide additional support to the identified trends.

■ Task 4.1 – Improvement Development

- For improvements that include traffic control changes or geometric modifications, conduct a detailed feasibility review which may include an analysis of operations, truck turning movements, and/or development of concepts (sketches) to understand potential construction or right-of-way impacts.

■ Task 5.1 – Public Engagement & Awareness Campaigns

- With additional funding, all meetings would be held in-person including additional public engagement meetings to identify issues and opportunities and help better utilize the additional funding noted above. This would occur in advance of conducting the study to gain insight into those driving the corridor rather than during the study.

■ Task 6.1 – Memorandum & Recommendations

- An expanded report, similar to a MnDOT-style corridor study, would be developed to provide additional technical context and provide a foundation for the 2029 MnDOT project on TH 169 through Shakopee to utilize in their future analysis and improvements. This would include a more detailed breakdown of existing conditions, and recent geometric improvements.



Shakopee City Council January 21, 2025

8.a

Agenda Item: Street Reconstruction Plan
Prepared by: Nate Reinhardt, Finance Director
Reviewed by:

Action to be considered:

Hold public hearing on street reconstruction plan and adopt Resolution R2025-006

Motion Type:

Adopt

Background:

During the 2025 budget process and review of the 2025-2029 Capital Improvement Plan staff and Council discussed the increasing funding gap for existing street improvements. Costs of maintaining existing city streets have increased significantly over the past decade. The annual costs of overlays and reconstruction projects in the 2020-2024 CIP were \$3.7 million. That cost has doubled in the 2025-2029 CIP to an annual cost of \$7.5 million. Funding sources (capital improvement levy, special assessments, municipal state aid and franchise fees) have remained relatively flat in comparison. A proposed increase of \$500,000 to the capital improvement levy was included in the 2025 budget to prevent the annual gap from increasing further. The City has utilized one-time transfers from the General Fund and bond proceeds in the past to support these projects and anticipates continuing to do so in the future.

City Council asked staff to look into potentially funding these improvements through the use of bonds. The statutory borrowing authority for General Obligation Street Reconstruction Bonds is MN Statutes 475.58, which requires the City to hold a public hearing and adopt a Street Reconstruction Plan. In order to retain the most flexibility possible (in terms of timing and dollars amounts), staff is recommending that the City Council proactively adopt a Street Reconstruction Plan and a resolution declaring the official intent of the city to reimburse certain expenditures from the proceeds of bonds to be issued by the city.

This would not require the city to move forward with any of the projects listed or issue bonds, which would require their own individual City Council approval. However, it does provide the City the authority to issue bonds at a future date to reimburse the street project expenditures identified in the plan. The plan includes all street reconstruction and overlay projects identified in the capital improvement plan over the next five years,

however if a bond sale would occur, the amount would likely be in the range of \$5 to \$10 million (not the full amount identified in the plan). The advantages to the City include the ability to continue to analyze the cash flow needs of the capital improvement fund on an on-going basis to determine if a bond sale is beneficial, would allow the city to combine a bond sale with a refunding of a prior bond sale if cost savings become available (interest rates fall), reduces risk and administration of a bond sale by reimbursing known costs instead of bonding on estimated cost and project timing.

Recommendation:

Adopt Resolution R2025-006 A Resolution Adopting a Street Reconstruction Plan and Declaring the Official Intent of the City of Shakopee to Reimburse Certain Expenditures from the Proceeds of Bonds to be Issued by the City.

Budget Impact:

Projects were included in the City's 2025-2029 Capital Improvement Plan. A Street Reconstruction Plan is a requirement to issue general obligation street reconstruction bonds.

Attachments:

[R2025-006 Resolution Adopting a Street Reconstruction Plan and Declaring Intent to Issue Bonds.pdf](#)

[Street Reconstruction Plan 2025-2029 \(1-21-2025\).pdf](#)

[Street Reconstruction Plan - PH Presentation \(1-21-2025\).pdf](#)

CITY OF SHAKOPEE

RESOLUTION NO. R2025-006

RESOLUTION ADOPTING A STREET RECONSTRUCTION PLAN AND
DECLARING THE OFFICIAL INTENT OF THE CITY OF SHAKOPEE TO
REIMBURSE CERTAIN EXPENDITURES FROM THE PROCEEDS OF
BONDS TO BE ISSUED BY THE CITY

WHEREAS, the City of Shakopee, Minnesota (the “City”), has determined that it is in the best interest of the City to declare official intent to reimburse certain expenditures from the proceeds of general obligation street reconstruction bonds pursuant to Minnesota Statutes, Section 475.58, subdivision 3b, as amended (the “Act”), to finance the cost of street reconstruction projects, as described in the proposed street reconstruction plan described below, a copy of which is on file in the City Finance Director’s office; and

WHEREAS, pursuant to the Act, the City is authorized to issue and sell general obligation street reconstruction bonds for street reconstruction under the circumstances and within limitations set forth in the Act. The Act provides the street reconstruction plan may be financed with general obligation street reconstruction bonds, following adoption of a street reconstruction plan, after a public hearing on the street reconstruction plan and on the issuance of general obligation street reconstructions bonds and other proceedings conducted in accordance with the requirements of the Act; and

WHEREAS, pursuant to the Act, the City has prepared a five year street reconstruction plan for calendar years 2025 through 2029 (the “Plan”), which describes the streets to be reconstructed and the estimated costs, to determine the funding strategy for street reconstruction projects; and

WHEREAS, on January 21, 2025, the City Council held a public hearing on the adoption of the Plan after publication of the notice of public hearing not less than 10 days nor more than 28 days prior to the date thereof in the City’s official newspapers; and

WHEREAS, the Internal Revenue Service has issued Treas. Reg. § 1.150-2 (the “Reimbursement Regulations”) providing that proceeds of tax-exempt bonds used to reimburse prior expenditures will not be deemed spent unless certain requirements are met; and

WHEREAS, the City expects to incur certain expenditures that may be financed temporarily from sources other than bonds, and reimbursed from the proceeds of a tax-exempt bond; and

WHEREAS, the City has determined to make this declaration of official intent (the “Declaration”) to reimburse certain costs from proceeds of bonds in accordance with the Reimbursement Regulations.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Shakopee, that:

1. The City proposes to undertake the construction of the following projects (collectively, the “Projects”):

- (a) street reconstruction (approximately \$23,614,400); and
- (b) mill and overlay improvements (approximately \$10,645,000).

2. The City reasonably expects to reimburse the expenditures made for certain costs of the Project from the proceeds of bonds in an estimated maximum principal amount of \$34,259,400. All reimbursed expenditures will be capital expenditures, costs of issuance of the bonds, or other expenditures eligible for reimbursement under Section 1.150-2(d)(3) of the Reimbursement Regulations.

3. This Declaration has been made not later than 60 days after payment of any original expenditure to be subject to a reimbursement allocation with respect to the proceeds of bonds, except for the following expenditures: (a) costs of issuance of bonds; (b) costs in an amount not in excess of \$100,000 or 5 percent of the proceeds of an issue; or (c) “preliminary expenditures” up to an amount not in excess of 20 percent of the aggregate issue price of the issue or issues that finance or are reasonably expected by the City to finance the project for which the preliminary expenditures were incurred. The term “preliminary expenditures” includes architectural, engineering, surveying, bond issuance, and similar costs that are incurred prior to commencement of acquisition, construction or rehabilitation of a project, other than land acquisition, site preparation, and similar costs incident to commencement of construction.

4. This Declaration is an expression of the reasonable expectations of the City based on the facts and circumstances known to the City as of the date hereof. The anticipated original expenditures for the Project and the principal amount of the bonds described in paragraph 2 are consistent with the City’s budgetary and financial circumstances. No sources other than proceeds of bonds to be issued by the City are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside pursuant to the City’s budget or financial policies to pay such Project expenditures.

5. This Declaration is intended to constitute a declaration of official intent for purposes of the Reimbursement Regulations.

Approved by the City Council of the City of Shakopee this 21st day of January 2025.

Mayor

ATTEST:

Deputy City Clerk

CITY OF SHAKOPEE, MINNESOTA
5-YEAR STREET RECONSTRUCTION PLAN

January 21, 2025

A. Background

The City has completed a Capital Improvement Plan covering the period of 2025 through 2029. In order to provide financing for a portion of the cost of the street reconstruction project described herein, the City has determined to adopt this plan in accordance with Minnesota Statutes, Section 475.58, subd. 3b (the “Act”).

B. Five-Year Street Reconstruction Plan

Following is a description of the projects and the estimated cost covering the five-year period from 2025 through 2029.

Project	2025	2026	2027	2028	2029
2025 Pavement Reconstruction	\$5,244,400	\$ -	\$ -	\$ -	\$ -
2025 Mill and Overlay	2,980,000	-	-	-	-
2026 Pavement Reconstruction	165,000	2,955,000	-	-	-
2026 Mill and Overlay	-	2,465,000	-	-	-
2027 Pavement Reconstruction	-	400,000	5,050,000	-	-
2027 Mill and Overlay	-	-	1,125,000	-	-
2028 Pavement Reconstruction	-	100,000	350,000	4,600,000	-
2028 Mill and Overlay	-	-	-	2,950,000	-
2029 Pavement Reconstruction	-	-	-	350,000	4,400,000
2029 Mill and Overlay	-	-	-	-	1,125,000
Total	\$8,389,400	\$5,920,000	\$6,525,000	\$7,900,000	\$5,525,000

Total 5-year estimated cost: \$34,259,400

Note: Cost estimates include engineering and construction costs.

C. General Obligation Street Reconstruction Plan Bonds

The City may issue general obligation bonds pursuant to the Act to finance any street reconstruction costs described in this plan. The City currently plans to issue bonds under the Act for a portion of the City’s share of annual pavement reconstruction and mill and overlay costs. The City expects to receive bids and consider award for each projects in the Spring of each year. Because the as-bid costs for the project are not known, the City Council has determined to set a maximum principal amount of bonds to be issued under MN States 475.58 to be the total estimated cost. The City Council expects to make a final decision on the principal of the street project borrowing following receipt of construction bids and reviewing the overall financial plan for the Project.

2025 thru 2029

Project Details

Shakopee, MN

Project #	CIF-25-001
Project Name	2025 Full-Depth Pavement Reconstruction

Total Project Cost	\$5,379,400	Department	Capital Improvements Fund
Type	Improvement	Category	Street Reconstruction
Priority	1 - Have to do	Status	Active
Useful Life	25 years	Accounting Code	5943/6943
Fund	Capital Improvement Fund	Project Code	CI2501

Description

This project is for the full depth reconstruction of the bituminous roadway for Sunset Court, McGuire Court, McGuire Circle and Stagecoach Road from the roundabout at CR101 to 13th Avenue, including the construction of a new bituminous trail. Utilities, the addition of curb and gutter and additional storm sewer and other improvements will be evaluated and included with this project. Project costs include the assumption that sanitary sewer will be extended to residents on McGuire Court and McGuire Circle.

Justification

This is a continuation of the City's Pavement Preservation Program to maintain existing infrastructure. The additional of a bituminous trail along Stagecoach Road has been identified in the parks & trails master plan.

Prior	Expenditures	2025	2026	2027	2028	2029	Total
135,000	Construction/Maintenance	4,558,400	0	0	0	0	4,558,400
	Engineering/Administration	686,000	0	0	0	0	686,000
	Total	5,244,400	0	0	0	0	5,244,400

Prior	Funding Sources	2025	2026	2027	2028	2029	Total
135,000	Capital Improvement Fund	3,184,740	0	0	0	0	3,184,740
	Special Assessments	1,072,660	0	0	0	0	1,072,660
	Storm Drainage Fund	650,000	0	0	0	0	650,000
	Sanitary Sewer Fund	295,000	0	0	0	0	295,000
	Cost Sharing, SPUC	42,000	0	0	0	0	42,000
	Total	5,244,400	0	0	0	0	5,244,400

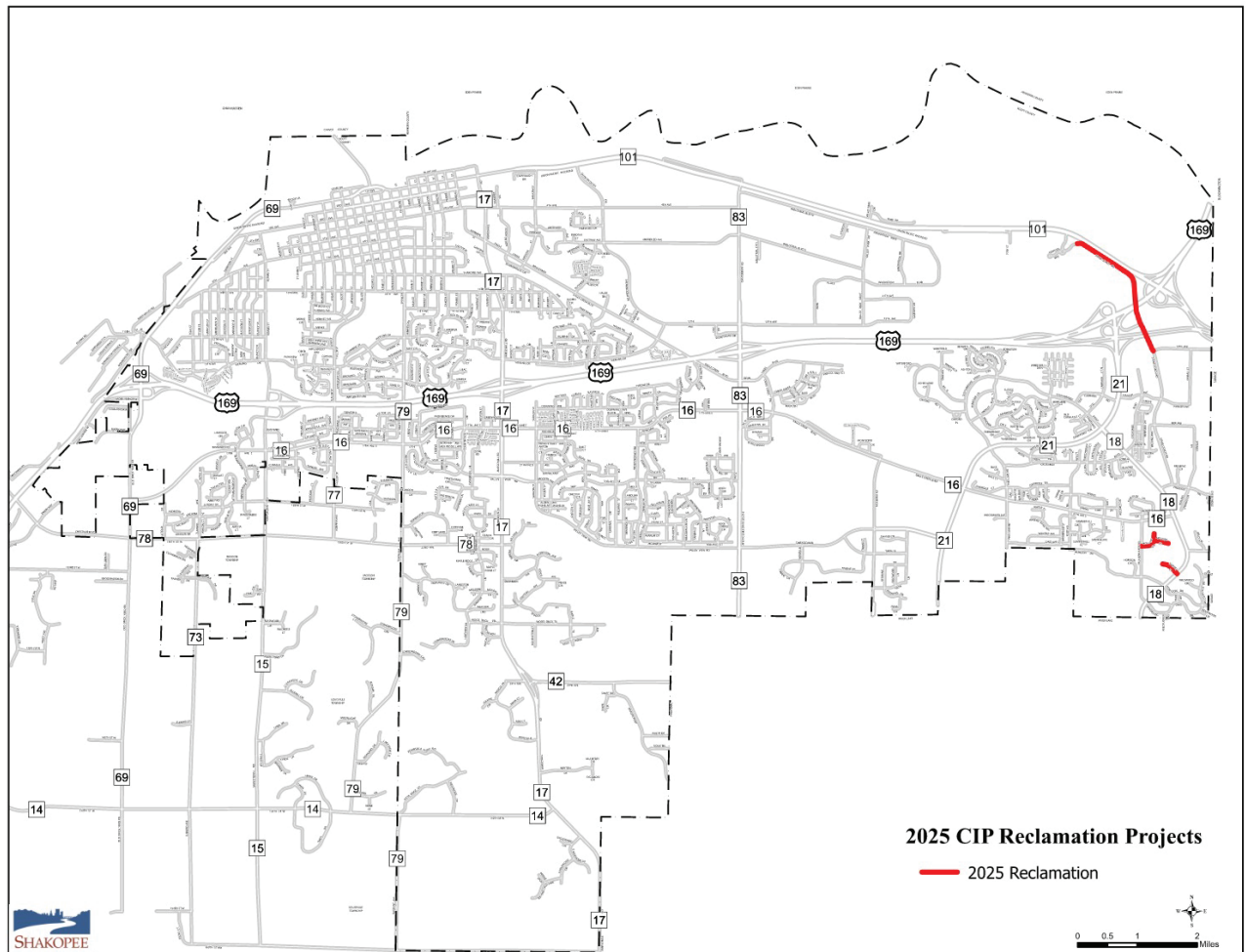
Budget Impact

Required ADA improvements are generally unfunded mandates to improve accessibility and to minimize liability. The City plans to apply for federal funding through the Metropolitan Council's Regional Solicitation for the trail construction.

