

FAIRMONT CITY COUNCIL AGENDA

1. CALL TO ORDER -

- Regular meeting of the Fairmont City Council held on

MONDAY, NOVEMBER 13, 2017

at **5:30 p.m.** in the City Hall Council Chambers

2. ROLL CALL -

Mayor Foster

Councilors:

Cyphers

Hawkins

Hasek

Peters

Zarling

3. DETERMINATION OF QUORUM -

4. PLEDGE OF ALLEGIANCE

5. APPROVAL OF AGENDA

6. READINGS OF MINUTES -

6.1 Minutes of Regular Meeting, October 23, 2017

(01-02)

7. OPEN DISCUSSION

7.1 Introduction of Draft Body Worn Camera Policy

(03)

7.1a Draft Body Worn Camera Policy

(04-12)

8. RECOGNITIONS/PRESENTATIONS -

- 8.1 Proclaim November General Aviation Appreciation Month (13)
 - 8.1a Proclamation (14)
- 8.2 Presentation from Martin County Toward Zero Deaths (TZD) Committee (15)

9. SCHEDULED HEARINGS –

10. ADMINISTRATIVE APPEALS –

11. FINANCIAL REPORTS –

12. REPORTS OF BOARDS, COMMITTEES, AND DEPARTMENT HEADS –

13. LICENSES AND PERMITS –

- 13.1 Solicitors License for American Exteriors, LLC (16)

14. OLD BUSINESS –

15. NEW BUSINESS –

- 15.1 Declare Excess Property (17)
- 15.2 Designating Polling Place for 2018 (18)
 - 15.2a Resolution 2017-38 (19)
- 15.3 2017 Assessment Deferrals (20)
 - 15.3a Applications and Agreements for Special Assessment Deferrals (21-27)
 - 15.3b Resolution 2017-37 (28)

15.4	Preliminary and Final Plat Kahler Addition	(29)
15.4a	Planning Commission minutes and supporting documents	(30-33)
15.5	2017 Update of the Active Transportation Plan	(34)
15.5a	Appendix D – 2017 Updates	(35-65)
15.5b	Resolution 2017-39	(66)

16. REGULAR AND LIQUOR DISPENSARY BILLS –

17. STATUS REPORTS/COUNCIL/STAFF INFORMATION

18. ADJOURNMENT –

ADDITIONAL ATTACHMENTS –

The minutes of the Fairmont City Council meeting held on Monday, October 23, 2017 at the City Hall Council Chambers.

Mayor Deborah Foster called the meeting to order at 5:30 p.m.

Mayor Deborah Foster, Council Members Ruth Cyphers, Tom Hawkins, Wayne Hasek, Bruce Peters and Jim Zarling were present. Also in attendance: City Administrator Mike Humpal, Public Works Director/City Engineer Troy Nemmers, Finance Director Paul Hoye, City Attorney Elizabeth W. Bloomquist, City Clerk Patricia Monsen and Chief of Police Mike Hunter.

It was moved by Council Member Zarling to approve the agenda with the addition of Agenda Item No. 15.2 Local Road Improvement Program Application. Council Member Hasek seconded the motion and the motion carried.

It was moved by Council Member Hawkins, seconded by Council Member Peters and carried to approve the minutes of the regular City Council meeting of October 9, 2017.

During Open Discussion, Marilyn Forstrom of 406 Woodland Avenue addressed the Council asking to close Woodland Avenue from Albion Avenue to Lake Park Boulevard to automobile traffic on October 31, 2017 from 4:30 p.m. to 7:30 p.m. Jodie Geerdes of 310 Woodland Avenue spoke in support of the requested closure. Council Member Peters made a motion to allow the Fairmont Police Department to limit traffic on Woodland Avenue on Halloween evening to their discretion. Council Member Hasek seconded the motion and the motion carried.

Chief Hunter introduced a draft Body Worn Camera Policy and invited the public to review the policy on the Fairmont Police website. Public opinion/comments will be taken on the draft policy at the November 13, 2017 City Council meeting during open discussion.

Mayor Foster proclaimed October 30, 2017 as Edwin (Eddie) Murphy Day and recipient of the Golden Deeds Award by the Fairmont Exchange Club. Don Richards from the Fairmont Exchange Club spoke.

Mayor Foster proclaimed November 9, 2017 as Community Education and Recreation Day in the City of Fairmont. CER Director Roni Dauer thanked the City for its support and invited everyone to the CER Open House on November 9, 2017 from 9:00 a.m. – 4:00 p.m.

Mayor Foster opened the continued public hearing on the 2017 Improvement Program Assessment Hearing. Nemmers explained that the hearing was continued to check the assessable footage on Parcel ID # 231560120, 1624 North North Avenue. The footage was correct, and the homeowners were advised. No one else spoke at the public hearing. Council Member Hawkins made a motion to close the public hearing. Council Member Cyphers seconded the motion and the motion carried. Council Member Cyphers made a motion to adopt **Resolution 2017-35**, adopting special assessments for the 2017 Improvement Project No. 5717001 on Parcel ID #: 231560120. Council Member Peters seconded the motion. On roll call: Council Members Zarling, Cyphers, Hasek, Hawkins and Peters all voted aye. No one voted nay. Mayor Foster declared said motion passed.

Council Member Peters made a motion to approve a One Day Temporary Liquor License for the Fairmont Opera House located at 45 Downtown Plaza for December 31, 2017. Council Member Hasek seconded the motion and the motion carried.

Council Member Hasek made a motion to approve a parade permit for the Glows' parade on November 17, 2017 beginning at 6:00 p.m. Council Member Hawkins seconded the motion and the motion carried.

Council Member Hawkins made a motion to approve the On-Sale Liquor/Sunday Liquor License for Jessie's Smokehouse, LLC. Council Member Zarling seconded the motion and the motion carried.

Monica Shelgren of 1428 Oak Beach Drive addressed the council regarding an insurance claim for a sewer backup in her home, which occurred on May 15, 2017. Ms. Shelgren is not happy with the offer of settlement from the City's insurer, the League of Minnesota Cities Insurance Trust. Upon the advice of City Attorney Bloomquist, Ms. Shelgren was encouraged to file a claim with her own home owner's insurance company and have her insurance company deal with the City of Fairmont's insurance company to finalize a settlement.

Council Member Peters made a motion to approve **Resolution 2017-36** authorizing city staff to submit the necessary information for a Local Road Improvement Program grant application for Winnebago Avenue from TH15 east approximately 2,500 feet. Council Member Zarling seconded the motion. On roll call: Council Members Cyphers, Hasek, Hawkins, Peters and Zarling all voted aye. No one voted nay. Mayor Foster declared said motion passed.

Council Member Cyphers made a motion to pay the October 2017 bills in the amount of \$1,072,522.03. Council Member Hawkins seconded the motion and the motion carried.

Humpal stated that the city parks are now closed. He also stated that the Fall leaf pickup will be starting on the north side of town the week of October 30th. He reminded citizens that no sticks, branches, rocks or bricks should be in with the leaves. Also, no bags will be emptied by city employees. All leaves need to be wind rowed on the boulevard.

Council Member Cyphers reported on her attendance at the presentation in Mankato entitled the Impact of Aviation on Economic Development. Council Member Hawkins also attended the presentation with other city employees and city business people.

Council Member Cyphers reported on her attendance at CER's Time to Talk, a forum on race. Cyphers stated that the forum was very good, and some important discussion took place.

A motion was made by Council Member Cyphers, seconded by Council Member Hasek and carried to adjourn the meeting at 7:00 p.m.

ATTEST:

Deborah J. Foster
Mayor

Patricia J. Monsen, City Clerk

CITY OF FAIRMONT----AGENDA CONTROL SHEET----AGENDA ITEM NO. 7.1

MEETING DATE: November 13, 2017

SUBJECT: Introduction of Draft Body Worn Camera Policy

REVIEWED BY: Mike Humpal, CEcD, City Administrator 

SUBJECT INITIATION BY:

<input type="checkbox"/>	Petition	<input type="checkbox"/>	Board	<input checked="" type="checkbox"/>	Staff	<input type="checkbox"/>	Council	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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SUBJECT BACKGROUND: Mike Hunter, Chief of Police

INTRODUCED BY: Mike Humpal, CEcD, City Administrator

COUNCIL LIAISON:

TYPE OF ACTION:

<input type="checkbox"/>	Motion (Voice Vote)	<input type="checkbox"/>	Resolution (Roll Call)	<input type="checkbox"/>	Discussion
<input type="checkbox"/>	Ordinance 1 st Reading (Introduction only)	<input type="checkbox"/>	Set Public Hearing (Motion)	<input checked="" type="checkbox"/>	Information Only
<input type="checkbox"/>	Ordinance 2 nd Reading (Roll call)	<input type="checkbox"/>	Hold Public Hearing (Motion to close)	<input type="checkbox"/>	

RECOMMENED ACTION BY:

<input type="checkbox"/>	City Staff	<input type="checkbox"/>	Board	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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<input type="checkbox"/>	Issuance	<input type="checkbox"/>	Approval	<input type="checkbox"/>	Authorization	<input type="checkbox"/>	No recommendation
<input type="checkbox"/>	Denial	<input type="checkbox"/>	Rejection	<input type="checkbox"/>	No action needed	<input type="checkbox"/>	

STATEMENT: A copy of the body worn camera policy draft has been made available for review on the Fairmont Police website. Results of information gathered on the public input phase of Body Camera Program was also posted on website. Public opinion/comment will be taken on the policy draft at this City Council meeting during open discussion.

MOTION:

VOTE REQUIRED:

ATTACHMENTS:

1. Draft Body Worn Camera Policy

Council Action: _____ Date: _____

CITY OF FAIRMONT
POLICE DEPARTMENT

DATE: DRAFT Oct. 2017	"TO PROMOTE AND PRESERVE THE PUBLIC'S SAFETY"	NUMBER: 3.39
REVISION:		PAGE 1 OF 6
	SECTION: Operations	APPLICATION:
TITLE: Body Worn Cameras (BWC)		All Members
REFERENCES: Minnesota 626.8473 and 13.825		

PURPOSE: The Fairmont Police Department has made available to its uniformed officers the use of Body Worn Cameras (BWCs) to document events during the course of an incident. This policy provides guidelines on the use and management of the systems and the recorded media. We also recognize and understand that not every aspect of an incident will be shown on the media generated by a BWC, but it is another form of supporting documentation of an incident.

POLICY: The Fairmont Police Department may equip officers with access to BWCs for use during the performance of their duties. There is no requirement for officers to use BWCs during their shift unless they have been deemed a Brady-Giglio Impaired officer by the Martin County Attorney's Office in which case that officer will be required to utilize a BWC during their shift. It is however strongly encouraged for officers to employ the use of BWCs during their shift and service to our community. Use of BWCs is intended to enhance the Department's mission by accurately documenting contacts between officers of the Department and the public.

SCOPE: This policy governs the use of BWCs in the course of official duties. It does not apply to the use of squad car-based (dash-cam) recording systems noted in Fairmont 6.06. The Chief or designee may provide for specific instruction to an officer assigned to a specialty unit or assignment including but not limited to operation of a BWC in a health care or mental health facility.

DEFINITIONS: The following phrases have special meanings as used in this policy:

- A. **MGDPA or Data Practices Act** refers to the Minnesota Government Data Practices Act, Minnesota Statute 13.01, et seq. Minnesota 13.825 is specific to BWCs.
- B. **Records Retention Schedule** refers to the General Records Retention Schedule for Minnesota Cities.
- C. **Law Enforcement-Related Information** means information captured or available for capture by use of a BWC that has evidentiary value because it documents events with respect to a stop, arrest, search, citation, or charging decision.
- D. **Evidentiary Value** means that the information may be useful as proof in a criminal prosecution, related civil or administrative proceeding, further investigation of an actual or suspected criminal act, or in considering an allegation against a law enforcement agency or officer. This does not obligate the officer to collect BWC data solely for use in third-party tort and civil litigation.
- E. **General Citizen Contact** means an informal encounter with a citizen that is not and does not become law enforcement-related or adversarial, and a recording of the event would not yield

information relevant to an ongoing investigation. Examples would include, but are not limited to assisting a motorist, routine report and non-enforcement contacts, general discussion from citizens about a community concern, or general non-adversarial/non-enforcement contacts.

- F. **Adversarial** means a law enforcement encounter with a person that becomes confrontational, during which at least one person expresses anger, resentment, or hostility toward the other, or at least one person directs toward the other verbal conduct consisting of arguing, threatening, challenging, swearing, yelling, or shouting. Encounters in which a citizen demands to be recorded or to be recorded or initiates recording on his or her own are deemed adversarial.
- G. **Unintentionally Recorded Footage** is a video recording that results from an officer's inadvertence or neglect in operating the officer's BWC, provided that no portion of the resulting recording has evidentiary value. Examples of unintentionally recorded footage include, but are not limited to recordings made in the squad room, locker rooms, restrooms, and recordings made while officers were engaged in conversations of non-business, personal nature with the expectation that the conversation was not being recorded.
- H. **Official Duties**, for the purposes of this policy, means that the officer is on duty and performing authorized law enforcement services on behalf of this agency.
- I. **Evidence Library** refers to the web-accessed digital media storage environment where data from the BWCs are stored and accessed.
- J. **BWC Administrator** refers to designated personnel trained in the operational use of BWCs, storage and retrieval methods and procedures who assigns, tracks, and maintains BWC equipment, oversees needed repairs or replacement equipment through the vendor, controls user rights and access, and acts as a liaison with the vendor. Also responsible for the training of law enforcement operators on the use of BWCs.

Body Worn Cameras Objectives:

The Fairmont Police department has adopted the use of BWCs to accomplish the following objectives:

- A. To enhance officer safety.
- B. To document statements and events during the course of an incident.
- C. To enhance the officer's ability to document and review statements for both internal reporting requirements and for courtroom preparation and presentation.
- D. To preserve audio and visual information for use in current and future investigations.
- E. To provide a tool for self-critique and field evaluation during officer training.
- F. To enhance the public trust by preserving factual representations of officer-citizen interactions in the form of audio-video recordings.
- G. To assist with the defense of complaints and defense of civil actions against law enforcement officers and the City of Fairmont.
- H. To assist with the training and evaluations of officers.

Body Worn Cameras Use and Documentation:

- A. Officers may use only department-issued BWCs in the performance of official duties for this agency or when otherwise performing authorized law enforcement services as an employee of this department.
- B. Officers who elect to utilize a BWC or have been assigned to utilize a BWC shall operate and use them consistent with this policy. Officers shall power on the BWC and conduct a function test of their BWCs at the beginning of each shift to make sure the device is operating properly.

The initial powering on of the device as well as a successful activation of the BWC shall constitute a successful test of the device. Officers noting a malfunction during the testing or any other time shall promptly report the malfunction to the supervisor or OIC and forward written notification via email to the BWC Administrator. The malfunctioning BWC shall be taken out of use until the malfunction is reviewed and corrected. Supervisor, OIC, and/or BWC Administrator shall take prompt action to address malfunctions and document the steps taken in writing.

- C. Officers should wear their BWC in a location that is consistent with a location recommended by the manufacturer.
- D. Officers electing to utilize a BWC during their shift shall document the use and non-use as follows:
 - 1. Whenever an officer makes a BWC recording, the existence of the recording shall be documented in the CFS in either the written narrative or the CFS blotter report.
 - 2. When an officer is utilizing a BWC and an officer fails to record an activity that should have been recorded or the officer should have reasonably known to activate the BWC, the officer shall document the circumstances and reason for not recording an incident. A supervisor shall review any circumstances where a recording reasonable should have been made or documented on a BWC. It will not require a review if the incident was documented on a squad car camera.
- E. The Department will maintain the following records and documents relating to BWC use which are classified as public data:
 - 1. The total number of BWCs owned or maintained by the Department.
 - 2. The total amount of recorded BWC data collected and maintained.
 - 3. This policy along with the Records Retention Schedule.

General Guidelines for Recording:

- A. Officers utilizing a BWC should activate the device when they reasonably believe they will be involved in an incident that will result in an arrest, or other incident that may include but is not limited to, use of force, adversarial contact, search of person or vehicle, response to crimes in progress, or other activities likely to yield information having evidentiary value. However, officers need not activate the BWC when it would be unsafe, impossible, or impractical to do so, but such incidences of not recording when an officer has elected to utilize a BWC during their shift shall be documented as specified in this policy under Body Worn Cameras Use and Documentation D (2).
- B. Officers will have final discretion as to when a BWC shall be activated in accordance with section A listed above. Officers will not be required to record general citizen contacts or incidents that the officer will reasonably believe will not yield any evidentiary value.
- C. Officers opting to utilize a BWC camera during their shift will have no affirmative duty to inform people that a BWC is being operated or that the individuals are being recorded.
- D. Once activated, the BWC should continue recording until the conclusion of the incident or encounter, or until it becomes apparent that additional recording is unlikely to capture information having evidentiary value. A supervisor or OIC may also direct officers employing a BWC to discontinue recording when further recording is unlikely to capture additional information having evidentiary value. If the recording is discontinued while an investigation, response, or incident is ongoing, officers shall state the reason for ceasing the recording on camera before deactivating their BWC or not it in a written format on the CFS narrative or

blotter. If circumstances change, officers shall reactivate their BWC consistent with this section of this policy.

- E. Officers shall not intentionally block the BWC's audio or visual recoding functionality.
- F. Notwithstanding any other provision of this policy, officers shall not use their BWCs to record other agency personnel during non-enforcement related activities, such as during pre- and post-shift time in locker rooms, during meals or breaks, during shift briefing or other meetings, or during other private conversations, unless recording is authorized as part of an administrative or criminal investigation.

Special Guidelines for Recording:

Officers may, in the exercise of sound discretion, determine:

- A. To use their BWCs to record any police-citizen encounter if there is reason to believe the recording would potentially yield information having evidentiary value or may assist with accurate documentation of the contact, unless such recording is otherwise expressly prohibited.
- B. To use their BWCs to take recorded statements from persons believed to be victims of and witnesses to crimes, and persons suspected of committing crimes, considering the needs of the investigation and the circumstances pertaining to the victim, witness, or suspect.
- C. Officers need not record persons being provided medical care unless there is reason to believe the recording would document information having evidentiary value. When responding to an apparent mental health crisis or event, BWCs are recommended to be activated to document any use of force and the basis for it, and any other information having evidentiary value, but need not be activated when doing so would serve only to record symptoms or behaviors to be attributable to the mental health issue.
- D. Officers should as a matter of practice use either their BWC or in-squad camera to record transportations and the physical transfer of persons in their custody to hospitals, detox, mental health care facilities, juvenile detention centers, and jails. Officers will not be required to record in these previously stated facilities unless the officer anticipates witnessing a criminal event, witnessing an adversarial encounter, a use of force incident, or other incident the officer believes may have evidentiary value.