Project Details

Shakopee, MN

Project #	CIF-25-001	Department	Capital Improvements Fund
Project Name	2025 Full-Depth Pavement Reconstruction		



2025 thru 2029

Project Details

Shakopee, MN

Project #	CIF-25-002		
Project Name	Annual Bituminous Mill and Overlay		
Total Project Cost	\$10,645,000	Contact	City Engineer
Department	Capital Improvements Fund	Type	Improvement
Category	Street Paving	Priority	1 - Have to do
Status	Active	Useful Life	15 years
Accounting Code	5954/6954	Fund	Capital Improvement Fund
Project Code	CI2412		

Description

The 2025 project includes the rehabilitation of the bituminous asphalt surface of the following streets: the Ridge View Estates neighborhood, the Riverside Fields neighborhood, the Dean Lakes neighborhood, Pike Lake Road from County Road 21 to County Road 16, Pike Lake Road south of County Road 16 and Woodward Avenue. The rehabilitation work includes milling the pavement surface, crack sealing, full depth spot repair and patching, spot curb and gutter repair, spot sidewalk repair, upgrading sidewalk/trail pedestrian curb ramp facilities and a bituminous asphalt pavement overlay.

Justification

This is a continuation of the City's Pavement Preservation Program to maintain existing infrastructure. The City must reconstruct pedestrian ramp facilities to comply with its ADA Transition plan adopted in 2018, increasing the cost of these projects compared to previous years' projects.

Expenditures	2025	2026	2027	2028	2029	Total
Construction/Maintenance	2,655,000	2,195,000	1,015,000	2,660,000	1,015,000	9,540,000
Engineering/Administration	325,000	270,000	110,000	290,000	110,000	1,105,000
Total	2,980,000	2,465,000	1,125,000	2,950,000	1,125,000	10,645,000

Funding Sources	2025	2026	2027	2028	2029	Total
Capital Improvement Fund	2,906,000	2,405,000	1,093,000	2,885,000	1,102,000	10,391,000
Sanitary Sewer Fund	29,000	35,000	10,000	20,000	5,000	99,000
Cost Sharing, SPUC	30,000	10,000	10,000	20,000	10,000	80,000
Storm Drainage Fund	15,000	15,000	12,000	25,000	8,000	75,000
Total	2,980,000	2,465,000	1,125,000	2,950,000	1,125,000	10,645,000

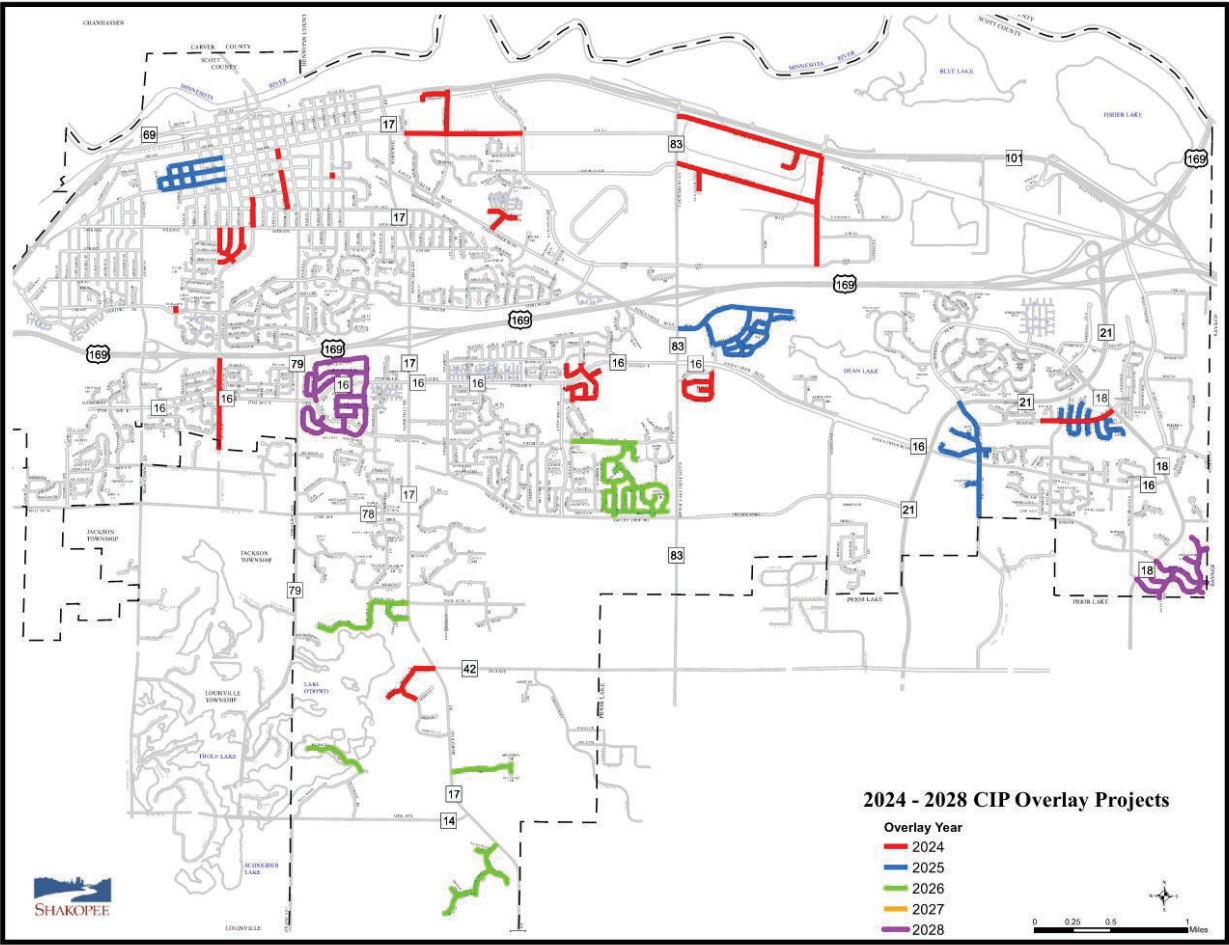
Budget Impact

Bituminous rehabilitation projects are more cost effective than reconstructing pavements. Streets will be evaluated on a yearly basis and may be moved up or moved back in the CIP. Required ADA improvements are generally unfunded mandates to improve accessibility and to minimize liability.

Project Details

Shakopee, MN

Project #	CIF-25-002	Contact	None None
Project Name	Annual Bituminous Mill and Overlay	Department	Capital Improvements Fund



2025 thru 2029

Project Details

Shakopee, MN

Project #	CIF-26-001
Project Name	2026 Full-Depth Pavement Reconstruction

Total Project Cost	\$3,120,000	Contact	City Engineer
Department	Capital Improvements Fund	Type	Improvement
Category	Street Reconstruction	Priority	1 - Have to do
Status	Active	Useful Life	25 years
Fund	Capital Improvement Fund	Project Code	CI2601

Description

This project is for the full depth reconstruction of the bituminous roadway for Crossings Boulevard from Country Road 18 to approximately 710 feet west of Foothill Trail and 12th Avenue from east of County Road 83 to Valley Park Drive. With this project, 12th Avenue will be converted from a 4-lane to a 3-lane section as recommended by a transportation study that was completed in 2019. Additionally, the intersection of 12th Avenue and Valley Park Drive will be evaluated for proper traffic control and configuration. Utility, curb and gutter repairs and improvements will be evaluated and included with this project.

Justification

This is a continuation of the City's Pavement Preservation Program to maintain existing infrastructure.

Expenditures	2025	2026	2027	2028	2029	Total
Construction/Maintenance	0	2,790,000	0	0	0	2,790,000
Engineering/Administration	165,000	165,000	0	0	0	330,000
Total	165,000	2,955,000	0	0	0	3,120,000

Funding Sources	2025	2026	2027	2028	2029	Total
Capital Improvement Fund	165,000	2,255,000	0	0	0	2,420,000
Special Assessments	0	585,000	0	0	0	585,000
Sanitary Sewer Fund	0	55,000	0	0	0	55,000
Cost Sharing, SPUC	0	45,000	0	0	0	45,000
Storm Drainage Fund	0	15,000	0	0	0	15,000
Total	165,000	2,955,000	0	0	0	3,120,000

Budget Impact

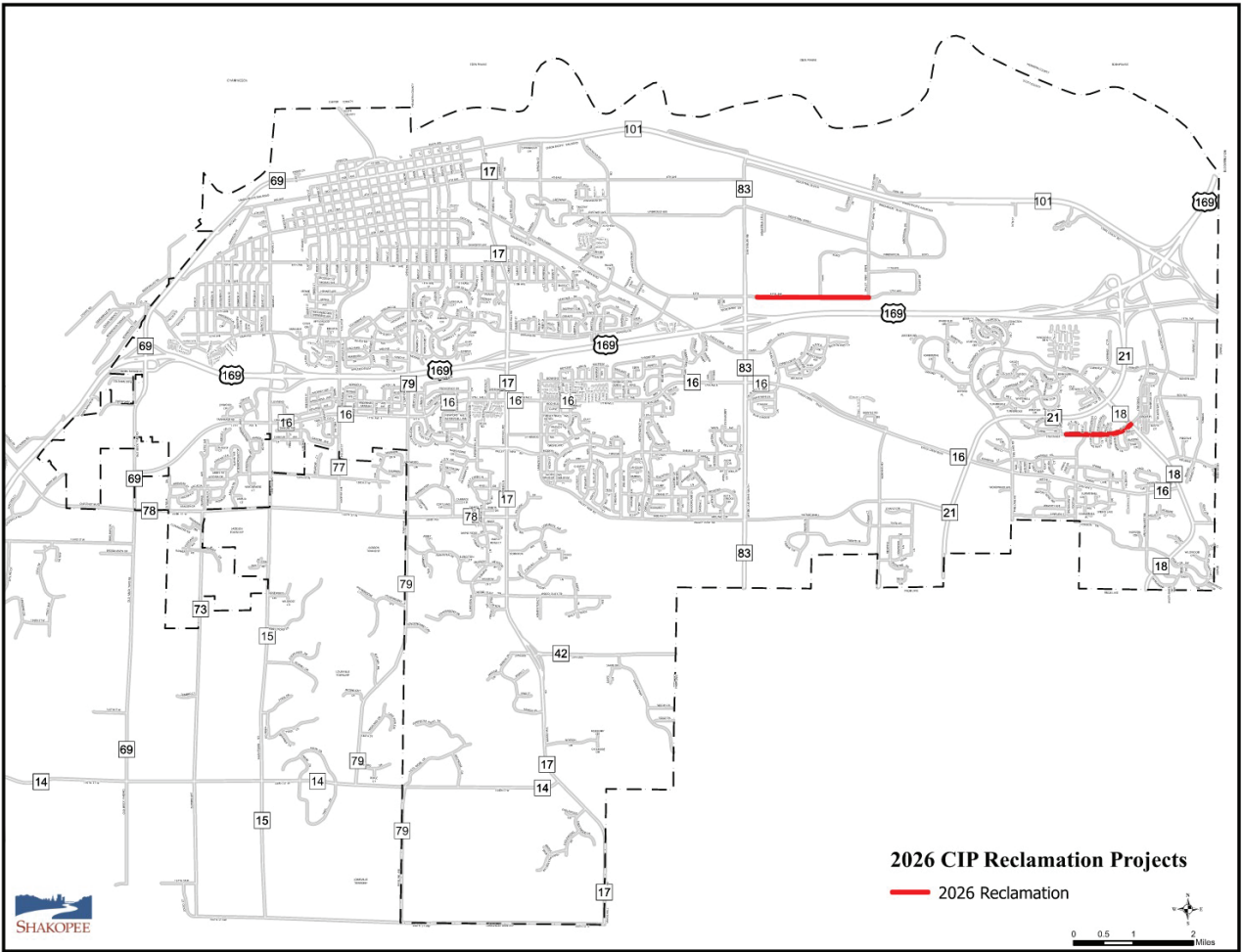
Required ADA improvements are generally unfunded mandates to improve accessibility and to minimize liability.

2025 thru 2029

Project Details

Shakopee, MN

Project #	CIF-26-001	Contact	None None
Project Name	2026 Full-Depth Pavement Reconstruction	Department	Capital Improvements Fund



Project # CIF-27-001
Project Name 2027 Full-Depth Pavement Reconstruction

Total Project Cost	\$5,450,000	Contact	City Engineer
Department	Capital Improvements Fund	Type	Improvement
Category	Street Reconstruction	Priority	1 - Have to do
Status	Active	Useful Life	30 years
Fund	Capital Improvement Fund	Project Code	CI2701

Description

This project is for the full depth reconstruction of the bituminous roadway for Shenandoah Drive from 4th Ave to Unbridled Ave, Vierling Drive from Ramsey St to Eagle Creek Blvd, Spencer Street from 1st Ave to Shakopee Ave, and portions of Pierce Street, McDevitt St, Shumway Street, Thomas Avenue, Hennes Avenue, Menke Circle and Menke Avenue. Additional storm sewer improvements, as well as utility and curb and gutter repairs and improvements will be evaluated and included with this project.

Justification

This is a continuation of the City's Pavement Preservation Program to maintain existing infrastructure.

Expenditures	2025	2026	2027	2028	2029	Total
Construction/Maintenance	0	0	4,600,000	0	0	4,600,000
Engineering/Administration	0	400,000	450,000	0	0	850,000
Total	0	400,000	5,050,000	0	0	5,450,000

Funding Sources	2025	2026	2027	2028	2029	Total
Capital Improvement Fund	0	400,000	3,720,000	0	0	4,120,000
Special Assessments	0	0	1,080,000	0	0	1,080,000
Storm Drainage Fund	0	0	100,000	0	0	100,000
Sanitary Sewer Fund	0	0	80,000	0	0	80,000
Cost Sharing, SPUC	0	0	70,000	0	0	70,000
Total	0	400,000	5,050,000	0	0	5,450,000

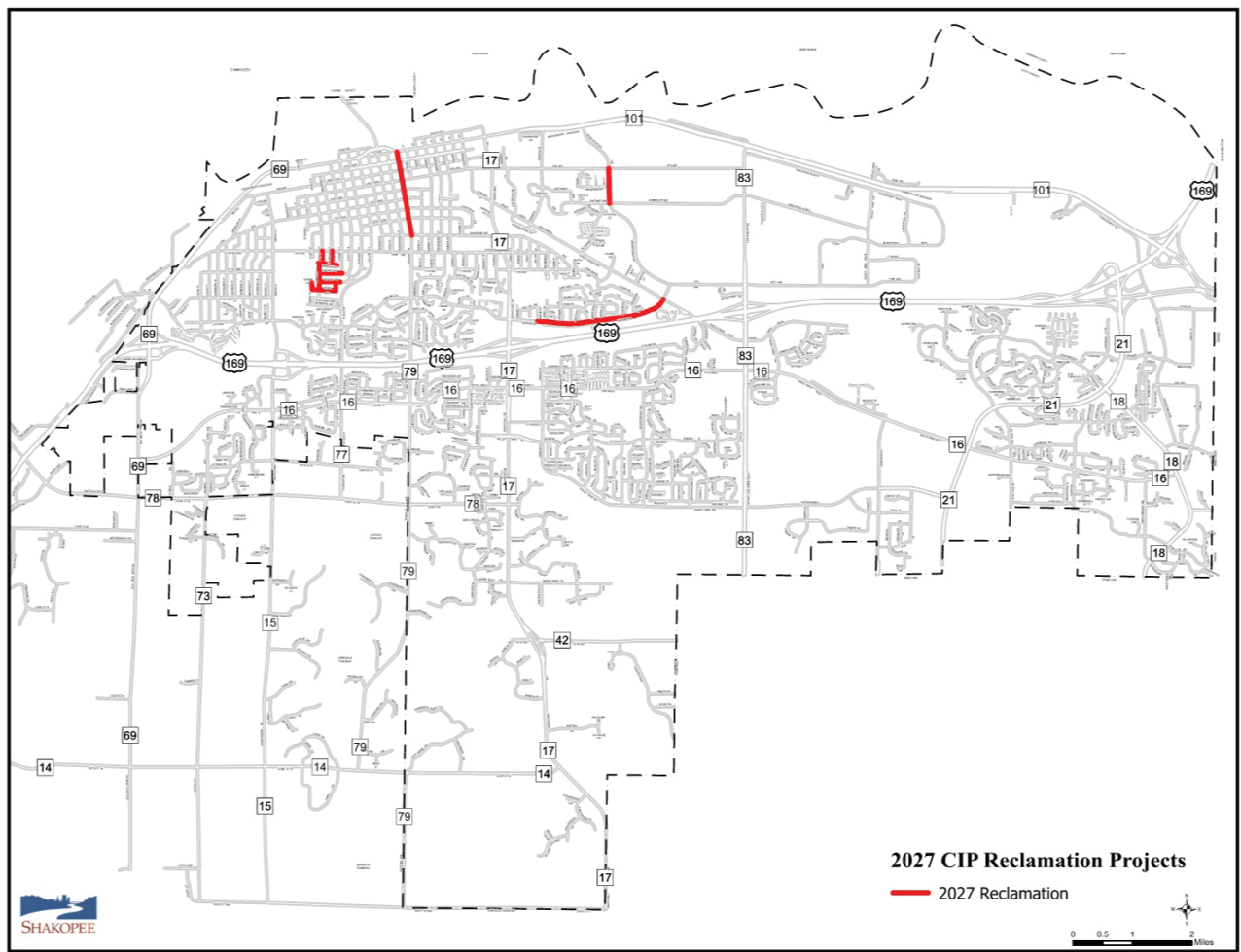
Budget Impact

Required ADA improvements are generally unfunded mandates to improve accessibility and to minimize liability.

Project Details

Shakopee, MN

Project #	CIF-27-001	Contact	None None
Project Name	2027 Full-Depth Pavement Reconstruction	Department	Capital Improvements Fund



Total Project Cost	\$5,050,000	Department	Capital Improvements Fund
Type	Improvement	Category	Street Reconstruction
Priority	1 - Have to do	Status	Active
Useful Life	30 years	Fund	Capital Improvement Fund
Project Code	CI2801		

Description

This project is for the full depth reconstruction of the bituminous roadway for 10th Avenue from Harrison Street to Apgar Street. As part of this project, a reduction from a 4-lane section to a 3-lane section and pedestrian improvements will be considered. The City will be applying for Safe Routes to School and Regional Solicitation funds to include the multi-modal improvements with the project. Additional storm sewer improvements as well as utility and curb and gutter repairs and improvements will be evaluated and included with this project.

The project also includes full-depth reconstruction of Valley View Road from 17th Avenue to Countryside Drive.

Funding for 10th Avenue is programmed in 2026 to prepare grant applications and complete preliminary engineering to determine the appropriate multi-modal improvements.

Justification

This is a continuation of the City's Pavement Preservation Program to maintain existing infrastructure.

Expenditures	2025	2026	2027	2028	2029	Total
Construction/Maintenance	0	0	0	4,200,000	0	4,200,000
Engineering/Administration	0	100,000	350,000	400,000	0	850,000
Total	0	100,000	350,000	4,600,000	0	5,050,000

Funding Sources	2025	2026	2027	2028	2029	Total
Capital Improvement Fund	0	100,000	350,000	4,155,000	0	4,605,000
Special Assessments	0	0	0	325,000	0	325,000
Storm Drainage Fund	0	0	0	80,000	0	80,000
Cost Sharing, SPUC	0	0	0	30,000	0	30,000
Sanitary Sewer Fund	0	0	0	10,000	0	10,000
Total	0	100,000	350,000	4,600,000	0	5,050,000

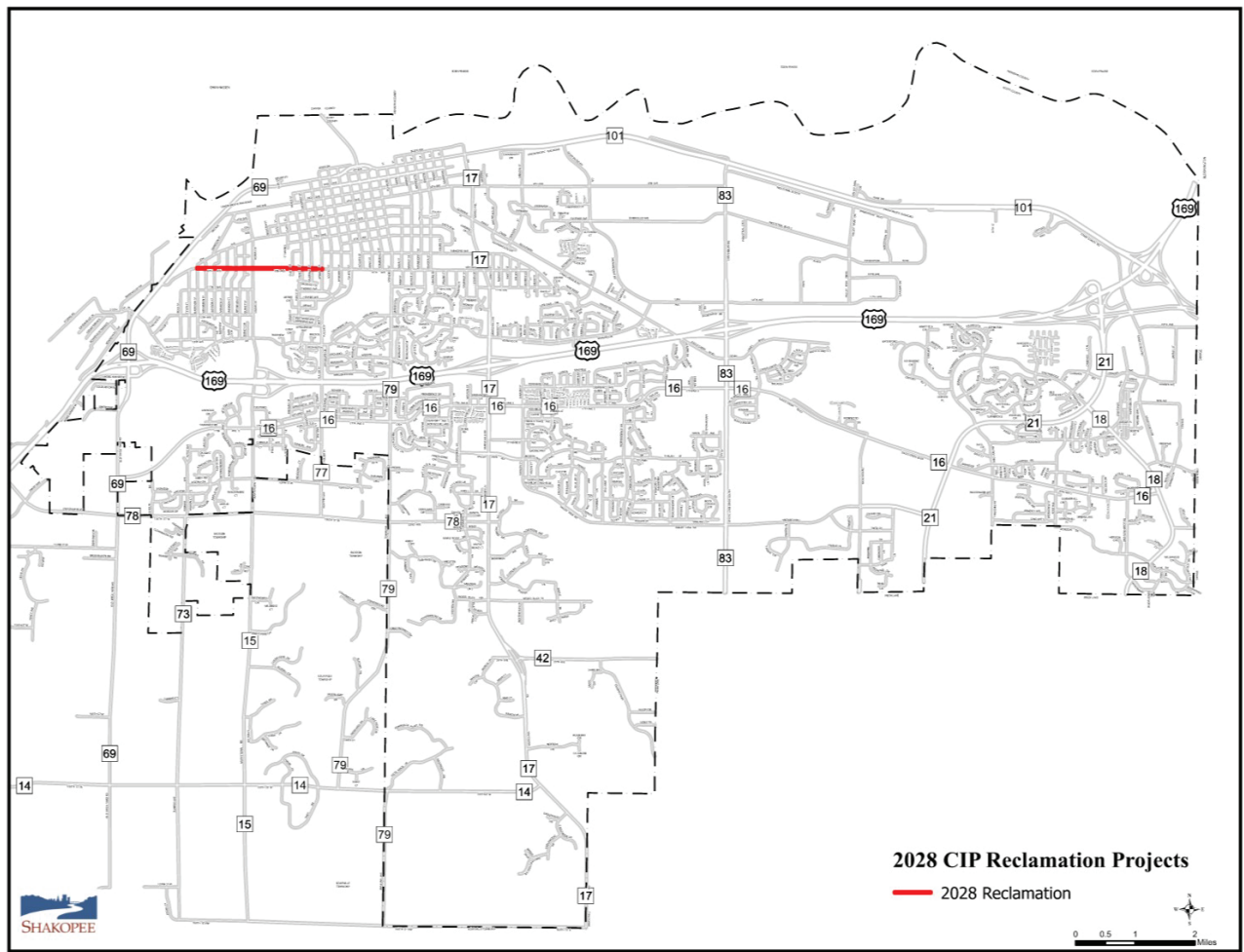
Budget Impact

Required ADA improvements are generally unfunded mandates to improve accessibility and minimize liability.

Project Details

Shakopee, MN

Project #	CIF-28-001	Department	Capital Improvements Fund
Project Name	2028 Full-Depth Pavement Reconstruction		



2025 thru 2029

Project Details

Shakopee, MN

Project #	CIF-29-001		
Project Name	2029 Full-Depth Pavement Reconstruction		
Total Project Cost	\$4,750,000	Department	Capital Improvements Fund
Type	Improvement	Category	Street Reconstruction
Priority	1 - Have to do	Status	Active
Useful Life	30 years	Fund	Capital Improvement Fund
Project Code	CI2801		

Description

This project is for the full depth reconstruction of the bituminous roadway for 10th Avenue from Apgar Street to Marschall Road (CR17). As part of this project, a reduction from a 4-lane section to a 3-lane section and pedestrian improvements will be considered. The City will be applying for Safe Routes to School and Regional Solicitation funds to include the multi-modal improvements with the project. Additional storm sewer improvements as well as utility and curb and gutter repairs and improvements will be evaluated and included with this project.

Funding is programmed in 2026 to prepare funding applications and complete preliminary engineering to determine the appropriate multi-modal improvements (completed with CIF-28-001).

Justification

This is a continuation of the City's Pavement Preservation Program to maintain existing infrastructure.

Expenditures	2025	2026	2027	2028	2029	Total
Construction/Maintenance	0	0	0	0	3,950,000	3,950,000
Engineering/Administration	0	0	0	350,000	450,000	800,000
Total	0	0	0	350,000	4,400,000	4,750,000

Funding Sources	2025	2026	2027	2028	2029	Total
Capital Improvement Fund	0	0	0	350,000	3,925,000	4,275,000
Special Assessments	0	0	0	0	325,000	325,000
Storm Drainage Fund	0	0	0	0	100,000	100,000
Cost Sharing, SPUC	0	0	0	0	25,000	25,000
Sanitary Sewer Fund	0	0	0	0	25,000	25,000
Total	0	0	0	350,000	4,400,000	4,750,000

Budget Impact

Required ADA improvements are generally unfunded mandates to improve accessibility and minimize liability.

Project Details

Shakopee, MN

Project #

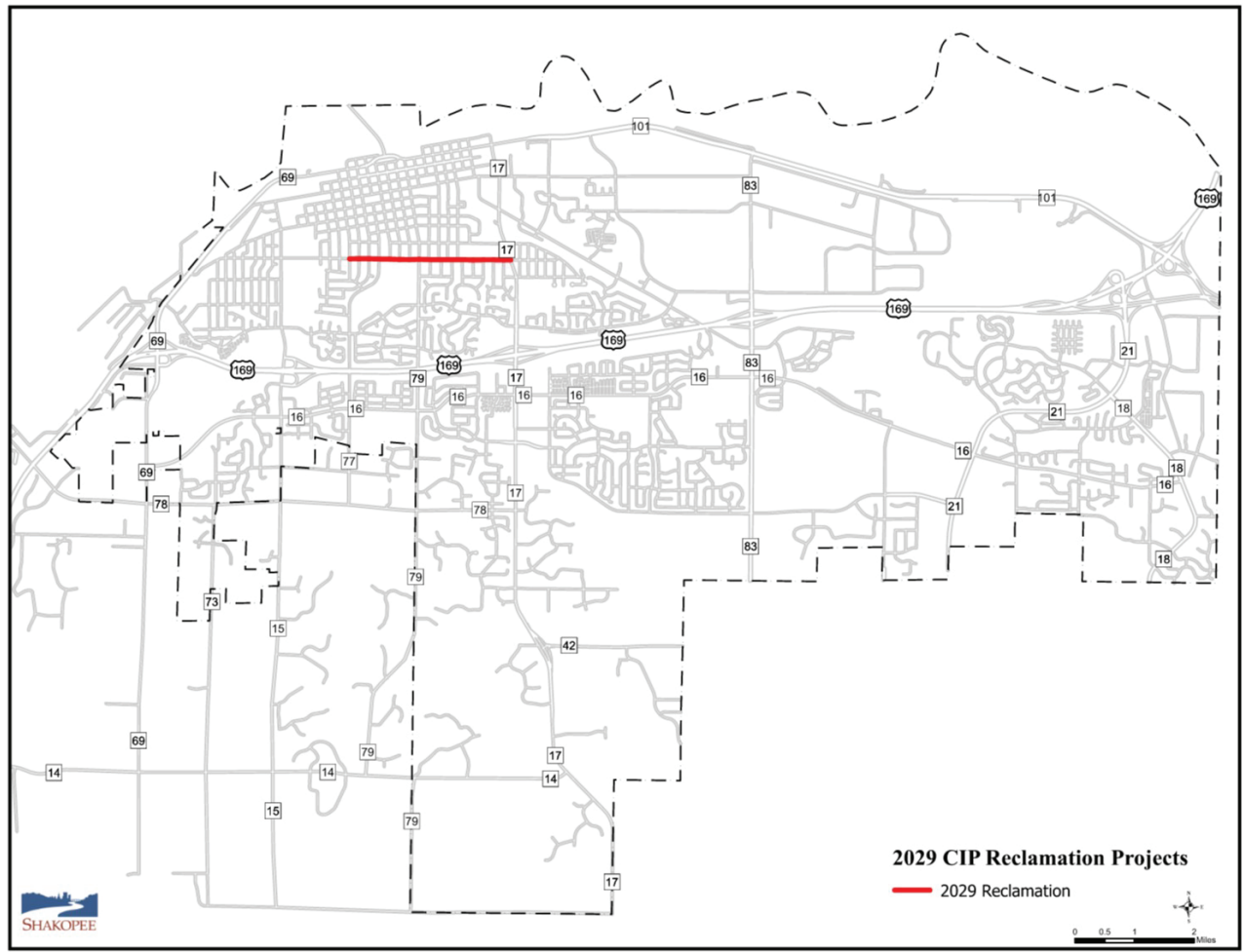
CIF-29-001

Department

Capital Improvements Fund

Project Name

2029 Full-Depth Pavement Reconstruction



Street Reconstruction Plan - Public Hearing

City Council Meeting

January 21, 2025



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General Obligation Street Reconstruction Bonds

- MN Statute 475.58
 - Requires the adoption of a Street Reconstruction Plan (covering a five-year period)
 - City must hold a public hearing
 - 2/3 vote required by City Council to approve
 - 30 day reverse referendum period
 - If petitioned, then referendum vote on issuance



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Reimbursement Language

- IRS – Treasury Regulations Section 1.150-2
 - Requires the City to adopt a resolution of official intent that the original expenditures will be reimbursed with tax-exempt bond proceeds.
 - The reimbursement allocation must be made within the “reimbursement period”
 - 18 months after the project is completed or 3 years after original expense was made
 - The original expenditures must be used for capital expenditures
 - Projects are identified in the Street Reconstruction Plan.



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Street Reconstruction Plan

- Projects and amounts previously included in the 2025-2029 Capital Improvement Plan (CIP project sheets have been incorporated in the plan)

Project	2025	2026	2027	2028	2029
2025 Pavement Reconstruction	\$5,244,400	\$ -	\$ -	\$ -	\$ -
2025 Mill and Overlay	2,980,000	-	-	-	-
2026 Pavement Reconstruction	165,000	2,955,000	-	-	-
2026 Mill and Overlay	-	2,465,000	-	-	-
2027 Pavement Reconstruction	-	400,000	5,050,000	-	-
2027 Mill and Overlay	-	-	1,125,000	-	-
2028 Pavement Reconstruction	-	100,000	350,000	4,600,000	-
2028 Mill and Overlay	-	-	-	2,950,000	-
2029 Pavement Reconstruction	-	-	-	350,000	4,400,000
2029 Mill and Overlay	-	-	-	-	1,125,000
Total	\$8,389,400	\$5,920,000	\$6,525,000	\$7,900,000	\$5,525,000

Total 5-year estimated cost: \$34,259,400



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Why do this?

- Does not require the City to do any project or issue bonds, these will be separate decisions made by City Council.
- Provides flexibility on amount and timing if a bond sale would occur
- On-going review of cash flow needs
 - Cash flows influenced by many unknowns (project costs, revenue sources)
- Potential to combine bond sale with refunding
- Reduces risk of issuing based on an estimate project cost and project timing
- Reduces administration



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Next Steps

- Tonight
 - Receive public input
 - Motion to adopt Resolution R2025-006, A Resolution Adopting a Street Reconstruction Plan and Declaring the Official Intent of the City of Shakopee to Reimburse Certain Expenditures from the Proceeds of Bonds to be Issued by the City
- Future
 - Continue to review street improvements funding needs as impacted by:
 - Annual financial results
 - Project bids
 - Updates to capital improvement plans (changes in project scope, revenue sources or new projects)
 - Interest rate changes



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Shakopee City Council January 21, 2025

9.a

Agenda Item: Minnesota Riverbank Stabilization Project Presentation and Bolton & Menk Proposal
Prepared by: Alex Jordan, City Engineer
Reviewed by:

Action to be considered:

Accept a proposal from Bolton & Menk, Inc. in the amount of \$993,600 to perform professional engineering services for the Minnesota Riverbank Stabilization Project.

Motion Type:

Approve

Background:

The adopted 2025-2029 Capital Improvement Plan (CIP) programs the construction of the Minnesota Riverbank Stabilization Project in 2026. The project includes stabilizing sections of the Minnesota Riverbank, flood protection for the city's parallel sanitary sewer, and parks integration improvements.