Downloading and Labeling Data: (may need to change squad-camera labels to be consistent)

- A. Each officer who elects or is directed to employ a BWC during their shift is responsible for transferring or assuring the proper transfer of the data from their camera to the Evidence Library and the end of their shift. However, if the officer is involved in a shooting, in-custody death, or other law enforcement activity resulting in death or great bodily harm, a supervisor, OIC, or other assigned personnel shall take custody of the officer's BWC and assume the responsibility of transferring the data from it.
- B. Whenever possible, officers shall label the BWC data files at the time of the video capture or transfer to storage, and should consult with a supervisor if in doubt as to the appropriate labeling. Officer should assign one of the following labels applicable to each file:
 - 1. **Evidence-criminal:** The information has evidentiary value with respect to an actual or suspected criminal incident or charging decision. (Seven Years, permanent for homicides)
 - 2. **Evidence-force:** Whether or not enforcement action was taken or an arrest resulted, the event involved the application of force by a law enforcement officer of this or another agency. (Six years)

3. **Evidence-property:** Whether or not enforcement action was taken or an arrest resulted, an officer seized property from an individual or directed an individual to dispossess property. (One Year)
 4. **Evidence-administrative:** The incident involved an adversarial encounter or resulted in a complaint against the officer. (6 years if involved in Administrative Complaint Against Officer, 180 days is no complaint.)
 5. **Evidence-other:** The recording has potential evidentiary value for reasons determined by the officer at the time of labeling. (180 days)
 6. **Training:** The event was such that it may have value for training. (90 days)
 7. **Not Evidence:** The recording does not contain any of the foregoing categories of information and has no apparent evidentiary value. Recordings of general citizen contacts and unintentionally recorded footage are not evidence. (90 days)
- C. If necessary, officers shall flag each file as appropriate to indicate that it contains information about data subjects who may have rights under the MGDPA limiting disclosure of information about them when the video is labeled or noted in writing in the CFS. These individuals may include:
1. Victims and alleged victims of criminal sexual conduct and sex trafficking.
 2. Victims of child abuse or neglect.
 3. Vulnerable adults who are victims of maltreatment.
 4. Undercover officers.
 5. Informants.
 6. When the video is clearly offensive to common sensitivities.
 7. Victims of and witnesses to crimes if the victim or witness has requested not to be identified publicly.
 8. Individuals who called 911, and service subscribers whose lines were used to place a call to the 911 system.
 9. Mandated reporters.
 10. Juvenile witnesses, if the nature of the event or activity justifies protecting the identity of the witness.
 11. Juveniles who are or may be delinquent or engaged in criminal acts.
 12. Individuals who make complaints about violations with respect to the use of real property.
 13. Offices and employees who are the subject of a complaint related to the events captured on video.
 14. Other individuals whose identities the officer believes may be legally protected from public disclosure.
- D. Labeling and flagging designations may be corrected or amended based on additional information and may be done by the original officer, supervisor or records personnel.

Administering Access to BWC Data:

- A. Data Subjects: under Minnesota law, the following are considered data subjects for purposes of administering access to BWC data:
 1. Any person or entity whose image or voice is documented in the data.
 2. The officer who collected the data.
 3. Any other officer whose voice or image is documented in the data, regardless of whether

- that officer is or can be identified by the recording.
- B. BWC data is presumptively private. BWC recordings are classified as private data about the data subjects unless there is a specific law that provides differently. As a result:
 - 1. BWC data pertaining to people is presumed private, as is BWC data pertaining to businesses or other entities.
 - 2. Some BWC data is classified as confidential. (See C. below)
 - 3. Some BWC data is classified as public. (See D. below)
 - C. Confidential data: BWC data that is collected or created as part of an active criminal investigation is confidential. The classification takes precedence over the “private” classification listed above and the “public” classifications listed below.
 - D. Public data: The following BWC data is public.
 - 1. Data documenting the discharge of a firearm by a peace officer in the course of duty, other than for training or the killing of an animal that is sick, injured, or dangerous.
 - 2. Data that documents the use of force by a police officer that results in substantial bodily harm.
 - 3. Data that a data subject requests to be made accessible to the public, subject to redaction. Data on any data subject (other than a peace officer) who has not consented to the public release must be redacted if practical. In addition, any data on undercover officers must be redacted.
 - 4. Data that documents the final disposition of a disciplinary action against a public employee.
 - 5. Any data directed to be released to the public as stated in a court order.

However, if another provision of the Data Practices Act classifies data as private or otherwise not public, the data retains that other classification. For instance, data that reveals protected identities under MN 13.82 sub 17 (e.g., certain victims, witnesses, and otherwise fit into one of the public categories listed above.

- E. Access to BWC data by non-employees. Officers shall refer to members of the media or public seeking access to BWC data to the Fairmont Police Records Division, who shall process the request in accordance with the MGDPA and other governing laws.
 - 1. Any individual shall be allowed to review recorded BWC data about him- or herself and other data subjects in the recording, but access shall not be granted:
 - a. If the data was collected or created as part of an active investigation.
 - b. To portions of the data the agency would otherwise be prohibited by law from disclosing to the person seeking access, such as portions that would reveal identities protected by MN 18.82 Sub 17.
 - 2. Unless the data is part of an active investigation, an individual data subject shall be provided with a copy of the recording upon request, but subject to the following guidelines on redaction:
 - a. Data on other individuals in the recording who do not consent to the release must be redacted.
 - b. Data that would identify undercover officers must be redacted.
 - c. Data on other officers who are not undercover, and who are on duty and engaged in the performance of official duties, may not be redacted.
- F. Access by peace officers and law enforcement employees. No employee may have access to the

department's BWC data except for legitimate law enforcement or data administration purposes:

1. Offices may access and view stored BWC video only when there is a business need for doing so, including the need to defend against an allegation of misconduct or substandard performance. Officers may review video footage of an incident in which they were involved prior to preparing a report, giving a statement, or providing testimony about the incident. As stated in Fairmont 4.04 Post Critical Incident Procedures, officers shall have the right to review any and all video available on an incident including any BWC video, prior to giving a statement on an incident.
 2. Agency personnel shall document their reasons for accessing stored BWC data in the blotter of the CFS with their badge number, date of review, and reason if they were not an officer or supervisor on the incident reviewed. Agency personnel are prohibited from accessing BWC data for non-business reason and from sharing data for non-law enforcement related purposes including but not limited to uploading BWC data recorded or maintained by this agency to public and social media websites. If it has been determined that certain BWC data shall be released to the public, it may be posted on the department social media site or website at the direction of the Chief of Police. BWC data may be used by an officer to conduct training and that data used for such purposes shall be approved by the Chief of Police.
 3. Employees seeking access to BWC data for non-business reasons may make a request for it in the same manner as any member of the public.
- G. Other authorized disclosures of data: Officers may display portions of BWC footage to witnesses as necessary for purposes of investigation as allowed by MN Statute 13.82 Sub 15, as may be amended from time to time. Officers should generally limit these displays in order to protect against the incidental disclosure of individuals whose identities are not public. Protecting against incidental disclosure could involve, for instance, showing only a portion of the video, showing only screen shots, muting the audio, or playing audio but not displaying the video. In addition,
1. BWC data may be shared with other law enforcement agencies only for legitimate law enforcement purposes that are documented in writing at the time of the disclosure.
 2. BWC data shall be made available to prosecutors, courts, and other criminal justice entities as provided by law.

Data Security Safeguards:

- A. BWC data shall be stored on the approved in-house server. Data stored on the server shall be based upon LEO safety requirements as well as manufacturer recommendations.
- B. Personally owned devices, including but not limited to computers and mobile devices, shall not be programmed or used to access or view agency BWC data.
- C. As required by MN Statute 13.825 Sub 9, as may be amended from time to time, this agency shall obtain an independent biennial audit of its BWC program.

Agency Use of Data:

- A. Supervisors will randomly review BWC usage by officers to ensure compliance with this policy.
- B. In addition, supervisors and other assigned personnel may access BWC data for the purposes of reviewing or investigating a specific incident that has given rise to a complaint or concern about officer misconduct or performance.
- C. Nothing in this policy limits or prohibits the use of BWC data as evidence of misconduct or as a

basis for discipline. (MN 626.89 Sub 10)

- D. Officers should contact their supervisors to discuss retaining and using BWC footage for training purposes. Officer objections to preserving or using certain footage for training will be considered on a case-by-case basis. Field Training Officers may utilize BWC data with trainees for the purpose of providing coaching and feedback on the trainees' performance.

Data Retention:

- A. All BWC data shall be retained for a minimum period of 90 days. There are no exceptions for erroneously recorded or non-evidentiary data.
- B. Data documenting the discharge of a firearm by a peace officers in the course of duty, other than for training or the killing of an animal that is sick, injured, or dangerous, must be maintained for a minimum period of one year.
- C. Certain kinds of BWC data must be retained for six years:
1. Data that documents the use of deadly force by a peace officer, or force of a sufficient type or degree that results in substantial bodily harm or requires a supervisory review.
 2. Data documenting circumstances that have given rise to a formal complaint against an officer.
- D. Other data having evidentiary value shall be retained for the period specified in the Records Retention Schedule. When a particular recording is subject to multiple retention periods, it shall be maintained for the longest applicable period.
- E. Subject to Part F below, all other BWC footage that is classified as non-evidentiary, becomes classified as non-evidentiary, or is not maintained for training shall be destroyed/purged after 90 days.
- F. Upon written request by a BWC data subject, the agency shall retain a recording pertaining to that subject for an additional time period requested by the subject of up to 180 days. The agency will notify the requestor at the time of the request that the data will then be destroyed/purged unless a new written request is received.
- G. The department shall maintain an inventory of recordings in the Evidence Library of BWC recordings that have evidentiary value.
- H. The department will post a copy of this policy on their website www.fairmontpolice.org

Accountability:

All members of the Department are responsible for insuring that his and all polices of the Department are followed. Deviations from this or any other policy are permitted within the scope of authority granted Policy 1.02. The unauthorized access to or disclosure of BWC data may constitute misconduct and subject individuals to disciplinary action and/or criminal penalties pursuant to MN Statute 13.09.

By: _____
Chief of Police

_____ Date

BWC Retention Schedule Addendum to Fairmont 3.39

This addendum outlines the BWC data retention schedule for the BWC categories listed below. Retention Schedule is listed below and covers any retention not specifically addressed in Fairmont 3.39 under sections titled "Downloading and Labeling Data" and "Data Retention"

Category	Retain	Action
1. Evidence-Criminal	7 years	Purge (Permanent for Homicides. May be stored on other means such as DVD with case file and not on server.)
2. Evidence-Force	6 years	Purge
3. Evidence-Property	365 days	Purge
4. Evidence-Administrative	180 days	Purge (6 years if formal complaint against officer. May be stored on other means such as DVD with case file and not on server.)
5. Evidence-Other	180 days	Purge
6. Interview-Other	180 days	Purge
7. Training	90 days	Purge
8. Not Evidence	90 days	Purge
9. Test Recording	30 days	Purge

MEETING DATE: November 13, 2017

SUBJECT: Proclaim November General Aviation Appreciation Month

REVIEWED BY: Mike Humpal, CEcD, City Administrator 

SUBJECT INITIATION BY:

<input checked="" type="checkbox"/>	Petition	<input type="checkbox"/>	Board	<input type="checkbox"/>	Staff	<input type="checkbox"/>	Council	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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SUBJECT BACKGROUND: Mike Humpal, CEcD, City Administrator

INTRODUCED BY: Mike Humpal, CEcD, City Administrator

COUNCIL LIAISON:

TYPE OF ACTION:

<input type="checkbox"/>	Motion (Voice Vote)	<input type="checkbox"/>	Resolution (Roll Call)	<input type="checkbox"/>	Discussion
<input type="checkbox"/>	Ordinance 1 st Reading (Introduction only)	<input type="checkbox"/>	Set Public Hearing (Motion)	<input checked="" type="checkbox"/>	Information Only
<input type="checkbox"/>	Ordinance 2 nd Reading (Roll call)	<input type="checkbox"/>	Hold Public Hearing (Motion to close)	<input type="checkbox"/>	

RECOMMENED ACTION BY:

<input type="checkbox"/>	City Staff	<input type="checkbox"/>	Board	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
--------------------------	------------	--------------------------	-------	--------------------------	------------	--------------------------	-----------

<input type="checkbox"/>	Issuance	<input type="checkbox"/>	Approval	<input type="checkbox"/>	Authorization	<input type="checkbox"/>	No recommendation
<input type="checkbox"/>	Denial	<input type="checkbox"/>	Rejection	<input checked="" type="checkbox"/>	No action needed	<input type="checkbox"/>	

STATEMENT: Mayor Deborah J. Foster will proclaim November, 2017 as General Aviation Appreciation Month in the City of Fairmont.

MOTION:

VOTE REQUIRED:

ATTACHMENTS:

1. Proclamation
- 2.
- 3.

Council Action: _____ Date: _____



CITY OF FAIRMONT – 100 Downtown Plaza – Fairmont, MN 56031

Phone (507) 238-9461

www.fairmont.org

Fax (507) 238-9469

PROCLAMATION

WHEREAS, the City of Fairmont in the State of Minnesota has a significant interest in the continued vitality of general aviation, aircraft manufacturing, aviation educational institutions, aviation organizations and community airports; and,

WHEREAS, general aviation and the Fairmont Municipal Airport has an immense economic impact on the City of Fairmont; and,

WHEREAS, Minnesota is home to 135 public-use airports, which serve 11,972 pilots and 5,679 active general aviation aircraft; and,

WHEREAS, Minnesota is home to 111 fixed-based operators, 52 repair stations, 83 heliports, 13 FAA-approved pilot schools, 2,033 flight students and 2,627 flight instructors; and,

WHEREAS, general aviation in Minnesota contributes over \$5.3 billion; and,

WHEREAS, general aviation not only supports Minnesota's economy, it improves overall quality of life by supporting emergency medical and healthcare services, law-enforcement, firefighting, disaster relief, and by transporting business travelers to their destinations quickly and safely; and,

WHEREAS, the nation's aviation infrastructure represents an important public benefit, and Congressional oversight should be in place of this system to ensure that it remains a public system and serves communities of all sizes.

NOW THEREFORE, I, Debbie Foster, Mayor of Fairmont, Minnesota, do hereby proclaim general aviation a vital strategic resource to the City of Fairmont and declare November, 2017 to be:

GENERAL AVIATION APPRECIATION MONTH

in the City of Fairmont.


Deborah J. Foster, Mayor
City of Fairmont



C I T Y O F 14. L A K E S

MEETING DATE: November 13, 2017

SUBJECT: Presentation from Martin County Toward Zero Deaths (TZD) committee

REVIEWED BY: Mike Humpal, CEcD, City Administrator 

SUBJECT INITIATION BY:

<input type="checkbox"/>	Petition	<input type="checkbox"/>	Board	<input checked="" type="checkbox"/>	Staff	<input type="checkbox"/>	Council	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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SUBJECT BACKGROUND: Troy Nemmers, PE, Director of Public Works/City Engineer

INTRODUCED BY: Mike Humpal, CEcD, City Administrator

COUNCIL LIAISON:

TYPE OF ACTION:

<input type="checkbox"/>	Motion (Voice Vote)	<input type="checkbox"/>	Resolution (Roll Call)	<input type="checkbox"/>	Discussion
<input type="checkbox"/>	Ordinance 1 st Reading (Introduction only)	<input type="checkbox"/>	Set Public Hearing (Motion)	<input checked="" type="checkbox"/>	Information Only
<input type="checkbox"/>	Ordinance 2 nd Reading (Roll call)	<input type="checkbox"/>	Hold Public Hearing (Motion to close)	<input type="checkbox"/>	

RECOMMENED ACTION BY:

<input type="checkbox"/>	City Staff	<input type="checkbox"/>	Board	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
<input type="checkbox"/>	Issuance	<input type="checkbox"/>	Approval	<input type="checkbox"/>	Authorization	<input type="checkbox"/>	No recommendation
<input type="checkbox"/>	Denial	<input type="checkbox"/>	Rejection	<input checked="" type="checkbox"/>	No action needed	<input type="checkbox"/>	

STATEMENT: Representatives from the Martin County Toward Zero Deaths(TZD) committee will give a brief presentation to the Council discussing the TZD program.

MOTION: No action required.

VOTE REQUIRED: N/A

ATTACHMENTS:

- 1.
- 2.
- 3.

Council Action: _____ Date: _____

CITY OF FAIRMONT----AGENDA CONTROL SHEET----AGENDA ITEM NO. 13.1

MEETING DATE: November 13, 2016

SUBJECT: Solicitors License for American Exteriors, LLC

REVIEWED BY: Mike Humpal, CEcD, City Administrator 

SUBJECT INITIATION BY:

<input checked="" type="checkbox"/>	Petition		Board		Staff		Council		Commission		Committee
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SUBJECT BACKGROUND: Mike Humpal, CEcD, City Administrator

INTRODUCED BY: Mike Humpal, CEcD, City Administrator

COUNCIL LIAISON:

TYPE OF ACTION:

<input checked="" type="checkbox"/>	Motion (Voice Vote)		Resolution (Roll Call)		Discussion
	Ordinance 1 st Reading (Introduction only)		Set Public Hearing (Motion)		Information Only
	Ordinance 2 nd Reading (Roll call)		Hold Public Hearing (Motion to close)		

RECOMMENED ACTION BY:

<input checked="" type="checkbox"/>	City Staff		Board		Commission		Committee
	Issuance	<input checked="" type="checkbox"/>	Approval		Authorization		No recommendation
	Denial		Rejection		No action needed		

STATEMENT: American Exteriors, LLC is applying for a solicitor’s license. If approved, they will begin a door-to-door campaign in the City of Fairmont, contacting residents and giving them information about the windows and siding they sell and company contact information. They intend to delegate five employees to perform this campaign. American Exteriors, LLC has paid the license fee of \$300 for one year. A police investigation has been conducted and all applicants were found to have no criminal history or no record with the Better Business Bureau.

MOTION: To approve the application for a solicitor’s license submitted by American Exteriors, LLC.

VOTE REQUIRED: Simple majority

ATTACHMENTS:

- 1.
- 2.