Preliminary engineering has been completed and city staff will share an update on the project, including the following key design elements:

- Levee Drive Parking Lot - Art Plaza Improvements
- River overlook and tiered river access
- Marina restoration

Bolton & Menk's proposal identifies the scope of services and estimated cost to complete the final design and environmental permitting and is subject to the Master Services Agreement for Professional Consulting Services between the City and Bolton & Menk dated August 7, 2024.

Recommendation:

Accept the proposal

Budget Impact:

Bolton & Menk's proposal to complete the final design and permitting services is based on a not to exceed amount of \$993,600. Funding for the engineering services will be through State Bonding Funds. The attached CIP Project Summary sheet details the

remaining project funding through construction.

Attachments:

[CIP Sheet.pdf](#)

[Shakopee Riverbank Stabilization Project - PHASE 2 Final Design Permitting - 010825.pdf](#)

[Minnesota Riverbank Project Presentation - For Packet.pdf](#)

Project Details

Shakopee, MN

Project #	PR-23-002
Project Name	Riverbank Stablization

Total Project Cost	\$17,500,000	Department	Park Development Fund
Type	Improvement	Category	Park Improvements
Priority	1 - Have to do	Status	Active
Useful Life	50 years	Accounting Code	5934/6934
Fund	Park Development Fund	Project Code	PR2302

Description

Stabilize sections of the Minnesota River riverbank that has eroded along the city's parallel trunk sanitary sewer line that flows to L-16 and at storm sewer outlets. An evaluation was completed in 2023 to determine the scope and cost of this project. This project is essential in order to complete Huber Park and the Cultural Corridor project. Cost share funding and grant opportunities have been obtained from State Bonding and Federal Funds along with a grant from LCCMR and Watershed Based Implementation Funding. Additional funding opportunity will be applied for from various grants and sources.

Justification

Huber Park is one of the signature parks in the Parks Master Plan. This includes the recently completed playground, riverbank stabilization, cultural corridor and creation of a natural flooding area that will protect the main elements of the park. Eroded riverbank needs to be stabilized to protect the city's adjacent trunk sanitary sewer, repair erosion along the riverbank and at outlets, and to minimize future erosion (Minnesota River is impaired). The stabilized river banks will help create areas for the planned Art Plaza and Veterans Memorial.

Prior	Expenditures	2025	2026	2027	2028	2029	Total
800,000	Improvements	0	15,000,000	0	0	0	15,000,000
	Engineering/Administration	1,700,000	0	0	0	0	1,700,000
	Total	1,700,000	15,000,000	0	0	0	16,700,000
Prior	Funding Sources	2025	2026	2027	2028	2029	Total
800,000	State Bonding Funds	1,700,000	5,760,000	0	0	0	7,460,000
	Cost Sharing, MnDOT/Federal	0	3,500,000	0	0	0	3,500,000
	Sanitary Sewer Fund	0	1,760,000	0	0	0	1,760,000
	Grants	0	1,549,300	0	0	0	1,549,300
	Storm Drainage Fund	0	1,248,700	0	0	0	1,248,700
	Park Development Fund	0	1,000,000	0	0	0	1,000,000
	Park Asset Internal Service Fund	0	182,000	0	0	0	182,000
	Total	1,700,000	15,000,000	0	0	0	16,700,000

Budget Impact

The City received following dedicated funds for the project:

- \$8,260,000 from State Bonding
- \$3,500,000 EPA Grant
- \$149,297 WBIF for downtown stormwater treatment
- \$1,400,000 LCCMR Funds
- The City share of the Riverbank Stabilization project would be funded primarily from the Sanitary Sewer, Park Dedication and Storm Drainage Funds.



January 8, 2025

Mr. Alex Jordan, PE
City Engineer
City of Shakopee, MN

RE: Proposal for Minnesota Riverbank Protection and Parks Integration - Phase 2 Final Design, Permitting, and Bid Administration

Dear Mr. Jordan,

In accordance with your request, we have developed a scope of work and fee associated with preparing the Final Design, Permitting and Bid Administration for the Minnesota Riverbank Restoration and Parks Integration project at Huber Park. This final design will be the implementation of the preliminary design as developed in 2024.

Final design will be guided by the Minnesota Riverbank Stabilization Study and Preliminary Plan as completed by Bolton & Menk in 2024. We propose a final design and permitting scope that integrates the riverbank stabilization with the parks master plan visioning and protects the critical infrastructure nearest the riverbank. This scope has been developed to usher the city through the following.

- Complete the Environmental Assessment work initiated with the Preliminary Plan Development
- Secure environmental and cultural resources permitting for the Construction of the final design.
- Deliver final design and project specifications.
- Provide assistance to the City through the bidding process.
- Provide construction administration under a separate contract.

The Minnesota Riverbank Restoration and Parks Integration project has secured the current funding:

<i>Funding Source</i>	<i>2025-2029 CIP</i>
STATE BONDING	\$8,260,000.00
EPA FEDERAL GRANT	\$3,500,000.00
LCCMR GRANT	\$1,400,000.00
MARINA	\$1,000,000.00
WBIF GRANT	\$149,300.00
PARK ASSET FUND	\$182,000.00
STORM DRAINAGE FUND	\$1,248,700.00
SANITARY SEWER FUND	\$1,760,000.00
PARK DEVELOPMENT FUND	\$1,000,000.00
TOTAL	\$18,500,000.00

Project Purpose and Scope

The intent of the final design phase is to leverage concept advancement and preliminary design to complete final design, prepare construction plans, identify final permits, secure the permits, and provide bid administration. The overall project has been divided into three phases, which include the following.

- **Phase 1 – COMPLETE** Preliminary Design, October 17, 2023, to December 31, 2024. This phase included project management and coordination meetings, geotechnical evaluation, survey data collection, preliminary project communications, wetland delineation, preliminary concept development, alternatives review, initial environment review development and submittals, and regulatory agency engagement.
- **Phase 2 – Final Design**, January 2025 to February 2026. This phase will include final design, final permitting coordination, project bidding and final project communications.
- **Phase 3 – Construction Administration**, anticipated 2026. This phase will include construction inspection and administration, survey staking, construction testing, and as-built survey collection.

Phase 2: Final Design

Task 2.1 – Project Management and Communication

We will lead a team of qualified professionals to complete the work and provide periodic progress reports and information to the city's project team. This includes managing the scope, schedule, budget through the development of a project schedule. The schedule will include major project milestones and completion dates for all phases of the project.

Given the scale and timeline of the project, routine project coordination meetings will help us stay on schedule and provide consistent updates to the city. We propose

continuation of project management team meetings as occurred in Phase 1. These have consisted of a recurring 60-minute virtual meeting every month and have been helpful to discuss materials, milestones and needs. During periods of less activity, these meetings may be canceled or replaced with brief email updates as needed. During more critical project phases, the meetings may need to occur more frequently. The intent is to be flexible yet retain a hold-time for coordination needed to keep the project on track.

We will identify a quality manager who will develop and implement a quality management plan (QMP) and QA/QC procedures specifically for Phase 2. This will incorporate Bolton & Menk's comprehensive QA/QC program, which has been designed to meet the needs of our firm and clients. Our program systematically and dramatically reduces the potential for issues. Routine product reviews are an integral part of the QC process.

Agency coordination will help keep the project on track through regular check-ins with technical experts. The Project Management Team (PMT) will continue to serve as the main coordination point between agencies. These meetings will be scheduled monthly and can be adjusted if required. There may be instances where meetings are canceled and instances where we need to schedule an interim PMT meeting during more intense portions of the project to ensure decisions are made promptly. This group will continue focusing on review of materials against the determined measures of success identified in Phase 1.

Task 2.2 – Stakeholder Coordination

Task 2.2.1 - Stakeholder Coordination

During the final design and permit development, we will engage the project stakeholders to coordinate design requirements to meet certification and environmental review considerations that may impact final design. We anticipate the initial stakeholder list to include:

- City of Shakopee
- Minnesota Department of Natural Resources (MNDNR)
- U.S. Army Corp. of Engineers (USACE)
- Federal Emergency Management Agency (FEMA)
- Lower Minnesota River Watershed District (LMRWD)
- Minnesota Pollution Control Agency (MPCA)
- Shakopee Mdewakanton Sioux Community (SMSC)
- Scott County
- Others as identified

The goal will be to keep stakeholders informed of progress, identify regulatory changes that are occurring, and to receive over the shoulder review of design elements. At

various levels of design (specifically between 30% and 60%), stakeholder engagement will be more frequent as permits are submitted for review and approval.

Bolton & Menk is prepared to assist the city in communicating final design and permitting items to the City Council during work sessions or regular meetings. We are also prepared to meet with the Planning Commission, as desired.

Task 2.2.2 - Public Engagement

We will work closely with the City regarding public engagement. During Phase 1, it was agreed that the public would be updated through the City council process. More robust public engagement may be required during final design as construction approaches. Bolton & Menk will provide support to the city during the public engagement process including attending meetings, providing materials, and responding to comments received.

Task 2.2.3 - Art and Cultural Resources Installations

Public art experts will be essential in helping to seamlessly link concepts for the art plaza and retaining wall's aesthetic treatment - including the development of the public art RFQ as needed. We propose that the budget include an allocation to engage Forecast Public Art and any identified local partners, such as Hocokata TI as collaborators on specific installations—broadening both the art integration with the site and its community-based support.

The Art Plaza and parks spaces will include installations by local artists and Tribal members. Bolton & Menk will help coordinate these installations starting early in 2025 to ensure that design elements evolve with art proposals, and vice versa.

Forecast Public Art is a national leader in engaging the community through art, as well as facilitating planning for and incorporating art in public spaces. Bolton & Menk has worked with Forecast and its community artist partners on a variety of other projects, and appreciates their expertise at the intersection of art, design, and community. Forecast has led numerous artist selection processes for commissioned artworks that focus on amplifying the stories, culture, and heritage of the communities they serve. They can collaborate with project partners to facilitate the requests for artists qualifications processes, curate specific installations, and develop and lead customized training for municipalities navigating the public art process.”

Task 2.3 – Additional Survey

Extensive survey data was collected in 2023/2024 to serve as a base for final design elements. We anticipate some additional data collection through final design. All construction staking will occur during Phase 3 of the project.

Task 2.4 – Final Design

Preliminary design will be leveraged for final design tasks. Final design and construction documents will be presented to city staff at 60%, 90%, and final design levels. This task includes plan production, structural assessments and design, river hydraulics and stormwater management design, landscaping and parks amenity design, construction specifications, and bidding documents.

Task 2.4.1 – River Hydraulics and Stormwater Design

Given the sensitivity of the retaining walls, river overlooks, and addition of bank stabilization, a detailed hydraulics assessment will be completed for the river corridor adjacent to the project improvements. This will include conversion of the enhanced river model to a two-dimensional (2D) model to design bendway weirs and assess bridge scour and bank shear stresses.

Two stormwater ponds in Huber Park will be moved to a single location. We will leverage the City's hydraulic stormwater models to design the new trunk storm sewer size, stormwater basin, and potential surface water interactions in the area to ensure water quality volumes are at least replaced and that rate control is maintained. Additional modeling and assessments will be performed to test potential stormwater rerouting to enhance stormwater treatment and flood management at other strategic outfalls. Namely, this will include an assessment of the storm pipe that conveys water along the west side of the Marina.

Task 2.4.2 – Structural Design

Our team will coordinate with the geotechnical firm to determine best design methods for the wide variety of structures associated with the project. With a deep understanding of structural design, geotechnical coordination, and hydraulic modeling integration, we are equipped to deliver innovative, practical designs that meet both technical requirements and project goals. Additionally, our team's broad experience allows us to offer valuable insights and cost-effective construction solutions, ultimately supporting the successful completion of final design.

Structures to be designed as part of this scope include tiered retaining walls, marina gangways and outlets to the river, retaining walls located around existing and proposed stormwater and sanitary infrastructure, and amphitheater stairs, walls, and ramps. All associated elements, including temporary excavation support, temporary conveyance, and constructability will be taken into consideration throughout the design process.

Additionally, sanitary sewer alignments and associated structures will be evaluated for potential relocation and flood protection. We will also conduct a seepage analysis on the proposed stormwater pond to ensure there is no leakage under normal conditions and the pond will not be at risk of failure during a flooding event. Lastly, Bolton & Menk will coordinate with MnDOT regarding several elements, including the placement of

retaining walls near existing bridge footings and abutments, foundation reviews, and the potential for scour at the abutments.

Task 2.4.3 – Landscape Design

Our landscape architectural staff will continue collaborating with the larger design team to balance the technical needs of reinforcement features and infrastructure with the community-desired aspirational improvement desires. This effort will ensure that final design elements reflect the desires identified by the city during conceptual and preliminary design as jurisdictional review is provided by regulatory agencies. This team will be largely responsible for ensuring that development of the identified spaces along the river encourages community engagement with the river and provide enjoyable experiences for all visitors.

Landscape materials will be considered for resilience, character and ongoing maintenance needs. This will include a review of anticipated vegetation habitat during flooding to reduce post flood remediation while promoting connectivity to the river. Material selections will be based on technical need, long term function and aesthetic value adherence to existing features at Huber Park.

Task 2.5 – Construction Plan Production

Our team will prepare construction plans for the Minnesota Riverbank and Huber Park Improvements project. Major design components include:

- Existing conditions and right of way.
- Removal plans including all tree removals.
- Statements of estimated quantities, tables, typical sections, pedestrian facility details, and applicable construction details.
- Construction Phasing Plan including strategic staging areas and access routes.
- Civil site plans
- Trail plan and profile sheets, including alignment, profile, and widths.
- Erosion control plan and stormwater pollution prevention plan (SWPPP)
- Storm and sanitary sewer plan and profile sheets where improvements are proposed.
- Intersection improvement details at the 1st Street and CSAH 101 pedestrian interchange.
- Structural plans including retaining walls, temporary and permanent sheet piling, rip rap, foundations, and bend way weir details.
- Landscape plans including vegetation and surface restoration, parks amenities and details, materials lists, etc.
- Traffic control plans meeting MUTCD standards, if needed.

Task 2.6 – Final Construction Permitting

Environmental and cultural resources will be finalized near 60% design plan submittal. Wetland impacts will be identified during preliminary design and final impacts will be quantified for permitting at 30% and 60% plans. Wetland impact permitting will begin approximately at 60% plan development and communication with the regulatory agencies will occur throughout.

We anticipate construction permitting through the MPCA Construction Stormwater Permit, LMRWD regulatory program, MnDNR Work in Public Waters permit, and FEMA floodplain impacts. We also anticipate Section 404 and 401 certifications for this project will be required. Coordination on these permits began during preliminary design and will continue through final design.

Task 2.7 – Geotechnical Investigation

Geotechnical soil borings and soils analysis have been collected (December 2024). During final design, additional investigations may be required to verify structural and soil stabilization design.

Task 2.8 - Prepare Opinion of Probable Construction Costs

Our team will prepare an opinion of probable construction costs based on MnDOT bid items and city standard bid information, current contractor pricing, and overall knowledge of the city, local contractors, and site conditions. We will also prepare cost splits based on the funding organizations and their requirements.

Task 2.9 - Submittals to City of Review and Approval

The project manager will submit preliminary and final plans to the city for review and approval at the following design stages:

- 60% plan submittal
- 90% plan and specification submittal
- Final plan and specification submittal

Each submittal will be accompanied by a cost estimate reflective of the current design stage. A design review meeting with city staff will take place with each submittal to discuss the submitted materials and receive directions on the design elements.

Task 2.10: Bidding Administration

Our team will deliver a full electronic set of approved plans and specifications resulting from the design work. The city will produce and distribute copies of the plans and specifications for bidding purposes using the city's preferred bidding platform and will maintain and provide a plan holders list.

Work under this task includes preparation of an advertisement for bids in the City of Shakopee format, answering bidder's questions, issuing addenda as required,

preparation of a letter of award recommendation, and preparation of the final project cost split based on the actual bid prices of the successful contractor.

It is assumed the city will submit the advertisement for bids to the required publication, distribute addenda, and conduct the bid opening and tabulation. Bolton & Menk is available to assist with these tasks if desired.

Project Team

The proposed project team will include diverse disciplines to ensure effective delivery.

Resumes for the project team have also been included. Generally, our team includes:

- Principal In Charge/Senior Advisor – including senior leadership in a project this large not only brings familiarity with your federal funding process, but also vast experience delivering large, high-profile projects on time and budget. Our Senior Advisor is prepared to work closely with the Project Manager to ensure your needs are met and that the project's scope and schedule remains intact.
 - *Dan Lonnes, PE – Principal Engineer*
- Project Manager – we will rely on the vast experience of a project manager who has a history with similar project delivery. This sometimes means we utilize more than one person to manage the scope of services and any potential issues with fee and schedule, and a person to manage the day-to-day design implementation.
 - *Todd Hubmer, PE - Principal Engineer*
- Project Management and Administration – The quality manager will develop and implement a quality management plan (QMP) and QA/QC procedures specifically for Phase 2. This will incorporate Bolton & Menk's comprehensive QA/QC program, which has been designed to meet the needs of our firm and clients. Our program systematically and dramatically reduces the potential for issues. Routine product reviews are an integral part of the QC process.
 - *Bill Randall, Project Administrator*
- Environmental and Cultural Resources Permitting – environmental and cultural resources permitting is a critical path scope item that requires expertise for efficient permit security and city protection. Effective permitting will ensure project timelines remain on track.
 - *Angie Smith, Senior Environmental Planner – Environmental Permitting Lead*
 - *Lucas Bulger, Environmental Planner*
 - *Kelly Wolf – Cultural Resources Project Manager*
 - *Dan Donayre – Natural Resources Project Manager*
 - *Brandon Bohks - Senior Natural Resource Specialist*
- Engineering – we will utilize water resources, civil, and structural engineers to deliver a construction plan that is implementable. This also includes riverbank stabilization

experts.

- *Tim Olson, PE, Deputy Project Manager – Principal Water Resources Engineer*
 - *Brady Nahkala, PE – Lead Hydraulics Engineer*
 - *Kyra Oliver, PE – Water Resources Design Engineer*
- *Jason Malicha, PE – Project Manager, Civil Design Lead*
 - *Jon Andrys, EIT*
 - *Alaa Shadi, EIT*
- *Eric Leagjeld, PE – Principal Structural Engineer*
 - *Marco Weidmer, PE – Structural Engineer*
 - *Ashley Buck – Design Engineer*
- *Jim Archer, PE – Principal Structural Engineer (Bridges)*
 - *Ryan Evans, PE – Principal Structural Engineer*
- Landscape Architects – Our team of landscape architects work on parks improvement plans routinely and will play a critical role in development of a construction plan that conforms with your master planning goals. This includes parks facilities, trail networks, and revegetation.
 - *Josh Shields, PLA, ASLA, LEED AP – Principal Landscape Architect*
 - *Anna Springer, PLA, ASLA*
 - *Eric Holt, PLA, ASLA*
 - *Julia Rice, Landscape Designer*
- Survey – we propose a combination of on-the-ground survey data collection and unmanned aerial vehicle (UAV) surveys. This provides the highest resolution and quality data that can be leveraged during preliminary and final design.
 - *Eric Wilfahrt, PLA – Principal Survey Manager*
 - *Joe Novack – Survey Crew Chief*
- Communications – this project is situated entirely on City property, but includes numerous stakeholders, we feel a communications specialist can play a critical part of project messaging and delivery. The full scope of communications work can be further refined based on city staff participation and goals.
 - *Nicole Krause - Senior Project Communications Specialist*
- Construction Administration (Future Phase) - Bolton & Menk will administer the construction contract consistent with contract documents as an extension of city staff, while offering complete trust that the smallest details impacting a successful final construction product, and construction delivery process will be covered comprehensively and proactively.
 - *Jason Buboltz, Lead Construction Inspector*

Project Costs

The following table summarizes the remaining budget left in the Phase 1 project and a summary of the Phase 2 fee estimate. Costs are broken into the major work tasks that are anticipated. Work efforts beyond the budget established for this initial design phase will be performed by prior approval only. Since the outcome of the preliminary design decisions will notably impact the level of detailing required to complete plans for the project, we will complete a final design budget review at the end of the preliminary design phase.

This will include considerations such as the type and quantity of structures, utilities, bank stabilization methods, etc. The estimated fees for professional services to complete the tasks summarized herein and a more comprehensive breakdown of task and fee is included as an attachment.

Budget Remaining from Phase 1

Project Management	\$0
Preliminary Concept Advancement	\$0
Communications and Engagement	\$51,766
Environmental and Cultural Resources	\$31,570
Design Survey	\$0
Preliminary Design	\$0
Additional Services (Grant Application)	\$3,038
Total	\$86,374

Task	Total Cost
Phase 2 - Final Design	
Task 2.1 Project Management & Communication	\$60,100
Task 2.2 Stakeholder Coordination	\$50,700
Task 2.3 Additional Survey	\$21,400
Task 2.4 Final Design	\$324,500
Task 2.5 Construction Plan Production	\$222,200
Task 2.6 Final Construction Permitting	\$164,600
Task 2.7 Geotechnical Investigation	\$23,400
Task 2.8 Opinion of Probable Construction Costs	\$42,800
Task 2.9 Submittals to City of Review and Approval	\$42,800
Task 2.10 Bidding Administration	\$25,200
Total	\$993,600

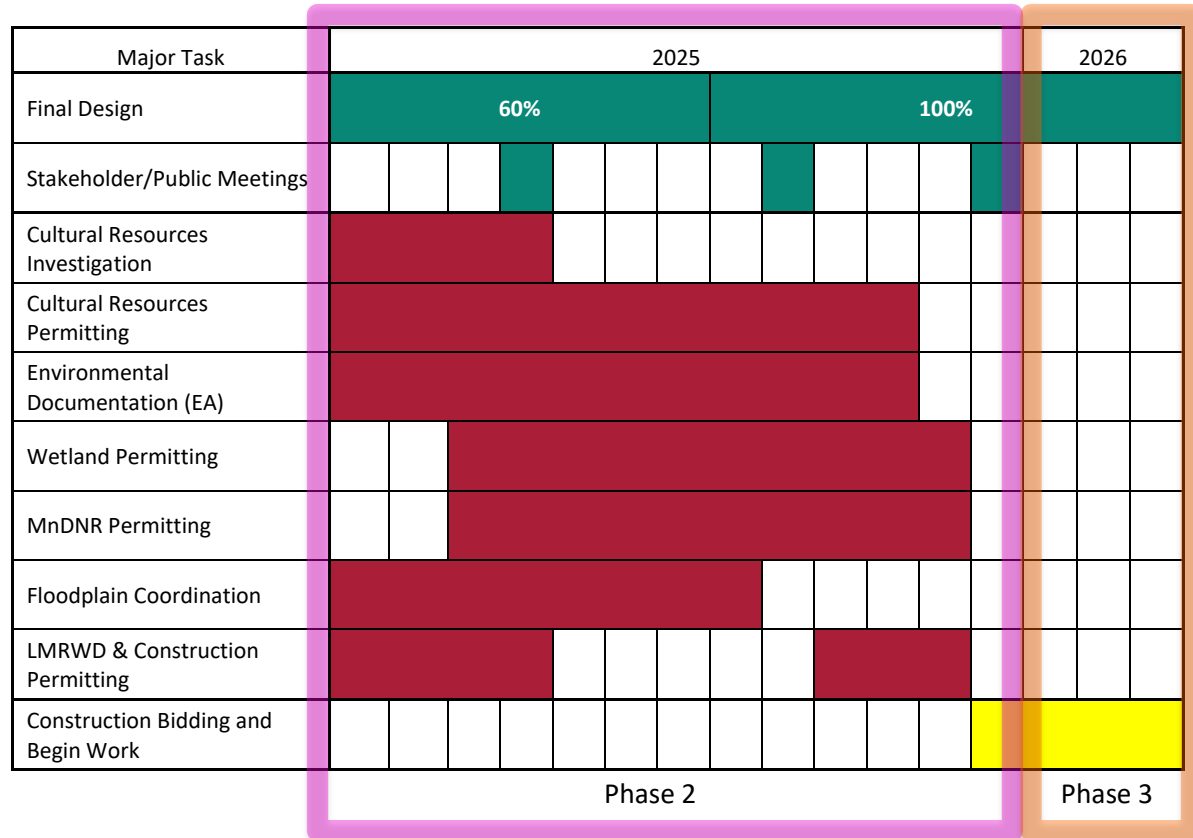
Name: Mr. Alex Jordan

Date: January 8, 2025

Page: 11

Schedule

The project will proceed on the following general schedule and in accordance with these timeline goals. We will prepare a more comprehensive critical path schedule with the project management plan early in the Phase 2 scope of work.



Bolton & Menk is excited to begin work. If you have any questions or comments regarding the above, or if you would like to discuss this information in more detail, please do not hesitate to contact me.

Accepted on this ____ day of _____, 2025

City of Shakopee, Minnesota

Respectfully Submitted,

Bolton & Menk, Inc.



Todd Hubmer, P.E.

Principle Water Resources Manager

By: _____

Name

Title

By: _____

Name

Title

Minnesota Riverbank Stabilization and Parks Integration Project

Project Update



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Project History and Need

- Minnesota River is an impaired body of water and has eroded 100-feet in last 100 years at Holmes Street Bridge
- Increasing flood frequency leading to accelerated erosion
- Less than 1% of water flowing is from Shakopee
- Risk to park land, state trail, trunk sanitary sewer, cultural resources
- Comprehensive Studies and Master Planning (2018-2023)
- Extensive effort to secure outside funding for improvements



Project Goals and Highlights

- 4,000 LF Riverbank Grading and Armoring
- Sanitary Sewer Manhole Protection
- Levee Drive Parking Lot Improvements – Art Plaza
- Realigned and Elevated DNR State Trail and Pedestrian Paths
- River Touchpoints and Overlooks
- Native Landscaping and Ecological Restoration
- Stormwater Management Improvements
- Improved Marina Access and ADA Ramp







Marina Highlights

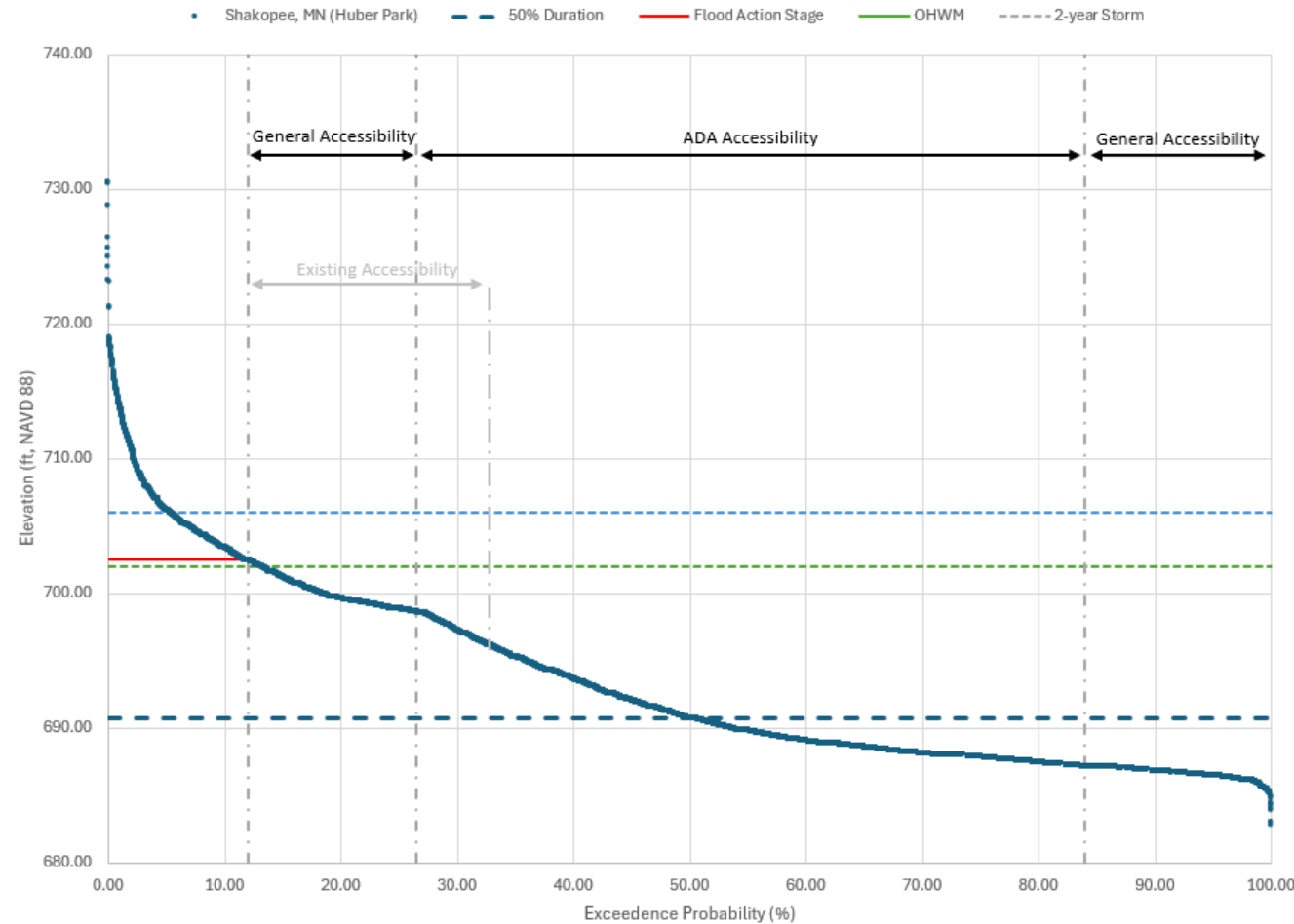
- Current Conditions – Accessible 21% of river flow conditions
- 1958 DNR Permit – allows for excavation to 4' below prevailing water level (690.7') - elevation 686.7'
- Goals for Marina
 - Navigable connection to the river for paddlers
 - Provide ADA accommodations for site access
 - Encourage safe use of recreational resource
 - Establish regional destination for river access and DNR water trail
 - Encourage habitat improvement and natural setting



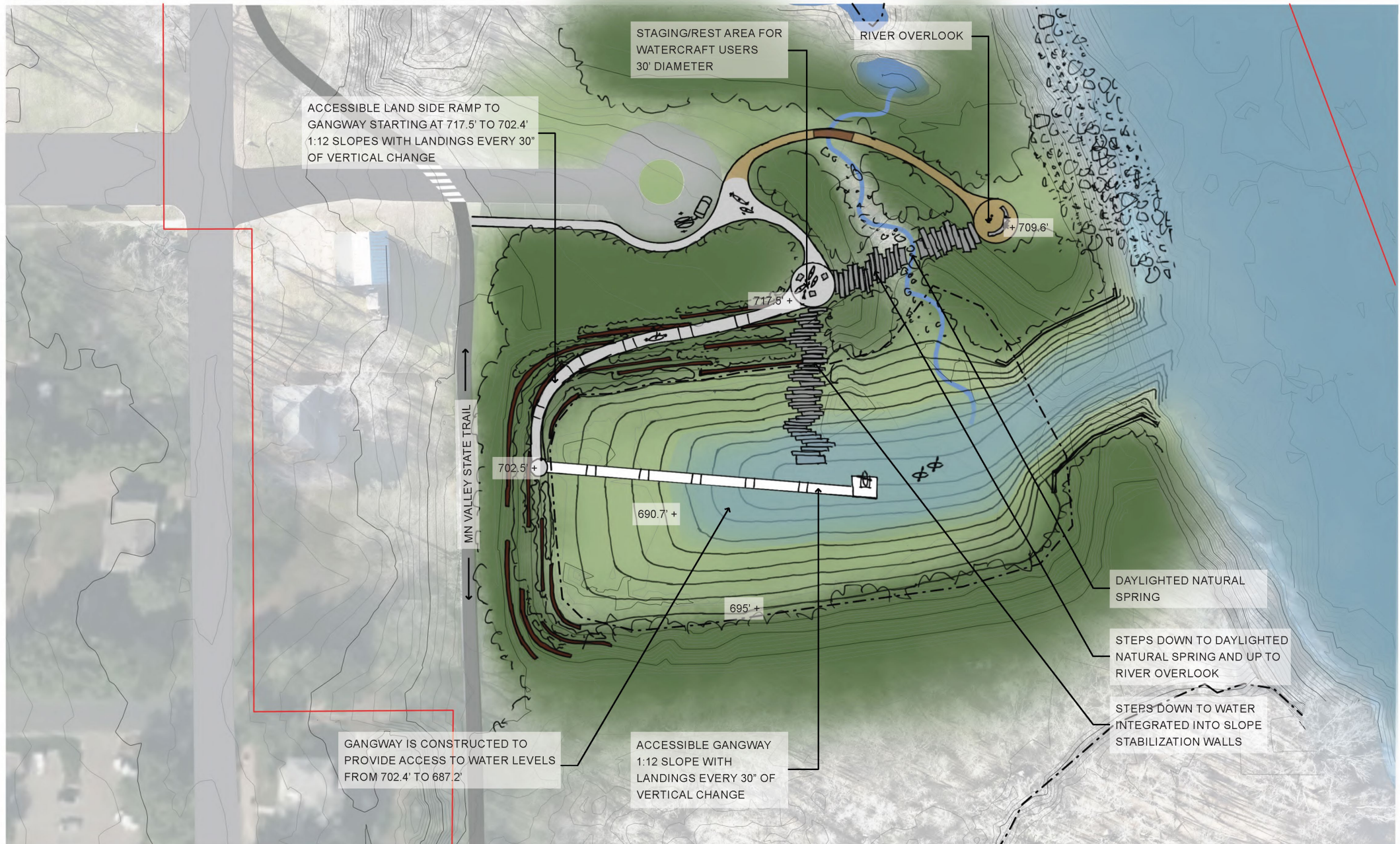
Marina Highlights

Design Parameters

- Accommodates ADA Accessibility between elevations 687.2' and 698.6' – Accessible 58% of river flow conditions
- General Accessibility between 698.6' and 702.4' and below 687.2 – Accessible 88% of river flow conditions.
- Engineered connection to the river.
- Restricted above 702.4'



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Commercial Dock & Launch Systems



Crescent Park

Town of Halfmoon, NY – Mohawk River

ADA Canoe/kayak launch with composite decking, aluminum commercial gangway, and ADA transfer platform.