Council Action: _____ Date: _____

CITY OF FAIRMONT----AGENDA CONTROL SHEET----AGENDA ITEM NO. 15.1

MEETING DATE: November 13, 2017

SUBJECT: Declare Excess Property

REVIEWED BY: Mike Humpal, CEcD, City Administrator 

SUBJECT INITIATION BY:

<input type="checkbox"/>	Petition	<input type="checkbox"/>	Board	<input checked="" type="checkbox"/>	Staff	<input type="checkbox"/>	Council	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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SUBJECT BACKGROUND: Mike Humpal, CEcD, City Administrator

INTRODUCED BY: Mike Humpal, CEcD, City Administrator

COUNCIL LIAISON: None

TYPE OF ACTION:

<input checked="" type="checkbox"/>	Motion (Voice Vote)	<input type="checkbox"/>	Resolution (Roll Call)	<input type="checkbox"/>	Discussion
<input type="checkbox"/>	Ordinance 1 st Reading (Introduction only)	<input type="checkbox"/>	Set Public Hearing (Motion)	<input type="checkbox"/>	Information Only
<input type="checkbox"/>	Ordinance 2 nd Reading (Roll call)	<input type="checkbox"/>	Hold Public Hearing (Motion to close)	<input type="checkbox"/>	

RECOMMENED ACTION BY:

<input checked="" type="checkbox"/>	City Staff	<input type="checkbox"/>	Board	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
<input type="checkbox"/>	Issuance	<input checked="" type="checkbox"/>	Approval	<input type="checkbox"/>	Authorization	<input type="checkbox"/>	No recommendation
<input type="checkbox"/>	Denial	<input type="checkbox"/>	Rejection	<input type="checkbox"/>	No action needed	<input type="checkbox"/>	

STATEMENT: The City would like to have the following item declared as excess property to be sold at auction:

MOTION: To declare Park Unit 55A VIN# 1GCGD34J4EF352476 1984 Chev K-2500 as excess property.

VOTE REQUIRED: Simple majority.

ATTACHMENTS:

1. _____
2. _____
3. _____

Council Action: _____ Date: _____

MEETING DATE: November 13, 2017

SUBJECT: Designating Polling Place for 2018

REVIEWED BY: Mike Humpal, CEcD, City Administrator 

SUBJECT INITIATION BY:

<input type="checkbox"/>	Petition	<input type="checkbox"/>	Board	<input checked="" type="checkbox"/>	Staff	<input type="checkbox"/>	Council	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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SUBJECT BACKGROUND: Patty Monsen, City Clerk

INTRODUCED BY: Mike Humpal, CEcD, City Administrator

COUNCIL LIAISON:

TYPE OF ACTION:

<input type="checkbox"/>	Motion (Voice Vote)	<input checked="" type="checkbox"/>	Resolution (Roll Call)	<input type="checkbox"/>	Discussion
<input type="checkbox"/>	Ordinance 1 st Reading (Introduction only)	<input type="checkbox"/>	Set Public Hearing (Motion)	<input type="checkbox"/>	Information Only
<input type="checkbox"/>	Ordinance 2 nd Reading (Roll call)	<input type="checkbox"/>	Hold Public Hearing (Motion to close)	<input type="checkbox"/>	

RECOMMENED ACTION BY:

<input checked="" type="checkbox"/>	City Staff	<input type="checkbox"/>	Board	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
-------------------------------------	------------	--------------------------	-------	--------------------------	------------	--------------------------	-----------

<input type="checkbox"/>	Issuance	<input checked="" type="checkbox"/>	Approval	<input type="checkbox"/>	Authorization	<input type="checkbox"/>	No recommendation
<input type="checkbox"/>	Denial	<input type="checkbox"/>	Rejection	<input type="checkbox"/>	No action needed	<input type="checkbox"/>	

STATEMENT: Minn. Stat. 204B.16 was amended last legislative session and requires that all cities establish polling places for the following year by ordinance or resolution by December 31st. There is an exception that allows the city to change a polling place if the designated polling place becomes unavailable. Attached Resolution 2017-38 satisfies the new requirement.

MOTION: To adopt Resolution 2017-38, establishing the City of Fairmont’s 2018 polling place.

VOTE REQUIRED: Simple Majority – Roll Call

ATTACHMENTS:

1. Resolution 2017-38
2. _____
3. _____

Council Action: _____ Date: _____

RESOLUTION NO. 2017-38

STATE OF MINNESOTA)
MARTIN COUNTY) SS
CITY OF FAIRMONT)

WHEREAS, Minnesota Statute § 204B.16, states that municipalities must designate precinct polling places for all elections by December 31 for the upcoming year, and;

WHEREAS, the City of Fairmont has the ability to change the polling location mid-year for an emergency or if the polling place becomes unavailable. If the location of a polling place has been changed, the City of Fairmont will send to every affected household with at least one registered voter in the precinct a non-forwardable mailed notice stating the location of the new polling place at least 25 days before the next election. The secretary of state shall prepare a sample of this notice. A notice that is returned as undeliverable must be forwarded immediately to the County Auditor.

NOW, THEREFORE, IT IS HEREBY RESOLVED that the Fairmont City Council designates the boundaries of the voting precincts and polling place for 2018 as follows:

Precinct Name – City of Fairmont

Polling Place Location – Knights of Columbus Hall, 920 East Tenth Street, Fairmont, MN

- Motion by:
- Seconded by:
- All in Favor:
- Opposed:
- Abstained:
- Absent:

PASSED, APPROVED AND ADOPTED, this 13th day of November, 2017.

Deborah J. Foster, Mayor

ATTEST:

Patricia J. Monsen, City Clerk

MEETING DATE: November 13, 2017

SUBJECT: 2017 Assessment Deferrals

REVIEWED BY: Mike Humpal, CEcD, City Administrator

SUBJECT INITIATION BY:

<input checked="" type="checkbox"/>	Petition	<input type="checkbox"/>	Board	<input type="checkbox"/>	Staff	<input type="checkbox"/>	Council	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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SUBJECT BACKGROUND: Mike Humpal, CEcD, City Administrator

INTRODUCED BY: Mike Humpal, CEcD, City Administrator

COUNCIL LIAISON:

TYPE OF ACTION:

<input type="checkbox"/>	Motion (Voice Vote)	<input checked="" type="checkbox"/>	Resolution (Roll Call)	<input type="checkbox"/>	Discussion
<input type="checkbox"/>	Ordinance 1 st Reading (Introduction only)	<input type="checkbox"/>	Set Public Hearing (Motion)	<input type="checkbox"/>	Information Only
<input type="checkbox"/>	Ordinance 2 nd Reading (Roll call)	<input type="checkbox"/>	Hold Public Hearing (Motion to close)	<input type="checkbox"/>	

RECOMMENED ACTION BY:

<input checked="" type="checkbox"/>	City Staff	<input type="checkbox"/>	Board	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
-------------------------------------	------------	--------------------------	-------	--------------------------	------------	--------------------------	-----------

<input type="checkbox"/>	Issuance	<input checked="" type="checkbox"/>	Approval	<input type="checkbox"/>	Authorization	<input type="checkbox"/>	No recommendation
<input type="checkbox"/>	Denial	<input type="checkbox"/>	Rejection	<input type="checkbox"/>	No action needed	<input type="checkbox"/>	

STATEMENT: Three individuals have applied for a deferral of their assessment on the 2017 street improvement projects abutting their properties. A resolution approving the Applications and Agreements for the Special Assessment Deferrals must be adopted by the Council.

MOTION: To approve Resolution 2017-37, approving the Applications and Agreements for the Special Assessment Deferrals.

VOTE REQUIRED: Simple Majority – Roll Call

ATTACHMENTS:

1. Applications and Agreements for Special Assessment Deferrals
2. Resolution 2017-37
3. _____

Council Action: _____ Date: _____

City of Fairmont
Application & Agreement for Special Assessment Deferral
Information on Applicant

APPLICANT'S FULL LEGAL NAME Marilyn J. Wolter, a single individual
APPLICANT'S MAILING ADDRESS (STREET ADDRESS, CITY, STATE, ZIP) 900 Cardinal Street Fairmont, MN 56031
APPLICANT'S PHONE NUMBER (507) 236-1377

Information on Property

STREET ADDRESS OF PROPERTY 900 Cardinal Street
LEGAL DESCRIPTION OF PROPERTY Lot Five (5), Block Two (2), Southview First Addition to the City of Fairmont as per the map or plat thereof on file and of record in the Office of the County Recorder in and for said County and State.
PARCEL IDENTIFICATION NUMBER (PIN) 232200120

Deferral Information

REASON FOR DEFERRAL: <input checked="" type="checkbox"/> 65 years of age or older <input type="checkbox"/> Retired as a result of a permanent and total disability <input type="checkbox"/> Undeveloped Property	
PROJECT YEAR: 2017 AMOUNT OF PRINCIPAL TO BE DEFERRED: \$5,040.36 INTEREST RATE: 4.0%	ASSESSMENT NUMBER: 6717002-0-0005 PROJECT: Cardinal Street Resurfacing: Charles Street to TH 15 TERM: 15 years

Please initial each statement.

MW

I certify that the information given herein is true and complete to the best of my knowledge. I certify that I own the real estate described above and the property is in homestead status or undeveloped property. The special assessment described above causes a hardship for me to make payment, therefore I am seeking deferral of the assessment.

MW

I hereby agree that if the deferral of this assessment is approved, it will be deferred with interest, compounded annually, until such time as it is deemed that I no longer qualify or the property loses eligibility. Under the City of Fairmont guidelines and Minnesota Statute Sections 429.061, sub. 2 and 435.193 to 435.195, the deferral could be terminated and become payable upon one of the following events:

- The death of the owner (if the surviving spouse is not eligible for the deferral)
- The sale, transfer or subdivision of any part of the property
- Loss of homestead status on the property
- The Council's determination that immediate or partial payment would not impose a hardship
- Improvement upon the land or platting of the property
- In no event will the assessment be deferred for longer than 30 years from the date of the adoption of the assessment by the City of Fairmont.

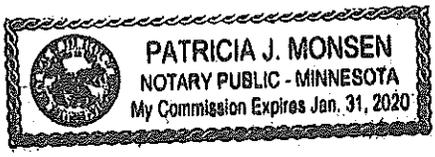
Marilyn J. Wolter
Marilyn J. Wolter, applicant

10-18-17 Date

STATE OF MINNESOTA }
COUNTY OF MARTIN } SS

On this 18th day of October, 2017, personally appeared Marilyn J. Wolter, a single individual, who executed the foregoing instrument and acknowledged that she executed the same as her free act and deed.

Patricia J. Monsen
Notary Signature



Drafted by:
Elizabeth W. Bloomquist, City Attorney
100 Downtown Plaza
Fairmont, MN 56031
Phone: 507-238-3939

FOR OFFICE USE ONLY	
DATE SUBMITTED TO COUNCIL FOR APPROVAL:	
ACTION TAKEN:	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
CONDITIONS FOR DEFERMENT/REASONS FOR DENIAL:	

City of Fairmont
Application & Agreement for Special Assessment Deferral
Information on Applicant

APPLICANT'S FULL LEGAL NAME Orel A. Barker
APPLICANT'S MAILING ADDRESS (STREET ADDRESS, CITY, STATE, ZIP) 2040 Knollwood Drive Fairmont, MN 56031
APPLICANT'S PHONE NUMBER 507-238-1340

Information on Property

STREET ADDRESS OF PROPERTY 1691 N. State Street Fairmont, MN 56031
LEGAL DESCRIPTION OF PROPERTY The South 80.6 feet of Lot 1 in Block 1 of DeZiel's Addition to the City of Fairmont as per map or plat thereof on file and of record in the office of the County Recorder in and for said County and State.
PARCEL IDENTIFICATION NUMBER (PIN) 230980010

Deferral Information

REASON FOR DEFERRAL: <input type="checkbox"/> 65 years of age or older <input type="checkbox"/> Retired as a result of a permanent and total disability <input checked="" type="checkbox"/> Undeveloped Property	
PROJECT YEAR: 2017	ASSESSMENT NUMBER: 5717001-00004
AMOUNT OF PRINCIPAL TO BE DEFERRED: \$54,516.00	PROJECT: Margaret Street Reconstruction: North North Avenue to TH 15
INTEREST RATE: 4.0%	TERM: 15 YEARS

Deferral Information

Please initial each statement.

OB

I certify that the information given herein is true and complete to the best of my knowledge. I certify that I own the real estate described above and the property is in homestead status or undeveloped property. The special assessment described above causes a hardship for me to make payment, therefore I am seeking deferral of the assessment.

OB

I hereby agree that if the deferral of this assessment is approved, it will be deferred with interest, compounded annually, until such time as it is deemed that I no longer qualify or the property loses eligibility. Under the City of Fairmont guidelines and Minnesota Statute Sections 429.061, sub. 2 and 435.193 to 435.195, the deferral could be terminated and become payable upon one of the following events:

- The death of the owner (if the surviving spouse is not eligible for the deferment)
- The sale, transfer or subdivision of any part of the property
- Loss of homestead status on the property
- The Council's determination that immediate or partial payment would not impose a hardship
- Improvement upon the land or platting of the property
- In no event will the assessment be deferred for longer than 30 years from the date of the adoption of the assessment by the City of Fairmont.

Orel A. Barker

Orel A. Barker, applicant

10-20-2017

Date

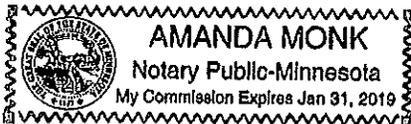
STATE OF MINNESOTA
COUNTY OF MARTIN

} SS

On this 20th day of October, 2017, personally appeared Orel A. Barker, a single individual, who executed the foregoing instrument and acknowledged that she executed the same as her free act and deed.

Amanda Monk

Notary Signature



Drafted by:
Elizabeth W. Bloomquist, City Attorney
100 Downtown Plaza
Fairmont, MN 56031

FOR OFFICE USE ONLY

DATE SUBMITTED TO COUNCIL FOR APPROVAL:

ACTION TAKEN:

APPROVED

DENIED

CONDITIONS FOR DEFERMENT/REASONS FOR DENIAL:

City of Fairmont
 Application & Agreement for Special Assessment Deferral
Information on Applicant

APPLICANT'S FULL LEGAL NAME Howard D. Simmering Revoc Trust % Shelley Simmering, POA
APPLICANT'S MAILING ADDRESS (STREET ADDRESS, CITY, STATE, ZIP) 1014 Keim Trail St. Charles, IL 60174
APPLICANT'S PHONE NUMBER

Information on Property

STREET ADDRESS OF PROPERTY 1700 N. North Avenue, Fairmont, MN
LEGAL DESCRIPTION OF PROPERTY Exhibit A – See attached
PARCEL IDENTIFICATION NUMBER (PIN) 230380170

Deferral Information

REASON FOR DEFERRAL: <input type="checkbox"/> 65 years of age or older <input type="checkbox"/> Retired as a result of a permanent and total disability <input checked="" type="checkbox"/> Undeveloped Property	
PROJECT YEAR: 2017 AMOUNT OF PRINCIPAL TO BE DEFERRED: \$32,320.00 INTEREST RATE: 4.0%	ASSESSMENT NUMBER: 5717001-00001 PROJECT: Margaret Street Reconstruction, North North Avenue to TH15 TERM: 15 years

Deferral Information

Please initial each statement.

SS

I certify that the information given herein is true and complete to the best of my knowledge. I certify that I own the real estate described above and the property is in homestead status or undeveloped property. The special assessment described above causes a hardship for me to make payment, therefore I am seeking deferral of the assessment.

SS

I hereby agree that if the deferral of this assessment is approved, it will be deferred with interest, compounded annually, until such time as it is deemed that I no longer qualify or the property loses eligibility. Under the City of Fairmont guidelines and Minnesota Statute Sections 429.061, sub. 2 and 435.193 to 435.195, the deferral could be terminated and become payable upon one of the following events:

- The death of the owner (if the surviving spouse is not eligible for the deferral)
- The sale, transfer or subdivision of any part of the property
- Loss of homestead status on the property
- The Council's determination that immediate or partial payment would not impose a hardship
- Improvement upon the land or platting of the property
- In no event will the assessment be deferred for longer than 30 years from the date of the adoption of the assessment by the City of Fairmont.

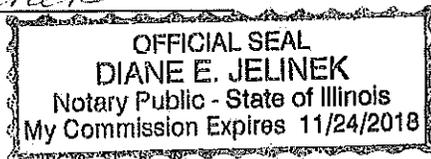
Shelley Simmering POA for Howard Simmering _____ *11/6/17*
Shelley Simmering, POA for Howard R. Simmering Revoc Trust *Revoc Trust* _____ Date

STATE OF Illinois }
COUNTY OF Fair } SS

On this 6th day of November, 2017, personally appeared Shelley Simmering, a single individual, who executed the foregoing instrument and acknowledged that she executed the same as her free act and deed.

Diane E. Jelinek

Notary Signature



Drafted by:
Elizabeth W. Bloomquist, City Attorney
100 Downtown Plaza
Fairmont, MN 56031

FOR OFFICE USE ONLY

DATE SUBMITTED TO COUNCIL FOR APPROVAL:

ACTION TAKEN: APPROVED DENIED

CONDITIONS FOR DEFERRMENT/REASONS FOR DENIAL:

Exhibit A – Legal Description of Property

Parcel ID: 23.038.0170

A tract of land in the Northeast Quarter of the Northwest Quarter (NE1/4 NW1/4) of Section Five (5) in Township One Hundred Two (102) North of Range Thirty (30) West of the Fifth Principal Meridian in Fairmont, Martin County, Minnesota, described as follows:

Commencing at the Southeast corner of the Northeast Quarter of the Northwest Quarter (NE1/4 NW1/4) of Section Five (5); thence North 90 degrees 00 minutes West along the South line of the said Northeast Quarter of the Northwest Quarter (NE1/4 NW1/4) of Section Five (5) a distance of 523.8 feet; thence North 0 degrees 27 minutes West a distance of 33.0 feet to the point of beginning on the North line of Margaret Street; thence North 90 degrees 00 minutes West along the said North line of Margaret Street a distance of 748.00 feet to the East line of North Avenue; thence North 0 degrees 58 minutes West along the said East line of North Avenue a distance of 998.4 feet; thence South 89 degrees 49 minutes East parallel with the North line of the said Northeast Quarter of the Northwest Quarter (NE1/4 NW1/4) of Section Five (5) a distance of 814.4 feet; thence North 0 degrees 10 minutes West a distance of 231.4 feet to a point on the said North line of the Northeast Quarter of the Northwest Quarter (NE1/4 NW1/4) of Section Five (5); thence South 89 degrees 49 minutes East along the said North line of the Northeast Quarter of the Northwest Quarter (NE1/4 NW1/4) of Section Five (5) a distance of 462.00 feet to the Northeast corner of the said Northeast Quarter of the Northwest Quarter (NE1/4 NW1/4) of Section Five (5); thence South 0 degrees 39 minutes East along the East line of the said Northeast Quarter of the Northwest Quarter (NE1/4 NW1/4) of Section Five (5) a distance of 225.2 feet; thence South 89 degrees 27 minutes West a distance of 316.1 feet; thence South 0 degrees 37 minutes East a distance of 384.7 feet; thence South 50 degrees 40 minutes West a distance of 264.3 feet; thence South 0 degrees 27 minutes East a distance of 445.3 feet to the point of beginning.