Project Funding

- \$8.26M State Bonding Funds
- \$3.5M EPA Community Grant
- \$1.4M LCCMR Grant (Recommended to be funded)
- \$350k DNR Recreational Grant
- \$150k Watershed Grant
- Total Project Cost - \$17.5M
- Outside funding – 78% of overall project cost



Next Steps and Schedule

- Collect City Council Feedback
- Approve Bolton and Menk, Inc. Proposal for Final Design and Permitting
- 2025 – Permitting, Funding and Final Design
- 2026 – Bidding and Construction



Questions?



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Shakopee City Council January 21, 2025

9.b

Agenda Item: Marystown Corridor Improvements - Project Update
Prepared by: Alex Jordan, City Engineer
Reviewed by:

Action to be considered:

None.

Motion Type:

Discuss

Background:

At its September 5, 2023 meeting, the City Council approval a Professional Services Agreement with SRF Consulting Group, Inc. to perform professional engineering services for the Marystown Road Corridor Improvements. The project includes reconstruction of Marystown Road between 17th Avenue and 12th Avenue, including installation of single lane roundabouts at the US169 ramps and Vierling Drive intersection, and construction of pedestrian trails along both sides of the roadway.

The City was successful in receiving \$3,723,172 in grant funds as part of the 2022 Metropolitan Council Regional Grant Solicitation and \$1,430,764 in Local Road Improvement Program (LRIP) grant funds.

Construction is programmed in the City's adopted Capital Improvement Plan for 2025 and 2026.

City staff will share a presentation with the City Council providing an update on the work completed to date, overview of the project schedule, project design components and construction phasing.

Recommendation:

None.

Budget Impact:

N/A

Attachments:

Marystown Road Corridor Improvements

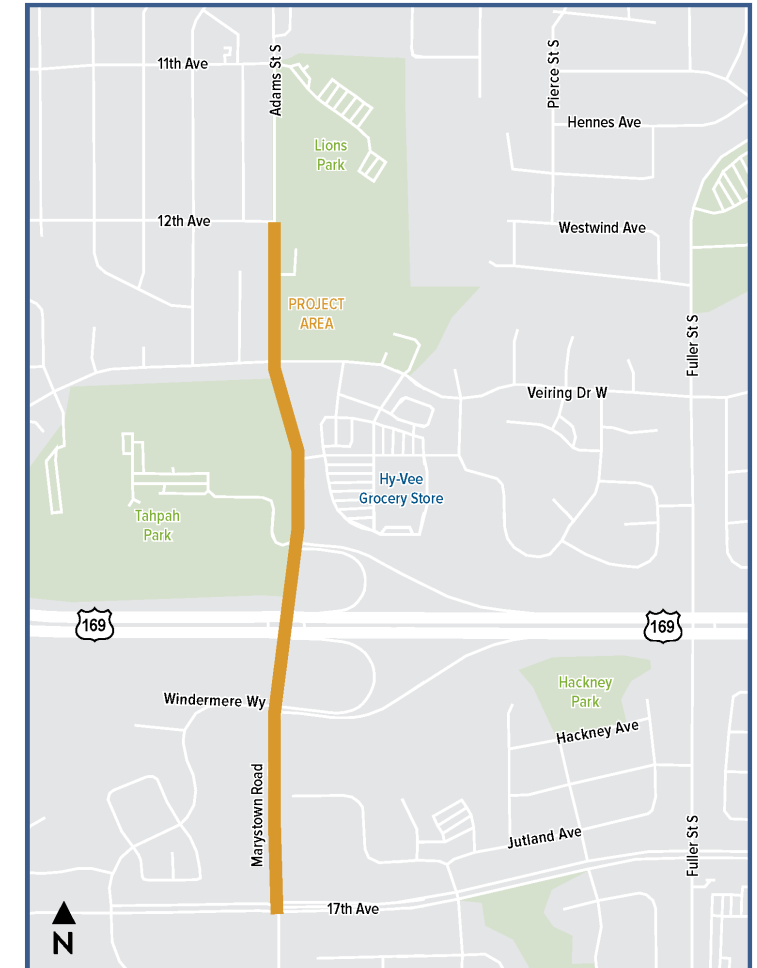
Project Update



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Project History and Need

- Marystown Road between 12th Avenue and 17th Avenue
- County Road (15) turn back to City
- Long Studied Corridor – 2020 Study
- Safety and Operational Issues
- New Development Area – lack of pedestrian connections
- Traffic volumes continue to grow with new development to the south
- Improvements are needed



Project History and Need (cont.)

- 2020-2022 – Applied for Funding
- 2022 – Applied for and received \$3.7M in Federal Funding from Met Council
- Programmed project in CIP – began design in 2023
- 2023 – Received \$1.4M in LRIP Funds from MnDOT
- June 2024 – Business Stakeholder Meeting (4 property owners)
- July 2024 – First Project Open House (50 attendees)
- Received Feedback -> Project Design/Staging



Project Goals

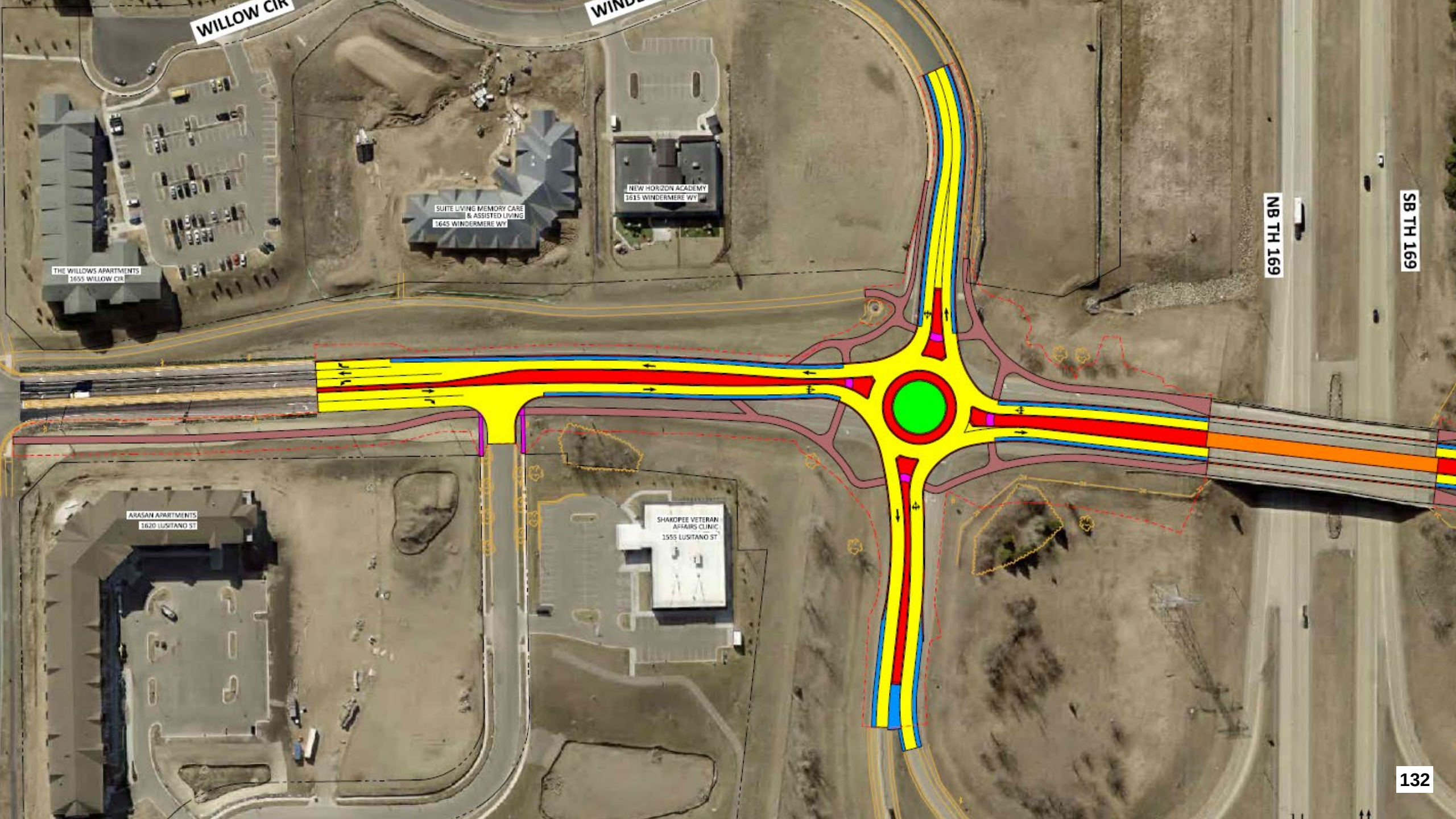
- Safety improvements and crash reduction
- Connections for pedestrians walking and biking
- Improved roadway capacity
- Maintain business access
- Continuity of traffic control measures
- Minimize right of way needs and environmental impacts



Proposed Improvements

- Reconstruction as a two-lane divided urban roadway
- Pedestrian trails along both sides of roadway
- Single lane roundabouts at US169 South Ramp, North Ramp and Vierling Drive Intersection
- US169 North Ramp
 - Westbound RT Lane (2035), 2 SB Circulating Lanes (2045)
- US169 South Ramp
 - Northbound RT Lane (2035), 2 SB Circulating Lanes (2045)
- Bridge Deck Modifications – separating peds from vehicles





WILLOW CIR

WINDERMERE WY

THE WILLOWS APARTMENTS
1655 WILLOW CIR

SUITE LIVING MEMORY CARE
& ASSISTED LIVING
1645 WINDERMERE WY

NEW HORIZON ACADEMY
1615 WINDERMERE WY

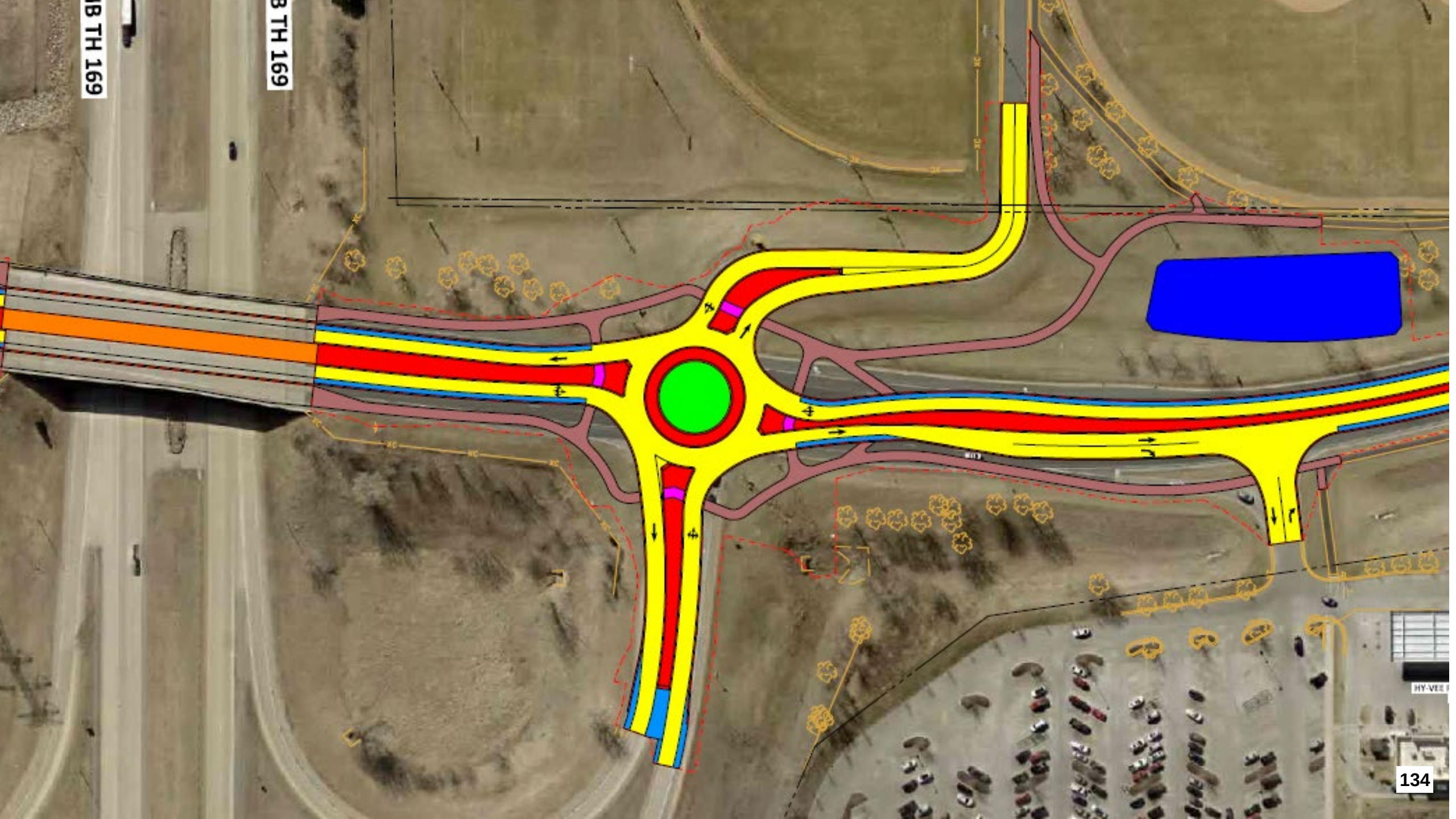
NB TH 169

SB TH 169

ARASAN APARTMENTS
1620 LUSITANO ST

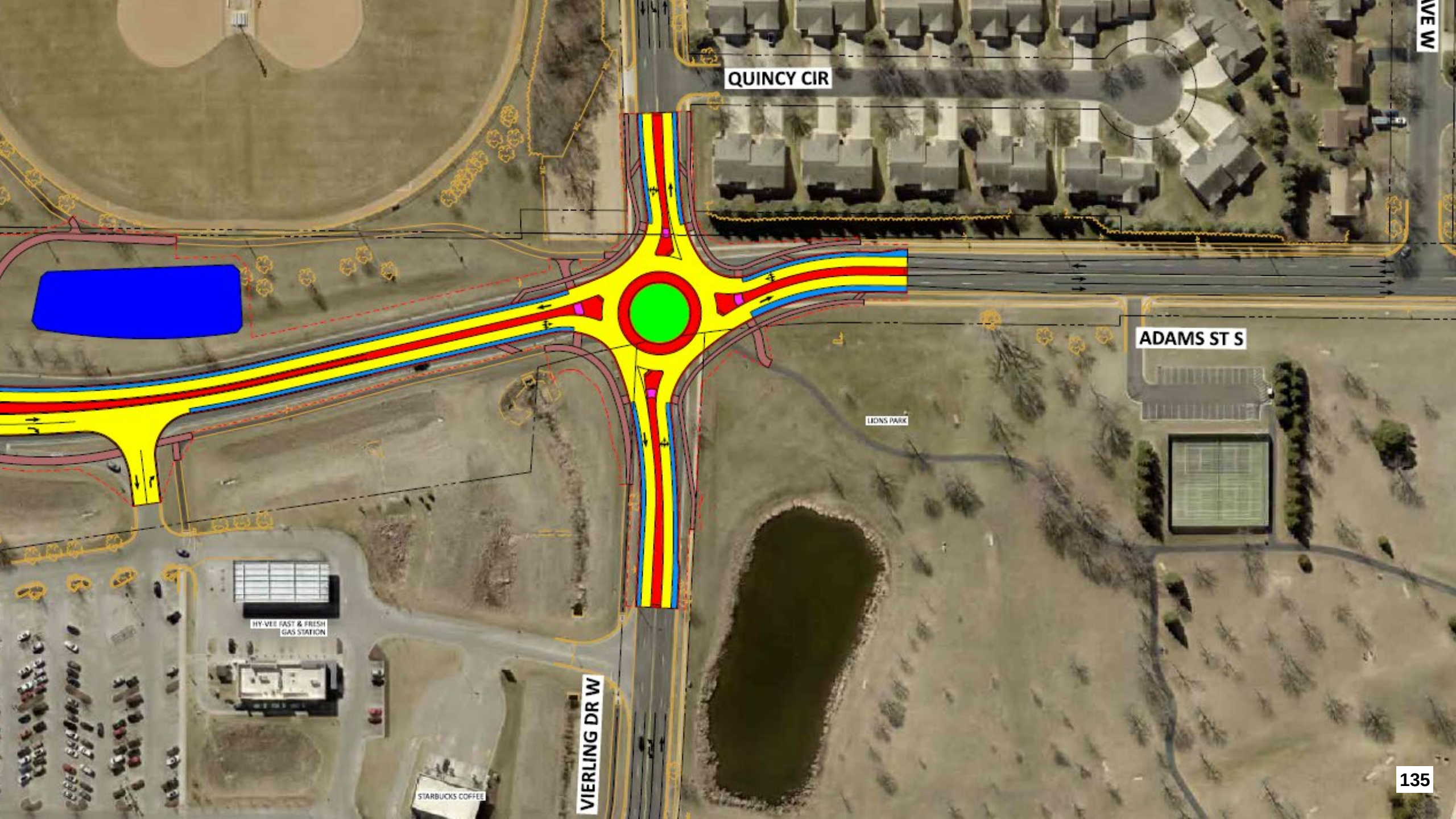
SHAKOPEE VETERAN
AFFAIRS CLINIC
1555 LUSITANO ST





B TH 169

3 TH 169



QUINCY CIR

ADAMS ST S

LIONS PARK

VIERLING DR W

HY-VEE FAST & FRESH
GAS STATION

STARBUCKS COFFEE

Project Funding

- \$3.72M Metropolitan Council Regional Solicitation Grant
- \$1.43M Local Road Improvement Program Grant
- \$832,000 Storm Drainage Funds
- \$2.5M Capital Improvement Fund
- Total Project Cost - \$8.4M
- Outside funding – 61% of overall project cost



Project Schedule

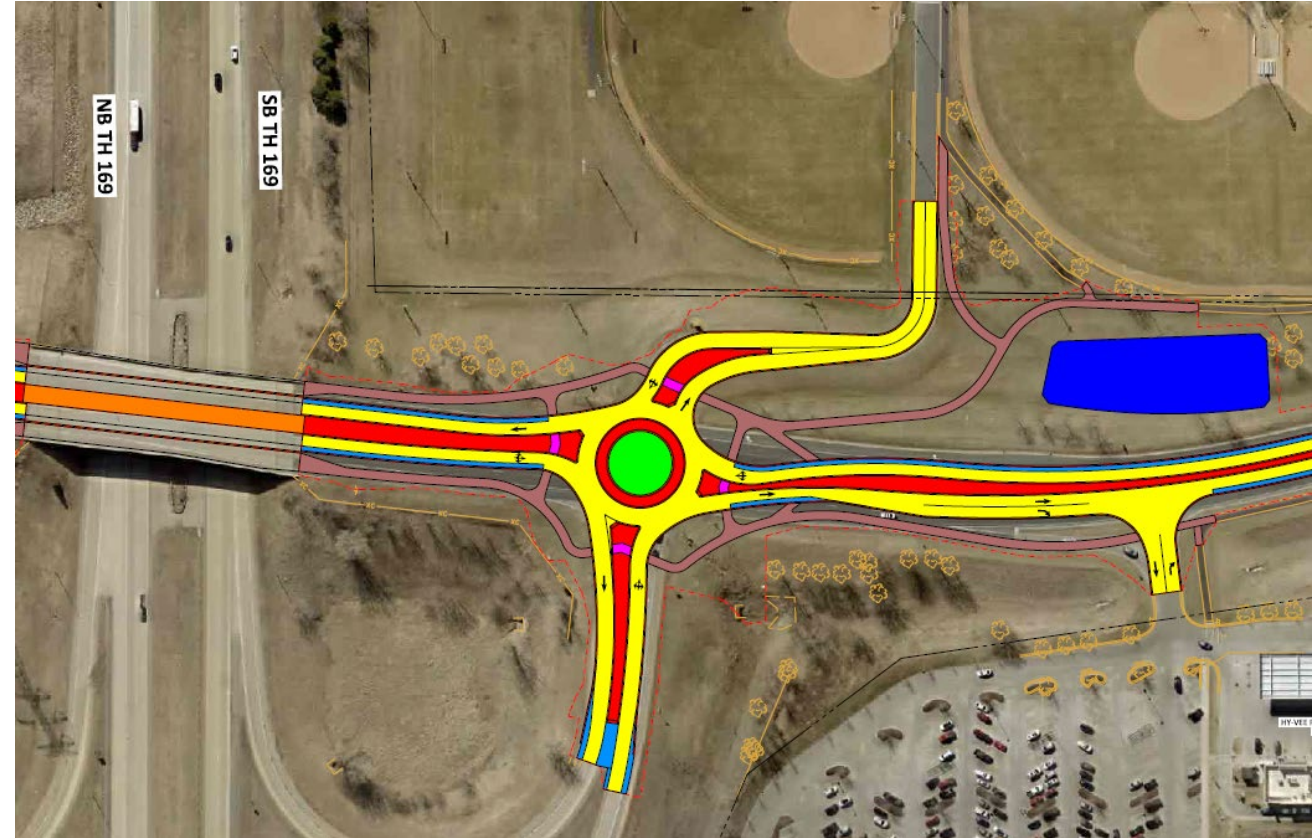
- Spring 2025.....Complete Final Design and Permitting
- June 2025.....Project Authorization and Bidding
- July 2025.....Contract Award
- August-November 2025.....Phase 1 Construction
- Winter 2025/2026.....Project Suspension
- May-September 2026.....Phase 2 Construction

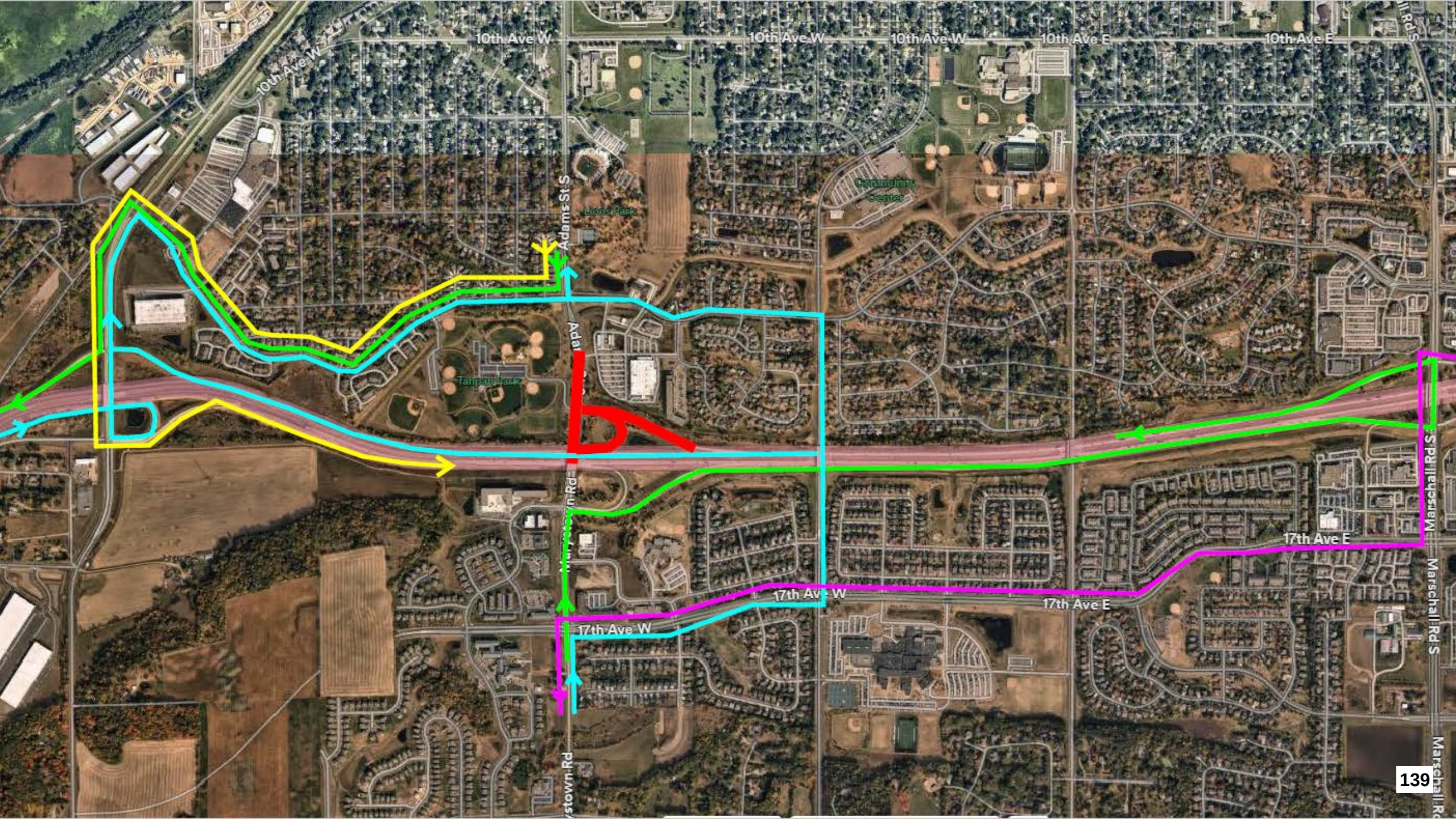


Project Staging

Phase 1 – August to November 2025

- US169 North Ramp, Tahpah Park and Hy-Vee Entrances
- Full Closure of Intersection, including SB US169 Off/On Ramps
- Regional Traffic Detoured to CR69, Vierling Drive, Fuller Street
- Tahpah Park – Temporary Road between Parking Lots
- Re-open Corridor for Winter



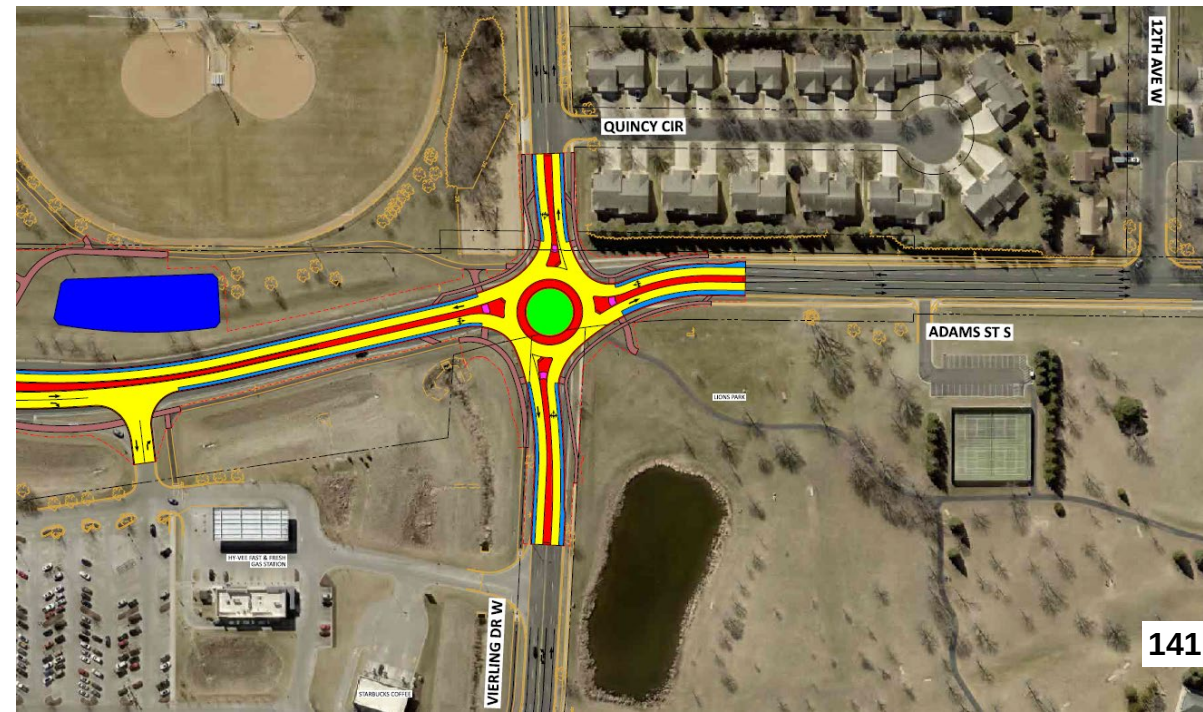
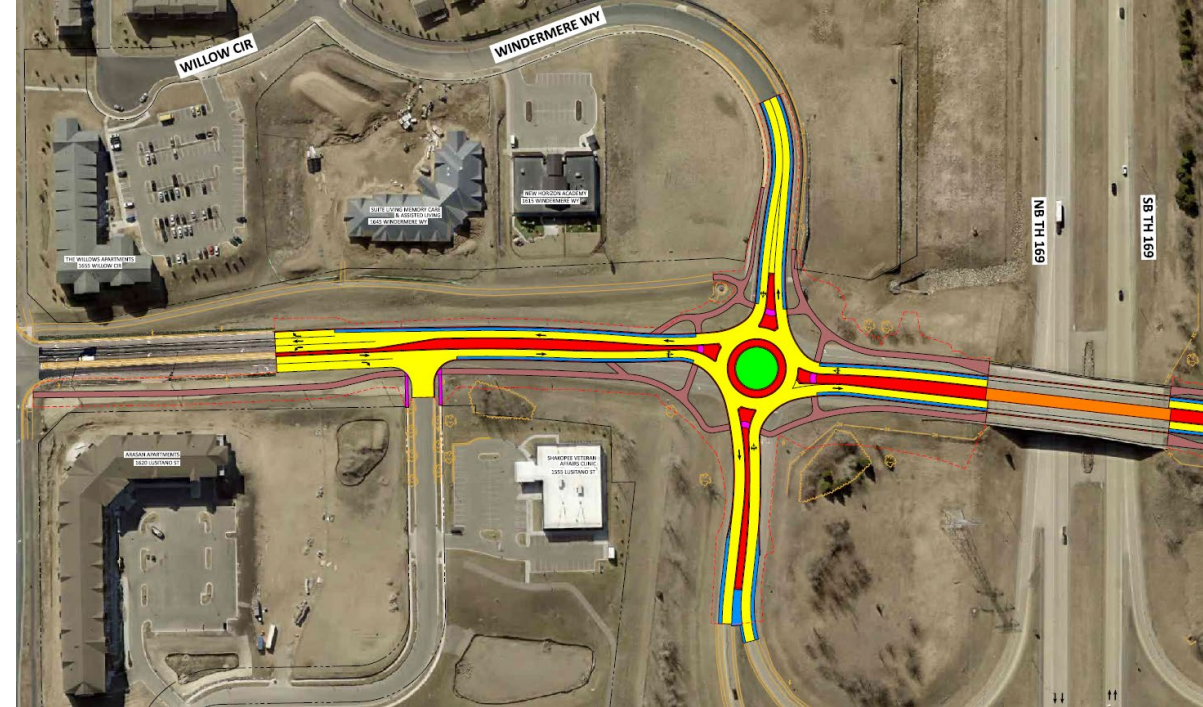