EXCEPTING THEREFROM the following tracts:

A tract of land in the Northwest Quarter (NW1/4) of Section Five (5), Township One Hundred Two (102) North, Range Thirty (30) West of the Fifth Principal Meridian in Martin County, Minnesota, described as follows: Beginning at the North Quarter corner of Section Five (5); thence South 0 degrees 39 minutes East 225.20 feet; thence South 89 degrees 27 minutes West 463.50 feet; thence North 0 degrees 10 minutes West 231.40 feet to the North line of said Section Five (5); thence South 89 degrees 49 minutes East 462.00 feet to the point of beginning.

And also a tract of land in the Northeast Quarter of the Northwest Quarter (NE1/4 NW1/4) of Section Five (5) in Township One Hundred Two (102) North, Range Thirty (30) West of the Fifth Principal Meridian in Fairmont, Martin County, Minnesota, more particularly described as follows:

Commencing at the Southeast corner of said Northeast Quarter of said Northwest Quarter (NE1/4 NW1/4) of said Section Five (5); thence on an assumed bearing of West along the southerly line of said Northeast Quarter of said Northwest Quarter (NE1/4 NW1/4), a distance of 523.80 feet; thence North 0 degrees 27 minutes 00 seconds West a distance of 33.00 feet to a point on the northerly line of Margaret Street as platted in the City of Fairmont, said point being the point of beginning of the tract to be described; thence West along said northerly line a distance of 345.30 feet; thence North 0 degrees 27 minutes 00 seconds West, a distance of 458.62 feet to the centerline of Center Creek; thence southeasterly, easterly, and northeasterly a distance of 465 feet, more or less, to a point on the westerly line of the City of Fairmont Sewage Disposal Plant; thence South 0 degrees 27 minutes 00 seconds East along said westerly line a distance of 405.64 feet to the point of beginning of the tract herein described.

RESOLUTION NO. 2017-37

STATE OF MINNESOTA
COUNTY OF MARTIN
CITY OF FAIRMONT



**RESOLUTION APPROVING THE
APPLICATIONS & AGREEMENTS FOR SPECIAL ASSESSMENT DEFERRALS**

WHEREAS, Applications and Agreements for Special Assessment Deferrals have been received by the following individuals for the properties listed below:

Marilyn Wolter

Property:	900 Cardinal Street	Parcel #:	23.220.0120
Special Assessment #:	6717002-0-0005	Amount:	\$5,040.36
Street Improvement:	Cardinal Street Resurfacing; Charles Street to TH 15		

Orel A. Barker

Property:	1691 N. State Street	Parcel #:	23.098.0010
Special Assessment #:	5717001-00004	Amount:	\$54,516.00
Street Improvement:	Margaret Street Reconstruction; North North Avenue to TH 15		

Howard D. Simmering Revocable Trust % Shelley Simmering, POA

Property:	1700 N. North Avenue	Parcel #:	23.038.0170
Special Assessment #:	5717001-00001	Amount:	\$32,320.00
Street Improvement:	Margaret Street Reconstruction; North North Avenue to TH 15		

WHEREAS, the property owners are requesting deferral of the assessment for the following reason:

Marilyn Wolter	65 years of age or older
Orel A. Barker	Undeveloped Property
Howard D. Simmering Revoc Trust % Shelley Simmering, POA	Undeveloped Property

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FAIRMONT, MINNESOTA, that the Applications & Agreements for Special Assessment Deferrals for the owners and their property listed above are hereby approved.

Motion by:

Seconded by:

All in favor:

Opposed:

Abstained:

Adopted by the Council this 13th day of November, 2017.

Mayor

ATTEST:

City Clerk
(SEAL)

MEETING DATE: November 13, 2017

SUBJECT: Preliminary and Final Plat Kahler Addition

REVIEWED BY: Mike Humpal, CEcD, City Administrator 

SUBJECT INITIATION BY:

<input checked="" type="checkbox"/>	Petition		Board		Staff		Council		Commission		Committee
-------------------------------------	----------	--	-------	--	-------	--	---------	--	------------	--	-----------

SUBJECT BACKGROUND: Mike Humpal, CEcD, City Administrator

INTRODUCED BY: Mike Humpal, CEcD, City Administrator

COUNCIL LIAISON:

TYPE OF ACTION:

<input checked="" type="checkbox"/>	Motion (Voice Vote)		Resolution (Roll Call)		Discussion
	Ordinance 1 st Reading (Introduction only)		Set Public Hearing (Motion)		Information Only
	Ordinance 2 nd Reading (Roll call)		Hold Public Hearing (Motion to close)		

RECOMMENED ACTION BY:

<input checked="" type="checkbox"/>	City Staff		Board		Commission		Committee
-------------------------------------	------------	--	-------	--	------------	--	-----------

	Issuance	<input checked="" type="checkbox"/>	Approval		Authorization		No recommendation
	Denial		Rejection		No action needed		

STATEMENT: In order for the Kahler's to donate land for the Martin County Veterans Memorial, the area is required to be platted. In an industrial zone any land parcels subdivided that are less than five acres must be platted. In this case, the land is just under one acre. The Planning Commission unanimously recommended approval of the preliminary and final plat at their November 7th meeting.

MOTION: To approve the preliminary and final Plat of the Kahler addition.

VOTE REQUIRED: Simple majority

ATTACHMENTS:

1. Planning Commission minutes and supporting documents
2. _____
3. _____

Council Action: _____ Date: _____

MINUTES OF THE FAIRMONT PLANNING COMMISSION

Regular Meeting

November 7, 2017 at 5:30 p.m.

Fairmont City Hall Second Floor Conference Room, 100 Downtown Plaza

Members present: Ian Bents, Margaret Dillard, Ed Willett, Chris Pierce, Jennifer Trushenski,

Members absent: Scott Unke, Council Liaison Tom Hawkins

Chairman Pierce called the meeting to order at 5:30 p.m.

Agenda Approval: Motion by Dillard and second by Trushenski to approve the October 10, 2017 meeting agenda as presented. Motion carried.

Minutes: Motion by Willett and second by Dillard to approve the October 10, 2017 meeting minutes. Motion carried.

Chairman Pierce opened the public hearing at 5:33 p.m. on the Preliminary and Final Plat of Kahler Subdivision.

Chuck Mixon explained the project. Chairman Pierce commented that he had not heard from anyone about the plat. Bents said that he had heard a lot of public support for the project. Doug and Diane Kahler were present in support of the plat.

Motion by Trushenski and second by Bents to close the public hearing. Motion carried.

Motion by Bents and second by Trushenski to recommend the final plat to the Fairmont City Council. Motion carried.

Motion to adjourn the meeting at 5:36 p.m. by Trushenski and second by Willett. Motion carried.



MEMO

DATE: October 30, 2017
TO: Planning Commission Meeting November 7, 2017
FROM: Mike Humpal, CEcD, City Administrator 
RE: Staff Report – Preliminary and Final Plat Kahler Subdivision

An unplatted piece of property zoned commercial or industrial with a metes and bounds legal description may not be subdivided without first platting if less than five acres. Outlot A is .876 acres leaving a lot 4.65 acres therefore the area must be platted.

The subdividing of Outlot A is to create the Martin County Veterans Memorial.

The Plat meets all legal requirements for a major subdivision under City Code Section 24.66 through Section 24-93.

The Plat will not impact public streets, create or eliminate any public right of way. Further the Plat will not impact city water or sewer infrastructure.

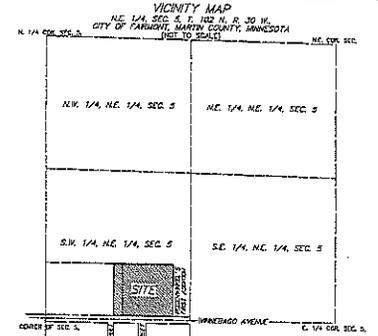
The Plat will not have any habitable structures within its boundaries.

The project conforms with the comprehensive plan. The area is made up of residential, commercial and industrial uses and is adjacent to the Winnebago Sports Complex with sufficient parking to meet the needs of the plat.

Staff recommends that the Planning Commission recommends approval to the City Council.

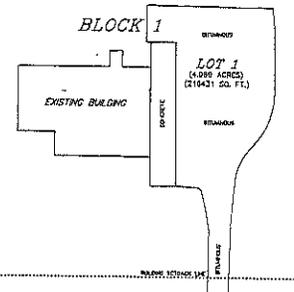
PRELIMINARY PLAT
KAHLER SUBDIVISION
 LOCATED IN THE S.W. 1/4, N.E. 1/4,
 SEC. 5, T. 102 N., R. 30 W., CITY OF FAIRMONT,
 MARTIN COUNTY, MINNESOTA

S.W. 1/4, N.E. 1/4, SEC. 5



CITY OF FAIRMONT TRACT
 UNPLATTED

CITY OF FAIRMONT TRACT
 UNPLATTED



EXISTING
 LEGAL DESCRIPTION
 (Department No. 20123-412750)
 (First Legal Description)
 A tract of land in the Southwest Quarter of the Northeast
 Quarter (SW 1/4 NE 1/4) of Section Five (5), Township
 One hundred Two (102) North, 28 Range Thirty (30) West
 of the Fifth Principal Meridian, (classified as follows here):
 Beginning at a point on the North line of
 Winnebago Avenue in the City of Fairmont 87.0 feet East
 and 53 feet North of the center point of Section Five;
 23.03 feet thence North to the North one South
 quarter line of said Section 47.0 feet thence West
 quarter line of the East and West quarter line of said Section
 300.0 feet thence South 47.20 feet to the point of
 beginning.

ROSENWINKEL'S FIRST ADDITION

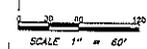
WINNEBAGO AVENUE

WINNEBAGO AVENUE

ORIENT STREET

GRANT STREET

OWNER/DEVELOPER: DOUGLAS R. KAHLER 2007 REVOCABLE TRUST AGREEMENT
 AREA WITHIN PLAT: 5.645 ACRES
 ZONING: 1-1 LIGHT INDUSTRIAL
 NORMAL BUILDING SETBACK REQUIREMENTS:
 FRONT YARD - 40 FEET
 REAR YARD - 40 FEET
 SIDE YARD - 10% OF LOT WIDTH
 BUT NOT MORE THAN 30 FEET



SCALE 1" = 60'
 POINTS IRON ADJUSTMENTS FOUND
 POINTS IRON MONUMENTS SET & MARKED WITH IRON DISCS UNLESS OTHERWISE SHOWN

BEARINGS ARE REFERRED TO THE
 NORTH COUNTY COORDINATE
 SYSTEM (MARKS 100% ADJUSTMENT)



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

DOUGLAS R. KAHLER 2007 REVOCABLE TRUST AGREEMENT

DATE	12-12-2017	LEDGE NO.	50875
BY	D.R. KAHLER	BY	D. MADSEN
DATE	12-12-2017	LEDGE NO.	50875
BY	D. MADSEN	BY	D. MADSEN

318 EAST BLUE EARTH AVENUE
 FAIRMONT, MINNESOTA 56001

COPYRIGHT
 BY MADSSEN LAND SURVEYING, INC.
 THIS PLAN AND REPORT ARE PREPARED BY
 ME OR UNDER MY DIRECT SUPERVISION AND
 I AM A DAILY LICENSED LAND SURVEYOR UNDER
 THE LAWS OF THE STATE OF MINNESOTA.

KAHLER SUBDIVISION

LOCATED IN THE S.W. 1/4, N.E. 1/4,
SEC. 5, T. 102 N., R. 30 W., CITY OF FAIRMONT,
MARTIN COUNTY, MINNESOTA

S.W. 1/4, N.E. 1/4, SEC. 5

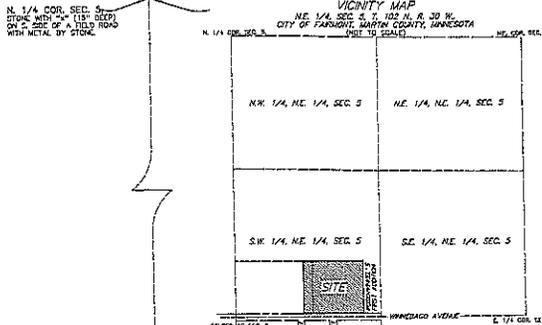
CITY OF FAIRMONT TRACT
UNPLATTED

CITY OF FAIRMONT TRACT
UNPLATTED

BLOCK 1

LOT 1
(3.68 ACRES)
(21641.55 SQ. FT.)

OUTLOT A
(0.01 ACRES TRAIL)
(28100.55 SQ. FT.)



INSTRUMENT OF DEDICATION
KNOW ALL MEN BY THESE PRESENTS: Douglas R. Kahler, 2007 Revoceco Trust Agreement, donor and grantor of the following described property situated in the City of Fairmont, County of Martin, State of Minnesota, to wit:
A tract of land in the Southwest Quarter of the Northwest Quarter (20174 NE 1/4) of Section Five (5), in Township One Hundred Two (102) North, of Range Thirty (30) West of the Fifth Principal Meridian, described as follows to-wit:
Beginning at a point on the North line of Winnebago Avenue in the City of Fairmont, 172.5 feet East and 33 feet North of the center point of Section Five (5) East on the North line of Winnebago Avenue, 21641.55 feet; thence North parallel to the North and South quarter line of said Section 5, 47.23 feet; thence West parallel to the East and West quarter line of said Section 5, 28100.55 feet; thence South 472.3 feet to the point of beginning.

Has caused the same to be surveyed and plotted as KAHLER SUBDIVISION.
In Witness Whereof said Douglas R. Kahler, Trustee, of the Douglas R. Kahler 2007 Revoceco Trust Agreement, has hereunto set my hand this _____ day of _____ 2017.

Douglas R. Kahler, Trustee
Douglas R. Kahler 2007 Revoceco Trust Agreement
STATE OF MINNESOTA
COUNTY OF MARTIN

The foregoing instrument of dedication was acknowledged before me this _____ day of _____ 2017, by Douglas R. Kahler, Trustee, of the Douglas R. Kahler 2007 Revoceco Trust Agreement.

Notary Public, Martin County, Minn.
My commission expires _____

SURVEYORS CERTIFICATE
I hereby certify that I have surveyed and plotted the property described on this plat as KAHLER SUBDIVISION. That this plat is a correct representation of the survey, that all distances are correctly shown on the plat in feet and hundredths of a foot, that all monuments have been correctly placed in the ground as shown, that the outside boundary lines are correctly represented on this plat and that there are no wet lands or other public highways to be delineated other than as shown.

Ben Madsen, Land Surveyor
Minnesota Registration No. 50875

SURVEYORS ACKNOWLEDGMENT
STATE OF MINNESOTA
COUNTY OF MARTIN
The foregoing Surveyors Certificate was acknowledged before me this _____ day of _____ 2017, by Ben Madsen, Land Surveyor.

Notary Public, Martin County, Minn.
My commission expires _____

CITY OF FAIRMONT
We do hereby certify that on this _____ day of _____ 2017, the City Council of Fairmont, Minnesota, approved this plat.

City Clerk _____ Mayor _____

CITY PLANNING COMMISSION APPROVAL
Do I hereby certify that on this _____ day of _____ 2017, the Planning Commission of the City of Fairmont, Martin County, Minnesota, did approve this plat as KAHLER SUBDIVISION.

Chairperson of the Planning Commission _____

MARTIN COUNTY AUDITORS TAX STATEMENT
I hereby certify that there are no delinquent taxes and the transfer has been entered on the _____ day of _____ 2017.

Martin County Auditor _____

MARTIN COUNTY TREASURER
I hereby certify that the current years taxes have been paid in full. Certified on the _____ day of _____ 2017.

Martin County Treasurer _____

MARTIN COUNTY RECORDER
I hereby certify that this instrument was filed in the Office of the County Recorder for record on the _____ day of _____ 2017, at _____ o'clock _____, and may be recorded in Change Number _____ and recorded as Document Number _____.

Martin County Recorder _____

ROSEMINNICKEL'S FIRST ADDITION
I hereby certify that this instrument was filed in the Office of the County Recorder for record on the _____ day of _____ 2017, at _____ o'clock _____, and may be recorded in Change Number _____ and recorded as Document Number _____.

Martin County Recorder _____

WINNEBAGO AVENUE
I hereby certify that this instrument was filed in the Office of the County Recorder for record on the _____ day of _____ 2017, at _____ o'clock _____, and may be recorded in Change Number _____ and recorded as Document Number _____.

Martin County Recorder _____

W. 1/4 COR. SEC. 5
I hereby certify that this instrument was filed in the Office of the County Recorder for record on the _____ day of _____ 2017, at _____ o'clock _____, and may be recorded in Change Number _____ and recorded as Document Number _____.

Martin County Recorder _____

S. 1/4 COR. SEC. 5
I hereby certify that this instrument was filed in the Office of the County Recorder for record on the _____ day of _____ 2017, at _____ o'clock _____, and may be recorded in Change Number _____ and recorded as Document Number _____.

Martin County Recorder _____

E. 1/4 COR. SEC. 5
I hereby certify that this instrument was filed in the Office of the County Recorder for record on the _____ day of _____ 2017, at _____ o'clock _____, and may be recorded in Change Number _____ and recorded as Document Number _____.

Martin County Recorder _____

BY THESE PRESENTS
I hereby certify that this instrument was filed in the Office of the County Recorder for record on the _____ day of _____ 2017, at _____ o'clock _____, and may be recorded in Change Number _____ and recorded as Document Number _____.

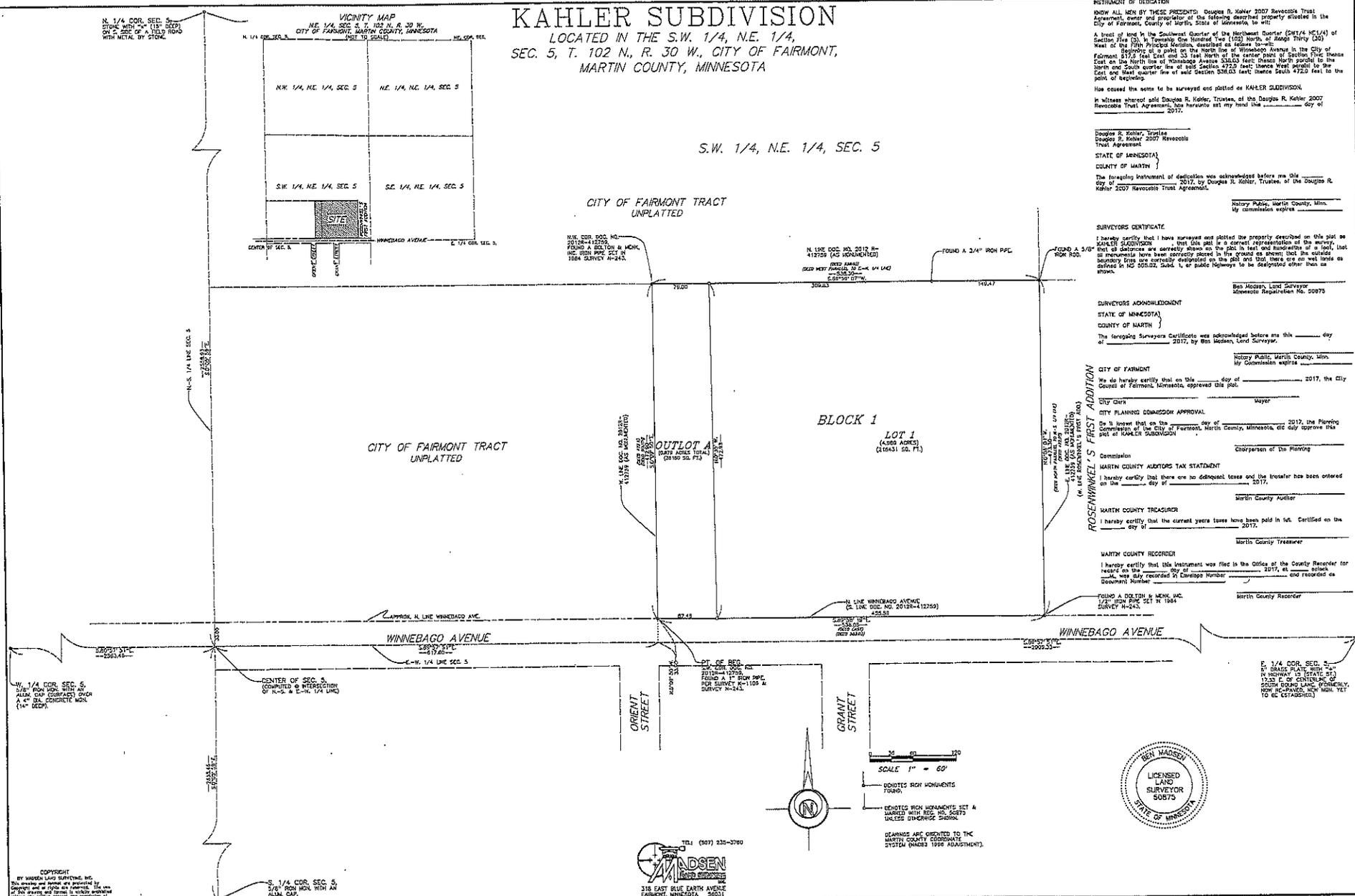
Martin County Recorder _____

BY THESE PRESENTS
I hereby certify that this instrument was filed in the Office of the County Recorder for record on the _____ day of _____ 2017, at _____ o'clock _____, and may be recorded in Change Number _____ and recorded as Document Number _____.

Martin County Recorder _____

BY THESE PRESENTS
I hereby certify that this instrument was filed in the Office of the County Recorder for record on the _____ day of _____ 2017, at _____ o'clock _____, and may be recorded in Change Number _____ and recorded as Document Number _____.

Martin County Recorder _____



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without the written permission of
Madsen Land Surveying, Inc.

MADSEN
LAND SURVEYING
INC.
318 EAST BLUE EARTH AVENUE
FAIRMONT, MINNESOTA, 56001
TEL: (507) 235-3700



MEETING DATE: November 13, 2017

SUBJECT: 2017 update of the Active Transportation Plan

REVIEWED BY: Mike Humpal, CEcD, City Administrator 

SUBJECT INITIATION BY:

<input type="checkbox"/>	Petition	<input type="checkbox"/>	Board	<input checked="" type="checkbox"/>	Staff	<input type="checkbox"/>	Council	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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SUBJECT BACKGROUND: Troy Nemmers, PE, Director of Public Works/City Engineer

INTRODUCED BY: Mike Humpal, CEcD, City Administrator

COUNCIL LIAISON:

TYPE OF ACTION:

<input type="checkbox"/>	Motion (Voice Vote)	<input checked="" type="checkbox"/>	Resolution (Roll Call)	<input type="checkbox"/>	Discussion
<input type="checkbox"/>	Ordinance 1 st Reading (Introduction only)	<input type="checkbox"/>	Set Public Hearing (Motion)	<input type="checkbox"/>	Information Only
<input type="checkbox"/>	Ordinance 2 nd Reading (Roll call)	<input type="checkbox"/>	Hold Public Hearing (Motion to close)	<input type="checkbox"/>	

RECOMMENED ACTION BY:

<input checked="" type="checkbox"/>	City Staff	<input type="checkbox"/>	Board	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
<input type="checkbox"/>	Issuance	<input type="checkbox"/>	Approval	<input type="checkbox"/>	Authorization	<input type="checkbox"/>	No recommendation
<input type="checkbox"/>	Denial	<input type="checkbox"/>	Rejection	<input type="checkbox"/>	No action needed	<input type="checkbox"/>	

STATEMENT: The City received grant funding from the Statewide Health Improvement Program (SHIP) to complete updates to the original Active Transportation Plan completed in 2013. Staff from Bolton & Menk will provide the Council with highlights of the plan updates. Following the presentation, City staff is requesting the Council approve the attached resolution adopting the Appendix D to the plan.

MOTION: To approve resolution 2017-39 adopting the 2017 updates to the City’s Active Transportation Plan.

VOTE REQUIRED: Simple majority

ATTACHMENTS:

1. Appendix D – 2017 updates
2. Resolution 2017-39
- 3.

Council Action: _____ Date: _____

APPENDIX D – 2017 ATP Updates

I. 2017 ACTIVE TRANSPORTATION PLAN UPDATE

A. Overview

In 2017, the City of Fairmont was awarded funding through the Statewide Health Improvement Partnership (SHIP) to update the 2013 Active Transportation Plan (ATP). Updates to the document included the identification of more off-street trail connections, adding recently completed segments and focusing on a more contiguous network throughout the community. The plan was originally completed in 2013 as a master plan to guide future improvements to the City's trails and sidewalks.

This update consists of revisions to Table 1 – Off-Street Trail Priorities and Implementation that include proposed trails from the 2013 document that remained viable options as well as new trail alignments generated as part of this process. Implementation cost estimates were updated to reflect 2017 dollars. Project prioritization was also updated as input was gathered from the public and the Active Living Committee to reflect community preferences. These changes can be seen in **Table D.1**.

Updates were also made to the existing and proposed on-street bike routes to identify a more bicycle friendly network. These updates were made based on bicycle facility design guidance provided by a number of industry accepted multi-modal transportation guides published by the Federal Highway Administration (FHWA) and Minnesota Department of Transportation (MnDOT).

B. Public Involvement

Active Living Committee Meeting

The ATP update process included one meeting with the Active Living Committee to brainstorm ideas for revisions to the plan. There were 14 participants at this meeting including members of the City Council, City staff, project staff, park board members, trails committee members, and members from Project 1590. A summary of that meeting can be seen in **Appendix D.1**.

Online (Virtual) Open House

Plan updates and materials were posted on the City's website from September 11, 2017 through September 29, 2017 during an online open house. This gave all in the community an opportunity to visit the site and provide their input on the ATP proposed trail recommendations.

There were 46 responses collected through the open house process. Participants were generally supportive of the planned Off-Street trails and bike routes in the plan. The Knollwood Drive connection over Dutch Creek to Cedar Creek Park (**#14 in Table D.1**) received overwhelming support that far surpassed other options. The online open house webpage can be seen along with a summary of public feedback in **Appendix D.1**.

Martin County Fair Booth

Members of Project 1590 manned a booth through the duration of the Martin County Fair where maps of the improvements were on display on large boards. No formal summary was completed regarding feedback received, however, those members of Project 1590 present at the booth mentioned the public was generally pleased with the improvements being proposed.

C. Priorities for Implementation

As discussed, projects were re-prioritized to reflect desires expressed through the public process. The 2017 ATP updates will allow the City and its stakeholders to focus their efforts

in developing the proposed trail network in a systematic manner, taking advantages of opportunities for implementation as they arise.

The City will continue to establish bike routes as opportunities present themselves and where off-street options are either cost prohibitive or not feasible due to land availability. The City hopes to continue its proactive approach in developing the proposed Off-Street trails identified in this 2017 update. Many of these trails provide missing links and increase the recreational trail user experience desired by the public. The following provides a comprehensive, updated list of the proposed Off-Street trail improvements illustrated in **Figure D.1 and Figure D.2:**

- 1 - Torgerson Dr to Goemann Rd along TH 15
- 2 - North Ave to Future Western Connection (#4)
- 3 - Connection through Lincoln Park along George Lake shoreline
- 4 - Margaret Street Connection (#2) to George Lake Dam (includes a bridge over Center Creek)
- 5 - West side of George Lake from Center Creek (new crossing at the Dam) south to Hobo Trail and the railroad
- 6 - George Lake Dam through Martin County Fairgrounds to new Off-Street trail #7.
- 7 - 190th Ave/N Bixby Rd to 4th Ave along railroad track
- 8 - South side of George Lake from Bullhead Park to Main St
- 9 - 10th St from the trail on the former railroad bed (2020 Construction) west to Prairie Ave
- 10 - Prairie Ave from Hall St to State St
- 11 - Ward Park from Lake Park Blvd, along Sisseton Lake to Main St
- 12 - Hengen St south to agricultural land along N Fairlakes Ave, south to summit drive connection (near tower), to new Off-Street trail (#18) near Patriot Dr
- 13 - New Dutch Creek crossing at new Off-Street trail #14B to CR 39/190th
- 14A - Knollwood Dr connection to Cedar Creek Park (includes a bridge over Dutch Creek)
- 14B - Lair Rd Connection to Cedar Creek Park (includes a bridge over Dutch Creek)
- 15 - Connection to existing trail and new trail surrounding Soccer Fields adjacent to Prairie Ave
- 16 - Natural surface trails within Cedar Creek Park upgraded to paved off-street trails
- 17 - Albion Avenue from Lake Aires Rd to Interlaken Rd
- 18 - Western Connection from Independence Dr to Lair Rd
- 19 - Albion Ave to Gomsrud Park Entrance
- 20 - Prairie Ave from State St to 10th St
- 21 - Lake St from Main St to 4th St
- 22 - Woodland Ave from Fairlakes Ave to Lake Park Blvd

As was the case in 2013, projects were prioritized as short-term (0 – 10 years), mid-term (10 – 20 years), and long-term (20+ years). **Table D.1** illustrates the proposed trail improvement priorities, their associated timeframe for implementation, and planning level construction cost estimates. **Appendix D.2** includes details on cost estimation figures. **Figure D.1 and D.2** identify each of these Off-Street trail projects with a reference number tied to **Table D.1**. It is recommended that the City continue to use this plan to pursue funding opportunities as this has been successful in the past.

D. Discussion

1. Public Input

A major desire expressed by the community has been to ensure Cedar Creek Park's designation as a regional trail hub. The City is currently pursuing this option. This would facilitate future expansion of a regional trail system that could accommodate connections from Iowa and areas surrounding Fairmont in southern Minnesota. Participants in the public process expressed desires for trail improvements looking forward. The most favored additions to the trail system include the bridge crossing from Knollwood Drive to Cedar Creek Park over Dutch Creek (#14A), Western Trail connections from Hengen St through the agricultural areas (#12 and #14B), and trails accessing the Soccer fields adjacent to Prairie Ave (#15). Discussions and input gathered through the public process informed the planning for improvements and will guide the City in its future trail planning activities. This information is provided in **Appendix D.1**

2. Bike Routes (On-Street Facilities)

Project staff reviewed various guidance documents for evaluation of the City's existing and future designated bike routes. While it is lawful to operate a bicycle on any street or highway in Minnesota as defined in Minnesota Statutes Section 169.222, participants in the public process expressed concerns related to designating bike routes on streets without providing markings or signage. This concern was particularly prevalent on higher speed and/or volume roadways. In response to this, and to provide users with safe, efficient and comfortable bike routes, the project team researched and reviewed guidance from the following documents to achieve an appropriate standard application of bicycle facilities throughout the community:

1. National Association of City Transportation Officials (NACTO) - <https://nacto.org/publication/urban-bikeway-design-guide/>
2. Federal Highway Administration (FHWA) - https://www.fhwa.dot.gov/environment/bicycle_pedestrian/publications/small_towns/
3. Manual on Uniform Traffic Control Devices (MUTCD) – FHWA - <https://mutcd.fhwa.dot.gov/>
4. MnDOT State Aid Manual - <http://www.dot.state.mn.us/stateaid/manual.html>
5. MnDOT Bikeway Facility Design Manual - <https://www.dot.state.mn.us/bike/pdfs/manual/manual.pdf>

Based on guidance from these documents, the City revised the designated on-street bike routes to locations where average annual daily traffic (AADT) volumes do not exceed 3,000 vehicles per day and posted speed limits do not exceed 35 mph. Bike routes were also designated on some roadways with greater than 35 mph posted speed, as long as the roadway has no curb and gutter, no on-street parking and a paved shoulder at least 4 feet in width. On local State-Aid designated roadways, bicycle

facility design standards are defined in Minnesota Administrative Rules 8820.9941 and 8820.9951.

Because bicycle traffic is allowed to share the road with vehicular traffic, specific striping or signage is not statutorily or otherwise required for any particular bicycle facility. Rather, guidance or recommendations for various facility types, traffic conditions, roadway dimensions etc. is provided by the Minnesota Manual of Uniform Traffic Control (MMUTCD) and other documents listed above. For designated bike routes in the City of Fairmont, bike route way-finding signs (such as D11-1) have been and will continue to be installed. Pavement markings such as shared lane markings, or sharrows may be added at the City's discretion when bicycle traffic volumes or roadway conditions warrant.

TABLE D.1 – 2017 Fairmont Active Transportation Plan Update: Off-Street Trail Priorities and Implementation

Figure 4 Ref #	Target Area	Off-Street Trail Name	Termini	Construction Cost Estimate	Implementation Timeframe	Notes
10	D	Prairie Ave	Hall St to State St	\$469,000	Short-term	Provides Off-Street connection along Prairie Ave where users have identified hazardous conditions
11	C	Ward Park Trail	Lake Park Blvd along Sisseton Lake to Main St	\$95,000	Short-term	Creates Off-Street connection adjacent to the lake for increased user experience
14A	E	Knollwood Rd Connection	Knollwood Dr to Cedar Creek Park (includes a bridge over Dutch Creek)	\$523,000	Short-term	Creates a connection to Cedar Creek trail that will be constructed in 2018.
15	D	Soccer Field Trail	Connection to existing trail and new trail in Soccer Fields adjacent to Prairie Ave	\$291,000	Short-term	Completes the trail in the soccer complex tying it into the network
17	E	Albion Ave	Lake Aires Rd to Interlaken Rd	\$272,000	Short-term	Connects Golf Club to existing paved trail on Albion Ave
SUBTOTAL SHORT-TERM (0-10 yrs) TRAIL CONSTRUCTION COSTS				\$1,650,000		
2	A	Margaret St Extension Trail	North Ave to Future Western Connection (#4)	\$136,000	Mid-term	This connection would provide a link from existing facilities on Margaret Street west to a new Off-Street facility connecting the George Lake Dam and other western connections.
3	B	Lincoln Park Trail	along George Lake shoreline from North Ave to Main St	\$129,000	Mid-term	Creates Off-Street connection adjacent to the lake for increased user experience.
5	B	West side of George Lake	Center Creek (near the Dam) south to Hobo Trail	\$229,000	Mid-term	Works towards the goal of an Off-Street trail connection surrounding George Lake.
9	A	10 th St Trail	Railroad Trail west to Prairie Ave	\$262,000	Mid-term	Creates western connection from the 2020 project on old railroad bed to Prairie Ave
13	E	Dutch Creek to CR 39/190 th Ave	New Dutch Creek crossing at new Off-Street trail #14B to CR 39/190 th	\$197,000	Mid-term	Utilize existing city property to make connection to County Road 39/190 th Ave
18	D	Western Connection from Independence Dr	Independence Dr to Lair Rd	\$167,000	Mid-term	Provides access to future western connection from nearby residential neighborhoods
19	D	Lair Rd	Albion Ave to Gomsrud Park Entrance	\$85,000	Mid-term	Provides Off-Street connection to area park from existing Off-Street trail on Albion Ave
20	C	Prairie Ave	State St to 10 th St	\$1,073,000	Mid-term	Provides Off-Street connection along Prairie Ave where users have identified hazardous conditions
SUBTOTAL MID-TERM (10-20 yrs) TRAIL CONSTRUCTION COSTS				\$2,278,000		
1	A	TH 15	Torgerson Dr to Goemann Rd	\$172,000	Long-term	A connection from 10 th St to Torgerson Dr will be constructed in 2020. The TH 15 Off-Street trail addition would complete this, providing access to businesses and lodging north of Interstate 90 (I-90).
4	B	North George Lake	Margaret Street Connection (#2) to George Lake Dam (includes a bridge over Center Creek)	\$958,000	Long-term	This continues the western Off-Street trail connection from locations in the north and provides views of the lake for users.
6	B	Martin County Fairgrounds Trail	George Lake Dam through Martin County Fairgrounds to new Off-Street trail #7	\$593,000	Long-term	Creates Off-Street connection along Center Creek for increased user experience and access to the Martin County Fairgrounds.
7	B	Railroad West Trail	190 th Ave/N Bixby Rd to 4 th Ave	\$459,000	Long-term	Creates western connection along railroad track from south of George Lake
8	B	South Side of George Lake	Bullhead Park to Main St	\$55,000	Long-term	Provides Off-Street access to Bullhead Park from Main St
12	D & E	Western Connection	Hengen St to new Off-Street trail (#18) near Patriot Dr	\$472,000	Long-term	Provides a portion of a continuous connection from properties at I-90 to Cedar Creek Park, an expressed desire from the community and a recommendation of this plan.
14B	E	Lair Rd to Cedar Creek Park	Lair Rd to Cedar Creek Park (includes a bridge over Dutch Creek)	\$1,039,000	Long-term	Creates a connection to Cedar Creek trail that will be constructed in 2018.
16	E	Trails within Cedar Creek Park	Upgrade trails to paved Off-Street trails	\$547,000	Long-term	Desire for additional paved trails within park area.
21	B	Lake Ave (Move to 10-20 yr)	Lake Ave from Main St to 4 th St	\$151,000	Short-term	Connects the Heritage Acres Trail to Bike Routes on 4 th Ave, 4 th St, and Main St
22	D	Woodland Ave	Fairlakes Ave to Lake Park Blvd	\$162,000	Long-term	Provides connection from the east side of the lakes to the west continuing the bike route from Lake Park Blvd and connecting to a future Woodland Ave bike route.
SUBTOTAL LONG-TERM (20+ yrs) TRAIL CONSTRUCTION COSTS				\$4,608,000		
TOTAL				\$8,536,000		

Figure D.1

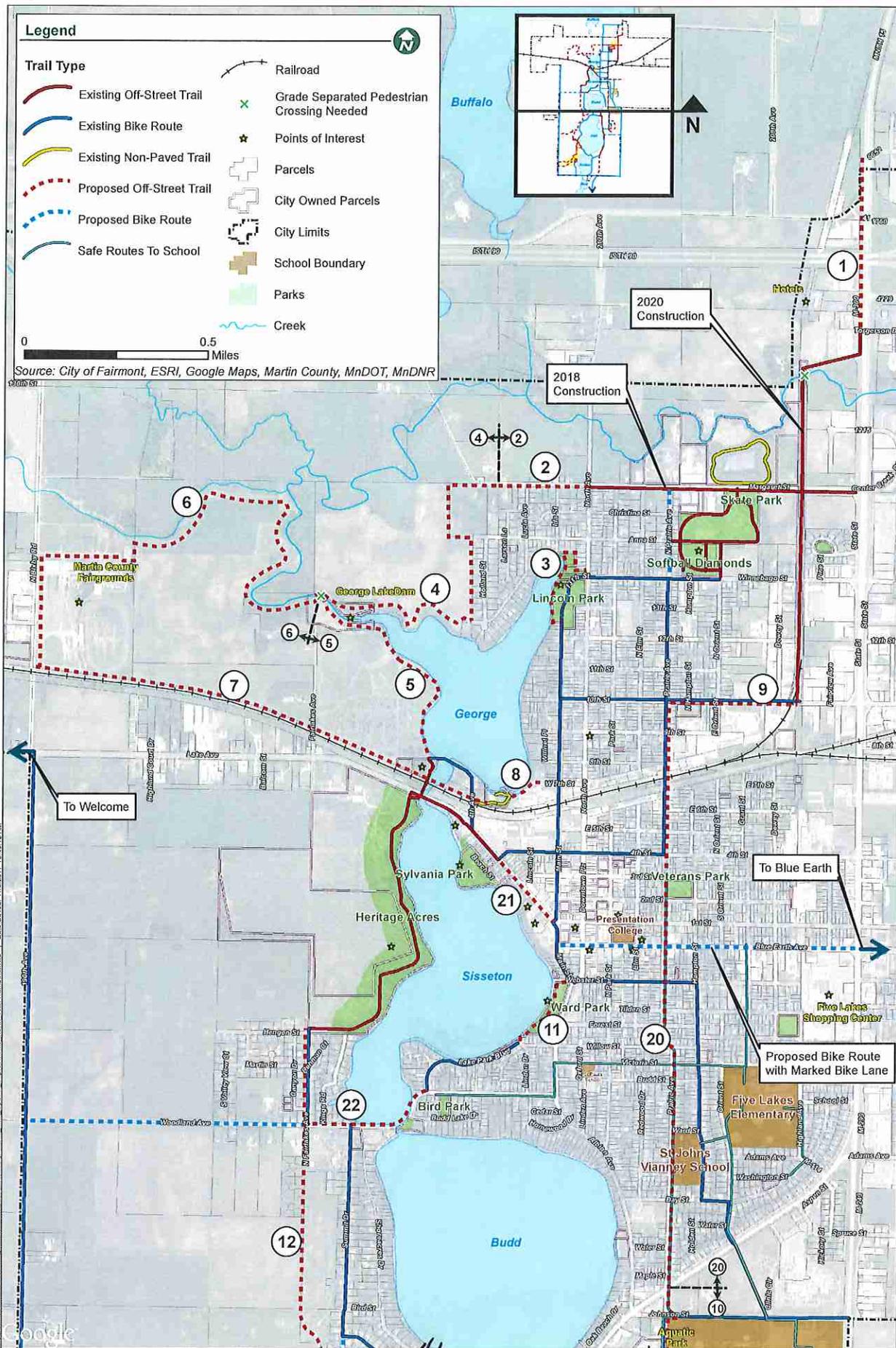
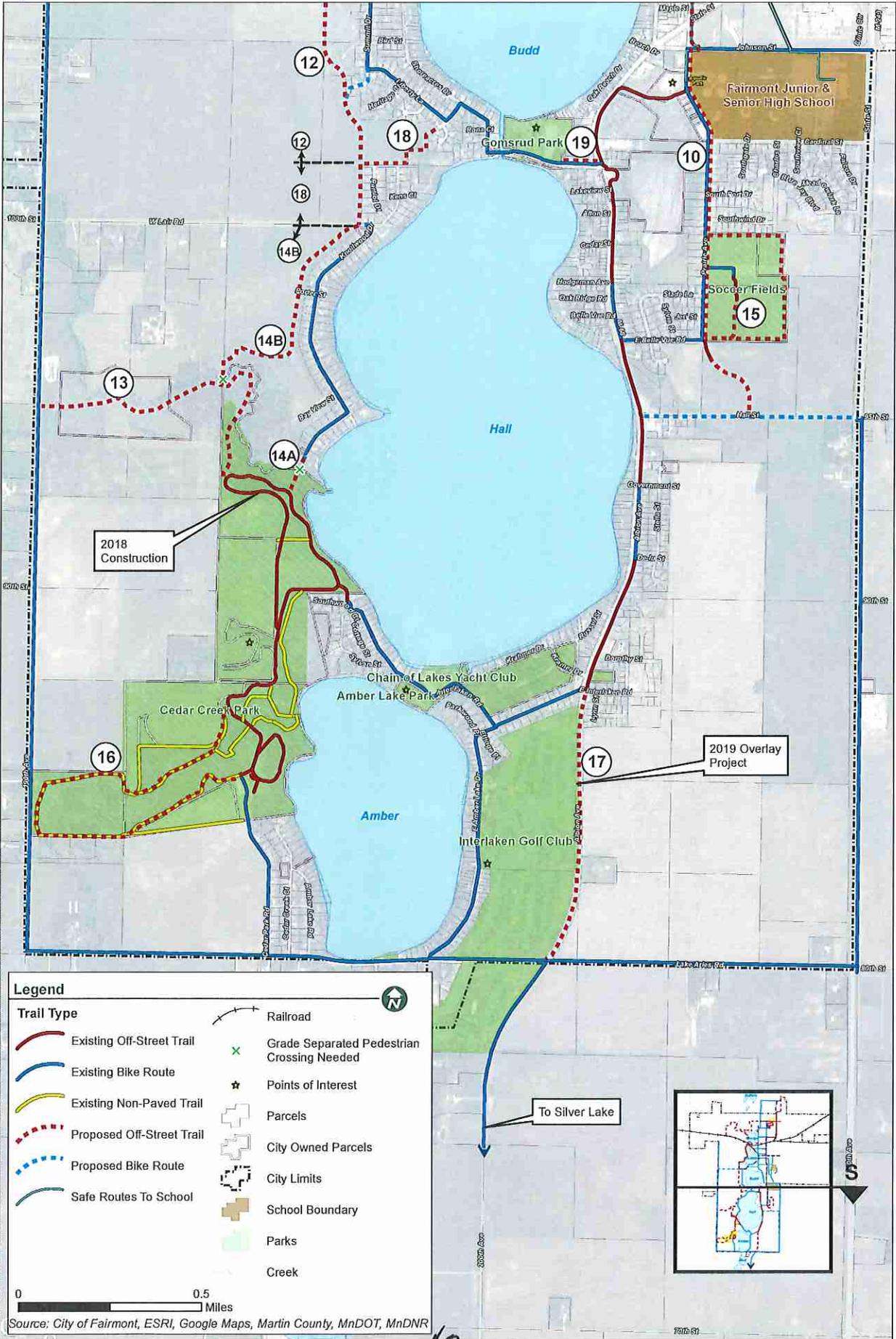


Figure D.2



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Appendix D.1: Meeting Summaries



Fairmont Active Transportation Plan Update
City of Fairmont, Minnesota
Active Living Committee Meeting

Wednesday, August 9, 2017
 Cedar Creek Park Shelter House
 5:30 – 7:00 PM

Meeting Summary

Attendee:	Title
Micaela Gochanour	Project 1590 Intern
Jim Zarling	City of Fairmont, City Council
Eric Johnson	City of Fairmont, Trails Committee
Craig Nelson	City of Fairmont, Park Board
Greg Gellert	City of Fairmont, Park Board
Phil Hanson	City of Fairmont, Trails Committee
Chuck Anderson	
Joe Burns	Resident
Ruth Cyphers	Admin. Project 1590; City of Fairmont, City Council
Nick Lardy	City of Fairmont
Dan Kerhberg	
Troy Nemmers	City of Fairmont, City Engineer
Wes Brown	Bolton & Menk, Principal Engineer
Matt Lassonde	Bolton & Menk, Transportation Planner

1. Introductions –

- Troy Nemmers opened up the conversation introducing project staff to committee members.

2. Background Discussion for the Fairmont Active Transportation Plan Update

- Troy discussed the background of the plan and the necessity for an update due to new circumstances in the community and desires for changes to the plan.

- Wes Brown discussed the focus of the first meeting among City Staff and the rationale for the placement of off-road trails in the community. He explained that the new proposed off-road trails fit into what is possible for providing major connections around the community.

3. Proposed Improvement Discussion

- Meeting participants discussed concerns and ideas with project staff. The following comments outline the discussion points:
 - Discussion began with the question of whether an on-street trail should be proposed for Blue Earth St or 1st St. The group agreed that Blue Earth is a more viable option due to available right-of-way, however, this street is much busier than 1st Ave and only confident bikers will use it.
 - Many asked what qualifies an “on-road trail”. Participants agreed that there is a lack of signage and markings for trails on streets. Generally, the group discussed that well-marked facilities have better response from drivers and are safer in that regard. They would like to see enhanced markings on the roadways for designations. Matt suggested that the City look into the application of sharrows on the pavement that would provide markings alerting both bicyclists and drivers that cars and bikes are using the roadway. This has worked in other communities and could be a recommendation of this plan.
 - The group agreed that wider sidewalks, multi-use paths are more desirable.
 - Participants discussed the potential of designating prairie as an on-street trail. Several were apprehensive about this because there are portions of Prairie Ave that are high traffic and seemingly dangerous for inexperienced bikers. The group agreed that an on-street facility could work from Winnebago St to 10th St, but an off-road trail should be planned for the rest of the road to the south. The group identified a preference for diverging the on-street facilities onto Webster Street to the east where it could continue on Hampton Street to the south and connection to existing Safe Routes to School Infrastructure. It would then reconnect to Prairie Ave at Johnson St. This was an agreeable solution for the interim until the Prairie Ave off-road trail becomes a priority. As of now, the Prairie Ave off-road trail is a long-term priority with the group.
 - Participants would like to see a trail connection on the eastern side of the Lakeside Cemetery. This has not been supported in the past and further discussion is needed. This trail would provide users close access to the lakeside for increased user experience.
 - There are snowmobile trails that used to exist connecting the George Lake Dam to the Martin County Fairgrounds along Center Creek. Users would like to develop that as a future trail connection to utilize the natural setting of the creek.
 - The group discussed that the trails should not only focus on major connections within town, but should also focus on regional connections. There is a movement to designate Cedar Creek Park as a regional trail hub that could accommodate connections along future trails accessing Iowa, and the surrounding Minnesota communities. The City will be pursuing this designation.
 - The group discussed the application of a trail on the northern side of George Lake. This property is currently agricultural and is on the real estate market. However, the City is not in a position to purchase such a pricy property. City staff did suggest that they could work with property owners to potentially include easements for a trail in future development plats so that this could be accommodated. This will require ample negotiation and is uncertain at this point.

4. Improvement Preferences and Priority Ranking

- The group discussed priorities for trail improvements looking forward. Three connections were preferred for meeting short-term goals. Getting Cedar Creek Park designated as a

regional hub was the first mentioned. Second, connecting the northern hotels to Cedar Creek Park via the western route was desired. Third, Ward Park and Lincoln Park seemed like high value, simple additions to pursue early.

2017 Fairmont Active Transportation Plan Update
Online Open House
September 11, 2017 – October 2, 2017



Purpose:

The purpose of the City of Fairmont's Active Transportation Plan (ATP) Update - Online Open House was to solicit input on proposed off-road trails and bike routes included in the 2017 ATP update.

Responses:

46 interested citizens responded to the request for comments on the ATP Updates.

Online Open House Outline and Materials Presented:

The online open house was set up in an open house format giving users the opportunity to view materials and provide comments. The following information was available for public review and input:

- Introduction
- Background
- Project Purpose and Goals
- Resources:
 - Fairmont ATP Final Report – July 2013
 - Updated Improvement Maps
 - Project Implementation Table
- Schedule
- Public Input: Questions were provided for public input as shown:
 - Your Name
 - Your Email
 - 1. What are your top three (3) off-road trail priorities of those being proposed for the City of Fairmont?
 - 2. Are there other locations in the community that you would like to see off-road trails? Please explain.
 - 3. Do you have concerns or comments on what is being proposed?
 - 4. Any general comments?
- Contacts

Comments Received:

Public input was collected throughout the duration of the open house through the online form and written comments submitted to the City via the City Hall and Public Library. The following is a summary of the comments received. The table following the summary includes all public comments collected:

1. What are your top three (3) off-road trail priorities of those being proposed for the City of Fairmont?
Based on the following table, the improvements receiving the highest priority ranking are:
 1. Improvement 14: Knollwood Dr to Cedar Creek Park
 2. Improvement 12: Hengen St to New Dutch Creek Crossing
 3. Improvement 15: Connection to existing trail in Soccer Fields adjacent to Prairie Ave

2017 Fairmont Active Transportation Plan Update
 Online Open House
 September 11, 2017 – October 2, 2017



Top 3 Priorities Based on Public Input		
Improvement Reference ID#	Number of Priority Votes	Priority Ranking Based on Input
1	3	5
4	5	4
5	5	4
6	1	7
10	3	5
12	8	2
13	2	6
14	32	1
15	6	3
16	5	4
17	5	4

2. Are there other locations in the community that you would like to see off-road trails? Please explain.

- More sidewalks in general
- Trail from Patriot Dr to Lair Rd
- Utilize old railroad right-of-way
- Create off-road from Margaret to I-90
- Connection through cemetery
- Single-track trail in Cedar Creek Park
- Expand off-road trails in general in Fairmont
- Create handicap accessible path from Sisseton Park parking lot to bandshell
- Margaret St to 10th St
- Create a bike boulevard on 1st St
- Safe school route crossing at High School and Hospital at corner crossing Highway 15
- Expand improvement 15 to go around the soccer fields
- Trail from Margaret west to the creek and from the creek west to Memorial Drive
- Off-road trail in ditch off of Bixby
- Paved passage to skate park
- Trail from 4th St to Winnebago Ave next to State St
- From Albion to Gomsrud Park

3. Do you have concerns or comments on what is being proposed?

Generally, responses applauded the City on proposed trails. Some reiterated the importance of the connection from Kholliwood Dr to Cedar Creek Park. Some cautioned that current trails need to be maintained as well. The following concerns were expressed:

- The hard surface trail upgrade in improvement 16 will take away from the park experience
- Road connection on North, north of Margaret is unsafe and should only be considered if widened
- Focus sales tax money on trails not a rec center/gym

2017 Fairmont Active Transportation Plan Update
Online Open House
September 11, 2017 – October 2, 2017



- Parking provisions should be made at the Knollwood connection to Cedar Creek Park
- Trails should be off-road to eliminate accident risk
- Too many big dollar spurs
- Give up on fairgrounds road improvements
- On-road trails need more width to them or additional signage for motorists
- Would be better to budget funds for maintaining existing high-use trails than to build new trails in areas where few will use them

4. Any general comments?

Similar to question 3 responses, respondents suggested support for the Knollwood connection to Cedar Creek Park and applauded the proposed trails. The following are specific concerns and comments from the responses:

- City should spend money on streets in poor condition
- Paved shoulders should be added on streets such as Lair Rd
- Would like a sidewalk on south Knollwood Dr
- Lair Rd is dangerous to walk on
- Work towards a regional system at Cedar Creek Park
- On-street trail designation seems misleading and may lead to legal issues.

2017 Fairmont Active Transportation Plan Update
 Online Open House
 September 11, 2017 – October 2, 2017



	1. What are your top three (3) off-road trail priorities of those being proposed for the City of Fairmont?	2. Are there other locations in the community that you would like to see off-road trails? Please explain.	3. Do you have concerns or comments on what is being proposed?	4. Any general comments?
1	1. The crossing between Cedar Creek Park and Knollwood Drive(14) 2. Trails in Cedar Creek (16) 3. Trails behind Knollwood Community (12)	More sidewalks in the community in general. This would provide safe passage for kids and those seeking to exercise and access our great parks.	We would love to see the completion of systems that helps family have access to our parks from nearby communities. Allowing families from all over Fairmont to have access to the West side over our lakes. Connection through to Cedar Creek would greatly expand the access for bikers and pedestrians. Connecting Cedar Creek to Knollwood Drive, which is practically near completion, would bring a lot of benefit to the entire community creating easy access around all four lakes.	
2	#14 - Cedar Creek to Knollwood Dr. #16 - Expansion of current Cedar Creek Park to the west. #13 - Trail behind Knollwood Dr & to road from Cedar Creek	I don't know if all of #12 is necessary (Western Connection). But I do think that the hill from Knollwood Dr down to the Channel is very dangerous. It is curvy & hilly. I feel that it is very busy with 1) many walkers & joggers AND 2) fast motorist getting out of town as fast as possible (a bad combination). Would be interested in a trail from behind Patriot Drive and somehow connecting back up with Lair Rd at the bottom of the hill.		Not being able to go all the way around Hall Lake seems like a huge hole in the system if you want a cohesive & connected trail system. Table D-1 says this is to be completed in 2018 which I will be very glad to see done.
3	#14 - Knollwood Connection #17 Albion Avenue by Interlaken Golf Club - That is such a busy road with high MPH and not too big of a shoulder, curves #5 to begin the entire loop around George Lake		All of the proposed trails on the maps would be the ultimate goal and would be awesome. However, we must remember that we need to keep our current paved trails in good shape. Many of them need repair and that is not cheap. I feel that many citizens do not realize the cost and maintenance of trails.	
4	13, 15, 17	Some of the old railroad tracks that are unused going from east to west look interesting as new trails.	So excited to get going on these trails for Martin County.	Keep up the great work.
5	Connecting Cedar Park with Knollwood - bike trail off street past knollwood to shoreacres More trails around the soccer fields to the high school Complete bike trails around town off the streets	Between Cedar Park and Knollwood, some off road trails thru the wilderness by Gerhardts land	Do what you have to do to complete the Cedar Park to Knollwood connection.	
6	Projects 1, 14, 12. After that projects 2, 4, 5	The on street trail designation north of Margaret Street on North North avenue should not be considered or marked a trail since it is unsafe for walking and biking due to narrow width and vehicle speeds. This should be considered for an off road trail (added width at least).	Hard surface for project 16 (Cedar park unpaved loop) will take away from the park experience. I prefer that to be non-bike. Hard surface connections around the entire west side of all lakes should be a priority along with wal-mart/hotels access. The road connection on North North, north of Margaret is unsafe for bikes and walking, therefore it should not be considered an on-street trail until it is widened.	

2017 Fairmont Active Transportation Plan Update
 Online Open House
 September 11, 2017 – October 2, 2017



7	Complete the Knollwood/Cedar Creek Trail across Dutch Creek. Build a campground on the west side of Lake Sisseton Extend the trail from Margaret St to I90		The Knollwood connection is long overdue. Get it done!	
8	Connect cedar park trail to Knollwood. Trail around george lake. Trail between Woodland and Lair.		I would like to see the sales tax money be focused on trails and not a rec center / gym that competes with established local small businesses.	The city counsel needs to take action and stop catering to obstructive NIMBY's.
9	Complete the Knollwood trail connection across Dutch Creek. Extend the trail from Margaret St to I90. Get a campground started behind Heritage Acres on the west shore of Lake Sisseton.			
10	Complete thr trail from Lknollwood to Cedar Creek Park There is a beautiful trail at the end of Interlaken Rd that is a dead end!!!			
11	Priority #1 Complete the TRAIL connecting Cedar Creek to Knollwood Drive Priority #2 Finish the incomplete TRAIL connecting Cedar Creek to Knollwood Drive Priority #3 Connect the long over-do unfinished TRAIL from Cedar Park to Knollwood Drive	First things first!		This has been unfinished business far too long. Do whatever it takes! Get off your duffs! Finish it!
12	Knollwood connection	Lakeview cemetery		
13	14 & 16 5 & 4	Potentially a single track trail in cedar creek park. This would attract another bicycling audience that we don't currently serve. The park has natural terrain that would lend itself to this style of riding and the trail cost are likely comparatively less expensive to develop.	Project 14 is the critical missing element to link up north and south riding on the west side of town. Project 16 would allow for greater enjoyment of Cedar Creek Park and make riding there more substantive in nature. Project 5 linking up to Project 4 would open up the whole northside via off road trail and provide a critical link to the hotel district. This would also allow users to enjoy George Lake as no other on or off road alternative really exists to serve that purpose.	Thanks for the work done on the current projects to date and for the opportunity to provide input.
14	Our family's top priority on what is being proposed is the trail connection from Knollwood to the Cedar Creek Park trail system, the off-road trail system near the high school and soccer fields and the trail that follows the west side of knollwood heading north.		I fully support what is being proposed.	I firmly believe that providing a link from Knollwood to the Cedar Creek Park trail system will provide easy access for families to travel to other resources via bike and/or walking that Fairmont has to offer including the Chain of Lakes Yacht club, disc golf at Cedar Creek Park as well as Interlaken Golf Club and Amber Lake Park. In the end, it makes sense to complete the gap, thank you for addressing this!
15				The city should spend there time and money first on the streets, not trails. The streets in town are atrocious!!!!
16	Primarily connecting Cedar Creek to Knollwood Dr.			Thank you for keeping this project moving forward.

2017 Fairmont Active Transportation Plan Update
 Online Open House
 September 11, 2017 – October 2, 2017



17			At number 14, provisions for parking should be made. I am sure walkers will use cars to get there and want to get on trail at this place.	Paved shoulders should be added to streets such as Lair Road. Safety and convenience for walkers and bikers. Economical way to add trails. Need a sidewalk on south Knollwood.
18	Completing the Knollwood connection.			
	It would be nice to see the Knollwood Trail connection across the Dutch Creek completed. Seems like something simple that should have been done years ago.			
19	1. Please complete the Knollwood Bike Trail - have raised family of four on Patriot and own lot on Knollwood - terrible bike access for kids and adults - someone will eventually get clipped on Lair going down to Channel - Cannot believe a town the size of Fairmont has such a poor trail system and that just a few people can have the power to stop this for years - They are certainly looking out for their own interest - too bad people have to live with that negativity and hatred - we are way behind other Municipalities our size - if this ever goes through and I'm here yet - I will be buying a bike ! P.S. If it went through my back yard I would welcome it as a positive.		My concern is if they do get this through to link the North to South is to not use Lair Road going down to Channel for safety reasons?!?!?	
20	Knollwood trail connection			We do not need a community center. Running competition against local businesses
21	1. Target Area A – Connections between the Winnebago Avenue Sports Complex, hotels, Wal-Mart and across Interstate 90 2. Target Area E – Connections to and within the Cedar Creek Park area 3. Target Area C – Connections to and within the downtown area	I would love to see off road trails throughout our community in as many areas as we can. An expanded trail system greatly assists in marketing our community and increases economic development.	Full speed ahead! I appreciate the effort and the process to ensure this is a well thought out plan, but we are decades behind in our trail system. I'm appreciative and excited to be moving forward.	I understand the process to expand the trail system is time consuming and expensive, my hope is that we continue to keep this plan in the forefront continuously crossing project off the list and adding new ones!
22	#12 #17 #10	No!	No	I think that these trails, especially, the off road trails that are being proposed would be a great addition to Fairmont. I personally love running and running outside in the summer. I have found it to be rather dangerous to run in town as cars do not stop at crosswalks and they do not move over on the road if I end up having to run along side a road. I think that with all of the younger families with children moving into this town it would be highly utilized and a huge bonus to many people in town.
23	Complete the Knollwood Trail connection across Dutch Creek.			

2017 Fairmont Active Transportation Plan Update
 Online Open House
 September 11, 2017 – October 2, 2017



24	connecting Knollwood Dr to Shorewood Acres via bike trail	It seems that we have an abandoned rail line through the heart of the community running parallel to an existing line. It would be fantastic if that could be converted to a bike path that would be protected from traffic. It would require minimal grading and signage. Mostly, just like with the Knollwood/Shorewood connection, it would allow safe bicycle transport for people of all ages to use and enjoy. The city streets are not very safe for young children or casual rides by adults to bike on. This pathway would open up a safe route that would travel the length of town going east to west that does not currently exist.	The trail system in town is a very nice feature that the community has. It is, however, incomplete. The connection of the two neighborhoods would go a long way towards making the citywide trail system fully functional. Being able to ride safely is a significant concern for parents with children, for casual riders and even the cycling community that rides thousands of miles a year. As a community, to provide this before there is a serious accident is paramount. Why, as a community, are we waiting until we have a fatal accident that could have been avoided by making safe places to enjoy this activity?	
25	I would like to see the trail connecting Knollwood Dr. to Shoreacres. It would give us so many more safe options of riding our bikes. It would give us more time to ride together as a family and feel safe doing it.			
26	Connecting Cedar Park to Knoll wood Dr. Making an off road trail from Knoll wood to the Bike trail at Heritage Acres and Day Farm trail Making more off road trails. Lair Rd specifically is a dangerous road to walk and bike because it is too narrow.	There should be handicap accessible path from the parking at Sisseton Park to the band shell Seniors with walkers and wheelchairs can not get to the bandshell.	I think the plans look good, and we would like implementation	I walk Lair Rd daily, and the cars come very close to me. It is not safe, but I want to walk to Gomsrud Park. I bet there is hardly 12 inches from walkers or joggers to cars.
27	Cedar creek park -stay within the park and circle back to area above the main bridge. (2b) follow fence north to radio station.	Run trail from Margerat street south to 10th street. Go south, across RR to 4.th street. Make 1st street a "bike blvd" to the court house.		
28	16E 5B 15D	It would be nice to see some type of safe school crossing by the high school/hospital corner crossing Hwy 15. I've seen a mix of young drivers and walkers trying to get to and from school. The speed of the Hwy 15 traffic & the amount of traffic turning makes it very unsafe before and after school.		Any of the off road trails would be great to increase safety and have more options for users. Thanks for working on this project!
29	1. Knollwood 2. Cedar Creek 3. St. John Vianney		For years this has been the concern that our current off-road trails don't link up and it makes riding bike next to impossible for children to ride safely around town. If you want to draw people into the community you need to offer a decent bike trail system. Unfortunately my children are now grown but were never able to ride from Knollwood into town as there were no safe paths. I would be shocked if anyone could get this through and if they did by all means use my back yard for the path!!	
30	Connect the bike trails around the lakes Connect Knollwood and Southwood Drive with bike trails Build a community center	More trails around the lakes to all the parks including Cedar Creek Park	No	Thank you for all you do to improve the community of Fairmont! I am excited to see community improvements!
31	4 6 15	15 should go all the way around the soccer complex, give kids a place to play when siblings are plaing soccer, would also be a nice "off shoot" to the main trail. It	No	No

2017 Fairmont Active Transportation Plan Update
 Online Open House
 September 11, 2017 – October 2, 2017



		would also give people who parked on the street for soccer games somewhere to walk to get to games.		
32	Connect cedar creek park trails to knollwood drive.			
33	completion of Knollwood Trail - connecting Knollwood & Southwood Drive with access to Cedar Creek Park			
34		Margaret Street going west to the creek then follow the creek back to Memorial Park Drive. Or walking path along Memorial Park Drive to the cemetery.		Very happy with the walking paths around the ball diamonds at Winnebago Avenue. Glad those were put in and maintained.
35	#1 Variety. I love being able to walk outdoors and enjoy being able to have a different scenery from time to time. Many areas of the town are missing sidewalks making it hard to go for walks without having to share the road with vehicles, so it's great to see this plan. #2 Garbage Cans. I walk my dog and I absolutely follow the responsibility of picking up after her, but sometimes it's inconvenient to only have a handful of public trash cans available. And that's only one reason to have a few more available. #3 Maintenance. It's great to have proposed off-road trails, but hopefully they will be well maintained.	I think the major locations are those around the lakes. As long as there are trails nearby to where people are living, people are likely to utilize them. The proposed locations serve citizens on all sides of town.		
36	Completing the Knollwood connection on the bike trail.	Yes, it is nice to see all the sidewalks that are being put in. I run and cover different areas for variety. Great for road safety. Mankato has a nice trail system that goes a ways around the outer city area.		This would be one of the best connections to complete. We have lived in our current location for 15 years. We walked on the path before it was paved! (which was great when done!) We walk, run, bike and snowshoe all through the park area. We would love to be able to expand our adventures to another section of town by easily taking a bike path that is safe from vehicle travel. I have family on Knollwood. Our kids could connect all the time and make many memories, let alone hold each accountable for healthy activity. Other families from that section of town could easily enjoy what Cedar Creek Park has to offer as well. We all know there is not a lot of yardage to complete the connection. I can stand at the end of the paved trail and see the curb of Knollwood. Thank you for seeking our comments! I hope we can succeed with completing this.
37	North to I90 area #1 Cedar Creek connection #14 or #12 George Lake area #4 #6 #5		Trails benefit all ages and public interest is high	
38	4,5,12	Any areas that set up for a regional system. Is there a way on trail 12 go get walkers around Hall without going down Lair Road? Lair is narrow and unsafe.	Thank you for moving to a more off road trail concept. Very exciting!	Work towards a regional system starting at Cedar Park. Martin, Watonwan, Jackson, Blue Earth and Faribault County collaboration?
39	(1) Safety. 190th ave and Bixby should never have bicycles on them. (2) Continuity, ie - round trip (3) Exercise, training (4) Ice cream or eat out.	I am having trouble understanding the maps. These are thoughts not knowing much about the legend. etc.	Too many big \$dollar spurs. I would like to bike to MacDonald's for ice cream, but I cannot see building a bike bridge. I would like service road along 15 - from	The lowest cost options that would create a safe (very few trucks), loop around town that takes by bars and eating/treats would be the best use of funds. Perhaps

2017 Fairmont Active Transportation Plan Update
 Online Open House
 September 11, 2017 – October 2, 2017



		<p>The blue line on the fair grounds (north-south) indicates that there is a bike lane. (Bixby and 190th) This is an incredibly dangerous road. I have taken the ditch when trucks meet while passing me. I tell everyone to avoid. I like the straight away and when round tripping Fairmont, I always check the wind. I like to open up on each ride. If you want to use Bixby/190th, I would like trail in the ditch area off the road on the east side IF a path could be made east of 190th, I would like to see trail from trail on west side of Sisseton go west to fairgrounds road and then south on the east side to pickup your balloon 16 at cedar creek park. Otherwise, going to 190th is a terrible idea. I would not mess with spur, 13, Same reason. As is, 190th is a terrible place for bikes. I like staying off the city streets, if possible verses eliminate crossing at balloon 14.. I definitely would not put a bridge ant balloon 14 as marsh is wide. If anything, . The idea of a loop around Fairmont is appealing as most live somewhere on either side of lake. A wider trail on the south side of Amber may get away from grain trucks. I would not spend anymore money by the soccer fields as street riding is easy there already. Improve other places first. I would make sure that there is paved passage to the skate park. It was ridiculous that the kids could not skate to the skate park. They had to have someone bring them. Perhaps this problem has been fixed. I see no value for me in the Hobo loop, Balloons 4,5,6. People fish on the floating structures and this is asking for troubles. Too difficult for younger /smaller riders. Also the cemetery could be an issue. Again, it appears to dump bikers onto the fairgrounds road to battle the grain trucks.... Terrible idea (ie building a "bridge to nowhere" comes to mind- Just a waste.).</p>	<p>Margaret to McDonalds. If you want to go out to Walmart, go under 190 using the old railroad underpass to the west of 15. I would like to see a safe loop around town with options. Trucks do not mix with bikes very well. I would give up on anything along fairgrounds road if another option can be made to connect</p>	<p>get to Gomsrud at some point in the future. Some of the plan should never be built.</p>
40	Complete the Knollwood trail connections across Dutch creek			
41	We would like to see the trail at the end of Knollwood Drive connect up to Cedar Park.			
42	10, 15 and 17	From 4th Street to Winnebago Street next to State street.	For number 10 I would like to see the section from Cardinal to Belle Vue Road done sometime in the next few years.	
43	4-8 14, 16, 17	I think you have pretty much laid out a great map of things to improve for rec use, and it will obviously take some time to improve with our area, but the ideas laid out are a great start in the right direction.	Some of the considered "on-road trails" need more width to them, or additional signage for motorists to be aware of walkers, bikers, runners....all too often people are not slowing down and whizzing by those who are exercising and it can be very dangerous. Signage may	

2017 Fairmont Active Transportation Plan Update
 Online Open House
 September 11, 2017 – October 2, 2017



			not necessarily be of crazy impact, but it may be less of financial cost for hopefully some greater awareness.	
44				Plan is four years old in booklet. Knollwood Drive is listed as bike trail. Not legal size lanes.
45	Bridge to connect Cedar Creek over to Knollwood-(14) Around George (4 or 5) Along Albion next to Interlaken golf course (17)		Nice proposal! Hoping that some of these projects get completed-especially the trails/paths around the lakes.	
46	10) Prairie Ave (particularly from Belle Vue to Cardinal St / FHS) 14) Knollwood Rd connection 12) Western Connection	Albion to Gomsrud Park	Maintenance costs - trails aren't a one-time cost. It would be better to budget funds to maintain existing high-use trails than to build new trails in areas where few will use them.	No
47				<p>It has come to my attention that you are updating trails objectives in Fairmont, MN and are soliciting public opinion. I am a professional trails person and thus eager to comply.</p> <p>First, on-line opinion taking is not a substitute for public forums (where people appear in person). As Jim Zarling stated a year ago when I was presenting a letter, on-line surveys are not particularly valid in gaging public opinion. That being said, from a qualitative standpoint you may receive new ideas.</p> <p>I am most happy that you have placed Safety as a high priority. As I am certain you are well aware, the City is presenting "street trails" in blue lines on their website trail map. Travel around town indicates these to be imaginary. There are NO such trails.</p> <p>I am certain that you are concerned about the safety of the citizens of Fairmont. However, the following needs to be stated.</p> <p>If a citizen walks in the middle of the street and is run over, he does so at his own risk. Even in this situation, you can bet there will be large law suits.</p> <p>On the other hand, if the city actively MISLEADS the citizens to believe there is safe passage where there is none, then the city has created a large LIABILITY for itself. The lack of lawsuits currently is a testament to precious little use by bicycle or pedestrian of these imaginary "street trails". Considerably increased use will greatly increase the chance that serious INJURY or DEATH will occur over time.</p> <p>When liability attorneys file suit, the city will be named.</p>

2017 Fairmont Active Transportation Plan Update
Online Open House
September 11, 2017 – October 2, 2017



				Unfortunately, every private entity including individuals who have participated in the project will also be named.
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Appendix D.2: Cost Estimates

FAIRMONT ACTIVE TRANSPORTATION PLAN
OFF-ROAD TRAIL PROJECTS
SEGMENT COST ESTIMATES

Off-Road Trail Segment 1 - Torgerson Dr to Goemann Rd Along TH 15				(2,524 ft)
BID ITEM	UNIT	QTY	UNIT COST	TOTAL COST
COMMON EXCAVATION	CY	728	\$13.00	\$9,469
3" BITUMINOUS TRAIL	SF	25,240	\$2.00	\$50,480
AGGREGATE BASE (CV) CLASS 5	CY	514	\$50.00	\$25,707
TURF EST. & EROSION CONTROL	LS	1	\$21,000.00	\$21,000
SIGNAGE	LS	1	\$3,000.00	\$3,000
SUBTOTAL				\$109,656
+30% CONTINGENCY				\$32,897
+20% ENGINEERING				\$28,511
TOTAL				\$171,065

\$172,000

Off-Road Trail Segment 2 - North Ave to Future Western Connection (#4)				(1,301 ft)
BID ITEM	UNIT	QTY	UNIT COST	TOTAL COST
COMMON EXCAVATION	CY	375	\$13.00	\$4,881
3" BITUMINOUS TRAIL	SF	13,010	\$2.00	\$26,020
REMOVE & REPLACE DRIVEWAY PAVEMENT	SY	420	\$70.00	\$29,400
AGGREGATE BASE (CV) CLASS 5	CY	265	\$50.00	\$13,251
TURF EST. & EROSION CONTROL	LS	1	\$11,000.00	\$11,000
SIGNAGE	LS	1	\$2,000.00	\$2,000
SUBTOTAL				\$86,552
+30% CONTINGENCY				\$25,966
+20% ENGINEERING				\$22,504
TOTAL				\$135,022

\$136,000

Off-Road Trail Segment 3 - Connection through Lincoln Park				(1,787 ft)
BID ITEM	UNIT	QTY	UNIT COST	TOTAL COST
COMMON EXCAVATION	CY	516	\$13.00	\$6,704
CLEARING & GRUBBING	LS	1	\$5,000.00	\$5,000
3" BITUMINOUS TRAIL	SF	17,870	\$2.00	\$35,740
AGGREGATE BASE (CV) CLASS 5	CY	364	\$50.00	\$18,201
TURF EST. & EROSION CONTROL	LS	1	\$15,000.00	\$15,000
SIGNAGE	LS	1	\$2,000.00	\$2,000
SUBTOTAL				\$82,645
+30% CONTINGENCY				\$24,794
+20% ENGINEERING				\$21,488
TOTAL				\$128,927

\$129,000

Off-Road Trail Segment 4 - Margaret St to the George Lake Dam				(5,783 ft)
BID ITEM	UNIT	QTY	UNIT COST	TOTAL COST
COMMON EXCAVATION	CY	1,669	\$13.00	\$21,695
3" BITUMINOUS TRAIL	SF	57,830	\$2.00	\$115,660
REMOVE & REPLACE DRIVEWAY PAVEMENT	SY	210	\$70.00	\$14,700
AGGREGATE BASE (CV) CLASS 5	CY	1,178	\$50.00	\$58,901
TURF EST. & EROSION CONTROL	LS	1	\$47,000.00	\$47,000
SIGNAGE	LS	1	\$6,000.00	\$6,000
GRADE SEPARATED CROSSING	LS	1	\$350,000.00	\$350,000
SUBTOTAL				\$613,956
+30% CONTINGENCY				\$184,187
+20% ENGINEERING				\$159,629
TOTAL				\$957,773

\$958,000

FAIRMONT ACTIVE TRANSPORTATION PLAN
 OFF-ROAD TRAIL PROJECTS
 SEGMENT COST ESTIMATES

Off-Road Trail Segment 5 - W. Side Lake George to Hobo Trail & the RR (3,376 ft)				
BID ITEM	UNIT	QTY	UNIT COST	TOTAL COST
COMMON EXCAVATION	CY	974	\$13.00	\$12,665
3" BITUMINOUS TRAIL	SF	33,760	\$2.00	\$67,520
AGGREGATE BASE (CV) CLASS 5	CY	688	\$50.00	\$34,385
TURF EST. & EROSION CONTROL	LS	1	\$28,000.00	\$28,000
SIGNAGE	LS	1	\$4,000.00	\$4,000
SUBTOTAL				\$146,570
+30% CONTINGENCY				\$43,972
+20% ENGINEERING				\$38,109
TOTAL				\$228,652

\$229,000

Off-Road Trail Segment 6 - George Lake Dam to 190th Ave/N. Bixby Rd (8,725 ft)				
BID ITEM	UNIT	QTY	UNIT COST	TOTAL COST
COMMON EXCAVATION	CY	2,518	\$13.00	\$32,732
CLEARING & GRUBBING	LS	1	\$5,000.00	\$5,000
3" BITUMINOUS TRAIL	SF	87,250	\$2.00	\$174,500
AGGREGATE BASE (CV) CLASS 5	CY	1,777	\$50.00	\$88,866
TURF EST. & EROSION CONTROL	LS	1	\$70,000.00	\$70,000
SIGNAGE	LS	1	\$9,000.00	\$9,000
SUBTOTAL				\$380,098
+30% CONTINGENCY				\$114,030
+20% ENGINEERING				\$98,826
TOTAL				\$592,954

\$593,000

Off-Road Trail Segment 7 - 190th Ave/N Bixby Rd to 4th Ave (6,834 ft)				
BID ITEM	UNIT	QTY	UNIT COST	TOTAL COST
COMMON EXCAVATION	CY	1,972	\$13.00	\$25,638
3" BITUMINOUS TRAIL	SF	68,340	\$2.00	\$136,680
AGGREGATE BASE (CV) CLASS 5	CY	1,392	\$50.00	\$69,606
TURF EST. & EROSION CONTROL	LS	1	\$55,000.00	\$55,000
SIGNAGE	LS	1	\$7,000.00	\$7,000
SUBTOTAL				\$293,924
+30% CONTINGENCY				\$88,178
+20% ENGINEERING				\$76,421
TOTAL				\$458,523

\$459,000

Off-Road Trail Segment 8 - S. Side George Lake from Bullhead Park to Main St (788 ft)				
BID ITEM	UNIT	QTY	UNIT COST	TOTAL COST
COMMON EXCAVATION	CY	227	\$13.00	\$2,956
3" BITUMINOUS TRAIL	SF	7,880	\$2.00	\$15,760
AGGREGATE BASE (CV) CLASS 5	CY	161	\$50.00	\$8,026
TURF EST. & EROSION CONTROL	LS	1	\$7,000.00	\$7,000
SIGNAGE	LS	1	\$1,000.00	\$1,000
SUBTOTAL				\$34,742
+30% CONTINGENCY				\$10,423
+20% ENGINEERING				\$9,034
TOTAL				\$54,200

\$55,000

FAIRMONT ACTIVE TRANSPORTATION PLAN
OFF-ROAD TRAIL PROJECTS
SEGMENT COST ESTIMATES

Off-Road Trail Segment 9 - 10th St trail from Railroad trail west to Prairie Ave (1,846 ft)				
BID ITEM	UNIT	QTY	UNIT COST	TOTAL COST
COMMON EXCAVATION	CY	533	\$13.00	\$6,925
3" BITUMINOUS TRAIL	SF	18,460	\$2.00	\$36,920
REMOVE & REPLACE DRIVEWAY PAVEMENT	SY	1,260	\$70.00	\$88,200
AGGREGATE BASE (CV) CLASS 5	CY	376	\$50.00	\$18,802
TURF EST. & EROSION CONTROL	LS	1	\$15,000.00	\$15,000
SIGNAGE	LS	1	\$2,000.00	\$2,000
SUBTOTAL				\$167,847
+30% CONTINGENCY				\$50,355
+20% ENGINEERING				\$43,641
TOTAL				\$261,844

\$262,000

Off-Road Trail Segment 10 - Prairie Ave from Hall St to State St (5,968 ft)				
BID ITEM	UNIT	QTY	UNIT COST	TOTAL COST
COMMON EXCAVATION	CY	1,722	\$13.00	\$22,389
3" BITUMINOUS TRAIL	SF	59,680	\$2.00	\$119,360
REMOVE & REPLACE DRIVEWAY PAVEMENT	SY	630	\$70.00	\$44,100
AGGREGATE BASE (CV) CLASS 5	CY	1,216	\$50.00	\$60,785
TURF EST. & EROSION CONTROL	LS	1	\$48,000.00	\$48,000
SIGNAGE	LS	1	\$6,000.00	\$6,000
SUBTOTAL				\$300,634
+30% CONTINGENCY				\$90,191
+20% ENGINEERING				\$78,166
TOTAL				\$468,992

\$469,000

Off-Road Trail Segment 11 - Ward Park from Lake Park Blvd to Main St (1,329 ft)				
BID ITEM	UNIT	QTY	UNIT COST	TOTAL COST
COMMON EXCAVATION	CY	384	\$13.00	\$4,986
CLEARING & GRUBBING	LS	1	\$2,500.00	\$2,500
3" BITUMINOUS TRAIL	SF	13,290	\$2.00	\$26,580
AGGREGATE BASE (CV) CLASS 5	CY	271	\$50.00	\$13,536
TURF EST. & EROSION CONTROL	LS	1	\$11,000.00	\$11,000
SIGNAGE	LS	1	\$2,000.00	\$2,000
SUBTOTAL				\$60,602
+30% CONTINGENCY				\$18,181
+20% ENGINEERING				\$15,757
TOTAL				\$94,540

\$95,000

FAIRMONT ACTIVE TRANSPORTATION PLAN
OFF-ROAD TRAIL PROJECTS
SEGMENT COST ESTIMATES

Off-Road Trail Segment 12 - Hengen St to new Off-Road Trail Facility 18 at Parlor Dr				(5,940 ft)
BID ITEM	UNIT	QTY	UNIT COST	TOTAL COST
COMMON EXCAVATION	CY	1,714	\$13.00	\$22,284
CLEARING & GRUBBING	LS	1	\$2,500.00	\$2,500
3" BITUMINOUS TRAIL	SF	59,400	\$2.00	\$118,800
REMOVE & REPLACE DRIVEWAY PAVEMENT	SY	630	\$70.00	\$44,100
AGGREGATE BASE (CV) CLASS 5	CY	1,210	\$50.00	\$60,500
TURF EST. & EROSION CONTROL	LS	1	\$48,000.00	\$48,000
SIGNAGE	LS	1	\$6,000.00	\$6,000
SUBTOTAL				\$302,184
+30% CONTINGENCY				\$90,656
+20% ENGINEERING				\$78,569
TOTAL				\$471,410

\$472,000

Off-Road Trail Segment 13 - County Rd 39/190th Ave to new Dutch Creek Crossing				(2,807 ft)
BID ITEM	UNIT	QTY	UNIT COST	TOTAL COST
COMMON EXCAVATION	CY	810	\$13.00	\$10,531
CLEARING & GRUBBING	LS	1	\$5,000.00	\$5,000
3" BITUMINOUS TRAIL	SF	28,070	\$2.00	\$56,140
AGGREGATE BASE (CV) CLASS 5	CY	572	\$50.00	\$28,590
TURF EST. & EROSION CONTROL	LS	1	\$23,000.00	\$23,000
SIGNAGE	LS	1	\$3,000.00	\$3,000
SUBTOTAL				\$126,260
+30% CONTINGENCY				\$37,879
+20% ENGINEERING				\$32,828
TOTAL				\$196,968

\$197,000

Off-Road Trail Segment 14A - Knollwood Dr to Cedar Creek Park				(558 ft)
BID ITEM	UNIT	QTY	UNIT COST	TOTAL COST
COMMON EXCAVATION	CY	161	\$13.00	\$2,093
CLEARING & GRUBBING	LS	1	\$10,000.00	\$10,000
3" BITUMINOUS TRAIL	SF	5,580	\$2.00	\$11,160
AGGREGATE BASE (CV) CLASS 5	CY	114	\$50.00	\$5,683
TURF EST. & EROSION CONTROL	LS	1	\$5,000.00	\$5,000
SIGNAGE	LS	1	\$1,000.00	\$1,000
GRADE SEPARATED CROSSING	LS	1	\$300,000.00	\$300,000
SUBTOTAL				\$334,937
+30% CONTINGENCY				\$100,482
+20% ENGINEERING				\$87,084
TOTAL				\$522,503

\$523,000

FAIRMONT ACTIVE TRANSPORTATION PLAN
 OFF-ROAD TRAIL PROJECTS
 SEGMENT COST ESTIMATES

Off-Road Trail Segment 14B - Lair Rd Connection to Cedar Creek Park				(5,835 ft)
BID ITEM	UNIT	QTY	UNIT COST	TOTAL COST
COMMON EXCAVATION	CY	1,684	\$13.00	\$21,890
CLEARING & GRUBBING	LS	1	\$15,000.00	\$15,000
3" BITUMINOUS TRAIL	SF	58,350	\$2.00	\$116,700
AGGREGATE BASE (CV) CLASS 5	CY	1,189	\$50.00	\$59,431
TURF EST. & EROSION CONTROL	LS	1	\$47,000.00	\$47,000
SIGNAGE	LS	1	\$6,000.00	\$6,000
GRADE SEPARATED CROSSING	LS	1	\$400,000.00	\$400,000
SUBTOTAL				\$666,021
+30% CONTINGENCY				\$199,807
+20% ENGINEERING				\$173,166
TOTAL				\$1,038,994

\$1,039,000

Off-Road Trail Segment 15 - Connection to Existing Trail in Soccer Fields Adjacent to Prairie Ave				(4,309 ft)
BID ITEM	UNIT	QTY	UNIT COST	TOTAL COST
COMMON EXCAVATION	CY	1,243	\$13.00	\$16,165
3" BITUMINOUS TRAIL	SF	43,090	\$2.00	\$86,180
AGGREGATE BASE (CV) CLASS 5	CY	878	\$50.00	\$43,888
TURF EST. & EROSION CONTROL	LS	1	\$35,000.00	\$35,000
SIGNAGE	LS	1	\$5,000.00	\$5,000
SUBTOTAL				\$186,233
+30% CONTINGENCY				\$55,871
+20% ENGINEERING				\$48,421
TOTAL				\$290,526

\$291,000

Off-Road Trail Segment 16 - Upgraded Trails in Cedar Creek Park				(7,553 ft)
BID ITEM	UNIT	QTY	UNIT COST	TOTAL COST
COMMON EXCAVATION	CY	2,180	\$13.00	\$28,335
CLEARING & GRUBBING	LS	1	\$25,000.00	\$25,000
3" BITUMINOUS TRAIL	SF	75,530	\$2.00	\$151,060
AGGREGATE BASE (CV) CLASS 5	CY	1,539	\$50.00	\$76,929
TURF EST. & EROSION CONTROL	LS	1	\$61,000.00	\$61,000
SIGNAGE	LS	1	\$8,000.00	\$8,000
SUBTOTAL				\$350,324
+30% CONTINGENCY				\$105,098
+20% ENGINEERING				\$91,085
TOTAL				\$546,508

\$547,000

Off-Road Trail Segment 17 - Albion Avenue from Lake Aires Rd to Interlaken Rd				(4,001 ft)
BID ITEM	UNIT	QTY	UNIT COST	TOTAL COST
COMMON EXCAVATION	CY	1,155	\$13.00	\$15,010
3" BITUMINOUS TRAIL	SF	40,010	\$2.00	\$80,020
AGGREGATE BASE (CV) CLASS 5	CY	815	\$50.00	\$40,751
TURF EST. & EROSION CONTROL	LS	1	\$33,000.00	\$33,000
SIGNAGE	LS	1	\$5,000.00	\$5,000
SUBTOTAL				\$173,781
+30% CONTINGENCY				\$52,135
+20% ENGINEERING				\$45,184
TOTAL				\$271,100

\$272,000

FAIRMONT ACTIVE TRANSPORTATION PLAN
 OFF-ROAD TRAIL PROJECTS
 SEGMENT COST ESTIMATES

Off-Road Trail Segment 18 - Independence Dr to Lair Rd (2,409 ft)				
BID ITEM	UNIT	QTY	UNIT COST	TOTAL COST
COMMON EXCAVATION	CY	695	\$13.00	\$9,037
CLEARING & GRUBBING	LS	1	\$2,000.00	\$2,000
3" BITUMINOUS TRAIL	SF	24,090	\$2.00	\$48,180
AGGREGATE BASE (CV) CLASS 5	CY	491	\$50.00	\$24,536
TURF EST. & EROSION CONTROL	LS	1	\$20,000.00	\$20,000
SIGNAGE	LS	1	\$3,000.00	\$3,000
SUBTOTAL				\$106,754
+30% CONTINGENCY				\$32,027
+20% ENGINEERING				\$27,757
TOTAL				\$166,538

\$167,000

Off-Road Trail Segment 19 - Albion Ave to Gomsrud Park Entrance (560 ft)				
BID ITEM	UNIT	QTY	UNIT COST	TOTAL COST
COMMON EXCAVATION	CY	162	\$13.00	\$2,101
3" BITUMINOUS TRAIL	SF	5,600	\$2.00	\$11,200
REMOVE & REPLACE DRIVEWAY PAVEMENT	SY	420	\$70.00	\$29,400
AGGREGATE BASE (CV) CLASS 5	CY	114	\$50.00	\$5,704
TURF EST. & EROSION CONTROL	LS	1	\$5,000.00	\$5,000
SIGNAGE	LS	1	\$1,000.00	\$1,000
SUBTOTAL				\$54,405
+30% CONTINGENCY				\$16,322
+20% ENGINEERING				\$14,146
TOTAL				\$84,873

\$85,000

Off-Road Trail Segment 20 - Prairie Ave from State St to 10th St (8,456 ft)				
BID ITEM	UNIT	QTY	UNIT COST	TOTAL COST
COMMON EXCAVATION	CY	2,440	\$13.00	\$31,723
3" BITUMINOUS TRAIL	SF	84,560	\$2.00	\$169,120
REMOVE & REPLACE DRIVEWAY PAVEMENT	SY	4,620	\$70.00	\$323,400
AGGREGATE BASE (CV) CLASS 5	CY	1,723	\$50.00	\$86,126
TURF EST. & EROSION CONTROL	LS	1	\$68,000.00	\$68,000
SIGNAGE	LS	1	\$9,000.00	\$9,000
SUBTOTAL				\$687,369
+30% CONTINGENCY				\$206,211
+20% ENGINEERING				\$178,716
TOTAL				\$1,072,296

\$1,073,000

FAIRMONT ACTIVE TRANSPORTATION PLAN
 OFF-ROAD TRAIL PROJECTS
 SEGMENT COST ESTIMATES

Off-Road Trail Segment 21 - Lake St from Main St to 4th St					(1,199 ft)
BID ITEM	UNIT	QTY	UNIT COST	TOTAL COST	
COMMON EXCAVATION	CY	346	\$13.00	\$4,498	
3" BITUMINOUS TRAIL	SF	11,990	\$2.00	\$23,980	
REMOVE & REPLACE DRIVEWAY PAVEMENT	SY	630	\$70.00	\$44,100	
AGGREGATE BASE (CV) CLASS 5	CY	244	\$50.00	\$12,212	
TURF EST. & EROSION CONTROL	LS	1	\$10,000.00	\$10,000	
SIGNAGE	LS	1	\$2,000.00	\$2,000	
				SUBTOTAL	\$96,790
				+30% CONTINGENCY	\$29,038
				+20% ENGINEERING	\$25,166
				TOTAL	\$150,995

\$151,000

Off-Road Trail Segment 22 - Woodland Ave from Fairlakes Ave to Lake Park Blvd					(1,949 ft)
BID ITEM	UNIT	QTY	UNIT COST	TOTAL COST	
COMMON EXCAVATION	CY	562	\$13.00	\$7,312	
CLEARING & GRUBBING	LS	1	\$5,000.00	\$5,000	
3" BITUMINOUS TRAIL	SF	19,490	\$2.00	\$38,980	
REMOVE & REPLACE DRIVEWAY PAVEMENT	SY	210	\$70.00	\$14,700	
AGGREGATE BASE (CV) CLASS 5	CY	397	\$50.00	\$19,851	
TURF EST. & EROSION CONTROL	LS	1	\$16,000.00	\$16,000	
SIGNAGE	LS	1	\$2,000.00	\$2,000	
				SUBTOTAL	\$103,843
				+30% CONTINGENCY	\$31,153
				+20% ENGINEERING	\$27,000
				TOTAL	\$161,996

\$162,000

RESOLUTION NO. 2017-39

STATE OF MINNESOTA)
COUNTY OF MARTIN) SS
CITY OF FAIRMONT)

**RESOLUTION ADOPTING 2017 UPDATES TO THE
2013 ACTIVE TRANSPORTATION PLAN**

WHEREAS, the City of Fairmont received grant funding through the Statewide Health Improvement Program (SHIP) for updates to the 2013 Fairmont Active Transportation Plan; and,

WEHREAS, the City of Fairmont contracted with Bolton & Menk, Inc. to update the 2013 Fairmont Active Transportation Plan; and,

WHEREAS, the City of Fairmont has made updates to the plan available to the public for review and input; and,

WEHREAS, the proposed trail projects will work towards increasing active living in the community.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Fairmont that the City agrees to amend the 2013 Active Transportation Plan to include the 2017 updates as an addendum.

- Motion by:
- Seconded by:
- All in favor:
- Opposed:
- Abstained:
- Absent:

ADOPTED by the City Council this 13th day of November, 2017.

Deborah J. Foster, Mayor

ATTEST:

Patricia J. Monsen, City Clerk
(SEAL)