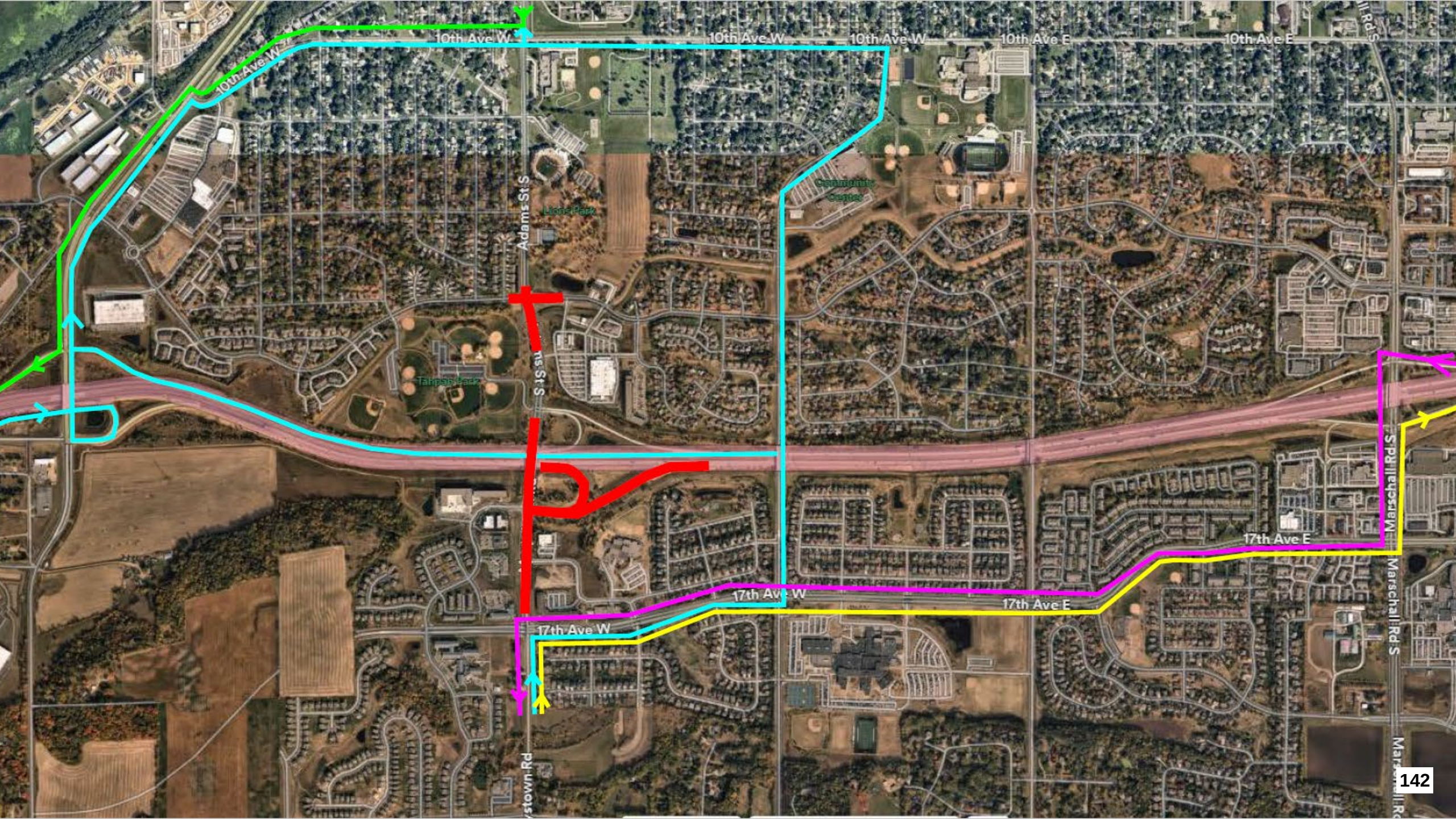
Project Staging

Phase 2 – May to September 2026

- US169 South Ramp & Vierling Drive
- Full Closure of Intersections, including NB US169 Off/On Ramps
- Regional Traffic Detoured to TH41 Interchange, 17th Avenue, 10th Avenue, CR69, Vierling Drive, Fuller Street
- Tahpah Park – Both Accesses Open



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Questions?



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Shakopee City Council January 21, 2025

9.c

Agenda Item: Shakopee High School CAPS Project Presentation - Safe Routes to School
Prepared by: Alex Jordan, City Engineer
Reviewed by:

Action to be considered:

None.

Motion Type:

Informational only

Background:

The City of Shakopee's Engineering Department partnered with Shakopee High School's CAPS (Center for Advanced Professional Studies) Human Services Academy to help prepare Safe Routes to School Grant Applications for Design Assistance and Infrastructure improvements. Shakopee High School seniors Erica Sanders, Owen Ruud and Malak Fahed will share their experience assisting the City with the grant applications and provide an overview of their semester project with the City Council.

Last week, the City was awarded the MnDOT Safe Routes to School Design Assistance Grant to evaluate pedestrian safety improvements along 10th Avenue between Adams Street and County Road 17 (Marshall Road). Erica, Owen, and Malak aided in preparation of this grant application by engaging with students, teachers and staff from the schools along 10th Avenue, soliciting feedback on current issues and proposed improvements and by obtaining letters of support from school leadership.

Recommendation:

None.

Budget Impact:

None.

Attachments:



Shakopee City Council January 21, 2025

9.d

Agenda Item: Comprehensive Plan Text Amendment to Figure 4.13-Planned Land Use Overview in the 2040 Comprehensive Plan
Prepared by: Michael Kerski, Planning and Development Director
Reviewed by: Michael Kerski

Action to be considered:

Approve Resolution R2025-012 approving a comprehensive plan text amendment to Figure 4.13-Planned Land Use Overview, and associated pages, in the 2040 Comprehensive Plan.

Motion Type:

Four-Fifths Vote

Background:

The 2040 Comprehensive Plan includes future land use classifications for parcels in our community with the intent to guide a broad pattern of land use and development types across the city and its potential growth areas. Figure 4.13-Planned Land Use Overview lists each land use classification and detail related to residential density, building height, setback, and floor area ratio allowances as well as primary and secondary uses. This request is to modify the Mixed Use Commercial Center residential density from 30-60 dwelling units per acre to 6-45 dwelling units per acre in Figure 4.13-Planned Land Use Overview, and associated pages in the 2040 Comprehensive Plan. No other changes are being proposed at this time.

Staff has met with a number of property owners in these designated areas and they feel it is not feasible to meet the 30-60 unit density requirements. Most current multifamily developments are currently less than 45 units an acre except in the B-3 (downtown) zone. This change would allow less dense development like townhomes and smaller multifamily developments. Attached is a table of recent projects with densities. Staff recommends 45 DUA allowing existing projects to be in conformity to the Comprehensive Plan.

The City Council may approve an amendment to the comprehensive plan when it finds that one or more of the following criteria exists:

1. *The original comp plan and zoning ordinance are in error.* The comprehensive plan was not in error. Staff is proposing the mixed use commercial center classification be aligned with the Mixed Residential land use classification which also has a

residential density of 6-45 dwelling units per acre and allows single family, townhomes, multi-family/apartments and retail. This Amendment provides consistency between classifications.

2. *Significant changes in goals in community goals and policies have taken place.* Significant changes in community goals and policies that affect this land use classification have taken place including continued support for in-fill development and redevelopment as appropriate. The density of 30 units minimum has proven difficult and not feasible on many sites shown in the plan.
3. *Significant changes in city-wide or neighborhood development patterns have occurred.* Significant changes in development patterns have occurred for the development and redevelopment of properties with with the mixed use commercial center classification to encourage a variety of housing styles and lot sizes.
4. *The comprehensive plan requires another provision.* The comprehensive plan does not require a different provision.

Staff believe that several of these criteria are met with this proposal as noted above; therefore, staff is in support of the requested amendment to Figure 4.13-Planned Land Use Overview and associated pages.

This comprehensive plan amendment is contingent upon, and subject to, the required review and response by the Metropolitan Council.

Recommendation:

Approve Resolution R2025-012 approving a comprehensive plan text amendment to modify the Mixed Use Commercial Center residential density from 30-60 dwelling units per acre to 6-45 dwelling units per acre in Figure 4.13-Planned Land Use Overview, and associated pages, in the 2040 Comprehensive Plan. This vote requires a super majority of Council and also requires Met Council approval.

The city council was not able to reach a super majority in December on this item and staff has recommended now 6-45 DUA in these areas.

Budget Impact:

N/A

Attachments:

[Figure 4.13-Planned Land Use Overview.pdf](#)

[Mixed Use Commercial Center Page.pdf](#)

[Apt totals.pdf](#)

FIGURE 4.13- PLANNED LAND USE OVERVIEW

2040 LAND USE CLASSIFICATIONS AND DETAILS						
Land Use Classification	Residential Density	Building Heights	Setbacks	Floor Area Ratio	Primary Uses	Secondary Uses
Downtown Riverfront	60 -125 DUA	3 to 8 stories	Minimal	1 to 4	Multifamily Residential & Retail	Office, Commercial, Open Space
Downtown Business District	10-60 DUA up to 150 for Mixed Use	Up to 5 stories	No Setbacks	0.9 to 4	Commercial & Office	Mixed Use Residential & Parking
Downtown Transition	10-50 DUA	1 to 3 stories	0 to 30 feet	0.5 to 1.5	Single Family Residential Multifamily Residential, & Office	Institutional & Parks
Old Shakopee Neighborhood	3-12 DUA	1 to 3 stories	10 to 30 feet	0.2 to 1	Single Family Residential	Multifamily Residential Institutional Parks
Mixed Use Commercial Corridor	30-60 DUA	1 to 5 stories	5 to 20 feet	0.75 to 1.5	Commercial, Office, Institutional & Mixed Use	Multifamily parking, Public Gathering Space
Mixed Use Commercial Center	30-60 DUA	1 to 5 stories	Varies	0.2 to 1.5	Commercial & Office	Multifamily Parking, Transit Facilities & Gathering Space
Mixed Employment Center	16-30 DUA	1 to 3 stories	Varies	0.25 to 2	Light Industrial, Office & Higher Education	Commercial, Multifamily, Open Space
Industrial	None	1 to 2 stories	Varies	0.1 to 1	Heavy Industrial & Light Industrial	Office & Exterior Storage
Institutional	None	1 to 5 stories	Varies	0.25 to 1	School, Government & Recreation Facilities	Open Space & Parking
Entertainment District	25-100 DUA	Varies	Varies	0.1 to 1.5	Entertainment Destination & Parking	Residential, Commercial & Open Space
Entertainment District - Low Density	8-15 DUA	Varies	Varies	0.1 to 1.5	Attached Single Family and Townhouses Residential	Open Space
Mixed Residential	6-30 DUA	1 to 4 stories	10 to 30 feet	0.2 to 1.4	Attached Single Family, Townhouses & Multifamily Residential	Retail, Senior Living Centers, Parks & Open Space
Suburban Residential	3-6 DUA	1 to 3 stories	25+ feet	0.2 to 0.5	Single Family Residential	Attached SF, Parks, Open Space, Institutional, Day Care & Senior Living Centers
Suburban Edge Residential	0.25-3 DUA	1 to 3 stories	30+ feet	0.1 to 0.2	Single Family Residential	Open Space, Parks, Institutional
Rural Transition	0.01-0.5 DUA	1 to 3 stories	30+ feet	Up to 0.1	Agricultural & Farmstead	Single Family, Open Space, Landscaping/Nursery
Right-of-Way	None	1 to 2 stories	N/A	N/A	Roadways, Trails/Sidewalks & Parking	Open Space & Stormwater Facilities
Railroad	None	N/A	N/A	N/A	Railroad	Roadways, Open Space & Stormwater Facilities
Utilities	None	0 to 4 stories	0 to 200 feet	N/A	Utilities	Open Space & Stormwater Facilities
Park	None	0 to 2 stories	50+ feet	N/A	Parks, Recreation & Trails	Parking
Open Space	None	0 to 2 stories	50+ feet	N/A	Open Space	Trails & Stormwater Facilities



MCC

MIXED USE COMMERCIAL CENTER

Shakopee's freeway-oriented commercial centers serve community-wide shopping and service needs and each draw activity from nearby residential neighborhoods. Older, first-generation shopping centers are candidates for adaptive reuse and redevelopment to meet modern market needs. As newer shopping centers age, they will also be candidates for adaptive redevelopment into more dense, mixed use centers, particularly where access to high frequency transit is provided. Site improvements should emphasize design quality, connectivity and efficient use of infrastructure.



DEVELOPMENT CHARACTERISTICS

Height Range	1 - 5 Stories
Building Form	Varies
Setbacks	Varies
Density	30 to 60 dwelling units per acre (where residential is present)
Floor Area Ratio	0.2 to 1.5
Public Space	Sidewalk seating, pocket parks and plazas, courtyards and central greens
Open Space	May include larger quasi-public gathering spaces, connections to nearby greenways and trails is encouraged
Transportation	Automobile, regional transit; pedestrian/trail connections
Streets	Accessed via arterial network, may be designed with internal street system
Parking	Off-street surface parking, may include internal street parking, infill development and transit stations may include structured parking

PRIMARY USES

- » Commercial (Retail, Dining, Services)
- » Office

SECONDARY USES

- » Multi-family Residential
- » Public and quasi-public gathering spaces
- » Surface and Structured Parking
- » Park-and-Rides/Transit Stations

Development	Address	Number of Units	Acres	Density	Zoning	Notes
Deco	129 Holmes Street	88	0.66	133.3	B3	One Commercial Space
Shakopee Flats	125 Scott Street N	175	1.83	95.6	B3	Three Commercial Spaces
The Omry	2900 Winner's Circle Drive	147	3.5	42.0	PUD	
The Henderson	500 Sommerville Street	51	1.23	41.5	R1C	
Legacy Central	125 6th Avenue East	60	1.47	40.8	PUD	
Trio (Bldg 2)	1321 Crossings Blvd	205	5.46	37.5	R4	*-Not constructed. Plan to be built in 2 phases.
The Blakeley	1600 Windermere Way	205	5.54	37.0	B1	
Arasan	1620 Lusitano Street	138	4	34.5	B1	
Triple Crown	840 Shenandoah Drive	626	22.91	27.3	PUD	
Core Crossing	1360 Stagecoach Road	61	2.56	23.8	R4	
Trio (Bldg 1)	1331 Crossings Boulevard	100	4.58	21.8	R4	
Prairie Pointe	465 Sarazin Street	42	2.03	20.7	PUD	
Sixton	1601 Harvest Lane	133	7.12	18.7	R4	
The Willows	1655 Willow Circle	60	3.25	18.5	R4	
Emblem	1610 Emblem Way	288	16.08	17.9	PUD	

*- Total # of units in Trio / Core Crossing = 366

Density for entire development = 29.04



Shakopee City Council
January 21, 2025

10.a

Agenda Item: City Bill List
Prepared by: Becky Smith, Accounting Specialist
Reviewed by:

Action to be considered:

Review of City Bill List

Motion Type:

Informational only

Background:

The City Bill has been provided to the City Council.

Recommendation:

Review of City Bill List

Budget Impact:

N/A

Attachments: