



## CITY COUNCIL AGENDA

Monday, February 10, 2025, 5:30 p.m.

1. **Roll Call/Determination of Quorum**
2. **Pledge of Allegiance**
3. **Approval of Agenda**
4. **Recognition/Presentations**
  - 4.1 Blue Earth Avenue Traffic Study Presentation (3)
  - 4.2 Lakefest Presentation (52)
  - 4.3 Prairie Walks Presentation (58)
5. **Public Discussion/Comment** (Individual comments are limited to 3 minutes) (59)
6. **Consent Agenda** (Items removed from consent will be placed at the end of the items under new business)
  - A. **Minutes**
    - 6.A.1 Consideration of the City Council Minutes from the Regular Meeting on January 27, 2025 (60)
    - 6.A.2 Consideration of the City Council Minutes from the Special Meeting on January 15, 2025 (66)
  - B. **Check Registers**
  - C. **Other**
    - 6.C.1 Consideration of an Event Permit for the Fairmont City Band – 2025 Band Concerts (77)
    - 6.C.2 Consideration of an Event Permit for the Martin County Library – Family Summer Shindig (80)
    - 6.C.3 Consideration of the Renewal of the Consumption & Display Permit for the Chain of Lakes Yacht Club (83)
    - 6.C.4 Consideration of an Event Permit for the Martin County Chapter of Pheasants Forever (84)
7. **Public Hearing**

**8. Old Business**

**9. New Business**

**A. Other**

**9.A.1** Consideration to Approve a Bone Marrow/Organ Donation Leave Policy (87)

**9.A.2** Consideration to Update the City of Fairmont’s Equal Employment Opportunity Policy/Statement (89)

**9.A.3** Consideration to Adopt a School Conference and Activities Leave Policy (91)

**9.A.4** Consideration to Approve the 2025 Pay Equity Compliance Report (93)

**9.A.5** Consideration of Proposed Ordinance 2025-01: Establishing a Local Housing Trust Fund (98)

**9.A.6** Consideration on an Amendment to Section 3.12 of the Fairmont Charter to Reduce the Civil Penalty from \$2,000 to \$1,000 to match State Statutory limits and to Increase the Required Minimum for Obtaining Bids from \$5,000 to \$25,000 (105)

**B. Public Works/Utilities**

**9.B.1** Consideration of a Motion to Direct Staff on the Gomsrud Park – North Parking Lot and Trail Project (107)

**C. Finance**

**10. Council Discussion**

**11. Staff/Liaison Reports**

A. Public Works

B. Finance

C. Community Development

D. City Administrator

E. Mayor/Council

Hasek – PUC

Kawecki – FEDA

Kotewa

Lubenow– HRA

Maynard – FEDA

Baarts

**12. Adjournment**

**Dates to Note**

City Offices Closed	Presidents Day	February 17, 2025	all day
Council Workshop	TBA	February 24, 2025	3:00 pm
Council Meeting		February 24, 2025	5:30 pm
League of MN Cities Training	Roles & Responsibilities	TBD	TBD
CC/PC/BZA Joint Session	Review Zoning Update	TBD	TBD





**STAFF MEMO**

<b>Prepared by:</b> Matthew R. York, Public Works and Utilities Director	<b>Meeting Date:</b> 02/10/2025	<input type="checkbox"/> Consent Agenda Item <input checked="" type="checkbox"/> Regular Agenda Item <input type="checkbox"/> Public Hearing	<b>Agenda Item #</b> 4.1
<b>Reviewed by:</b> Pat Oman, Community Development Director	<b>Item:</b> Presentation of the Blue Earth Avenue Traffic Study, by Bolton and Menk		
<b>Presented by:</b> Bolton and Menk Staff	<b>Action Requested:</b>		
<b>Vote Required:</b> <input type="checkbox"/> Simple Majority <input type="checkbox"/> Two Thirds Vote <input type="checkbox"/> Roll Call	<b>Staff Recommended Action:</b>  <b>Board/Commission/Committee Recommendation:</b>		

**PREVIOUS COUNCIL ACTION**

2/12/24 – Task Order for Bolton and Menk to conduct a Traffic Study on Blue Earth Avenue

**REFERENCE AND BACKGROUND**

Bolton and Menk is presenting a draft report of the Blue Earth Traffic Study. Of the attached draft report, pay special attention to page 4 (Introduction) and page 27 (Conclusion).

**BUDGET IMPACT**

**SUPPORTING DATA/ATTACHMENTS**

Bolton and Menk Draft Report



Real People. Real Solutions.

# Blue Earth Avenue Improvements Project

## City of Fairmont, MN

### Traffic Study

**Submitted by:**

Bolton & Menk, Inc.  
1501 South State Street  
Suite 100  
Fairmont, MN 56031  
P: 507-238-4738  
F: 507-238-4732



# Certification

Traffic Study

for

Blue Earth Ave Improvements Project

City of Fairmont, MN  
Prairie Avenue to State Street  
BMI Project No. OF1.132355

April 15, 2024

**DRAFT**

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision, and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

By: \_\_\_\_\_

Date: \_\_\_\_\_

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## Appendix

Warrant Analysis Worksheets  
Crash Analysis Worksheets

## I. Executive Summary

The City of Fairmont plans to reconstruct Blue Earth Avenue from Park Street to State Street in the summer of 2025. A 4-lane to 3-lane conversion is being considered to enhance safety, calm traffic, and increase opportunities for multimodal facilities or additional on-street parking.

The existing conditions analysis showed that the Blue Earth Avenue corridor from Park Street to State Street has few Level of Service, delay, or queueing issues, as all intersections operate at LOS B or better with generally short queues.

The intersection of Blue Earth Avenue and Grant Street has a fatal & serious injury crash critical index higher than 1.0, indicating a safety concern.

The two signalized intersections of Park Street and Prairie Ave have unwarranted signals and queuing issues in the northbound direction.

The proposed 4-lane to 3-lane conversion has the capacity to support the current and forecasted traffic. Per MnDOT, a 4-lane to 3-lane works well at volumes of 20,000 vehicles per day or less. The 2045 volumes on Blue Earth Avenue are estimated at 9,800 vehicles per day. This is well within the range of what a three-lane roadway can handle.

The results of the 2023 and 2045 Build Operations and Queuing analysis show that with the 4-lane to 3-lane conversion on Blue Earth Avenue, the intersections along this corridor will continue to operate acceptably at LOS B or better with minimal increases to delay.

At the intersections of Blue Earth Avenue at Park Street and Prairie Avenue, where the existing signals are unwarranted and should be removed, analysis of alternative traffic control types (TWSC, Roundabouts) show that the intersection operates well overall under both traffic control options, with the roundabout alternative in particular offering lower queues on average on all approaches. The existing fire station on 4<sup>th</sup> Street and how they access or cross Blue Earth Avenue should be taken into account when deciding the future traffic control for this intersection as either a TWSC or roundabout is a viable option.

The only area with potentially problematic queuing is the intersection of Blue Earth Avenue and State Street, where left turn queues extend past their storage length and the thru lanes on all approaches have queues that extend past the entrance to the left turn lanes in the 2045 peaks. There will be two-way left-turn lanes to hold these excess turning vehicles, but these queues may occasionally block access to commercial properties near the intersection.

Several options for the roadway cross-section are presented within the report. These include options for adding on-street bike facilities or maximizing on-street parking.

## II. Introduction

The City of Fairmont plans to reconstruct Blue Earth Avenue from Park Street to State Street in the summer of 2025. A 4-lane to 3-lane conversion is being considered to enhance safety, calm traffic, and increase opportunities for multimodal facilities or additional on-street parking.

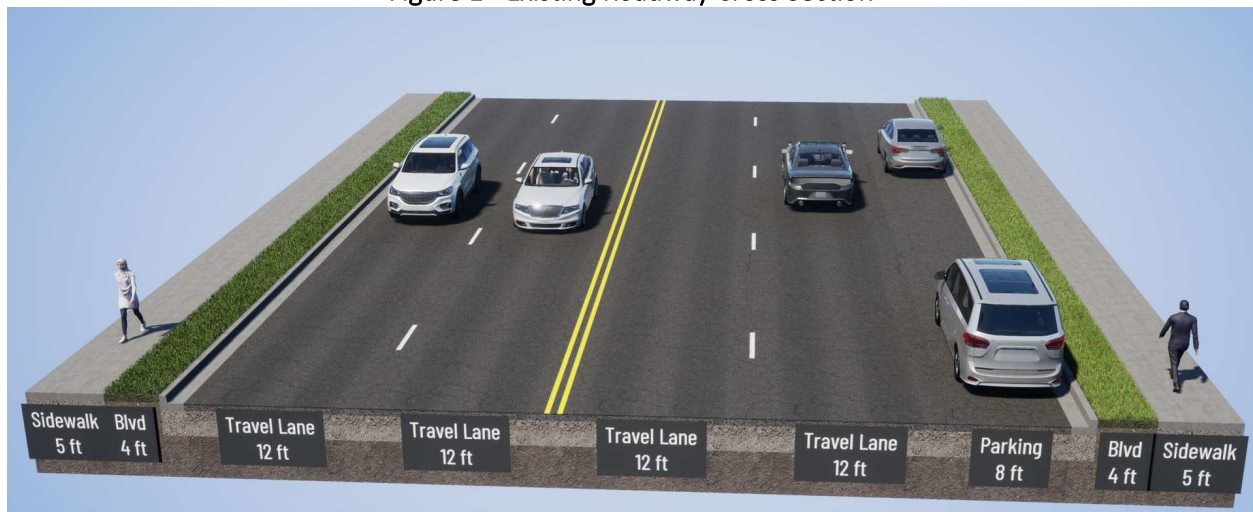
This study examined existing and future traffic with a focus on all roadway users with and without this conversion project. The study examined the area from Park Street to State Street and included five study intersections. This analysis looked at the feasibility of a 4-lane to 3-lane conversion on the corridor, signal warrants for the study intersections, and pedestrian crossing needs.

Per MnDOT's Traffic Engineering webpage, "Four to three-lane conversion studies have demonstrated an upper limit of average daily traffic (ADT) of around 20,000 vehicles per day (vpd). Four to three-lane conversions reduce the number of conflict points, particularly those with left-turn movements, by removing the turning vehicles from the thru lane. Fewer conflict points along a section of road with a TWLTL ultimately reduces the total number of crashes."

## III. Existing Conditions Review

Based on 2022 traffic data collected by MnDOT, this section of Blue Earth Avenue carried 7,383 vehicles per day from Park Street to State St. Today, Blue Earth Avenue is a four-lane undivided roadway with 12-foot lanes and a speed limit of 30 mph through the project area. **Figure 1** shows an existing roadway section.

Figure 1 - Existing Roadway Cross Section



Blue Earth Avenue is part of a roadway system that runs parallel to I-90 for over 30 miles and connects communities like Sherburn, Welcome, Fairmont, Imogene, and Blue Earth as shown in **Figure 2**.



Figure 2 – Blue Earth Avenue Location



**A. Data Collection**

13-hour count data was collected at five intersections along Blue Earth Avenue on October 24<sup>th</sup>, 2023, from 6 AM to 7 PM. The peak hours were identified as 7:30 AM – 8:30 AM and 4:30 PM – 5:30 PM. Turning movement count locations are shown in **Figure 3**.

**Table 1** presents the five study intersections within the study area with their existing traffic control.

Table 1 - Study Intersections

#	Location	Control Type
1	Blue Earth Ave & Park St	Signal Controlled
2	Blue Earth Ave & Prairie Ave	Signal Controlled
3	Blue Earth Ave & Grant St	Stop Controlled
4	Blue Earth Ave & Fairview Ave	Stop Controlled
5	Blue Earth Ave & State St	Signal Controlled

Figure 3 - Turning Movement Count Locations



AADT data was collected from MnDOT's Traffic Mapping Application, with the most recent data being from 2022 and 2023 at the time of the report:

- Between Park Street and State Street, Blue Earth Avenue has an AADT of 7,383 as of 2022. West of Park Street, it is 4,549 as of 2023, and east of State Street it is 4,074 as of 2022.
- Park Street has an AADT of 2,223 north of Blue Earth Avenue as of 2023, and south it is 1,740 as of 2022.
- Prairie Avenue has an AADT of 2,837 north of Blue Earth Avenue as of 2023, and south it is 2,419 as of 2022.
- State Street has an AADT of 12,780 north of Blue Earth Avenue as of 2022, and south it is 11,602 as of 2022.

## **B. Roadway Characteristics**

### 1. Streets

#### Blue Earth Ave:

Blue Earth Avenue is classified as a Minor Arterial throughout the study area. East of Park St, Blue Earth Avenue is a four-lane, undivided roadway with a posted speed limit of 30 mph in Fairmont. The existing cross-section of the roadway is 56-feet consisting of four 12-foot driving lanes with an 8-foot parking lane along the southern side of the roadway. Blue Earth Avenue runs through the center of Fairmont, connecting commercial areas to residential areas, and providing full access to State Street (TH 15). There are five-foot sidewalks along the north and south sides of Blue Earth Avenue from half a mile west of the study area to State Street.

#### Park St:

Park Street is classified as a Minor Collector and is a two-lane undivided roadway with a posted speed limit of 30 mph. South of Blue Earth Avenue, the existing cross-section consists of 40 feet of non-delineated pavement. Vehicles can be seen parking along each side of the roadway. North of Blue Earth Avenue, there are 14-foot driving lanes and 9-foot parking stalls on both sides of the roadway. Park Street runs north-south from Blue Earth Avenue. There are five-foot sidewalks along the east and west sides of Park Street at varying distances from the back of curb, ranging from 0 to 8 feet.

#### Prairie Ave:

Prairie Avenue is classified as a Major Collector and is a two-lane undivided roadway with a posted speed limit of 30 mph. The existing cross-section consists of non-delineated space for two 12-foot driving lanes and 8-foot parking lanes on both sides of the roadway. Prairie Avenue runs north-south through residential neighborhoods in Fairmont. There are five-foot sidewalks along the east and west sides of Prairie Avenue at varying distances from the back of curb, ranging from 0 to 8 feet.



Grant St:

Grant Street is classified as a Local Road and is a two-lane undivided roadway with a posted speed limit of 30 mph. The existing cross-section consists of two 14-foot driving lanes. Grant Street runs north-south through residential neighborhoods in Fairmont.

Fairview Ave:

Fairview Avenue is classified as a Local Road and is a two-lane undivided roadway with a posted 30 mph speed limit. The existing cross-section consists of two 13-foot driving lanes. Fairview Avenue is a north-south roadway north of Blue Earth Avenue and a driveway to the Five Lakes Centre Mall on the south side of Blue Earth Avenue. There are five-foot sidewalks along the east and west sides of Fairview Ave, 10 feet from the curb.

State St:

State Street, otherwise known as TH 15, is classified as a Minor Arterial. It is a four-lane undivided roadway with a posted 30 mph speed limit in Fairmont. The existing cross-section consists of four 11-foot driving lanes and a 14-foot two-way left-turn lane. State Street is a north-south roadway providing a connection from Fairmont to I-90 less than a mile north of Fairmont. There are five-foot sidewalks along the east and west sides of State Street at varying distances from the back of curb, ranging from 3 to 11 feet, from Victoria Street south of Blue Earth Avenue to the 3M Fairmont Parking Lot.

2. Intersections

Blue Earth Ave & Park St:

The intersection of Blue Earth Avenue and Park Street is signal-controlled. Blue Earth Ave has two lanes of approach eastbound and westbound. The eastbound approach has a thru-left lane and a thru-right lane, while the westbound approach has a thru-left lane and a right-turn lane. The north and southbound approaches have a thru-left lane and a right-turn lane. All legs of the intersection have marked crosswalks and pedestrian indications.

Blue Earth Ave & Prairie Ave:

The intersection of Blue Earth Avenue and Prairie Avenue is signal-controlled. There are no exclusive turn lanes at the intersection. All legs of the intersection have marked crosswalks and pedestrian indications, with the east leg having a high visibility crosswalk marking.

Blue Earth Ave & Grant St:

The intersection of Blue Earth Avenue and Grant Street is a side-street stop-controlled intersection, with Grant Street being stop-controlled. There are no exclusive turn lanes at the intersection. There is an uncontrolled high visibility crosswalk across the west leg of the intersection. This crosswalk is signed as a school crossing.

#### Blue Earth Ave & Fairview Ave:

The intersection of Blue Earth Avenue and Fairview Avenue is a side-street stop-controlled intersection, with Fairview Avenue being stop-controlled. The westbound approach has an exclusive left turn lane. The southern leg of the intersection is a driveway to the Five Lakes Centre Mall. The west leg of the intersection has a marked crosswalk high visibility crosswalk with no signage.

#### Blue Earth Ave & State St:

The intersection of Blue Earth Avenue and State Street is signal-controlled. There is an exclusive left turn lane on each approach. There are marked high visibility crosswalks and pedestrian indication on all approaches.

Figure 4 - MnDOT Functional Classification for Martin County



#### **C. Roadside Development and Environment**

This section of Blue Earth Avenue is bordered by single-family housing and commercial properties. The west end of the study area is downtown Fairmont and the east end has the Five Lakes Centre Mall, as well as other commercial properties like Walgreens and Kwik Trip.

Blue Earth Avenue is directly fronted to the north and south by land zoned as General Business. However, most of the land north and south of Blue Earth Avenue is zoned as Residential.

#### **D. Parking, Pedestrian, and Multi-modal Characteristics**

On-street parking is prevalent within the study area. Blue Earth Avenue has parking stalls along the south side of the roadway from Park Street to about 500 feet west of

Fairview Avenue. Park Street and Prairie Avenue also have space for parking on the sides of the roadways.

A review of parking was conducted in February 2024 for both a weekday and a Saturday for the time periods of 7-9am, 11am-1pm, and 4-6pm. There are 40 on-street parking spaces from Park Street to State Street. Parking was heavier on the weekend than the weekday with 5 total spaces utilized on a weekday and 10 utilized on a Saturday. Parking occupancy was 15% on average over all observation periods. This shows that the on-street parking could be reduced and additional parking is not necessary to support the current land usages along the corridor.

**Table 2 – Parking Utilization Summary**

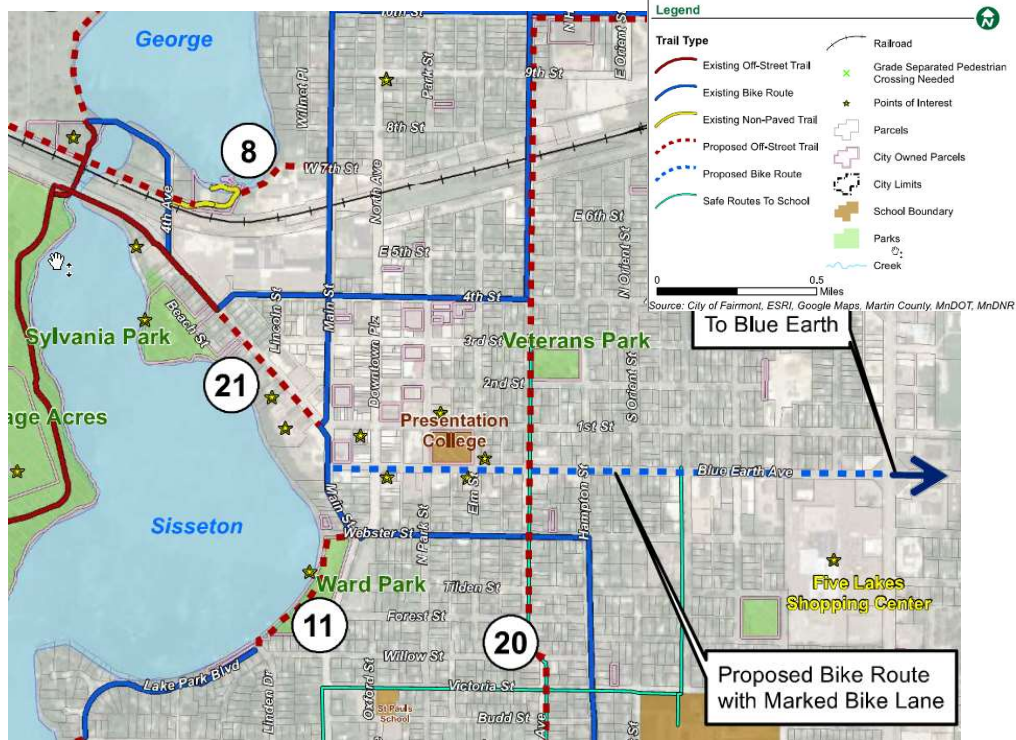
<b>Utilization Summary</b>				<b>South Side</b>	
				<b>Parking Utilization</b>	
				<b>Avg. % Utilized</b>	<b>Max % Utilized</b>
<b>Segment</b>	<b>Street</b>	<b>From</b>	<b>To</b>		
1	Blue Earth Ave	Park	Elm	0%	0%
2	Blue Earth Ave	Elm	Prairie	46%	100%
4	Blue Earth Ave	Prairie	Hampton	20%	60%
5	Blue Earth Ave	Hampton	Orient	36%	43%
6	Blue Earth Ave	Orient	Grant	0%	0%
7	Blue Earth Ave	Grant	Dewey	3%	20%
8	Blue Earth Ave	Dewey	Fairview	0%	0%
<b>Avg.</b>				15%	32%

Blue Earth Avenue has 5-foot sidewalks along the entire study area, 5 feet or less from the back of curb. Park Street, Prairie Avenue, Fairview Avenue, and State Street also have 5-foot sidewalks running parallel to the roadway at the intersection with Blue Earth Avenue, typically 0-8 feet from the back of curb.

There are marked crosswalks on Blue Earth Avenue at all study intersections. Pedestrian traffic heads are at each of the signalized intersections. All intersections except Fairview Avenue have pedestrian ramps on the corners of the intersection; however, it is unclear whether these ramps are ADA-compliant.

There are no existing bicycle facilities east of Park Street. Per the Fairmont 2017 Active Transportation Plan, Blue Earth Avenue has a proposed signed bike route east of South Main Street, stretching throughout and beyond the study area.

Figure 5 - Excerpt from 2017 Fairmont Active Transportation Plan



#### IV. Existing Traffic Operation Analysis

The operational analysis results are described as a Level of Service (LOS) ranging from A to F. These letters serve to describe a range of operating conditions for different types of facilities. Levels of Service are calculated based on the Highway Capacity Manual 6th edition, which defines the level of service, based on control delay. Control delay is the delay experienced by vehicles slowing down as they are approaching the intersection, the wait time at the intersection, and the time for the vehicle to speed up through the intersection and enter into the traffic stream. The average intersection control delay is a volume-weighted average of delay experienced by all motorists entering the intersection on all intersection approaches. The control delay is modeled within the analysis software, Trafficware Synchro/SimTraffic.

The level of service and its associated intersection delay for a signalized and unsignalized intersection is presented below. The delay threshold for unsignalized intersections is lower for each LOS compared to signalized intersections, which accounts for the fact that people expect a higher quality of service at a stop-controlled intersection.

Analysis in this study will consider operations at LOS D or worse deficient, in accordance with typical design standards in the region. All analyses for the signalized intersection are based on actual signal timing in place at the intersections.

**Table 3 - Level of Service Criteria**

	Signalized Intersection	Unsignalized Intersection
LOS	Control Delay per Vehicle (sec.)	Control Delay per Vehicle (sec.)
A	≤ 10	≤ 10
B	>10 and ≤ 20	>10 and ≤ 15
C	>20 and ≤ 35	>15 and ≤ 25
D	>35 and ≤ 55	>25 and ≤ 35
E	>55 and ≤ 80	>35 and ≤ 50
F	>80	>50

The control delay is modeled within the analysis software Synchro/SimTraffic. The existing peak hours were analyzed. The results are included in **Tables 4 and 5**.

**Table 4 - 2023 Existing AM Peak Operational Results**

Intersection	Control	Approach	AM Peak							
			Approach (Delay - LOS)	Intersection (Delay - LOS)	Traffic Delay (sec/veh)		Traffic Queuing (feet)			
					Avg	Max	Left Turn		Through	
Avg	Max	Avg	Max	Avg	Max					
Park St & Blue Earth Ave	Signalized	EB	4 - A	5 - A	25	75	25	75	25	50
		WB	5 - A		25	75	25	75	25	75
		NB	5 - A		50	75	50	75	25	50
		SB	6 - A		50	75	50	75	25	50
Prairie Ave & Blue Earth Ave	Signalized	EB	6 - A	6 - A	50	75	50	75	50	75
		WB	6 - A		50	75	50	100	50	100
		NB	8 - A		75	125	75	125	75	125
		SB	7 - A		50	125	50	125	50	125
Grant St & Blue Earth Ave	Stop	EB	1 - A	1 - A	-	-	-	-	-	-
		WB	1 - A		25	50	25	50	-	-
		NB	5 - A		25	75	25	75	25	75
		SB	8 - A		25	50	25	50	25	50
Fairview Ave & Blue Earth Ave	Stop	EB	1 - A	1 - A	25	50	25	50	-	-
		WB	2 - A		25	50	-	-	-	-
		NB	7 - A		25	50	25	50	25	50
		SB	6 - A		25	75	25	75	25	75
State St & Blue Earth Ave	Signalized	EB	12 - B	10 - B	75	125	50	125	50	125
		WB	13 - B		50	100	50	125	50	125
		NB	10 - B		50	100	100	175	50	125
		SB	10 - B		50	75	100	175	50	150

**Table 5 - 2023 Existing PM Peak Operational Results**

Intersection	Control	Approach	PM Peak							
			Approach (Delay - LOS)	Intersection (Delay - LOS)	Traffic Queuing (feet)					
					Traffic Delay (sec/veh)		Left Turn		Through	
Avg	Max	Avg	Max	Avg	Max					
Park St & Blue Earth Ave	Signalized	EB	5 - A	6 - A	50	100	50	100	25	75
		WB	6 - A		50	75	50	100	50	100
		NB	6 - A		25	75	25	75	25	75
		SB	8 - A		50	125	50	125	25	50
Prairie Ave & Blue Earth Ave	Signalized	EB	6 - A	6 - A	50	100	50	100	50	100
		WB	5 - A		50	75	50	100	50	100
		NB	8 - A		50	100	50	100	50	100
		SB	8 - A		50	100	50	100	50	100
Grant St & Blue Earth Ave	Stop	EB	1 - A	1 - A	-	-	-	-	-	-
		WB	1 - A		25	50	25	50	-	-
		NB	6 - A		25	75	25	75	25	75
		SB	7 - A		25	50	25	50	25	50
Fairview Ave & Blue Earth Ave	Stop	EB	2 - A	2 - A	25	50	25	50	0	25
		WB	2 - A		25	50	0	25	-	-
		NB	8 - A		50	75	50	75	50	75
		SB	7 - A		25	50	25	50	25	50
State St & Blue Earth Ave	Signalized	EB	12 - B	11 - B	50	100	75	150	75	150
		WB	12 - B		50	125	50	125	50	125
		NB	11 - B		50	100	100	150	75	150
		SB	11 - B		50	100	100	200	75	200

In both the AM and PM peaks, all intersections operate at LOS A, except Blue Earth Avenue and State Street, which is LOS B.

Potential queueing issues are seen on southbound Park Street and NB/SB State Street, where the maximum thru queue length may block the entrance to the left/right turn storage.

## V. Warrant Analysis

### A. Traffic Control Warrant Analysis

Traffic signal and all-way stop control warrants have been developed as national guidelines to promote conformity of traffic control devices to ensure that traffic signals are installed at intersections that would benefit from their use. On Trunk Highways, Warrant 1: Eight-Hour Vehicular Volume is the primary factor in installing a traffic signal.

There are additional warrants the MnMUTCD states shall be included in a traffic signal study, listed below:

- Warrant 2: Four-Hour Vehicular Volume
- Warrant 3: Peak Hour
- Warrant 4: Pedestrian Volume
- Warrant 5: School Crossing
- Warrant 6: Coordinated Signal System
- Warrant 7: Crash Experience
- Warrant 8: Roadway Network



- Warrant 9: Intersection Near a Grade Crossing

A traffic signal should not be installed unless one or more of the warrants can be met. Furthermore, a signal should not be installed unless an engineering study indicates that the signal will improve the overall safety and operation of the intersection.

When analyzing the warrants, it was assumed that right-turn volumes from minor street approaches would have little impact on the intersection and were omitted.

Warrant analysis was conducted using the 2023 volumes and existing traffic control. Summarized results of the warrant analysis can be seen in **Table 6**. Full warrant analysis results are included in the **Appendix**.

Table 6 – Existing Warrant Analysis Results

Intersection	Traffic Control	Hours	Signal Warrants					All-Way Stop Warrants
			1A	1B	2	3	7	
Blue Earth Ave & Park St	Signal	Required	8	8	4	1	8	8
		Met	0	0	0	0	0	0
Blue Earth Ave & Prairie Ave	Signal	Required	8	8	4	1	8	8
		Met	0	0	0	0	0	0
Blue Earth Ave & Grant St	TWSC	Required	8	8	4	1	8	8
		Met	0	0	0	0	0	0
Blue Earth Ave & Fairview Ave	TWSC	Required	8	8	4	1	8	8
		Met	0	0	0	0	0	0
Blue Earth Ave & State St	Signal	Required	8	8	4	1	8	8
		Met	1	3	0	0	8	12

Only the State Street intersection meets volume warrants for signalization MnDOT recommended warrant thresholds, given the speed of the roadway (30 mph) and the population of Fairmont greater than 10,000 people. However, it does not meet the crash experience requirement for Warrant 7.

Due to the signalized intersections of Blue Earth Avenue at Park Street and Prairie Avenue not meeting any signal warrants, these signals were analyzed to see if they warranted removal. The MnDOT Traffic Engineering Manual states that signalized intersections that:

- Meet warrants 1A or 1B with an 80% volume threshold are justified and should not be removed.
- Do not meet warrants 1A or 1B with an 80% volume threshold but do meet said warrants with a 60% volume threshold may be considered for signal removal.
- Do not meet warrants 1A or 1B with a 60% volume threshold are unjustified and should be removed.

The results of the signal removal warrant analysis are shown in **Table 7**. The signalized intersections of Blue Earth Avenue at Park Street and Prairie Avenue do not meet warrants 1A or

1B with a 60% volume threshold and therefore the signals are recommended for removal per the guidance provided in the MnDOT Traffic Engineering Manual.

Table 7 – Signal Removal Warrant Analysis Results

Intersection	Alternative	Volume Threshold	Hours	Signal Warrants		
				1A	1B	
Blue Earth Ave & Park St	Existing	80%	Required	8	8	
			Met	0	0	
Required			8	8		
Met			1	0		
Blue Earth Ave & Prairie Ave		60%	Required	8	8	
			Met	5	0	
Required	8		8			
Met	5		1			
Blue Earth Ave & Park St	3-Lane		80%	Required	8	8
				Met	3	0
Required		8		8		
Met		5		1		
Blue Earth Ave & Prairie Ave		60%	Required	8	8	
			Met	6	1	
Required	8		8			
Met	6		5			

The signalized intersections of Blue Earth Avenue at Park Street and Prairie Avenue do not meet warrants 1A or 1B with a 60% volume threshold and therefore the signals are recommended for removal.

## B. Turn Lane Warrant Analysis

### i. Signalized Intersections

Turn lane warrants were also analyzed at all study intersections. The warrants for signalized intersection used were from Chapter 19 of the Highway Capacity Manual 6<sup>th</sup> Edition, and are summarized as follows:

- 1) Exclusive Left Turn Lanes:
  - a. A single exclusive left turn lane should be considered when the minimum left turn volume is 100 veh/hr.
  - b. Dual exclusive left turn lanes should be considered when the minimum left turn volume is 300 veh/hr.
- 2) Exclusive Right Turn Lanes:



- a. An exclusive right turn lane should be considered when the right turn volume exceeds 300 veh/hr and the adjacent mainline volume exceeds 300 veh/hr/ln.

Only the intersection of Blue Earth Avenue and State Street met the volume thresholds for any exclusive turn lanes. An exclusive left turn lane is warranted on all approaches for the intersection.

**ii. Unsignalized Intersections**

The turn lane guidelines for the unsignalized intersections guidelines are found in National Cooperative Highway Research Program (NCHRP) *Evaluating Intersection Improvements: An Engineering Study Guide*, commonly referred to as NCHRP Report 457 for the unsignalized intersections. Using the NCHRP 457 Turn lane warrant guidelines, no right or left turn lanes are needed at the study intersections.

**VI. Safety Review**

Crashes data was obtained from MnCMAT2 for the five intersections considered for the 5-year period from 2019 to 2023. A comparison of the crash rate and the critical rate was completed to determine if there is a safety issue at an intersection. The crash rate is the number of crashes per million entering vehicles (MEV). The critical rate is a statistical comparison based on similar intersections statewide. An observed crash rate greater than the critical rate indicates that the intersection operates outside of the expected, normal range. The critical index reports the magnitude of this difference and a critical index of less than one indicates that the intersection is operating within the normal range. Summarized results of this analysis can be seen in **Table 8**. A crash analysis worksheet for each intersection can be found in the **Appendix**.

**Table 8 – 5-Year Crash Analysis**

Intersection	Traffic Control	Total Crashes (5 Years)	Total Crash Rate				Fatal & Serious Injury Crash Rate			
			Observed	Statewide Average	Critical Rate	Crash Index	Observed	Statewide Average	Critical Rate	Crash Index
Blue Earth Ave & Park St	Signal	8	0.522	0.548	1.070	<b>0.49</b>	0.0	1.024	7.600	<b>0.0</b>
Blue Earth Ave & Prairie Ave	Signal	9	0.472	0.548	1.010	<b>0.47</b>	5.244	1.024	6.620	<b>0.79</b>
Blue Earth Ave & Grant St	TWSC	1	0.065	0.138	0.420	<b>0.15</b>	6.533	0.350	5.550	<b>1.18</b>
Blue Earth Ave & Fairview Ave	TWSC	1	0.065	0.138	0.420	<b>0.15</b>	0.0	0.350	5.550	<b>0.0</b>
Blue Earth Ave & State St	Signal	15	0.458	0.548	0.900	<b>0.51</b>	0.0	1.024	4.820	<b>0.0</b>

None of the intersections have a total crash rate above the statewide average for intersections of that type. The most frequent crash types experienced in the corridor are angle crashes, followed by rear-end, sideswipe, and head-on related crashes.

In August 2020, there was a fatal crash at the intersection of Blue Earth Avenue and Prairie Avenue; an inebriated driver sped through the intersection before veering offroad and striking a tree.

In July 2022, a driver making a left turn onto Blue Earth Avenue at Grant Street turned and struck a person on a medical scooter. This caused a serious injury to the person struck. This resulted in a fatal & serious crash index higher than 1.0 at the intersection.

Over the past 10 years, there has only been one other pedestrian/bike crash at the intersections studied, at the intersection of Blue Earth Avenue and Grant Street. In October 2014, an inebriated driver struck a child who was crossing the road east of the intersection, resulting in a minor injury.

## **VII. Proposed Improvements**

The future build scenario analyzed the proposed project improvements. These improvements include a 4-lane to 3-lane conversion from Park Street to State Street.

### **A. 4 to 3-lane Conversion**

Four-lane undivided roadways are prevalent throughout Minnesota and the United States. They provide a significant capacity benefit for moving large volumes of traffic through an area in constrained right-of-way situations. This design continues to be beneficial if the traffic is primarily through traffic or from one direction and the other direction has light traffic levels. The downside of the design is that as volumes get higher the left-turning vehicles in one peak direction may be blocked by vehicles traveling in the opposite direction or the number of vehicles becomes high enough that any slowdown caused by a left-turning vehicle begins to result in unsafe situations as vehicles behind a left turning vehicle must swerve around them or stop.

As these issues arise, there may be a need to evaluate whether left turn lanes can be provided. One option is to convert the 4-lane roadway to a 3-lane road. A 3-lane conversion introduces a continuous two-way left turn lane along the roadway but reduces the number of through lanes to one in each direction. This results in a slight reduction in capacity but also results in a large increase in safety.

#### **a. Safety**

Studies show 4-lane to 3-lane conversions are estimated to improve safety with an overall crash reduction of 29% for all crash types. The most significant reduction is opposing left-turn crashes and rear-end crashes by providing better sight lines for left-turning traffic by creating a dedicated left-turn lane and removing the turning vehicles from the through-vehicle traffic stream. Opposing direction sideswipe and head-on crashes are generally reduced since the through traffic lanes are now separated by the two-way-left-turn lane. Same-direction sideswipe crashes are generally reduced since left-turning vehicles now have a separate lane to wait for a gap in traffic and through traffic following behind a vehicle making a left turn does not have to swerve to get around a left-turning vehicle. Additionally, right-angle and pedestrian crashes are generally reduced with the shorter crossing distances and the number of through-traffic lanes to watch is reduced from four to two.

**b. Operations**

Per MnDOT, a 4-lane to 3-lane works well at volumes of 20,000 vehicles per day or less. The 2045 volumes on Blue Earth Avenue are estimated at 9,800 vehicles per day. This is well within the range of what a three-lane roadway can handle.

**c. Room for Multi-Modal Improvements**

A reduction to 3-lanes in the corridor reduces the footprint needed for the travel lanes which can provide the opportunity to introduce facilities for non-motorized modes.

The existing roadway width curb to curb is 56-feet. Several options were considered for what to do with the additional space due to the reduction of travel lanes, those options are presented in **Figures 6 to 9**. The conversion of the corridor to three lanes would allow room for the bike route shown in the Fairmont 2017 Active Transportation Plan.

**C. Intersection Changes**

The geometric changes recommended to be made to the intersections along the Blue Earth Avenue corridor are the reduction of lanes from four-thru lanes to three, as well as reconstruction of pedestrian facilities at the intersections to be ADA-compliant, such as ramps and landings. At the intersections of Grant Street and Fairview Avenue, it is recommended that additional traffic control be considered for pedestrian safety, such as additional signage or Rectangular Rapid Flashing beacons.

Figure 6 – 3-lanes with buffered bike lanes



Figure 7 – 3-lanes with Bike Lanes + Parking

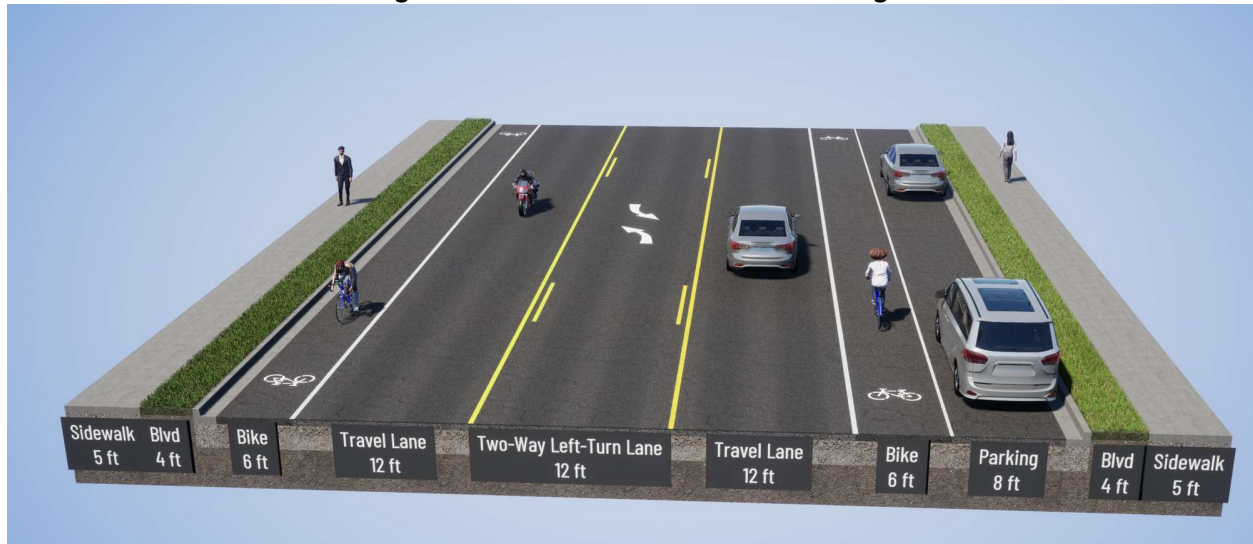
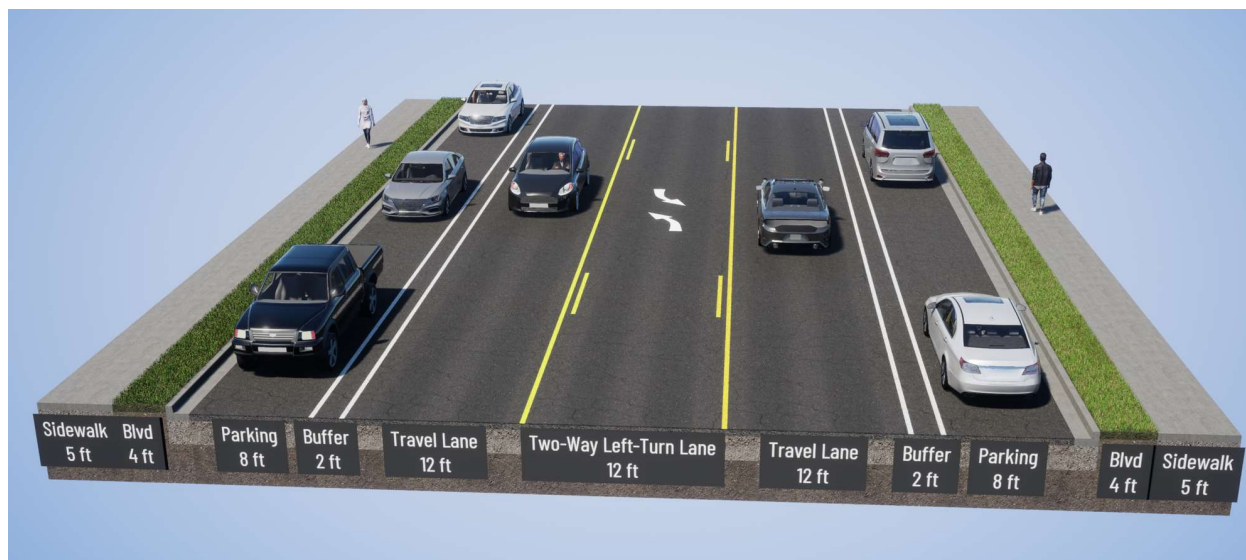


Figure 8 – 3-lanes with Two-Way Cycle Track – No Parking



Figure 9 – Parking Both Sides, No Bike Facilities



### VIII. Future Traffic Operation Analysis

Traffic volumes for the year 2045 were forecasted by applying a 1.3% annual growth rate to the existing 2023 traffic volumes. This growth rate was based on historical volume data collected from MnDOT and takes into account the highest vehicle volume that Lake Avenue/Blue Earth has ever carried. This results in an overall traffic volume growth of ~33% from 2023 to 2045, with an AADT of approximately 9,800 on Blue Earth Avenue.

As mentioned, as part of the 4-lane to 3-lane conversion, multiple configurations for the roadway including bike lanes and parking lanes were considered. However, for the “Build” traffic analysis, only the travel lanes were analyzed. The traffic control at each intersection would remain unchanged under this “Build” condition.

The 2045 No Build condition, as well as the 2023 and 2045 Build condition operational analysis results, can be seen for both peak hours in **Tables 9-14**.



**Table 9 - 2045 No Build AM Peak Operational Results**

Intersection	Control	Approach	Approach (Delay - LOS)	Intersection (Delay - LOS)	AM Peak					
					Traffic Delay (sec/veh)		Traffic Queuing (feet)			
							Left Turn		Through	
Avg	Max	Avg	Max	Avg	Max					
Park St & Blue Earth Ave	Signalized	EB	5 - A	6 - A	50	75	50	75	25	50
		WB	6 - A		50	75	50	100	50	100
		NB	7 - A		50	100	50	100	25	50
		SB	6 - A		50	75	50	75	25	50
Prairie Ave & Blue Earth Ave	Signalized	EB	7 - A	8 - A	50	100	50	100	50	100
		WB	7 - A		50	100	50	100	50	100
		NB	11 - B		100	200	100	200	100	200
		SB	9 - A		75	150	75	150	75	150
Grant St & Blue Earth Ave	Stop	EB	1 - A	2 - A	-	-	0	25	0	25
		WB	2 - A		25	50	25	50	-	-
		NB	6 - A		50	75	50	75	50	75
		SB	10 - B		25	50	25	50	25	50
Fairview Ave & Blue Earth Ave	Stop	EB	2 - A	2 - A	25	50	25	50	-	-
		WB	2 - A		25	50	-	-	-	-
		NB	9 - A		50	75	50	75	50	75
		SB	9 - A		25	50	25	50	25	50
State St & Blue Earth Ave	Signalized	EB	16 - B	12 - B	75	175	75	150	75	150
		WB	15 - B		50	125	75	125	50	125
		NB	12 - B		50	100	100	225	75	175
		SB	12 - B		50	125	100	175	75	175

**Table 10 - 2045 No Build PM Peak Operational Results**

Intersection	Control	Approach	Approach (Delay - LOS)	Intersection (Delay - LOS)	PM Peak					
					Traffic Delay (sec/veh)		Traffic Queuing (feet)			
							Left Turn		Through	
Avg	Max	Avg	Max	Avg	Max					
Park St & Blue Earth Ave	Signalized	EB	9 - A	11 - B	75	125	75	125	50	125
		WB	16 - B		75	100	75	125	75	125
		NB	8 - A		50	100	50	100	25	50
		SB	10 - B		75	150	75	150	25	75
Prairie Ave & Blue Earth Ave	Signalized	EB	15 - B	11 - B	100	150	100	150	75	150
		WB	9 - A		75	125	75	125	75	100
		NB	10 - B		75	125	75	125	75	125
		SB	11 - B		75	150	75	150	75	150
Grant St & Blue Earth Ave	Stop	EB	2 - A	2 - A	-	-	-	-	-	-
		WB	2 - A		25	50	25	50	-	-
		NB	6 - A		25	75	25	75	25	75
		SB	7 - A		25	50	25	50	25	50
Fairview Ave & Blue Earth Ave	Stop	EB	2 - A	2 - A	25	75	25	75	25	25
		WB	2 - A		25	50	0	25	0	25
		NB	11 - B		50	100	50	100	50	100
		SB	10 - B		25	50	25	50	25	50
State St & Blue Earth Ave	Signalized	EB	14 - B	13 - B	75	125	100	175	100	175
		WB	14 - B		50	125	75	150	75	150
		NB	14 - B		50	175	125	225	100	200
		SB	14 - B		50	150	125	225	125	225

**Table 11 - 2023 Build AM Peak Operational Results**

					AM Peak					
					Traffic Delay (sec/veh)		Traffic Queuing (feet)			
Intersection	Control	Approach	Approach (Delay - LOS)	Intersection (Delay - LOS)	Left Turn		Through		Right Turn	
					Avg	Max	Avg	Max	Avg	Max
Park St & Blue Earth Ave	Signalized	EB	4 - A	6 - A	25	50	50	100	50	100
		WB	7 - A		25	50	50	125	50	125
		NB	7 - A		50	100	50	100	50	100
		SB	7 - A		50	75	50	75	50	75
Prairie Ave & Blue Earth Ave	Signalized	EB	7 - A	7 - A	25	50	50	125	50	125
		WB	7 - A		25	50	75	150	75	150
		NB	9 - A		75	125	75	125	75	125
		SB	8 - A		50	100	50	100	50	100
Grant St & Blue Earth Ave	Stop	EB	2 - A	2 - A	-	-	-	-	-	-
		WB	2 - A		25	50	-	-	-	-
		NB	6 - A		25	75	25	75	25	75
		SB	7 - A		25	50	25	50	25	50
Fairview Ave & Blue Earth Ave	Stop	EB	2 - A	2 - A	25	25	-	-	-	-
		WB	2 - A		25	50	-	-	-	-
		NB	8 - A		25	75	25	75	25	75
		SB	6 - A		25	75	25	75	25	75
State St & Blue Earth Ave	Signalized	EB	13 - B	11 - B	75	150	75	150	75	150
		WB	14 - B		50	100	75	175	75	175
		NB	11 - B		50	100	100	150	75	125
		SB	11 - B		50	100	100	175	75	150

**Table 12 - 2023 Build PM Peak Operational Results**

					PM Peak					
					Traffic Delay (sec/veh)		Traffic Queuing (feet)			
Intersection	Control	Approach	Approach (Delay - LOS)	Intersection (Delay - LOS)	Left Turn		Through		Right Turn	
					Avg	Max	Avg	Max	Avg	Max
Park St & Blue Earth Ave	Signalized	EB	6 - A	7 - A	25	50	75	150	75	150
		WB	7 - A		25	75	50	150	50	150
		NB	7 - A		50	75	50	75	50	75
		SB	8 - A		75	125	75	125	75	125
Prairie Ave & Blue Earth Ave	Signalized	EB	7 - A	7 - A	25	50	75	175	75	175
		WB	6 - A		25	75	75	125	75	125
		NB	8 - A		50	125	50	125	50	125
		SB	9 - A		50	100	50	100	50	100
Grant St & Blue Earth Ave	Stop	EB	2 - A	2 - A	-	-	-	-	-	-
		WB	2 - A		25	50	-	-	-	-
		NB	6 - A		25	75	25	75	25	75
		SB	6 - A		25	75	25	75	25	75
Fairview Ave & Blue Earth Ave	Stop	EB	2 - A	2 - A	25	50	-	-	-	-
		WB	2 - A		25	50	-	-	-	-
		NB	9 - A		50	75	50	75	50	75
		SB	7 - A		25	50	25	50	25	50
State St & Blue Earth Ave	Signalized	EB	14 - B	12 - B	50	150	100	225	100	225
		WB	14 - B		50	125	100	175	100	175
		NB	12 - B		50	100	100	150	75	150
		SB	12 - B		50	125	100	200	75	175

**Table 13 - 2045 Build AM Peak Operational Results**

Intersection	Control	Approach	AM Peak							
			Approach (Delay - LOS)	Intersection (Delay - LOS)	Traffic Queuing (feet)					
					Traffic Delay (sec/veh)		Left Turn		Through	
Avg	Max	Avg	Max	Avg	Max	Avg	Max			
Park St & Blue Earth Ave	Signalized	EB	5 - A	6 - A	25	50	50	125	50	125
		WB	7 - A		25	75	75	175	75	175
		NB	7 - A		50	125	50	125	50	125
		SB	7 - A		50	100	50	100	50	100
Prairie Ave & Blue Earth Ave	Signalized	EB	9 - A	10 - B	25	50	75	150	75	150
		WB	10 - B		25	75	100	200	100	200
		NB	13 - B		100	200	100	200	100	200
		SB	11 - B		75	150	75	150	75	150
Grant St & Blue Earth Ave	Stop	EB	2 - A	2 - A	-	-	-	-	-	-
		WB	2 - A		25	50	-	-	-	-
		NB	7 - A		50	75	50	75	50	75
		SB	9 - A		25	50	25	50	25	50
Fairview Ave & Blue Earth Ave	Stop	EB	3 - A	2 - A	25	50	-	-	-	-
		WB	3 - A		25	50	-	-	-	-
		NB	11 - B		50	75	50	75	50	75
		SB	8 - A		25	75	25	75	25	75
State St & Blue Earth Ave	Signalized	EB	18 - B	15 - B	75	150	75	175	75	175
		WB	19 - B		50	150	125	225	125	225
		NB	14 - B		50	150	125	200	75	175
		SB	13 - B		50	150	100	200	75	175

**Table 14 - 2045 Build PM Peak Operational Results**

Intersection	Control	Approach	PM Peak							
			Approach (Delay - LOS)	Intersection (Delay - LOS)	Traffic Queuing (feet)					
					Traffic Delay (sec/veh)		Left Turn		Through	
Avg	Max	Avg	Max	Avg	Max	Avg	Max			
Park St & Blue Earth Ave	Signalized	EB	8 - A	9 - A	25	50	100	200	100	200
		WB	9 - A		50	75	75	175	75	175
		NB	7 - A		50	100	50	100	50	100
		SB	11 - B		75	175	75	175	75	175
Prairie Ave & Blue Earth Ave	Signalized	EB	10 - B	9 - A	25	75	100	200	100	200
		WB	8 - A		25	100	75	175	75	175
		NB	10 - B		75	125	75	125	75	125
		SB	12 - B		75	175	75	175	75	175
Grant St & Blue Earth Ave	Stop	EB	3 - A	2 - A	-	-	-	-	-	-
		WB	2 - A		25	50	-	-	-	-
		NB	8 - A		50	75	50	75	50	75
		SB	8 - A		25	50	25	50	25	50
Fairview Ave & Blue Earth Ave	Stop	EB	3 - A	3 - A	25	50	25	50	25	50
		WB	2 - A		25	50	-	-	-	-
		NB	13 - B		50	125	50	125	50	125
		SB	11 - B		25	50	25	50	25	50
State St & Blue Earth Ave	Signalized	EB	19 - B	17 - B	75	150	150	300	150	300
		WB	20 - C		75	175	125	250	125	250
		NB	16 - B		75	175	125	225	100	200
		SB	16 - B		75	175	125	250	125	225



#### A. 2045 No-Build

Under existing geometry and traffic control, the increased 2045 volumes will operate very similarly in the AM peak to 2023 conditions. In the PM peak, the intersections of Blue Earth Avenue with Park Street and Prairie Avenue operate at LOS B instead of LOS A due to overall delays increasing by 5 seconds. For both peaks, queues are slightly longer on average, typically by one or two vehicles.

#### A. 2023 Build

With the reduction to the 3-lane section, the roadways operate very similarly to the no-build condition, with overall delays only going up slightly and all intersections at the same LOS. Average queues remain similar, with maximum queues increasing by up to 2-3 vehicles.

#### A. 2045 Build

Under the 3-lane section and increased 2045 volumes, most intersections continue to operate with LOS A under both peak hours. In the PM peak, the Prairie Ave intersection has a delay increase slightly to LOS B. The State Street intersection sees the largest increase in overall delays but still operates with LOS B in both peak hours.

Queues get longer on average than the 2023 Build or 2045 No-Build, with the highest queue of 300 feet seen at the State Street intersection. The maximum queues on all four approaches at the intersection of Blue Earth Avenue and State Street have the potential to block entrance to the left-turn lane, with the left-turn queue extending past the delineated storage on all approaches. While all approaches will have two-way left-turn lanes, using those to hold left-turn queues for the State Street intersection has the potential to block access to nearby commercial properties.

### IX. Alternative Intersection Control Analysis

Due to the intersections of Blue Earth Avenue at Park Street and Prairie Avenue warranting signal removal, alternative traffic control was analyzed at these intersections:

- **Two-Way Stop Control (TWSC):** The signals will be removed and the side streets of Park Street and Prairie Avenue will be stop-controlled. Blue Earth Avenue will be free flowing.
- **Roundabout:** The intersections of Park Street and Prairie Ave will be reconstructed into mini or single-lane roundabouts, depending on available space.

The TWSC alternative was analyzed in Synchro/SimTraffic, and the roundabout alternative was analyzed in ARCADY. The operational analysis results for the 2023 and 2045 design year scenarios are shown in **Table 15** for the TWSC alternative and **Table 16** for the Roundabout alternative.

**Table 15 – TWSC Operational Results**

		AM Peak											
		Traffic Delay (sec/veh)					Traffic Queuing (feet)						
Intersection	Design Year	Approach	Movement (Delay - LOS)			Approach (Delay - LOS)	Intersection (Delay - LOS)	Left Turn		Through		Right Turn	
			L	T	R			Avg	Max	Avg	Max	Avg	Max
Blue Earth Ave & Park St	2023	EB	3 - A	0 - A	0 - A	1 - A	3 - A	25	25	-	-	-	-
		WB	3 - A	1 - A	1 - A	2 - A		25	50	0	25	0	25
		NB	7 - A	8 - A	4 - A	7 - A		50	100	50	100	50	100
		SB	7 - A	8 - A	4 - A	8 - A		50	100	50	100	50	100
	2045	EB	3 - A	0 - A	0 - A	1 - A	4 - A	25	25	0	25	0	25
		WB	3 - A	1 - A	1 - A	2 - A		25	50	0	25	0	25
		NB	10 - B	12 - B	6 - A	10 - B		75	150	75	150	75	150
		SB	9 - A	9 - A	5 - A	9 - A		50	75	50	75	50	75
Blue Earth Ave & Prairie Ave	2023	EB	3 - A	1 - A	0 - A	1 - A	5 - A	25	50	0	25	0	25
		WB	3 - A	1 - A	1 - A	2 - A		25	25	25	25	25	25
		NB	10 - B	11 - B	6 - A	10 - B		75	150	75	150	75	150
		SB	11 - B	10 - B	5 - A	10 - B		50	100	50	100	50	100
	2045	EB	4 - A	1 - A	1 - A	2 - A	8 - A	25	50	25	50	25	50
		WB	5 - A	2 - A	1 - A	2 - A		25	50	25	50	25	50
		NB	18 - C	17 - C	12 - B	17 - C		100	200	100	200	100	200
		SB	14 - B	16 - C	14 - B	16 - C		75	200	75	200	75	200

		PM Peak											
		Traffic Delay (sec/veh)					Traffic Queuing (feet)						
Intersection	Alternative	Approach	Movement (Delay - LOS)			Approach (Delay - LOS)	Intersection (Delay - LOS)	Left Turn		Through		Right Turn	
			L	T	R			Avg	Max	Avg	Max	Avg	Max
Park St & Blue Earth Ave	2023	EB	3 - A	1 - A	0 - A	1 - A	4 - A	25	25	0	25	0	25
		WB	3 - A	1 - A	1 - A	2 - A		25	50	0	25	0	25
		NB	8 - A	9 - A	5 - A	8 - A		50	75	50	75	50	75
		SB	10 - B	10 - B	6 - A	10 - B		75	125	75	125	75	125
	2045	EB	3 - A	1 - A	1 - A	2 - A	6 - A	25	50	25	25	25	25
		WB	4 - A	1 - A	1 - A	2 - A		25	50	0	25	0	25
		NB	12 - B	14 - B	7 - A	12 - B		50	100	50	100	50	100
		SB	16 - C	17 - C	12 - B	17 - C		100	200	100	200	100	200
Prairie Ave & Blue Earth Ave	2023	EB	4 - A	1 - A	1 - A	2 - A	4 - A	25	50	25	25	25	25
		WB	4 - A	1 - A	1 - A	2 - A		25	50	0	25	0	25
		NB	10 - B	11 - B	7 - A	10 - B		50	125	50	125	50	125
		SB	10 - B	12 - B	7 - A	11 - B		50	100	50	100	50	100
	2045	EB	4 - A	1 - A	1 - A	2 - A	6 - A	25	50	25	50	25	50
		WB	5 - A	2 - A	2 - A	3 - A		25	50	25	25	25	25
		NB	18 - C	20 - C	13 - B	19 - C		75	175	75	175	75	175
		SB	20 - C	18 - C	12 - B	19 - C		75	150	75	150	75	150

Under two-way stop control, the intersections of Blue Earth Avenue at Park Street and Prairie Avenue operate with an overall LOS A during both peak hours and both design years. The worst delays are on side street approaches at Prairie Avenue under the 2045 design year, and operate at an acceptable LOS C.

There are no queueing issues seen at these intersections under two-way stop control.

**Table 16 – Roundabout Operational Results**

Intersection	Approach	Existing AM						Existing PM							
		Approach		Intersection		Queue Length (ft)		Approach		Intersection		Queue Length (ft)			
		Delay (sec/veh)	LOS	Delay (sec/veh)	LOS	Avg	Max	Delay (sec/veh)	LOS	Delay (sec/veh)	LOS	Avg	Max		
Blue Earth Ave & Park St	EB	6	A	7	A	25	50	7	A	7	A	25	100		
	WB	9	A			25	100					6	A	25	50
	SB	7	A			25	25					6	A	25	25
	NB	6	A			25	50					6	A	25	50
Blue Earth Ave & Prairie Ave	EB	6	A	7	A	25	50	7	A	7	A	25	75		
	WB	8	A			25	75					6	A	25	75
	SB	7	A			25	25					6	A	25	50
	NB	7	A			25	50					6	A	25	25

Intersection	Approach	2045 AM						2045 PM							
		Approach		Intersection		Queue Length (ft)		Approach		Intersection		Queue Length (ft)			
		Delay (sec/veh)	LOS	Delay (sec/veh)	LOS	Avg	Max	Delay (sec/veh)	LOS	Delay (sec/veh)	LOS	Avg	Max		
Blue Earth Ave & Park St	EB	7	A	10	A	25	75	8	A	8	A	50	125		
	WB	13	B			75	150					7	A	25	100
	SB	9	A			25	50					6	A	25	50
	NB	9	A			25	75					7	A	25	50
Blue Earth Ave & Prairie Ave	EB	8	A	9	A	25	100	9	A	9	A	50	175		
	WB	11	B			50	175					8	A	25	100
	SB	9	A			25	75					7	A	25	50
	NB	8	A			25	75					8	A	25	50

With roundabouts, the intersections of Blue Earth Avenue at Park Street and Prairie Avenue operate with an overall LOS A during both peak hours and both design years. The roundabouts split the delay more evenly between the approaches, with only the eastbound approach to the Prairie Avenue intersection operating at LOS B.

There are no queueing concerns of one roundabout backing into the other, with the longest maximum queue being 175’ on the eastbound approach to Prairie Avenue.

## X. Design Considerations

As the design moves forward the following items should be considered:

### A. Access

There are numerous private and public accesses along the roadway corridor. An overview of the access locations and their spacing indicates that the three-lane section will provide advantages over the four-lane section. As the project moves into design, these access points should be modified to the extent possible with the reconstruction of the roadway to improve access and entry/exit from Blue Earth Avenue.

### B. Lane Width

The *MnDOT Local State Aid Route Standards* provide minimum design standards for urban reconstruction projects without a designated on-road bicycle facility. For ADT>10,000 vehicles/day, lane widths can be 10-11 feet with a curb reaction distance of 1-2 feet. Parking lanes should be 7-10’. The guidelines suggest that in commercial or industrial areas, the minimum parking lane width is 8’.

### C. Pedestrian Crossings

At the intersections of Grant Street and Fairview Avenue, it is recommended that additional traffic control be considered for pedestrian safety, such as additional signage or Rectangular Rapid Flashing beacons.

### D. Trucks

Blue Earth Avenue has an average truck percentage of 2-3%. This is considered in line with a typical heavy vehicle percentage assumed for most roadways. The impact of heavy vehicles on the corridor should be considered in the design process.

## XI. Conclusions

The existing conditions analysis showed that the Blue Earth Avenue corridor from Park Street to State Street has few Level of Service, delay, or queueing issues, as all intersections operate at LOS B or better with low queueing. Issues that were seen include:

- The intersection of Blue Earth Avenue and Grant Street has a fatal & serious injury crash critical index higher than 1.0, indicating a safety concern.
- The two signalized intersections of Park Street and Prairie Ave have unwarranted signals and queueing issues in the northbound direction.

The proposed 4-lane to 3-lane conversion has the capacity to support the current and forecasted traffic. Per MnDOT, a 4-lane to 3-lane works well at volumes of 20,000 vehicles per day or less. The 2045 volumes on Blue Earth Avenue are estimated at 9,800 vehicles per day. This is well within the range of what a three-lane roadway can handle.

The results of the 2023 and 2045 Build Operations and Queuing analysis show that with the 4-lane to 3-lane conversion on Blue Earth Avenue, the intersections along this corridor will continue to operate acceptably at LOS B or better with minimal increases to delay.

At the intersections of Blue Earth Avenue at Park Street and Prairie Avenue, where the existing signals are unwarranted and should be removed, analysis of alternative traffic control types (TWSC, Roundabouts) show that the intersection operates well overall under both traffic control options, with the roundabout alternative in particular offering lower queues on average on all approaches. The existing fire station on 4<sup>th</sup> Street and how they access or cross Blue Earth Avenue should be taken into account when deciding the future traffic control for this intersection as either a TWSC or roundabout is a viable option.

The only area with potentially problematic queueing is the intersection of Blue Earth Avenue and State Street, where left turn queues extend past their storage length and the thru lanes on all approaches have queues that extend past the entrance to the left turn lanes in the 2045 peaks. There will be two-way left-turn lanes to hold these excess turning vehicles, but these queues may occasionally block access to commercial properties near the intersection.

Several options for the roadway cross-section are presented within the report. These include options for adding on-street bike facilities or maximizing on-street parking.

# APPENDIX

\*Only Change values in Green

### SIGNAL WARRANTS ANALYSIS Blue Earth Ave and Fairview Ave Minor Rights Excluded

LOCATION: Fairmont, MN  
 COUNTY:  
 REF. POINT:  
 DATE: 2/3/2025  
 OPERATOR:

Speed	Approach Description		Lanes Entering Intersection
30	Major App1:	Blue Earth Ave EB	2
30	Major App3:	Blue Earth Ave WB	3
30	Minor App2:	Fairview Ave NB	1
30	Minor App4:	Fairview Ave SB	1

0.70 FACTOR USED?  Yes  
 POPULATION < 10,000?  Yes  
 USE 56% THRESHOLD?  No

HOUR	420/630		TOTAL 1+3	105/52		MINOR 2 1A/1B	105/52		MET SAME 1A/1B
	MAJOR APP. 1	MAJOR APP. 3		MINOR APP. 2	MINOR 4 1A/1B				
0:00 - 1:00			0	/		/	/	/	/
1:00 - 2:00			0	/		/	/	/	/
2:00 - 3:00			0	/		/	/	/	/
3:00 - 4:00			0	/		/	/	/	/
4:00 - 5:00			0	/		/	/	/	/
5:00 - 6:00			0	/		/	/	/	/
6:00 - 7:00	98	60	158	/	4	/	7	/	/
7:00 - 8:00	215	168	383	/	21	/	7	/	/
8:00 - 9:00	210	193	403	/	29	/	3	/	/
9:00 - 10:00	205	192	397	/	30	/	6	/	/
10:00 - 11:00	215	201	416	/	34	/	11	/	/
11:00 - 12:00	311	256	567	X/	29	/	2	/	/
12:00 - 13:00	342	316	658	X/X	36	/	6	/	/
13:00 - 14:00	298	273	571	X/	47	/	11	/	/
14:00 - 15:00	276	238	514	X/	40	/	4	/	/
15:00 - 16:00	318	258	576	X/	38	/	11	/	/
16:00 - 17:00	332	261	593	X/	55	/X	6	/	/
17:00 - 18:00	307	263	570	X/	53	/X	7	/	/
18:00 - 19:00	161	186	347	/	41	/	6	/	/
19:00 - 20:00			0	/		/	/	/	/
20:00 - 21:00			0	/		/	/	/	/
21:00 - 22:00			0	/		/	/	/	/
22:00 - 23:00			0	/		/	/	/	/
23:00 - 24:00			0	/		/	/	/	/

	Met (Hr)	Required (Hr)	
Warrant 1A	0	8	Not satisfied
Warrant 1B	0	8	Not satisfied
Warrant 2	0	4	Not satisfied
Warrant 3	0	1	Not satisfied
Warrant 7	3	8	Not satisfied

LOCATION: Fairmont, MN

COUNTY:

REF. POINT:

DATE: 2/3/2025

OPERATOR:

0.70 FACTOR USED? Yes  
 POPULATION < 10,000? Yes  
 EXISTING SIGNAL ? No

Speed	Approach Description		Lanes
30	Major App1:	Blue Earth Ave EB	2
30	Major App3:	Blue Earth Ave WB	3
30	Minor App2:	Fairview Ave NB	1
30	Minor App4:	Fairview Ave SB	1

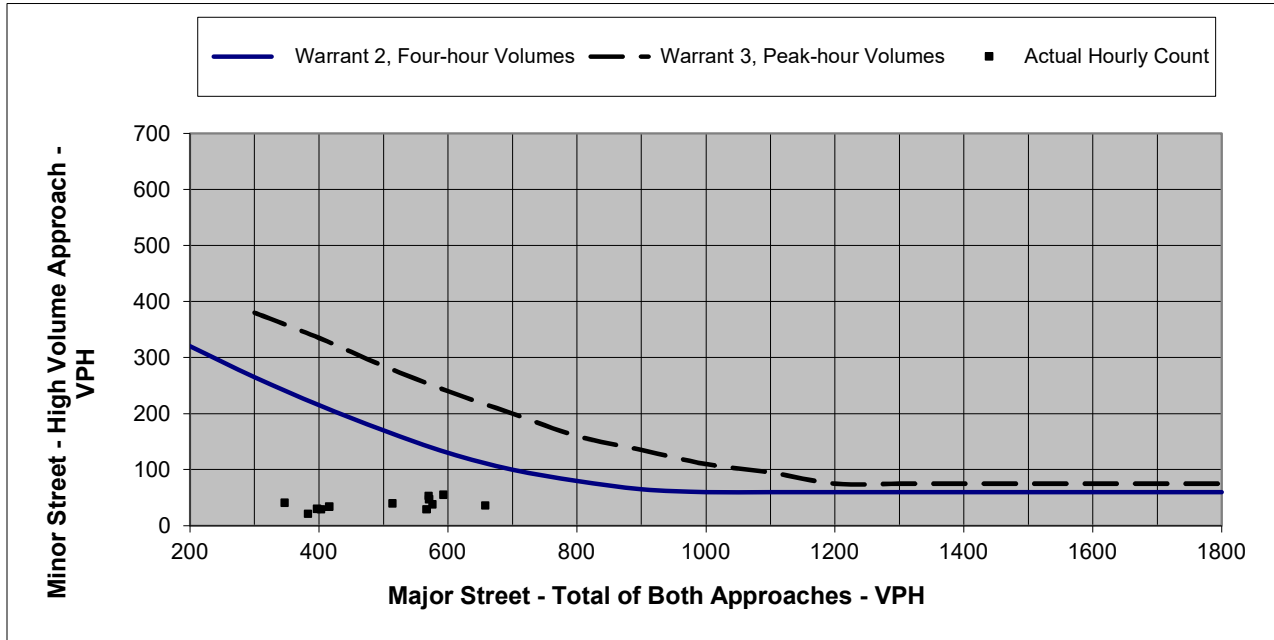


Figure 1. Four Hour and Peak Hour Warrant Analysis

Note: For data points outside the graph range, check the minor street volume against the lower thresholds

Warrant Criteria			Actual Hourly Count	
Major	Warrant 2, f	Warrant 3, Peak-ho	Major	Actual Hourly Count
200	320		0	0
300	265	380	0	0
400	215	335	0	0
500	170	285	0	0
600	130	240	0	0
700	100	200	0	0
800	80	160	158	7
900	65	135	383	21
1000	60	110	403	29
1100	60	95	397	30
1200	60	75	416	34
1300	60	75	567	29
1400	60	75	658	36
1500	60	75	571	47
1600	60	75	514	40
1700	60	75	576	38
1800	60	75	593	55
			570	53
			347	41
			0	0
			0	0
			0	0
			0	0
			0	0

# ALL WAY STOP WARRANT

LOCATION: Fairmont, MN

COUNTY:

REF. POINT:

DATE: 3/18/2024

OPERATOR:

0.70 FACTOR USED? No

Speed	Approach Description	Lanes Entering Intersection
30	Major App1: Blue Earth Ave EB	2
30	Major App3: Blue Earth Ave WB	3
30	Minor App2: Fairview Ave NB	1
30	Minor App4: Fairview Ave SB	1

HOUR					300	200	WARRANT MET
	MAJOR APP. 1	MAJOR APP. 3	MINOR APP. 2	MINOR APP. 4	MAJOR TOTAL Σ (APP. 1 & APP. 3)	MINOR TOTAL APP. 2 + APP. 4	
0:00 - 1:00							
1:00 - 2:00							
2:00 - 3:00							
3:00 - 4:00							
4:00 - 5:00							
5:00 - 6:00							
6:00 - 7:00	98	60	4	7	158	11	/
7:00 - 8:00	215	168	21	7	383	28	X/
8:00 - 9:00	210	193	29	3	403	32	X/
9:00 - 10:00	205	192	30	6	397	36	X/
10:00 - 11:00	215	201	34	11	416	45	X/
11:00 - 12:00	311	256	29	2	567	31	X/
12:00 - 13:00	342	316	36	6	658	42	X/
13:00 - 14:00	298	273	47	11	571	58	X/
14:00 - 15:00	276	238	40	4	514	44	X/
15:00 - 16:00	318	258	38	11	576	49	X/
16:00 - 17:00	332	261	55	6	593	61	X/
17:00 - 18:00	307	263	53	7	570	60	X/
18:00 - 19:00	161	186	41	6	347	47	X/
19:00 - 20:00							
20:00 - 21:00							
21:00 - 22:00							
22:00 - 23:00							
23:00 - 24:00							

Met (Hr)      Required (Hr)

Allway Stop Warrant:      0                      8                      Not satisfied

REMARKS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



\*Only Change values in Green

### SIGNAL WARRANTS ANALYSIS Blue Earth Ave and Grant St Minor Rights Excluded

LOCATION: Fairmont, MN  
 COUNTY:  
 REF. POINT:  
 DATE: 2/3/2025  
 OPERATOR:

Speed	Approach Description		Lanes Entering Intersection
30	Major App1:	Blue Earth Ave EB	2
30	Major App3:	Blue Earth Ave WB	2
30	Minor App2:	Grant St NB	1
30	Minor App4:	Grant St SB	1

0.70 FACTOR USED?   
 POPULATION < 10,000?   
 USE 56% THRESHOLD?

HOUR	600/900			150/75		150/75		MET SAME 1A/1B	
	MAJOR APP. 1	MAJOR APP. 3	TOTAL 1+3	MAJOR 1A/1B	MINOR APP. 2	MINOR 2 1A/1B	MINOR APP. 4		MINOR 4 1A/1B
0:00 - 1:00			0	/		/		/	/
1:00 - 2:00			0	/		/		/	/
2:00 - 3:00			0	/		/		/	/
3:00 - 4:00			0	/		/		/	/
4:00 - 5:00			0	/		/		/	/
5:00 - 6:00			0	/		/		/	/
6:00 - 7:00	94	60	154	/	4	/	3	/	/
7:00 - 8:00	192	182	374	/	7	/	7	/	/
8:00 - 9:00	190	203	393	/	8	/	3	/	/
9:00 - 10:00	191	209	400	/	4	/	4	/	/
10:00 - 11:00	221	214	435	/	6	/	2	/	/
11:00 - 12:00	288	254	542	/	6	/	7	/	/
12:00 - 13:00	346	335	681	X/	9	/	6	/	/
13:00 - 14:00	290	299	589	/	7	/	7	/	/
14:00 - 15:00	255	244	499	/	6	/	6	/	/
15:00 - 16:00	288	279	567	/	9	/	3	/	/
16:00 - 17:00	307	295	602	X/	5	/	8	/	/
17:00 - 18:00	284	293	577	/	7	/	5	/	/
18:00 - 19:00	153	201	354	/	1	/	6	/	/
19:00 - 20:00			0	/		/		/	/
20:00 - 21:00			0	/		/		/	/
21:00 - 22:00			0	/		/		/	/
22:00 - 23:00			0	/		/		/	/
23:00 - 24:00			0	/		/		/	/

	Met (Hr)	Required (Hr)	
Warrant 1A	0	8	Not satisfied
Warrant 1B	0	8	Not satisfied
Warrant 2	0	4	Not satisfied
Warrant 3	0	1	Not satisfied
Warrant 7	0	8	Not satisfied

LOCATION: Fairmont, MN

COUNTY:

REF. POINT:

DATE: 2/3/2025

OPERATOR:

Speed	Approach Description		Lanes
30	Major App1:	Blue Earth Ave EB	2
30	Major App3:	Blue Earth Ave WB	2
30	Minor App2:	Grant St NB	1
30	Minor App4:	Grant St SB	1

0.70 FACTOR USED? No  
 POPULATION < 10,000? No  
 EXISTING SIGNAL ? No

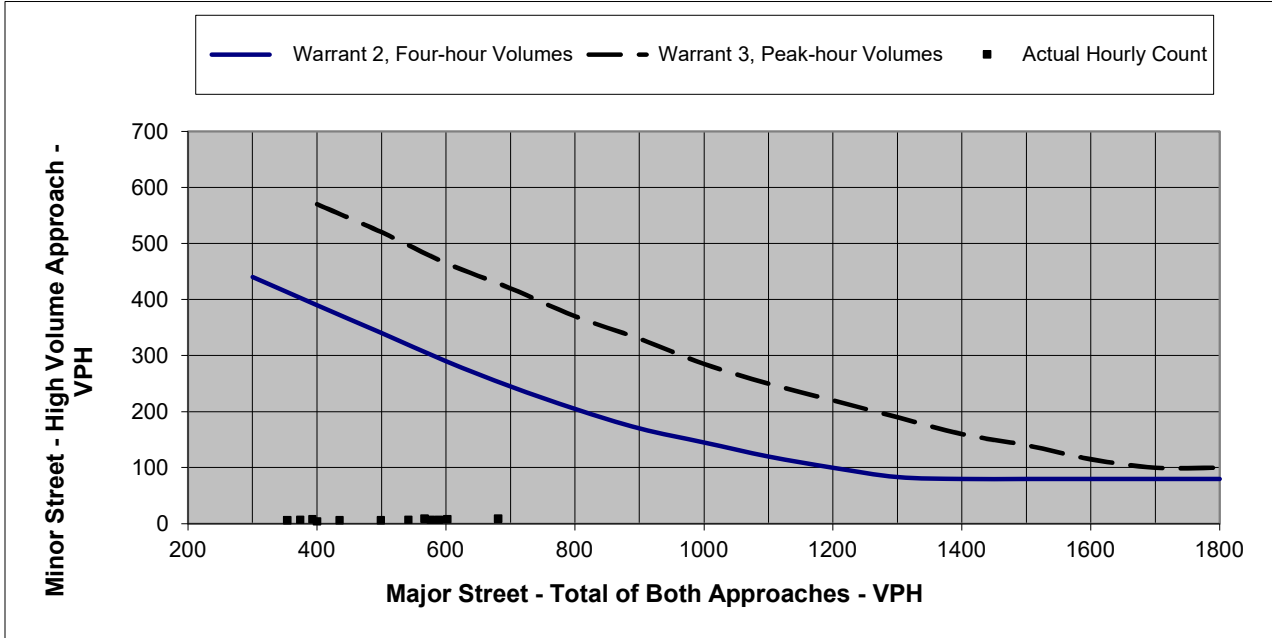


Figure 1. Four Hour and Peak Hour Warrant Analysis

Note: For data points outside the graph range, check the minor street volume against the lower thresholds

Warrant Criteria			Actual Hourly Count	
Major	Warrant 2, f	Warrant 3, Peak-ho	Major	Actual Hourly Count
200			0	0
300	440		0	0
400	390	570	0	0
500	340	520	0	0
600	290	465	0	0
700	245	420	0	0
800	205	370	154	4
900	170	330	374	7
1000	145	285	393	8
1100	120	250	400	4
1200	100	220	435	6
1300	83	190	542	7
1400	80	160	681	9
1500	80	140	589	7
1600	80	115	499	6
1700	80	100	567	9
1800	80	100	602	8
			577	7
			354	6
			0	0
			0	0
			0	0
			0	0
			0	0

# ALL WAY STOP WARRANT

LOCATION: Fairmont, MN

COUNTY:

REF. POINT:

DATE: 3/4/2024

OPERATOR:

0.70 FACTOR USED? No

Speed	Approach Description	Lanes Entering Intersection
30	Major App1: Blue Earth Ave EB	2
30	Major App3: Blue Earth Ave WB	2
30	Minor App2: Grant St NB	1
30	Minor App4: Grant St SB	1

300

200

HOUR	MAJOR APP. 1	MAJOR APP. 3	MINOR APP. 2	MINOR APP. 4	MAJOR TOTAL Σ (APP. 1 & APP. 3)	MINOR TOTAL APP. 2 + APP. 4	WARRANT MET
0:00 - 1:00							
1:00 - 2:00							
2:00 - 3:00							
3:00 - 4:00							
4:00 - 5:00							
5:00 - 6:00							
6:00 - 7:00	94	60	4	3	154	7	/
7:00 - 8:00	192	182	7	7	374	14	X/
8:00 - 9:00	190	203	8	3	393	11	X/
9:00 - 10:00	191	209	4	4	400	8	X/
10:00 - 11:00	221	214	6	2	435	8	X/
11:00 - 12:00	288	254	6	7	542	13	X/
12:00 - 13:00	346	335	9	6	681	15	X/
13:00 - 14:00	290	299	7	7	589	14	X/
14:00 - 15:00	255	244	6	6	499	12	X/
15:00 - 16:00	288	279	9	3	567	12	X/
16:00 - 17:00	307	295	5	8	602	13	X/
17:00 - 18:00	284	293	7	5	577	12	X/
18:00 - 19:00	153	201	1	6	354	7	X/
19:00 - 20:00							
20:00 - 21:00							
21:00 - 22:00							
22:00 - 23:00							
23:00 - 24:00							

Met (Hr)      Required (Hr)

Allway Stop Warrant:                      0                      8                      Not satisfied

REMARKS: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

\*Only Change values in Green

## SIGNAL WARRANTS ANALYSIS

### Blue Earth Ave and Park St

Minor Rights Excluded

LOCATION: Fairmont, MN  
 COUNTY:  
 REF. POINT:  
 DATE: 2/3/2025  
 OPERATOR:

Speed	Approach Description		Lanes Entering Intersection
30	Major App1:	Blue Earth Ave	2
30	Major App3:	Blue Earth Ave	1
30	Minor App2:	Park St	1
30	Minor App4:	Park St	1

0.70 FACTOR USED?  Yes  
 POPULATION < 10,000?  Yes  
 USE 56% THRESHOLD?  No  
 THRESHOLDS 1A/1B:

HOUR	420/630			105/52		105/52		MET SAME 1A/1B
	MAJOR APP. 1	MAJOR APP. 3	TOTAL 1+3	MAJOR 1A/1B	MINOR APP. 2	MINOR 2 1A/1B	MINOR APP. 4	
0:00 - 1:00			0	/		/		/
1:00 - 2:00			0	/		/		/
2:00 - 3:00			0	/		/		/
3:00 - 4:00			0	/		/		/
4:00 - 5:00			0	/		/		/
5:00 - 6:00			0	/		/		/
6:00 - 7:00	45	69	114	/	21	/	21	/
7:00 - 8:00	123	157	280	/	48	/	56	/X
8:00 - 9:00	129	175	304	/	62	/X	50	/
9:00 - 10:00	115	164	279	/	32	/	51	/
10:00 - 11:00	130	193	323	/	37	/	81	/X
11:00 - 12:00	165	191	356	/	36	/	100	/X
12:00 - 13:00	209	266	475	X/	55	/X	139	X/X
13:00 - 14:00	161	247	408	/	49	/	102	/X
14:00 - 15:00	162	178	340	/	49	/	88	/X
15:00 - 16:00	186	235	421	X/	53	/X	108	X/X
16:00 - 17:00	188	222	410	/	33	/	133	X/X
17:00 - 18:00	189	211	400	/	44	/	124	X/X
18:00 - 19:00	74	141	215	/	29	/	92	/X
19:00 - 20:00			0	/		/		/
20:00 - 21:00			0	/		/		/
21:00 - 22:00			0	/		/		/
22:00 - 23:00			0	/		/		/
23:00 - 24:00			0	/		/		/

	Met (Hr)	Required (Hr)	
Warrant 1A	2	8	Not satisfied
Warrant 1B	0	8	Not satisfied
Warrant 2	0	4	Not satisfied
Warrant 3	0	1	Not satisfied
Warrant 7	7	8	Not satisfied

LOCATION: Fairmont, MN

COUNTY:

REF. POINT:

DATE: 2/3/2025

OPERATOR:

Speed	Approach Description		Lanes
30	Major App1:	Blue Earth Ave	2
30	Major App3:	Blue Earth Ave	1
30	Minor App2:	Park St	1
30	Minor App4:	Park St	1

0.70 FACTOR USED? Yes  
 POPULATION < 10,000? Yes  
 EXISTING SIGNAL ? No

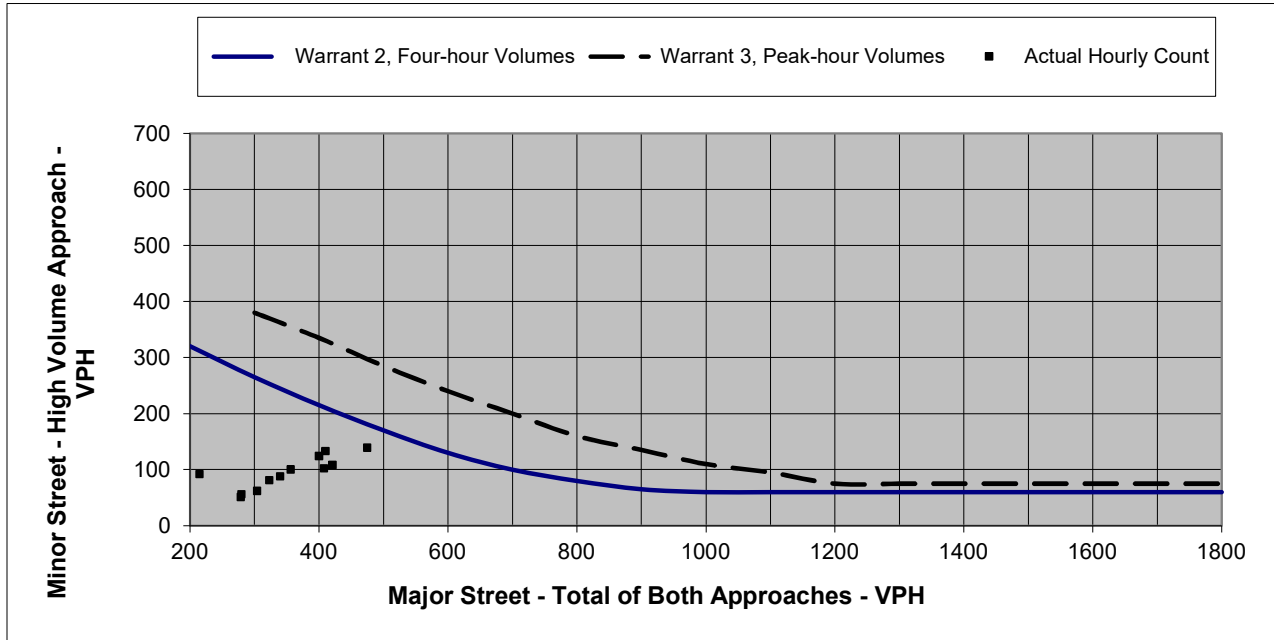


Figure 1. Four Hour and Peak Hour Warrant Analysis

Note: For data points outside the graph range, check the minor street volume against the lower thresholds

Warrant Criteria			Actual Hourly Count	
Major	Warrant 2, f	Warrant 3, Peak-ho	Major	Actual Hourly Count
200	320		0	0
300	265	380	0	0
400	215	335	0	0
500	170	285	0	0
600	130	240	0	0
700	100	200	0	0
800	80	160	114	21
900	65	135	280	56
1000	60	110	304	62
1100	60	95	279	51
1200	60	75	323	81
1300	60	75	356	100
1400	60	75	475	139
1500	60	75	408	102
1600	60	75	340	88
1700	60	75	421	108
1800	60	75	410	133
			400	124
			215	92
			0	0
			0	0
			0	0
			0	0
			0	0

## ALL WAY STOP WARRANT

LOCATION: Fairmont, MN

COUNTY:

REF. POINT:

DATE: 3/18/2024

OPERATOR:

Speed	Approach Description	Lanes Entering Intersection
30	Major App1: Blue Earth Ave	2
30	Major App3: Blue Earth Ave	1
30	Minor App2: Park St	1
30	Minor App4: Park St	1

0.70 FACTOR USED?                      No

300

200

HOUR	MAJOR APP. 1	MAJOR APP. 3	MINOR APP. 2	MINOR APP. 4	MAJOR TOTAL Σ (APP. 1 & APP. 3)	MINOR TOTAL APP. 2 + APP. 4	WARRANT MET
0:00 - 1:00							
1:00 - 2:00							
2:00 - 3:00							
3:00 - 4:00							
4:00 - 5:00							
5:00 - 6:00							
6:00 - 7:00	45	69	21	21	114	42	/
7:00 - 8:00	123	157	48	56	280	104	/
8:00 - 9:00	129	175	62	50	304	112	X/
9:00 - 10:00	115	164	32	51	279	83	/
10:00 - 11:00	130	193	37	81	323	118	X/
11:00 - 12:00	165	191	36	100	356	136	X/
12:00 - 13:00	209	266	55	139	475	194	X/
13:00 - 14:00	161	247	49	102	408	151	X/
14:00 - 15:00	162	178	49	88	340	137	X/
15:00 - 16:00	186	235	53	108	421	161	X/
16:00 - 17:00	188	222	33	133	410	166	X/
17:00 - 18:00	189	211	44	124	400	168	X/
18:00 - 19:00	74	141	29	92	215	121	/
19:00 - 20:00							
20:00 - 21:00							
21:00 - 22:00							
22:00 - 23:00							
23:00 - 24:00							

Met (Hr)      Required (Hr)

Allway Stop Warrant:                      0                      8                      Not satisfied

REMARKS: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_



\*Only Change values in Green

## SIGNAL WARRANTS ANALYSIS

### Blue Earth Ave and Prairie Ave

Minor Rights Excluded

LOCATION: Fairmont, MN  
 COUNTY:  
 REF. POINT:  
 DATE: 2/3/2025  
 OPERATOR:

Speed	Approach Description		Lanes Entering Intersection
30	Major App1:	Blue Earth Ave EB	2
30	Major App3:	Blue Earth Ave WB	2
30	Minor App2:	Prairie Ave NB	1
30	Minor App4:	Prairie Ave SB	1

0.70 FACTOR USED?   
 POPULATION < 10,000?   
 USE 56% THRESHOLD?   
 THRESHOLDS 1A/1B:

HOUR	MAJOR APP. 1	MAJOR APP. 3	TOTAL 1+3	600/900		150/75		150/75		MET SAME 1A/1B
				MAJOR 1A/1B	MINOR APP. 2	MINOR 2 1A/1B	MINOR APP. 4	MINOR 4 1A/1B		
0:00 - 1:00			0	/		/		/	/	
1:00 - 2:00			0	/		/		/	/	
2:00 - 3:00			0	/		/		/	/	
3:00 - 4:00			0	/		/		/	/	
4:00 - 5:00			0	/		/		/	/	
5:00 - 6:00			0	/		/		/	/	
6:00 - 7:00	64	56	120	/	4	/	3	/	/	
7:00 - 8:00	159	175	334	/	7	/	7	/	/	
8:00 - 9:00	157	198	355	/	8	/	3	/	/	
9:00 - 10:00	160	190	350	/	4	/	4	/	/	
10:00 - 11:00	180	198	378	/	6	/	2	/	/	
11:00 - 12:00	238	219	457	/	6	/	7	/	/	
12:00 - 13:00	299	316	615	X/	9	/	6	/	/	
13:00 - 14:00	199	259	458	/	7	/	7	/	/	
14:00 - 15:00	211	218	429	/	6	/	6	/	/	
15:00 - 16:00	179	246	425	/	9	/	3	/	/	
16:00 - 17:00	239	268	507	/	5	/	8	/	/	
17:00 - 18:00	243	250	493	/	7	/	5	/	/	
18:00 - 19:00	42	169	211	/	1	/	6	/	/	
19:00 - 20:00			0	/		/		/	/	
20:00 - 21:00			0	/		/		/	/	
21:00 - 22:00			0	/		/		/	/	
22:00 - 23:00			0	/		/		/	/	
23:00 - 24:00			0	/		/		/	/	

	Met (Hr)	Required (Hr)	
Warrant 1A	0	8	Not satisfied
Warrant 1B	0	8	Not satisfied
Warrant 2	0	4	Not satisfied
Warrant 3	0	1	Not satisfied
Warrant 7	0	8	Not satisfied

LOCATION: Fairmont, MN

COUNTY:

REF. POINT:

DATE: 2/3/2025

OPERATOR:

Speed	Approach Description		Lanes
30	Major App1:	Blue Earth Ave EB	2
30	Major App3:	Blue Earth Ave WB	2
30	Minor App2:	Prairie Ave NB	1
30	Minor App4:	Prairie Ave SB	1

0.70 FACTOR USED? No  
 POPULATION < 10,000? No  
 EXISTING SIGNAL ? No

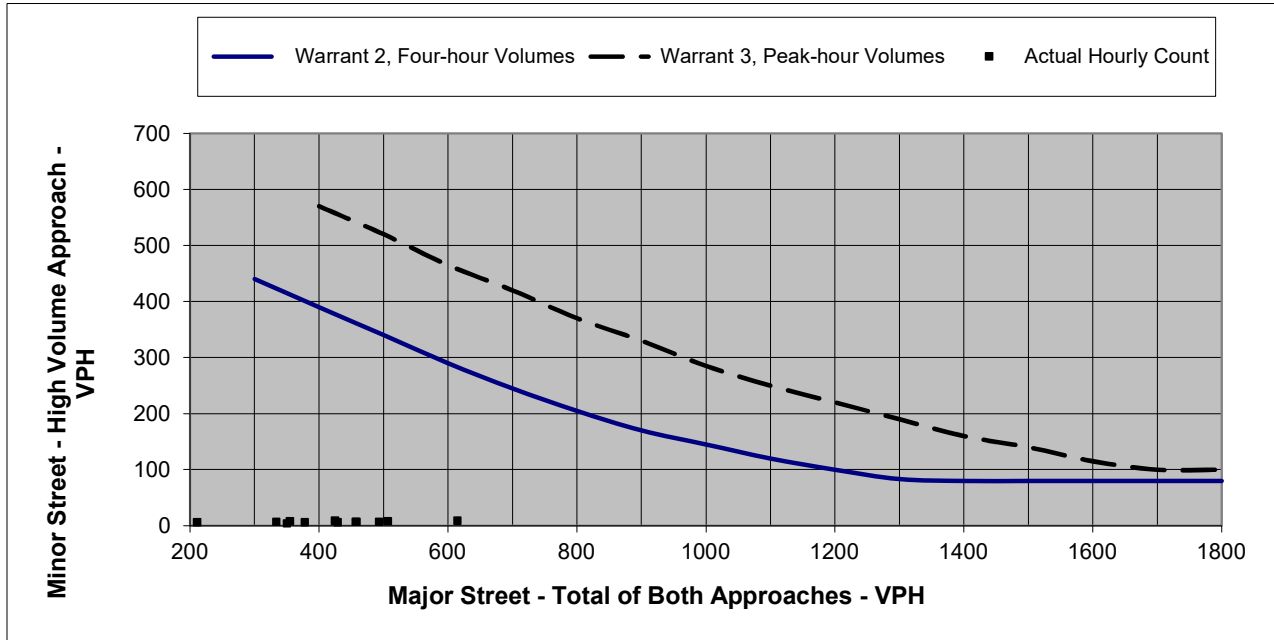


Figure 1. Four Hour and Peak Hour Warrant Analysis

Note: For data points outside the graph range, check the minor street volume against the lower thresholds

Warrant Criteria			Actual Hourly Count	
Major	Warrant 2, f	Warrant 3, Peak-ho	Major	Actual Hourly Count
200			0	0
300	440		0	0
400	390	570	0	0
500	340	520	0	0
600	290	465	0	0
700	245	420	0	0
800	205	370	120	4
900	170	330	334	7
1000	145	285	355	8
1100	120	250	350	4
1200	100	220	378	6
1300	83	190	457	7
1400	80	160	615	9
1500	80	140	458	7
1600	80	115	429	6
1700	80	100	425	9
1800	80	100	507	8
			493	7
			211	6
			0	0
			0	0
			0	0
			0	0
			0	0

# ALL WAY STOP WARRANT

LOCATION: Fairmont, MN

COUNTY:

REF. POINT:

DATE: 3/4/2024

OPERATOR:

0.70 FACTOR USED? No

Speed	Approach Description	Lanes Entering Intersection
30	Major App1: Blue Earth Ave EB	2
30	Major App3: Blue Earth Ave WB	2
30	Minor App2: Grant St NB	1
30	Minor App4: Grant St SB	1

300

200

HOUR	MAJOR APP. 1	MAJOR APP. 3	MINOR APP. 2	MINOR APP. 4	MAJOR TOTAL Σ (APP. 1 & APP. 3)	MINOR TOTAL APP. 2 + APP. 4	WARRANT MET
0:00 - 1:00							
1:00 - 2:00							
2:00 - 3:00							
3:00 - 4:00							
4:00 - 5:00							
5:00 - 6:00							
6:00 - 7:00	64	56	4	3	120	7	/
7:00 - 8:00	159	175	7	7	334	14	X/
8:00 - 9:00	157	198	8	3	355	11	X/
9:00 - 10:00	160	190	4	4	350	8	X/
10:00 - 11:00	180	198	6	2	378	8	X/
11:00 - 12:00	238	219	6	7	457	13	X/
12:00 - 13:00	299	316	9	6	615	15	X/
13:00 - 14:00	199	259	7	7	458	14	X/
14:00 - 15:00	211	218	6	6	429	12	X/
15:00 - 16:00	179	246	9	3	425	12	X/
16:00 - 17:00	239	268	5	8	507	13	X/
17:00 - 18:00	243	250	7	5	493	12	X/
18:00 - 19:00	42	169	1	6	211	7	/
19:00 - 20:00							
20:00 - 21:00							
21:00 - 22:00							
22:00 - 23:00							
23:00 - 24:00							

Met (Hr)      Required (Hr)

Allway Stop Warrant:                      0                      8                      Not satisfied

REMARKS: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

\*Only Change values in Green

## SIGNAL WARRANTS ANALYSIS

### Blue Earth Ave and State St

Minor Rights Excluded

LOCATION: Fairmont, MN  
 COUNTY:  
 REF. POINT:  
 DATE: 2/3/2025  
 OPERATOR:

Speed	Approach Description		Lanes Entering Intersection
30	Major App1:	State St NB	2
30	Major App3:	State St SB	2
30	Minor App2:	Blue Earth Ave EB	2
30	Minor App4:	Blue Earth Ave WB	2

0.70 FACTOR USED?   
 POPULATION < 10,000?   
 USE 56% THRESHOLD?

HOUR	600/900			200/100		200/100		MET SAME 1A/1B
	MAJOR APP. 1	MAJOR APP. 3	TOTAL 1+3	MAJOR 1A/1B	MINOR APP. 2	MINOR 1A/1B	MINOR APP. 4	
0:00 - 1:00			0	/		/	/	/
1:00 - 2:00			0	/		/	/	/
2:00 - 3:00			0	/		/	/	/
3:00 - 4:00			0	/		/	/	/
4:00 - 5:00			0	/		/	/	/
5:00 - 6:00			0	/		/	/	/
6:00 - 7:00	145	140	285	/	61	/	50	/
7:00 - 8:00	323	368	691	X/	138	/X	132	/X
8:00 - 9:00	328	344	672	X/	120	/X	131	/X
9:00 - 10:00	283	302	585	/	116	/X	119	/X
10:00 - 11:00	302	419	721	X/	118	/X	107	/X
11:00 - 12:00	362	375	737	X/	184	/X	144	/X
12:00 - 13:00	390	485	875	X/	203	X/X	163	/X
13:00 - 14:00	381	467	848	X/	186	/X	142	/X
14:00 - 15:00	342	435	777	X/	161	/X	143	/X
15:00 - 16:00	479	468	947	X/X	188	/X	152	/X
16:00 - 17:00	475	545	1020	X/X	186	/X	155	/X
17:00 - 18:00	396	540	936	X/X	176	/X	147	/X
18:00 - 19:00	227	465	692	X/	108	/X	108	/X
19:00 - 20:00			0	/		/	/	/
20:00 - 21:00			0	/		/	/	/
21:00 - 22:00			0	/		/	/	/
22:00 - 23:00			0	/		/	/	/
23:00 - 24:00			0	/		/	/	/

	Met (Hr)	Required (Hr)	
Warrant 1A	1	8	Not satisfied
Warrant 1B	3	8	Not satisfied
Warrant 2	0	4	Not satisfied
Warrant 3	0	1	Not satisfied
Warrant 7	8	8	Satisfied, check accident record

LOCATION: Fairmont, MN

COUNTY:

REF. POINT:

DATE: 2/3/2025

OPERATOR:

Speed	Approach Description		Lanes
30	Major App1:	State St NB	2
30	Major App3:	State St SB	2
30	Minor App2:	Blue Earth Ave EB	2
30	Minor App4:	Blue Earth Ave WB	2

0.70 FACTOR USED? No  
 POPULATION < 10,000? No  
 EXISTING SIGNAL ? No

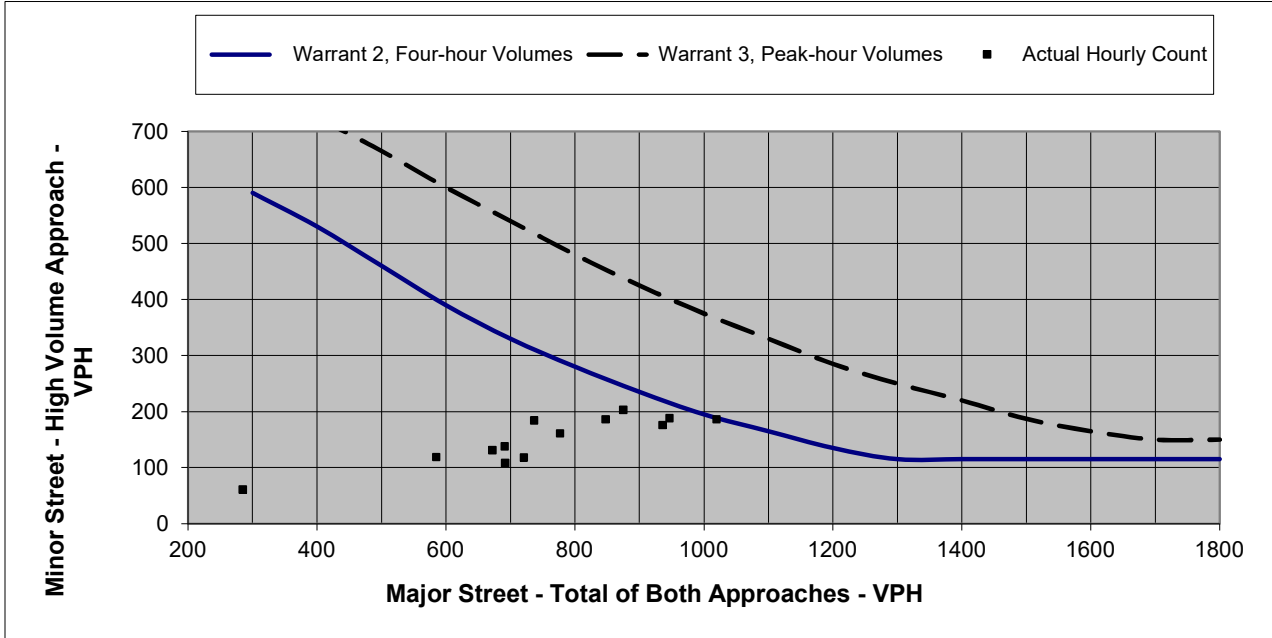


Figure 1. Four Hour and Peak Hour Warrant Analysis

Note: For data points outside the graph range, check the minor street volume against the lower thresholds

Warrant Criteria			Actual Hourly Count	
Major	Warrant 2, f	Warrant 3, Peak-ho	Major	Actual Hourly Count
200			0	0
300	590		0	0
400	530	725	0	0
500	460	665	0	0
600	390	600	0	0
700	330	540	0	0
800	280	480	285	61
900	235	425	691	138
1000	195	375	672	131
1100	165	330	585	119
1200	135	285	721	118
1300	115	250	737	184
1400	115	220	875	203
1500	115	187	848	186
1600	115	165	777	161
1700	115	150	947	188
1800	115	150	1020	186
			936	176
			692	108
			0	0
			0	0
			0	0
			0	0
			0	0

# ALL WAY STOP WARRANT

LOCATION: Fairmont, MN

COUNTY:

REF. POINT:

DATE: 4/9/2024

OPERATOR:

0.70 FACTOR USED? No

Speed	Approach Description	Lanes Entering Intersection
30	Major App1: State St NB	2
30	Major App3: State St SB	2
30	Minor App2: Blue Earth Ave EB	2
30	Minor App4: Blue Earth Ave WB	2

HOUR					300	200	WARRANT MET
	MAJOR APP. 1	MAJOR APP. 3	MINOR APP. 2	MINOR APP. 4	MAJOR TOTAL Σ (APP. 1 & APP. 3)	MINOR TOTAL APP. 2 + APP. 4	
0:00 - 1:00							
1:00 - 2:00							
2:00 - 3:00							
3:00 - 4:00							
4:00 - 5:00							
5:00 - 6:00							
6:00 - 7:00	145	140	61	50	285	111	/
7:00 - 8:00	323	368	138	132	691	270	X/X
8:00 - 9:00	328	344	120	131	672	251	X/X
9:00 - 10:00	283	302	116	119	585	235	X/X
10:00 - 11:00	302	419	118	107	721	225	X/X
11:00 - 12:00	362	375	184	144	737	328	X/X
12:00 - 13:00	390	485	203	163	875	366	X/X
13:00 - 14:00	381	467	186	142	848	328	X/X
14:00 - 15:00	342	435	161	143	777	304	X/X
15:00 - 16:00	479	468	188	152	947	340	X/X
16:00 - 17:00	475	545	186	155	1020	341	X/X
17:00 - 18:00	396	540	176	147	936	323	X/X
18:00 - 19:00	227	465	108	108	692	216	X/X
19:00 - 20:00							
20:00 - 21:00							
21:00 - 22:00							
22:00 - 23:00							
23:00 - 24:00							

Met (Hr)      Required (Hr)

Allway Stop Warrant:      **12**                      8                      **Satisfied**

REMARKS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



# Intersection Safety Screening

Intersection: Blue Earth Ave and Fairview Ave

*Statewide Averages based on 2018-2022 crashes*

Crashes by Crash Severity	
Fatal (K)	0
Serious Injury (A)	0
Minor Injury (B)	0
Possible Injury (C)	1
Property Damage (PDO)	0
<b>Total Crashes</b>	<b>1</b>

Intersection Characteristics	
Entering Volume	8,383
Environment	Urban
Lighting	Lit
Traffic Control	Thru-Stop

*Annual crash cost* = \$26,000

*Statewide comparison* = Urban, Thru/STOP

Total Crash Rate	
Observed	0.065
Statewide Average	0.138
Critical Rate	0.420
<b>Critical Index</b>	<b>0.15</b>

Fatal & Serious Injury Crash Rate	
Observed	0.000
Statewide Average	0.350
Critical Rate	5.550
<b>Critical Index</b>	<b>0.00</b>

*The observed crash rate is the number of crashes per million entering vehicles (MEV). The critical rate is a statistical comparison based on similar intersections statewide. An observed crash rate greater than the critical rate indicates that the intersection operates outside the expected, normal range. The critical index reports the magnitude of this difference (i.e. observed crash rate ÷ critical crash rate).*

*The observed total crash rate for this period is 0.07 per MEV; this is 85% below the critical rate. Based on similar statewide intersections, an additional 6 crashes over the five years would indicate this intersection operates outside the normal range.*

*The observed fatal and serious injury crash rate for this period is 0.00 per 100 MEV; this is 100% below the critical rate. The intersection operates within the normal range.*

# Intersection Safety Screening

Intersection: Blue Earth Ave and Grant St

*Statewide Averages based on 2018-2022 crashes*

Crashes by Crash Severity	
Fatal (K)	0
Serious Injury (A)	1
Minor Injury (B)	0
Possible Injury (C)	0
Property Damage (PDO)	0
Total Crashes	1

Intersection Characteristics	
Entering Volume	8,383
Environment	Urban
Lighting	Lit
Traffic Control	Thru-Stop

*Annual crash cost = \$160,000*

*Statewide comparison = Urban, Thru/STOP*

Total Crash Rate	
Observed	0.065
Statewide Average	0.138
Critical Rate	0.420
<b>Critical Index</b>	<b>0.15</b>

Fatal & Serious Injury Crash Rate	
Observed	6.533
Statewide Average	0.350
Critical Rate	5.550
<b>Critical Index</b>	<b>1.18</b>

*The observed crash rate is the number of crashes per million entering vehicles (MEV). The critical rate is a statistical comparison based on similar intersections statewide. An observed crash rate greater than the critical rate indicates that the intersection operates outside the expected, normal range. The critical index reports the magnitude of this difference (i.e. observed crash rate ÷ critical crash rate).*

*The observed total crash rate for this period is 0.07 per MEV; this is 85% below the critical rate. Based on similar statewide intersections, an additional 6 crashes over the five years would indicate this intersection operates outside the normal range.*

*The observed fatal and serious injury crash rate for this period is 6.53 per 100 MEV; this is 1.2 times the critical rate. This site may be a sustained severe crash location.*

# Intersection Safety Screening

Intersection: Blue Earth Ave and Park St

*Statewide Averages based on 2018-2022 crashes*

Crashes by Crash Severity	
Fatal (K)	0
Serious Injury (A)	0
Minor Injury (B)	0
Possible Injury (C)	0
Property Damage (PDO)	8
<b>Total Crashes</b>	<b>8</b>

Intersection Characteristics	
Entering Volume	8,392
Environment	Urban
Lighting	Lit
Traffic Control	Signal

*Annual crash cost* = \$24,000

*Statewide comparison* = Signal, Low Volume (<=20K)

Total Crash Rate	
Observed	0.522
Statewide Average	0.548
Critical Rate	1.070
<b>Critical Index</b>	<b>0.49</b>

Fatal & Serious Injury Crash Rate	
Observed	0.000
Statewide Average	1.024
Critical Rate	7.600
<b>Critical Index</b>	<b>0.00</b>

*The observed crash rate is the number of crashes per million entering vehicles (MEV). The critical rate is a statistical comparison based on similar intersections statewide. An observed crash rate greater than the critical rate indicates that the intersection operates outside the expected, normal range. The critical index reports the magnitude of this difference (i.e. observed crash rate ÷ critical crash rate).*

*The observed total crash rate for this period is 0.52 per MEV; this is 51% below the critical rate. Based on similar statewide intersections, an additional 9 crashes over the five years would indicate this intersection operates outside the normal range.*

*The observed fatal and serious injury crash rate for this period is 0.00 per 100 MEV; this is 100% below the critical rate. The intersection operates within the normal range.*

# Intersection Safety Screening

Intersection: Blue Earth Ave and Prairie Ave

*Statewide Averages based on 2018-2022 crashes*

Crashes by Crash Severity	
Fatal (K)	1
Serious Injury (A)	0
Minor Injury (B)	1
Possible Injury (C)	0
Property Damage (PDO)	7
<b>Total Crashes</b>	<b>9</b>

Intersection Characteristics	
Entering Volume	10,443
Environment	Urban
Lighting	Lit
Traffic Control	Signal

*Annual crash cost* = \$391,000

*Statewide comparison* = Signal, Low Volume (<=20K)

Total Crash Rate	
Observed	0.472
Statewide Average	0.548
Critical Rate	1.010
<b>Critical Index</b>	<b>0.47</b>

Fatal & Serious Injury Crash Rate	
Observed	5.244
Statewide Average	1.024
Critical Rate	6.620
<b>Critical Index</b>	<b>0.79</b>

*The observed crash rate is the number of crashes per million entering vehicles (MEV). The critical rate is a statistical comparison based on similar intersections statewide. An observed crash rate greater than the critical rate indicates that the intersection operates outside the expected, normal range. The critical index reports the magnitude of this difference (i.e. observed crash rate ÷ critical crash rate).*

*The observed total crash rate for this period is 0.47 per MEV; this is 53% below the critical rate. Based on similar statewide intersections, an additional 11 crashes over the five years would indicate this intersection operates outside the normal range.*

*The observed fatal and serious injury crash rate for this period is 5.24 per 100 MEV; this is 21% below the critical rate. The intersection operates within the normal range.*

# Intersection Safety Screening

Intersection: Blue Earth Ave and State St

*Statewide Averages based on 2018-2022 crashes*

Crashes by Crash Severity	
Fatal (K)	0
Serious Injury (A)	0
Minor Injury (B)	3
Possible Injury (C)	3
Property Damage (PDO)	9
<b>Total Crashes</b>	<b>15</b>

Intersection Characteristics	
Entering Volume	17,920
Environment	Urban
Lighting	Lit
Traffic Control	Signal

*Annual crash cost* = \$255,000

*Statewide comparison* = Signal, Low Volume (<=20K)

Total Crash Rate	
Observed	0.458
Statewide Average	0.548
Critical Rate	0.900
<b>Critical Index</b>	<b>0.51</b>

Fatal & Serious Injury Crash Rate	
Observed	0.000
Statewide Average	1.024
Critical Rate	4.820
<b>Critical Index</b>	<b>0.00</b>

*The observed crash rate is the number of crashes per million entering vehicles (MEV). The critical rate is a statistical comparison based on similar intersections statewide. An observed crash rate greater than the critical rate indicates that the intersection operates outside the expected, normal range. The critical index reports the magnitude of this difference (i.e. observed crash rate ÷ critical crash rate).*

*The observed total crash rate for this period is 0.46 per MEV; this is 49% below the critical rate. Based on similar statewide intersections, an additional 15 crashes over the five years would indicate this intersection operates outside the normal range.*

*The observed fatal and serious injury crash rate for this period is 0.00 per 100 MEV; this is 100% below the critical rate. The intersection operates within the normal range.*



### STAFF MEMO

<b>Prepared by:</b> Hannah Neusch, Water Resources Technician	<b>Meeting Date:</b> 02/10/2025	<input type="checkbox"/> Consent Agenda Item <input checked="" type="checkbox"/> Regular Agenda Item <input type="checkbox"/> Public Hearing	<b>Agenda Item #</b> 4.2
<b>Reviewed by:</b> Pat Oman, Community Development Director	<b>Item:</b> Presentation on “LakeFest”, a new community event tentatively scheduled for August 10, 2025		
<b>Presented by:</b> Hannah Neusch, Water Resources Technician	<b>Action Requested:</b>		
<b>Vote Required:</b> <input type="checkbox"/> Simple Majority <input type="checkbox"/> Two Thirds Vote <input type="checkbox"/> Roll Call	<b>Staff Recommended Action:</b>  <b>Board/Commission/Committee Recommendation:</b>		

#### REFERENCE AND BACKGROUND

In 2024, the City of Fairmont applied for and received a grant in the amount of \$8,000 for the installation of permanent art in public spaces (the “project”).

The project is a series of prechosen manholes, storm drains, sidewalk squares, and areas near boat ramps, plus other paintable areas in public spaces, painted to represent Minnesota as a whole, and more specifically, Fairmont. Phrases that capture the essence of the project would be “The Lake Starts Here”. Artists would be sourced from local schools, art teachers, and Imagine Martin; we already have strong interest from these organizations.

The goal of this project is to have members of the community, artists, and students installing murals to better educate the public that pollutants, which go into storm drains via storm water flow, are deposited nearly untreated into our lakes. Which, in turn, becomes the beginnings of our community’s drinking water. We hope to bring a greater awareness regarding water quality and the impact to our drinking water source. This type of educational art installation will be impactful, long lasting, and will create organic conversations among family members, friends, and citizens around water quality, resulting in greater cognizance of what our community is doing now, and what we can do in the future to improve the quality of our drinking water and lakes.

The City has been working with Imagine Martin Artists on developing ideas for celebrating the installation of these paintings. We are excited to partner with Interlaken Heritage Days, as they are allowing us to install a piece of art during their annual celebration. However, during planning conversations we felt there should be a community event specifically focused on celebrating our lakes, while incorporating educational elements for the whole family from toddlers to grandparents. We have been working to create a community event which centers around the water quality art installations. Our hope is this event can remain dynamic but continue celebrating our lakes from year to year.



We have been in contact with multiple entities to entertain and educate a variety of age groups during this event (potential vendors include food trucks, a large sandpile for children, a bounce house, the Prairie Ecology bus, guided canoe rides, a raptor center presentation with live birds etc). We anticipate partnering with the Early Childhood Initiative, Martin County Library, Martin Soil and Water, and DNR if they are interested. This is not an exhaustive list, and some of these groups may not be available or may be out of budget.

We are very excited about this event and are excited to see the community celebrating our lakes!

**BUDGET IMPACT**

\$3500.00 – Already in budget

**SUPPORTING DATA/ATTACHMENTS**

Examples of environmental art from other communities

Example of completed environmental art in Fairmont

Artwork completed by other communities



















### STAFF MEMO

<b>Prepared by:</b> Hannah Neusch, Water Resources Technician	<b>Meeting Date:</b> 02/10/2025	<input type="checkbox"/> Consent Agenda Item <input checked="" type="checkbox"/> Regular Agenda Item <input type="checkbox"/> Public Hearing	<b>Agenda Item #</b> 4.3
<b>Reviewed by:</b> Pat Oman, Community Development Director	<b>Item:</b> Presentation on “Prairie Walks”, a new series of public events		
<b>Presented by:</b> Hannah Neusch, Water Resources Technician	<b>Action Requested:</b>		
<b>Vote Required:</b> <input type="checkbox"/> Simple Majority <input type="checkbox"/> Two Thirds Vote <input type="checkbox"/> Roll Call	<b>Staff Recommended Action:</b>  <b>Board/Commission/Committee Recommendation:</b>		

#### REFERENCE AND BACKGROUND

Fairmont is located in a unique area called the ‘Prairie Pothole Region’. The Prairie Pothole Region is an ecological treasure that was historically one of the largest grassland-wetland ecosystems on earth. Its uniqueness lies in the millions of depressional wetlands that constitute one of the richest wetland systems in the world. The glacially formed “prairie potholes” and the surrounding grasslands are highly productive and provide a wide array of ecosystem services that benefit birds, wildlife, and people.

Due to the removal of the native prairie, we struggle with issues such as loss of habitat, decreased water storage, soil health concerns, and significant erosion issues-particularly on our lakeshores. Due to human habitation, it is unrealistic to expect full restoration of historical native prairies, however, we must do what we can, where we can.

The City of Fairmont and Martin Soil and Water Conservation District will co-host a series of three informal educational events called “Prairie Walks”. These events will showcase a mature prairie in Spring, Summer, and Fall. Through engaging conversation, attendees will learn what plants and animals create a thriving prairie ecosystem, prairie management strategies and maintenance schedules, managing drainage and erosion issues, how to create habitat for birds and wildlife, and technical and potential financial resources available for prairie conversion and restoration. All of this will be achieved while walking though and interacting with a native prairie.

Attendees will be expected to walk up to one mile. Comfortable walking shoes and being prepared to stand for longer periods of time is important, camp chairs are welcome. This will be a family-friendly event. Watch for more information on these exciting events!!!

#### BUDGET IMPACT

\$300 – Already in budget

#### SUPPORTING DATA/ATTACHMENTS





### STAFF MEMO

<b>Prepared by:</b> Betsy Steuber, City Clerk	<b>Meeting Date:</b> 02/10/2025	<input type="checkbox"/> Consent Agenda Item <input checked="" type="checkbox"/> Regular Agenda Item <input type="checkbox"/> Public Hearing	<b>Agenda Item #</b> 5
<b>Reviewed by:</b> Jeff O'Neill, Interim City Administrator	<b>Item:</b> Public Discussion/Comment		
<b>Presented by:</b> Betsy Steuber, City Clerk	<b>Action Requested:</b>		
<b>Vote Required:</b> <input type="checkbox"/> Simple Majority <input type="checkbox"/> Two Thirds Vote <input type="checkbox"/> Roll Call	<b>Staff Recommended Action:</b>  <b>Board/Commission/Committee Recommendation:</b>		

#### REFERENCE AND BACKGROUND

Prior to regular business, is there any public discussion/comment?

#### BUDGET IMPACT

#### SUPPORTING DATA/ATTACHMENTS



### STAFF MEMO

<b>Prepared by:</b> Betsy Steuber, City Clerk	<b>Meeting Date:</b> 02/10/2025	<input checked="" type="checkbox"/> <b>Consent Agenda Item</b> <input type="checkbox"/> <b>Regular Agenda Item</b> <input type="checkbox"/> <b>Public Hearing</b>	<b>Agenda Item #</b> 6.A.1
<b>Reviewed by:</b> Pat Oman, Community Development Director	<b>Item:</b> Consideration of the City Council Minutes from the Regular Meeting held January 27, 2025		
<b>Presented by:</b> Betsy Steuber, City Clerk	<b>Action Requested:</b> Motion to Approve the City Council Meeting Minutes from the Regular Meeting held January 27, 2025		
<b>Vote Required:</b> <input checked="" type="checkbox"/> <b>Simple Majority</b> <input type="checkbox"/> <b>Two Thirds Vote</b> <input type="checkbox"/> <b>Roll Call</b>	<b>Staff Recommended Action:</b> Approval  <b>Board/Commission/Committee Recommendation:</b>		

#### REFERENCE AND BACKGROUND

#### BUDGET IMPACT

#### SUPPORTING DATA/ATTACHMENTS

City Council Meeting Minutes: Regular Meeting, January 27, 2025



**RECOGNITION/  
PRESENTATIONS**  
**Item 4.1**

Mayor Baarts proclaimed the week of January 26, 2025 to February 1, 2025 as Catholic Schools Week in the City of Fairmont. Sarah Striemer, St. John Vianney Catholic School Principal, accepted the proclamation, thanked Council for their support and provided an update on various activities and events to be held during the commemorative week.

**Item 4.2**

Mayor Baarts proclaimed Saturday, February 8, 2025 as Kids Against Hunger Day in the City of Fairmont. Karen Sandhurst, Chairperson for Kids Against Hunger – Fairmont Pack, accepted the proclamation and invited businesses and community members to become involved in the upcoming food pack.

**Item 4.3**

Mayor Baarts recognized the following City Employees for their years of service: Shawn Schaefer, Water Department – 20 years; Todd Steuber, Public Works Department (Streets) – 20 years; and Tegan Quade, Police Department – 15 years.

**Item 4.4**

Finance Director Hoye presented the 2024 Investment Report.

**PUBLIC DISCUSSION/  
COMMENT**

Darlene Lutz, a Fairmont resident, questioned the necessity of the Community Center and urged Council to focus on attracting businesses and bringing employment to Fairmont.

Terry Riggs, a Fairmont resident, utilized the public discussion/comment portion to encourage school administrations, teachers and parents to encourage youth to attend council meetings to spark interest and engagement in local government and community.

**CONSENT AGENDA**

Mayor Baarts introduced the consent agenda items as listed for consideration to be enacted by one motion unless requested that an item be removed and included under new business. Mayor Baarts reviewed the consent items, as follows:

- City Council Minutes from the Regular Meeting held January 13, 2025
- Accounts Payable for January 2025
- Temporary On-Sale Liquor License for the Martin County Chapter of Pheasants Forever on Saturday, May 3, 2025

Motion was made by Councilmember Hasek, seconded by Councilmember Maynard to approve the consent agenda as presented. All present voted in favor. Motion carried.

**NEW BUSINESS  
MOTION**

**Item 9.A.1**

Mayor Baarts recommended the following appointments to City Boards and Commissions for 2025:

Police Commission	John Korsmo
Park Board	Jane Kollofski & Craig Nelson
Public Utilities Commission	E. Hubble Werre
Planning Commission	Rin Porter
Board of Zoning Appeals	Adam Smith
Airport Board	Ron Lindberg
Econ. Dev. Authority	Michele Miller*

\*fulfilling remaining term of Chantill Kahler Royer, with term ending 06/30/25

Motion was made by Councilmember Maynard, seconded by Councilmember Hasek to Approve the 2025 Board and Commission Appointments as Presented. All present voted in favor. Motion carried.

**RESOLUTION 2025-10**

**Item 9.A.2**

Clerk Steuber introduced item 9.A.2: Consideration to Approve the Applications for Special Assessment Deferrals. Steuber noted the deferrals will be governed under the Special Assessment Policy, adopted November 18, 2024, and briefed Council on the policy guidelines for the hardship (seniors, disabled, or military) deferrals and the undeveloped or unimprovement property deferrals.

Motion was made by Councilmember Maynard, seconded by Councilmember Kotewa to Approve Resolution 2025-10: Approving the Applications and Agreements of Special Assessment Deferrals. All present voted in favor. Motion carried.

**MOTION**

**Item 9.A.3**

Motion was made by Councilmember Maynard, seconded by Councilmember Kotewa to Appoint Councilmember Hasek to serve as the Alternate Council Liaison for the One Watershed One Plan Policy Committee. All present voted in favor. Motion carried.

**RESOLUTION 2025-09**

**Item 9.B.1**

Engineer Cowing presented the 2025 Improvement Program Engineering Report on the Lake Avenue Reconstruction Project (Bixby Road/CSAH 39 to Fairlakes Avenue). Engineer Cowing discussed the overall project, estimated costs, and sources of financing.

Motion was made by Councilmember Maynard, seconded by Councilmember Lubenow to Approve Resolution 2025-09: Receiving the 2025 Engineering Report and Calling for a Public Hearing on the 2025 Improvement Program to be held on February 24, 2025 at 5:30 pm in the Fairmont City Hall Council Chambers. All present voted in favor. Motion carried.

**STAFF/LIAISON  
REPORT**

Interim O'Neill reported the following:

- Material separation work is being conducted at the Yard Waste Site in preparation for the upcoming burn in February.
  
- Lockridge Grindal Nauen submitted the sales tax exemption bill, House File # 209, relating to the material and construction costs of the wastewater treatment plant. O'Neill mentioned sales tax dollars under the bill would be retroactive to 2021, potentially providing a significant return to the City if sales tax is removed from the project's costs.
  
- O'Neill proposed holding monthly workshops the 4th Monday of each month at/around 3:00 pm. Council agreed, with the first workshop scheduled for Monday, February 24.
  
- Fairmont Hockey Association and City of Fairmont representatives recently met to discuss updating the Martin County Arena Agreement.
  
- Staff is creating a grant application profile that includes grants applied for, funded programs and projects, unfunded programs and projects, and available grant opportunities. This document aims to strategize resource allocation for acquiring grants and grant writing options.
  
- Three firms submitted applications for overall citywide engineering services and proposals for the Downtown Improvement Project. The RFP Review Team (Director York, Engineer Cowing, Councilmember Kawecki, Councilmember Kotewa & Interim O'Neill) will begin evaluation and scoring.
  
- Staff is continuing to work on the recodification of the City Charter and Code. This effort is important to ensure the charter and ordinance are consistent with each other, state statute, and City policies. The deadline for the first draft review is March 21<sup>st</sup>.

Councilmember Hasek gave an update to Council on the recent Public Utilities Commission meeting.

Councilmember Maynard updated Council on the Airport Master Plan and upcoming advisory group meeting.

Mayor Baarts suggested everyone check out the Visit Fairmont Facebook page for the "My Town" series, where Corey Hepola, a three-time Emmy Award winner, presents Fairmont, MN.

**ADJOURNMENT**

Motion was made by Councilmember Kotewa, seconded by Councilmember Maynard, to adjourn the meeting, as there was no further business to come before the Council. All present voted in favor. Motion carried. The Fairmont City Council adjourned at 6:17 p.m.

ATTEST:

\_\_\_\_\_  
Lee C. Baarts, Mayor

\_\_\_\_\_  
Betsy Steuber, City Clerk



### STAFF MEMO

<b>Prepared by:</b> Betsy Steuber, City Clerk	<b>Meeting Date:</b> 02/10/2025	<input checked="" type="checkbox"/> <b>Consent Agenda Item</b> <input type="checkbox"/> <b>Regular Agenda Item</b> <input type="checkbox"/> <b>Public Hearing</b>	<b>Agenda Item #</b> 6.A.2
<b>Reviewed by:</b> Pat Oman, Community Development Director	<b>Item:</b> Consideration of the City Council Minutes from the Special Meeting held January 15, 2025		
<b>Presented by:</b> Betsy Steuber, City Clerk	<b>Action Requested:</b> Motion to Approve the City Council Meeting Minutes from the Special Meeting held January 15, 2025		
<b>Vote Required:</b> <input checked="" type="checkbox"/> <b>Simple Majority</b> <input type="checkbox"/> <b>Two Thirds Vote</b> <input type="checkbox"/> <b>Roll Call</b>	<b>Staff Recommended Action:</b> Approval  <b>Board/Commission/Committee Recommendation:</b>		

#### REFERENCE AND BACKGROUND

#### BUDGET IMPACT

#### SUPPORTING DATA/ATTACHMENTS

City Council Meeting Minutes: Special Meeting, January 15, 2025



**City of Fairmont  
100 Downtown Plaza  
Fairmont, MN 56031**

City Council Minutes  
Special Meeting

January 15, 2025  
City Hall, 3:01 p.m.

**CALL TO ORDER**

The Fairmont City Council met in special session at Fairmont City Hall in the Council Chambers. Mayor Baarts called the meeting to order at 3:01 p.m.

**ROLL CALL**

Council present:       Lee Baarts, Mayor  
                                  Wayne Hasek, Councilmember  
                                  Britney Kawecki, Councilmember  
                                  James Kotewa, Councilmember  
                                  Randy Lubenow, Councilmember  
                                  Jay Maynard, Councilmember

Staff present:           Jeff O'Neill, Interim City Administrator  
                                  Michael Hunter, Police Chief

Also present:           Christina Petsoulis, City Attorney (Flaherty & Hood)

**PLEDGE OF  
ALLEGIANCE**

The City Council and all present stood for the Pledge of Allegiance.

**ROTATING VOTES**

Please note that votes taken by roll call are called on a rotating basis; however, the written minutes list the Councilmembers in alphabetical order.

**APPROVAL OF  
AGENDA**

Motion was made by Councilmember Maynard, seconded by Councilmember Hasek to approve the agenda as presented. All present voted in favor. Motion carried.

**MOTION  
Item 5a**

Mayor Baarts stated the first item of business was a continuation of the agenda item from the December 17, 2024 special City Council meeting of Preliminary Consideration of Allegations Against a City of Fairmont City Councilmember under Minnesota Statute § 13D.05, subd. 2(b), with the individual being Councilmember Britney Kawecki.

Councilmember Kawecki requested this portion of the meeting pertaining to the allegations against her be open to the public.

Mayor Baarts recommended the following:

- Council discuss and specify the conduct that constitutes a violation of the Code of Conduct/Rules of Procedure
- Councilmember Kawecki or her representative should not participate in discussion, except to respond to allegations
- Any formal action on this agenda item should be through a motion and vote in open session

Mayor Baarts specified the allegations against Councilmember Kawecki:

- On and after August 31, 2024, Councilor Kawecki criticized City staff in emails and Facebook posts, showing hostile and abusive behavior, violating the City's policy and rules.
- Councilmember Kawecki's Facebook discussion on the City's complaint investigation may violate privacy laws.

Corey Genelin, attorney representing Councilmember Kawecki, responded to the allegations.

After a question/answer period, Council deliberated over the allegations against Councilmember Kawecki to determine the following:

- If further investigation is necessary
- If the actions were inappropriate
- Actions to take, as outlined
  - Do nothing
  - Approve a Resolution of Censure
  - Issue a Letter of Censure
  - Issue a Directive to Councilmember Kawecki to refrain from hostile, harassing behavior
  - Remove Assignment from a Board or Commission
  - Request Councilmember Kawecki submit a written apology to the complainant and promise not to engage in communication with the complainant that violate Councilmember standards

After lengthy discussion, motion was made by Councilmember Lubenow, seconded by Councilmember Kotewa for the City Council to hereby issue a directive to Councilmember Kawecki to:

- a) not engage in direct written communication with the complaint complainant unless directed by City Council to do so,
- b) draft and submit to complaint complainant written communication apologizing for conduct towards the complainant.

After further discussion, Councilmember Lubenow withdrew his motion.

Motion was made by Councilmember Lubenow, for the City Council to hereby issue a directive to Councilmember Kawecki to:

- a) not engage in direct written communication with the complaint complainant unless directed by City Council to do so
- b) draft and submit to complaint complainant written communication apologizing for conduct towards the complainant
- c) there has been no findings of a code of conduct violation by Councilmember Kawecki

Councilmember Kotewa offered to second the motion if item c) would be amended to add **“at this time”** for the item to read:

- c) there has been no findings of a code of conduct violation by Councilmember Kawecki **at this time.**

Councilmember Lubenow accepted the amendment change to his motion.

Mayor Baarts read the amended motion as follows: Motion was made by Councilmember Lubenow, for the City Council to hereby issue a directive to Councilmember Kawecki to:

- a) not engage in direct written communication with the complaint complainant unless directed by City Council to do so
- b) draft and submit to complaint complainant written communication apologizing for conduct towards the complainant
- c) that there has been no findings of a code of conduct violation by Councilmember Kawecki at this time

Mayor Baarts asked for a second. Motion was seconded by Councilmember Kotewa. On roll call, Councilmembers Hasek, Kotewa, Lubenow and Maynard voted in favor; Councilmember Kawecki abstained due to her involvement in the matter. Motion carried.

## **RECESS**

Council took a 5-minute recess at 5:00 pm

## **MOTION Item 5b**

Mayor Baarts moved to the next item of business: a continuation of the agenda item from the December 17, 2024 special City Council meeting of Preliminary Consideration of Allegations Against a City of Fairmont City Councilmember under Minnesota Statute § 13D.05, subd. 2(b), with the individual being Councilmember Wayne Hasek.

Councilmember Hasek requested this portion of the meeting pertaining to the allegations against him be open to the public.

Mayor Baarts recommended the following:

- Council discuss and specify the conduct that constitutes a violation of the Code of Conduct/Rules of Procedure
- Councilmember Hasek or his representative should not participate in discussion, except to respond to allegations
- Any formal action on this agenda item should be through a motion and vote in open session

Mayor Baarts specified the allegations against Councilmember Hasek:

- During a closed City Council meeting on November 14, 2024, Councilmember Hasek yelled across the City Council Chambers at Councilmember Kaweck.

Councilmember Hasek responded to the allegations against him.

After a question/answer period, council deliberated over the allegations against Councilmember Hasek to determine the following:

- If further investigation is necessary
- If the actions were inappropriate
- Actions to take, as outlined
  - Do nothing
  - Approve a Resolution of Censure
  - Issue a Letter of Censure
  - Issue a Directive to Councilmember Hasek to refrain from yelling or otherwise raising his voice during City Council meetings
  - Remove Assignment from a Board or Commission
  - Request Councilmember Hasek submit a written apology to Councilmember Kaweck and former Councilmember Miller and promise not to engage in communication with them that violate Councilmember standards.

Motion was made by Councilmember Lubenow, for the City Council to hereby issue a directive to Councilmember Hasek to:

- a) refrain from raising his voice to other council members during council meetings

- b) draft and submit to former Councilmember Miller and Councilmember Kawecki written communication apologizing for his conduct at the November 14, 2024 meeting
- c) that there has been no findings of a code of conduct violation against Councilmember Hasek at this time

Councilmember Hasek suggested Council amend item b) to include **“Councilmember Lubenow”** for the item to read:

- b) draft and submit to former Councilmember Miller, Councilmember Kawecki, and Councilmember Lubenow written communication apologizing for his conduct at the November 14, 2024 meeting

Councilmember Lubenow accepted the amendment change to his motion.

Mayor Baarts read the amended motion as follows: Motion was made by Councilmember Lubenow, for the City Council to hereby issue a directive to Councilmember Hasek to:

- a) refrain from raising his voice to other council members during council meetings
- b) draft and submit to former Councilmember Miller, Councilmember Kawecki, and Councilmember Lubenow written communication apologizing for his conduct at the November 14, 2024 meeting
- c) that there has been no findings of a code of conduct violation against Councilmember Hasek at this time

Mayor Baarts asked for a second. Motion was seconded by Councilmember Kotewa. On roll call, Councilmembers Kawecki, Kotewa, Lubenow and Maynard voted in favor; Councilmember Hasek abstained due to his involvement in the matter. Motion carried.

**MOTION**  
**Item 5c**

Mayor Baarts moved to the next item of business: a continuation of the agenda item from the December 17, 2024 special City Council meeting of Preliminary Consideration of Allegations Against a City of Fairmont City Councilmember under Minnesota Statute § 13D.05, subd. 2(b), with the individual being Councilmember Jay Maynard.

Councilmember Maynard requested this portion of the meeting pertaining to the allegations against him be open to the public.

Mayor Baarts recommended the following:

- Council discuss and specify the conduct that constitutes a violation of the Code of Conduct/Rules of Procedure
- Councilmember Maynard or his representative should not participate in discussion, except to respond to allegations
- Any formal action on this agenda item should be through a motion and vote in open session

Mayor Baarts specified the allegations against Councilmember Maynard:

- During a closed City Council meeting on November 14, 2024, Councilmember Maynard, who was sitting one chair away from Councilmember Kawecki in the City Council chambers, leaned towards Councilmember Kawecki and started yelling accusation at her. Councilmember Maynard also leaned toward Councilmember Miller and yelled at her.

Councilmember Maynard responded to the allegations against him.

After a question/answer period, council deliberated over the allegations against Councilmember Maynard to determine the following:

- If further investigation is necessary
- If the actions were inappropriate
- Actions to take, as outlined
  - Do nothing
  - Approve a Resolution of Censure
  - Issue a Letter of Censure
  - Issue a Directive to Councilmember Maynard to refrain from yelling or otherwise raising his voice during City Council meetings
  - Remove Assignment from a Board or Commission
  - Request Councilmember Maynard submit a written apology to Councilmember Kawecki and former Councilmember Miller apologizing for his conduct on November 14, 2024 and promise to not engage in any communication with them that violate Councilmember Standards

Motion was made by Councilmember Kotewa, for the City Council to hereby issue a directive to Councilmember Maynard to:

- a) refrain from raising his voice to other council members during council meetings

- b) draft and submit to former Councilmember Miller, Councilmember Kawecki, and Charter Commission Member Robynn Buhmann written communication apologizing for his conduct at the November 14, 2024 meeting and Charter meeting (respectively)
- c) that there has been no findings of a code of conduct violation against Councilmember Maynard

Councilmember Lubenow suggested to amend item a) to add “**engaging in conduct perceived as physically aggressive**” for the item to read:

- a) refrain from raising his voice or **engaging in conduct perceived as physically aggressive** to other council members during council meetings

Councilmember Kotewa accepted the amendment change to his motion and also asked that “**other City Boards and Commissions**” be added to item a) and that “at this time” be removed from item c).

Mayor Baarts read the amended motion as follows: Motion was made by Councilmember Kotewa, for the City Council to hereby issue a directive to Councilmember Maynard to:

- a) refrain from raising his voice or engaging in conduct perceived as physically aggressive to other council members during council meetings and other City Boards and Commissions
- b) draft and submit to former Councilmember Miller, Councilmember Kawecki, and Charter Commission Member Robynn Buhmann written communication apologizing for his conduct at the November 14, 2024 meeting and Charter meeting (respectively)
- c) that there has been no findings of a code of conduct violation against Councilmember Maynard

Mayor Baarts asked for a second. Motion was seconded by Councilmember Lubenow. On roll call, Councilmembers Hasek, Kawecki, Kotewa, and Maynard voted in favor; Councilmember Maynard abstained due to his involvement in the matter. Motion carried.

**MOTION**  
**Item 5d**

Mayor Baarts moved to the next item of business: a continuation of the agenda item from the December 17, 2024 special City Council meeting of Preliminary Consideration of Allegations Against a City of Fairmont City Councilmember under Minnesota Statute § 13D.05, subd. 2(b), with the individual being Councilmember Wayne Hasek.

Councilmember Hasek requested this portion of the meeting pertaining to the allegations against him be open to the public.

Mayor Baarts recommended the following:

- Council discuss and specify the conduct that constitutes a violation of the Code of Conduct/Rules of Procedure
- Councilmember Hasek or his representative should not participate in discussion, except to respond to allegations
- Any formal action on this agenda item should be through a motion and vote in open session

Mayor Baarts specified the allegations against Councilmember Hasek:

- Councilmember Hasek impermissibly and without City Council authority directed a former City Administrator to conduct City business.

Councilmember Hasek responded to the allegations against him.

After a question/answer period, council deliberated over the allegations against Councilmember Hasek to determine the following:

- If further investigation is necessary
- If the actions were inappropriate
- Actions to take, as outlined
  - Do nothing
  - Approve a Resolution of Censure
  - Issue a Letter of Censure
  - Issue a Directive to Councilmember Hasek to refrain from directing City staff without authority from City Council
  - Remove Assignment from a Board or Commission
  - If the desire is more information, Interim City Administrator O'Neill consult with legal and take appropriate action to obtain further information on the allegations and that this agenda item be continued at a later date

After a lengthy discussion on what "to obtain further information" entails, Council was open to have closed session tapes available and a 3<sup>rd</sup> party investigator investigate the allegations.

Motion was made by Councilmember Kotewa, seconded by Councilmember Lubenow that City Administrator O'Neill consult with



legal counsel and take any appropriate action to obtain further information on the allegations and draft and provide the subject of the allegations and any individual making the allegations at issue with any appropriate notice and that the meeting involving this agenda be continued at a future date, time, and location in the City Council Chambers. On roll call, Councilmembers, Kawecki, Kotewa, Lubenow and Maynard voted in favor; Councilmember Hasek abstained due to his involvement in the matter. Motion carried.

**MOTION**  
**Item 5e**

Mayor Baarts moved to the next item of business: a continuation of the agenda item from the December 17, 2024 special City Council meeting of Preliminary Consideration of Allegations Against a City of Fairmont City Councilmember under Minnesota Statute § 13D.05, subd. 2(b), with the individual being Councilmember Jay Maynard.

Councilmember Maynard requested this portion of the meeting pertaining to the allegations against him be open to the public.

Mayor Baarts did not read through the procedures of this portion of the meeting noting them to be the same as the sessions prior.

Mayor Baarts specified the allegations against Councilmember Maynard:

- Councilmember Maynard impermissibly and without City Council authority directed a former City Administrator to conduct City business.

Councilmember Maynard responded to the allegations against him.

After a question/answer period, council deliberated over the allegations against Councilmember Hasek to determine the following:

- If further investigation is necessary
- If the actions were inappropriate
- Actions to take, as outlined
  - Do nothing
  - Approve a Resolution of Censure
  - Issue a Letter of Censure
  - Issue a Directive to Councilmember Maynard to refrain from directing City staff without authority from City Council
  - Remove Assignment from a Board or Commission
  - If the desire is more information, Interim City Administrator O'Neill consult with legal and take appropriate action to obtain further information on

the allegations and that this agenda item be continued at a later date

Motion was made by Councilmember Kawecki, seconded by Councilmember Kotewa that City Administrator O'Neill consult with legal counsel and take any appropriate action to obtain further information on the allegations and draft and provide the subject of the allegations and any individual making the allegations at issue with any appropriate notice and that the meeting involving this agenda be continued at a future date, time, and location in the City Council Chambers. On roll call, Councilmembers Kawecki, Kotewa, and Lubenow voted in favor; Councilmember Hasek voted against; Councilmember Maynard abstained due to his involvement in the matter. Motion carried.

#### **ADJOURNMENT**

Motion was made by Councilmember Maynard, seconded by Councilmember Lubenow, to adjourn the special meeting, as there was no further business to come before the Council. All present voted in favor. Motion carried. The Fairmont City Council adjourned at 6:50 p.m.

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Lee C. Baarts, Mayor

ATTEST:

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Betsy Steuber, City Clerk



### STAFF MEMO

<b>Prepared by:</b> Betsy Steuber, City Clerk	<b>Meeting Date:</b> 02/10/2025	<input checked="" type="checkbox"/> <b>Consent Agenda Item</b> <input type="checkbox"/> <b>Regular Agenda Item</b> <input type="checkbox"/> <b>Public Hearing</b>	<b>Agenda Item #</b> 6.C.1
<b>Reviewed by:</b> Pat Oman, Community Development Director	<b>Item:</b> Consideration of an Event Permit for the Fairmont City Band – 2025 Band Concerts		
<b>Presented by:</b> Betsy Steuber, City Clerk	<b>Action Requested:</b> Motion to Approve the Event Permit for the Fairmont City Band to host Band Concerts at the Sylvania Park Bandshell on June 10, June 17, June 24, July 4 and July 8, 2025		
<b>Vote Required:</b> <input checked="" type="checkbox"/> <b>Simple Majority</b> <input type="checkbox"/> <b>Two Thirds Vote</b> <input type="checkbox"/> <b>Roll Call</b>	<b>Staff Recommended Action:</b> Approval  <b>Board/Commission/Committee Recommendation:</b>		

#### REFERENCE AND BACKGROUND

The Fairmont City Band has made an application for an Event Permit to host band concerts at the Sylvania Park Bandshell on June 10, June 17, June 24, July 4, and July 8, 2025.

#### BUDGET IMPACT

#### SUPPORTING DATA/ATTACHMENTS

Event Permit



# EVENT APPLICATION/PERMIT

This form must be filed with the City at least thirty (30) days in advance of the event. The City will review the application in accordance with the permitting process outlined in the City Code, Chapter 18. Attach additional sheets, maps, etc. if necessary. For events which include overnight camping a separate addendum must be included with the event application.

Date: 1-21-2025

Permit Fee: \$15.00

Event: Fairmont City Band Concerts

Sponsoring entity: Fairmont City Band

Address: 650 Deanne Bettenbender  
650 Embassy Rd, Fairmont Wn. 56031

Maximum estimated number of persons expected to attend at any one time: \_\_\_\_\_

Event coordinator(s): Bob Tenney - Nancy Brunner

Contact Info: 509-236-6523 Phone # 509-848-7367

nancylg645@gmail.com E-mail

Primary contacts (during event):

Name: Bob Tenney

Cell#: 509-848-7367

E-mail: bbtenney@midco.com

Name: Nancy Brunner

Cell#: 509 236 6523

E-mail: nancylg645@gmail.com

Event Start: Day/Date Tuesday - June 10, 17-24. Friday July 4 July 8 Time: 5pm

Event End: Day/Date - Same - Time: 10pm

Setup: Day/Date - Same - Start time: 5pm End Time: 6:00pm

Teardown: Day/Date Same - Start time: 9pm End Time: 10pm

1. Type and description of the event and a list of all activities to take place at the event.

Band Concert - Concert Band

2. Proposed location of event, including a site plan or diagram of the proposed area to be used showing the location of any barricades, perimeter/security fencing, fire extinguishers, safety or first aid stations, entertainment, stages, restrooms or portable toilets, parking areas, ingress and egress routes, signs, special lighting, trash containers and any other items related to the event.

Sylvanica Park Band Shell + Park  
July 8 only - Use of the Shelter House for a meal

3. Will outside drinking water or waste collection systems be supplied? \_\_\_ Yes;  No  
If yes, supply public health plans, including the number of toilet facilities that will be available.
4. Will the event be providing: fire prevention, emergency medical service, security and severe weather shelter. \_\_\_ Yes;  No  
If yes, provide the written plans.
5. Will organizers allow outside food wagon/vendors at the event?  Yes; \_\_\_ No  
If yes, all food wagons/vendors must complete a Food Wagon/Vendor Permit and submit payment. *Interlakin Heritage Deep Committee sells food + beverages*
6. Will camping or temporary overnight lodging be included for the event? (allowed only at Cedar Creek Park and Winnebago Sports Complex): \_\_\_ Yes;  No  
If yes, event coordinator must complete temporary overnight camping permit and submit payment.
7. Will the event be using any sound amplification, public address system or will there be any live performances of any music or musical instruments?  Yes; \_\_\_ No  
If yes, please describe: Concert Band
8. Will the event restrict or alter normal parking, vehicular traffic or pedestrian traffic patterns? \_\_\_ Yes;  No  
If yes, provide a detailed description of all public rights of way and private streets for which the applicant requests the city to restrict or alter traffic flow. (Please attach a detailed map).
9. Will you be providing shuttle service? \_\_\_ Yes;  No  
If yes, provide offsite parking locations, shuttle routes, types of vehicles that will be used for shuttling passengers, hours of operation and frequency of shuttle service.

I affirm that I am authorized to execute this application on behalf of the applicant and that the statements contained therein are true and correct to the best of my knowledge. If the special event requires special services provided by the City of Fairmont, the applicant agrees to indemnify, defend and hold the City of Fairmont, its officials, employees, and agents harmless from any claim that arises in whole or in part out of the special event, except any claims arising solely out of the negligent acts or omissions of the City of Fairmont, its officials, employees and agents. The applicant agrees to pay all fees and meet all City Code requirements.

Signature *Doreen R. Deemer* Title *Fairmont City Band Band Member* Date *1-21-25*

If you would like your event published on the City's website/Community Calendar, please indicate:  Yes; \_\_\_ No

Office Use Only			
\$15.00 Fee Paid <input checked="" type="checkbox"/>	Date: <u><i>1/23/25</i></u>	Received by: <u><i>BB</i></u> <u><i>CB#1303</i></u>	
Requires Council Approval	___ Yes; ___ No	Council Meeting Date:	Action:
City Administrator Approval	Yes	No	Date

Permit distribution:

- \_\_\_ City
- \_\_\_ Applicant
- \_\_\_ Police
- \_\_\_ Parks/Streets
- \_\_\_ Other



### STAFF MEMO

<b>Prepared by:</b> Betsy Steuber, City Clerk	<b>Meeting Date:</b> 02/10/2025	<input checked="" type="checkbox"/> <b>Consent Agenda Item</b> <input type="checkbox"/> <b>Regular Agenda Item</b> <input type="checkbox"/> <b>Public Hearing</b>	<b>Agenda Item #</b> 6.C.2
<b>Reviewed by:</b> Pat Oman, Community Development Director	<b>Item:</b> Consideration of an Event Permit for the Martin County Library – Family Summer Shindig		
<b>Presented by:</b> Betsy Steuber, City Clerk	<b>Action Requested:</b> Motion to Approve the Event Permit for the Martin County Library to Host the Library Family Summer Shindig on August 6, 2025		
<b>Vote Required:</b> <input checked="" type="checkbox"/> <b>Simple Majority</b> <input type="checkbox"/> <b>Two Thirds Vote</b> <input type="checkbox"/> <b>Roll Call</b>	<b>Staff Recommended Action:</b> Approval  <b>Board/Commission/Committee Recommendation:</b>		

#### REFERENCE AND BACKGROUND

The Martin County Library has made an application for an Event Permit to host a Library Family Summer Shindig on August 6, 2025.

#### BUDGET IMPACT

#### SUPPORTING DATA/ATTACHMENTS

Event Permit





# EVENT APPLICATION/PERMIT

This form must be filed with the City at least thirty (30) days in advance of the event. The City will review the application in accordance with the permitting process outlined in the City Code, Chapter 18. Attach additional sheets, maps, etc. if necessary. For events which include overnight camping a separate addendum must be included with the event application.

Date: 1-14-25

Permit Fee: \$15.00

Event: Library Family Summer Shindig

Sponsoring entity: Martin County Library

Address: 110 N. Park St. Fairmont, MN

Maximum estimated number of persons expected to attend at any one time: 300+

Event coordinator(s): Jenny/Chris

Contact Info: 501-238-4307 Phone #

jtruskowski@tds.lib.mn.us E-mail chasek@tds.lib.mn.us

Primary contacts (during event):

Name: Jenny Trushenski

Name: Chris Hasek

Cell#: 501-848-5134

Cell#: 501-399-3886

E-mail: see above

E-mail: see above

Event Start:	Day/Date	<u>Wednesday, Aug 6 2025</u>	Time:	<u>11 AM - 2 PM</u>
Event End:	Day/Date	<u>Aug 6</u>	Time:	<u>2 PM</u>
Setup:	Day/Date	<u>Aug 6</u>	Start time:	<u>10 ish</u>
			End Time:	<u>2 ish</u>
Teardown:	Day/Date	<u>Aug 6</u>	Start time:	<u>2 PM</u>
			End Time:	<u>3:30 PM</u>

1. Type and description of the event and a list of all activities to take place at the event.  
Food trucks, mobile art studio, balloons by Kevin, games and other things still being planned.

2. Proposed location of event, including a site plan or diagram of the proposed area to be used showing the location of any barricades, perimeter/security fencing, fire extinguishers, safety or first aid stations, entertainment, stages, restrooms or portable toilets, parking areas, ingress and egress routes, signs, special lighting, trash containers and any other items related to the event.  
Most of the event will take place outside on the north side of the library. We'd like to use a block of a hallway to make room for everything. Barricades need to be set up from N. Park to N. Elm Street.

3. Will outside drinking water or waste collection systems be supplied?  Yes;  No  
 If yes, supply public health plans, including the number of toilet facilities that will be available.  
*2 porta pots*

4. Will the event be providing: fire prevention, emergency medical service, security and severe weather shelter.  Yes;  No  
 If yes, provide the written plans.

5. Will organizers allow outside food wagon/vendors at the event?  Yes;  No  
 If yes, all food wagons/vendors must complete a Food Wagon/Vendor Permit and submit payment. *Fizza Blanche, The Cup Truck, w/ O'Se oops give the vendors*

6. Will camping or temporary overnight lodging be included for the event? (allowed only at Cedar Creek Park and Winnebago Sports Complex):  Yes;  No  
 If yes, event coordinator must complete temporary overnight camping permit and submit payment.

7. Will the event be using any sound amplification, public address system or will there be any live performances of any music or musical instruments?  Yes;  No  
 If yes, please describe: *There maybe a mobito drum. Palloni guy may need microphone.*

8. Will the event restrict or alter normal parking, vehicular traffic or pedestrian traffic patterns?  Yes;  No  
 If yes, provide a detailed description of all public rights of way and private streets for which the applicant requests the city to restrict or alter traffic flow. (Please attach a detailed map).  
*People had hard time crossing the street on N. Park last year. Is there something we could put in the street?*

9. Will you be providing shuttle service?  Yes;  No  
 If yes, provide offsite parking locations, shuttle routes, types of vehicles that will be used for shuttling passengers, hours of operation and frequency of shuttle service.

I affirm that I am authorized to execute this application on behalf of the applicant and that the statements contained therein are true and correct to the best of my knowledge. If the special event requires special services provided by the City of Fairmont, the applicant agrees to indemnify, defend and hold the City of Fairmont, its officials, employees, and agents harmless from any claim that arises in whole or in part out of the special event, except any claims arising solely out of the negligent acts or omissions of the City of Fairmont, its officials, employees and agents. The applicant agrees to pay all fees and meet all City Code requirements.

Signature: Jennifer Freshenski Title: Library Director Date: 1/14/25

If you would like your event published on the City's website/Community Calendar, please indicate:  Yes;  No

Office Use Only			
\$15.00 Fee Paid <input checked="" type="checkbox"/>	Date: <u>1/21/25</u>	Received by: <u>BS</u>	
Requires Council Approval	<input type="checkbox"/> Yes; <input type="checkbox"/> No	Council Meeting Date:	Action: <u>cash</u>
City Administrator Approval	Yes	No	Date

- Permit distribution:
- City
  - Applicant
  - Police
  - Parks/Streets
  - Other





**STAFF MEMO**

<b>Prepared by:</b> Betsy Steuber, City Clerk	<b>Meeting Date:</b> 02/10/2025	<input checked="" type="checkbox"/> <b>Consent Agenda Item</b> <input type="checkbox"/> <b>Regular Agenda Item</b> <input type="checkbox"/> <b>Public Hearing</b>	<b>Agenda Item #</b> 6.C.3
<b>Reviewed by:</b> Pat Oman, Community Development Director	<b>Item:</b> Consideration of the Renewal of the Consumption & Display Permit for the Chain of Lakes Yacht Club		
<b>Presented by:</b> Betsy Steuber, City Clerk	<b>Action Requested:</b> Motion to Approve the Renewal of the Consumption & Display Permit for the Chain of Lakes Yacht Club		
<b>Vote Required:</b> <input checked="" type="checkbox"/> <b>Simple Majority</b> <input type="checkbox"/> <b>Two Thirds Vote</b> <input type="checkbox"/> <b>Roll Call</b>	<b>Staff Recommended Action:</b> Approval  <b>Board/Commission/Committee Recommendation:</b>		

**REFERENCE AND BACKGROUND**

The Chain of Lakes Yacht Club has applied to renew its Consumption & Display (Set-up) permit. The Yacht Club has completed all of the necessary paperwork and paid the appropriate fees.

**BUDGET IMPACT**

**SUPPORTING DATA/ATTACHMENTS**

Event Permit



### STAFF MEMO

<b>Prepared by:</b> Betsy Steuber, City Clerk	<b>Meeting Date:</b> 02/10/2025	<input checked="" type="checkbox"/> <b>Consent Agenda Item</b> <input type="checkbox"/> <b>Regular Agenda Item</b> <input type="checkbox"/> <b>Public Hearing</b>	<b>Agenda Item #</b> 6.C.4
<b>Reviewed by:</b> Pat Oman, Community Development Director	<b>Item:</b> Consideration of an Event Permit for the Martin County Chapter of Pheasants Forever		
<b>Presented by:</b> Betsy Steuber, City Clerk	<b>Action Requested:</b> Motion to Approve an Event Permit for the Martin County Chapter of Pheasants Forever Youth Ice Fishing Event on Saturday, February 15, 2025		
<b>Vote Required:</b> <input checked="" type="checkbox"/> <b>Simple Majority</b> <input type="checkbox"/> <b>Two Thirds Vote</b> <input type="checkbox"/> <b>Roll Call</b>	<b>Staff Recommended Action:</b> Approval  <b>Board/Commission/Committee Recommendation:</b>		

#### REFERENCE AND BACKGROUND

Martin County Pheasants Forever made application for an Event Permit to host a Youth Ice Fishing Event on Saturday, February 15, 2025. The Gomsrud Park Shelter House will be used as the central location for the event.

#### BUDGET IMPACT

#### SUPPORTING DATA/ATTACHMENTS

Event Permit



# EVENT APPLICATION/PERMIT

This form must be filed with the City at least thirty (30) days in advance of the event. The City will review the application in accordance with the permitting process outlined in the City Code, Chapter 18. Attach additional sheets, maps, etc. if necessary. For events which include overnight camping a separate addendum must be included with the event application.

Date: 2/5/2025

Permit Fee: \$15.00

Event: Youth Ice Fishing Event

Sponsoring entity: Phoasants Forever

Address: \_\_\_\_\_

Maximum estimated number of persons expected to attend at any one time: 100

Event coordinator(s): Richard Stevens

Contact Info: 507-848-1016 Phone #

Rick.Stevens-PF@gmail.com E-mail

Primary contacts (during event):

Name: Rick Stevens

Name: \_\_\_\_\_

Cell#: 507 848 1016

Cell#: \_\_\_\_\_

E-mail: Rick.Stevens.PF@gmail.com

E-mail: \_\_\_\_\_

Event Start: Day/Date Feb 15 2025

Time: 7:00am

Event End: Day/Date Feb 15 2025

Time: 3:00pm

Setup: Day/Date " "

Start time: \_\_\_\_\_ End Time: \_\_\_\_\_

Teardown: Day/Date " "

Start time: 3:00pm End Time: 4:00pm

1. Type and description of the event and a list of all activities to take place at the event.

Youth Fishing on all 5 LAKES

2. Proposed location of event, including a site plan or diagram of the proposed area to be used showing the location of any barricades, perimeter/security fencing, fire extinguishers, safety or first aid stations, entertainment, stages, restrooms or portable toilets, parking areas, ingress and egress routes, signs, special lighting, trash containers and any other items related to the event.

Shelter house on The EAST End - Grand Park

3. Will outside drinking water or waste collection systems be supplied? \_\_\_ Yes; X No  
If yes, supply public health plans, including the number of toilet facilities that will be available.
  
4. Will the event be providing: fire prevention, emergency medical service, security and severe weather shelter. X Yes; \_\_\_ No *will provide own*  
If yes, provide the written plans.
  
5. Will organizers allow outside food wagon/vendors at the event? \_\_\_ Yes; X No  
If yes, all food wagons/vendors must complete a Food Wagon/Vendor Permit and submit payment.
  
6. Will camping or temporary overnight lodging be included for the event? (allowed only at Cedar Creek Park and Winnebago Sports Complex): \_\_\_ Yes; X No  
If yes, event coordinator must complete temporary overnight camping permit and submit payment.
  
7. Will the event be using any sound amplification, public address system or will there be any live performances of any music or musical instruments? \_\_\_ Yes; X No  
If yes, please describe: \_\_\_\_\_
  
8. Will the event restrict or alter normal parking, vehicular traffic or pedestrian traffic patterns? \_\_\_ Yes; X No  
If yes, provide a detailed description of all public rights of way and private streets for which the applicant requests the city to restrict or alter traffic flow. (Please attach a detailed map).
  
9. Will you be providing shuttle service? \_\_\_ Yes; X No  
If yes, provide offsite parking locations, shuttle routes, types of vehicles that will be used for shuttling passengers, hours of operation and frequency of shuttle service.

I affirm that I am authorized to execute this application on behalf of the applicant and that the statements contained therein are true and correct to the best of my knowledge. If the special event requires special services provided by the City of Fairmont, the applicant agrees to indemnify, defend and hold the City of Fairmont, its officials, employees, and agents harmless from any claim that arises in whole or in part out of the special event, except any claims arising solely out of the negligent acts or omissions of the City of Fairmont, its officials, employees and agents. The applicant agrees to pay all fees and meet all City Code requirements.

Signature *[Signature]* Title PT. Coordinator for Youth Event Date Feb 5 2025

If you would like your event published on the City's website/Community Calendar, please indicate: X Yes; \_\_\_ No

Office Use Only

\$15.00 Fee Paid <input checked="" type="checkbox"/>	Date: <u>2/5/2025</u>	Received by: <u><i>[Signature]</i></u> <u><i>[Signature]</i></u>
Requires Council Approval	<input type="checkbox"/> Yes; <input type="checkbox"/> No	Council Meeting Date: _____ Action: _____
City Administrator Approval	<input type="checkbox"/> Yes	No _____ Date _____

Permit distribution:

- \_\_\_ City
- \_\_\_ Applicant
- \_\_\_ Police
- \_\_\_ Parks/Streets
- \_\_\_ Other



## STAFF MEMO

<b>Prepared by:</b> Rachel Viesselman, Human Resources Manager	<b>Meeting Date:</b> 02/10/2025	<input type="checkbox"/> <b>Consent Agenda Item</b> <input checked="" type="checkbox"/> <b>Regular Agenda Item</b> <input type="checkbox"/> <b>Public Hearing</b>	<b>Agenda Item #</b> 9.A.1
<b>Reviewed by:</b> Jeff O'Neill, Interim City Administrator	<b>Item:</b> Consideration to Approve a Bone Marrow/Organ Donation Leave Policy		
<b>Presented by:</b> Rachel Viesselman, Human Resources Manager	<b>Action Requested:</b> Motion to Adopt a Bone Marrow/Organ Donation Leave" Policy, as Proposed		
<b>Vote Required:</b> <input checked="" type="checkbox"/> <b>Simple Majority</b> <input type="checkbox"/> <b>Two-Thirds Vote</b> <input type="checkbox"/> <b>Roll Call</b>	<b>Staff Recommended Action:</b> Approval  <b>Board/Commission/Committee Recommendation:</b>		

**REFERENCE AND BACKGROUND**

Per MN Statutes (§181.945 and §181.9456), an employer with 20 or more employees must grant paid leaves of absence to an employee who seeks to undergo a medical procedure to donate bone marrow or to donate an organ or partial organ. The length of the leave is determined by the employee, but may not exceed 40 work hours unless agreed to by the employer. The 40 hours is over and above the amount of time the employee has accrued/earned. The employer may require a physician’s verification of the purpose and length of each leave requested to donate bone marrow or an organ. If there is medical determination the employee does not qualify as donor, the paid leave of absence granted to the employee prior to that medical determination is not forfeited. To qualify, an employee must work an average of 20 hours or more per week. This law does not affect an employee’s rights regarding any other employment benefit. An employer cannot retaliate against an employee for requesting or obtaining a leave of absence for bone marrow or organ donation.

**BUDGET IMPACT**

Impact is expected to be minimal. The City is legally required to provide a maximum of 40 hours of paid leave to a qualifying employee for each qualifying instance. This would be paid at the employee’s base rate of pay.

**SUPPORTING DATA/ATTACHMENTS**

Proposed policy: Third-party HR consulting firm Abdo recommended adding a formal policy to the City of Fairmont’s personnel handbook to address these statutes. The League of MN Cities had a sample policy available which was used as a model when developing the City’s policy.

## **Bone Marrow/Organ Donation Leave**

*Last revised: February 10, 2025*

Employees working an average of 20 or more hours per week may take paid leave not to exceed 40 hours (unless agreed to by the City) to undergo medical procedures to donate bone marrow or an organ, including a partial organ. The 40 hours is over and above the amount of paid time the employee has accrued/earned.

In order for the leave to be approved, the City may require a physician's verification of the purpose and length of the leave requested to donate bone marrow or an organ. If there is a medical determination that the employee does not qualify as a bone marrow or organ donor, the paid leave of absence granted to the employee prior to that medical determination is not forfeited.

The City shall not discharge, discipline, penalize, interfere with, or otherwise retaliate or discriminate against an employee for asserting bone marrow or organ donation leave rights or remedies. Furthermore, this policy does not affect an employee's rights regarding any other employment benefit.



### STAFF MEMO

<b>Prepared by:</b> Rachel Viesselman, Human Resources Manager	<b>Meeting Date:</b> 02/10/2025	<input type="checkbox"/> Consent Agenda Item <input checked="" type="checkbox"/> Regular Agenda Item <input type="checkbox"/> Public Hearing	<b>Agenda Item #</b> 9.A.2
<b>Reviewed by:</b> Jeff O'Neill, Interim City Administrator	<b>Item:</b> Consideration to Update the City of Fairmont's Equal Employment Opportunity Policy/Statement		
<b>Presented by:</b> Rachel Viesselman, Human Resources Manager	<b>Action Requested:</b> Motion to Update the City of Fairmont's Current Equal Employment Opportunity (EEO) Policy/Statement, as Proposed		
<b>Vote Required:</b> <input checked="" type="checkbox"/> Simple Majority <input type="checkbox"/> Two-Thirds Vote <input type="checkbox"/> Roll Call	<b>Staff Recommended Action:</b> Approval  <b>Board/Commission/Committee Recommendation:</b>		

#### REFERENCE AND BACKGROUND

Effective February 1, 2023, Minnesota's CROWN Act clarifies that prohibited racial discrimination includes discrimination on the basis of natural hair characteristics and styles such as braids, locs, and twists. The City's current Equal Employment Opportunity (EEO) policy must therefore be updated to reflect the CROWN Act. The added verbiage is outlined below in bold font.

*The City of Fairmont is committed to providing equal opportunity in all areas of employment, including but not limited to recruitment, hiring, demotion, promotion, transfer, selection, lay-off, disciplinary action, termination, compensation, and selection for training. The City will not discriminate against any employee or job applicant on the basis of race **(including traits associated with race which include but are not limited to hair texture and hair styles such as braids, locs, and twists)**, color, creed, religion, national origin, ancestry, sex, sexual orientation, gender identity or gender expression, disability, age, marital status, genetic information, status with regard to public assistance, veteran status, familial status, or membership on a human rights commission.*

#### BUDGET IMPACT

#### SUPPORTING DATA/ATTACHMENTS

Proposed policy: Third-party HR consulting firm Abdo recommended updating the City of Fairmont's EEO statement per the CROWN Act. The League of MN Cities had a sample policy available which was used as a model when developing the City's above policy.

## **Equal Employment Opportunity Policy Statement**

*Last revised: February 10, 2025*

The City of Fairmont is committed to providing equal opportunity in all areas of employment, including but not limited to recruitment, hiring, demotion, promotion, transfer, selection, lay-off, disciplinary action, termination, compensation, and selection for training. The City will not discriminate against any employee or job applicant on the basis of race (including traits associated with race which include but are not limited to hair texture and hair styles such as braids, locs, and twists), color, creed, religion, national origin, ancestry, sex, sexual orientation, gender identity or gender expression, disability, age, marital status, genetic information, status with regard to public assistance, veteran status, familial status, or membership on a local human rights commission.





### STAFF MEMO

<b>Prepared by:</b> Rachel Viesselman, Human Resources Manager	<b>Meeting Date:</b> 02/10/2025	<input type="checkbox"/> <b>Consent Agenda Item</b> <input checked="" type="checkbox"/> <b>Regular Agenda Item</b> <input type="checkbox"/> <b>Public Hearing</b>	<b>Agenda Item #</b> 9.A.3
<b>Reviewed by:</b> Jeff O'Neill, Interim City Administrator	<b>Item:</b> Consideration to Adopt a School Conference and Activities Leave Policy		
<b>Presented by:</b> Rachel Viesselman, Human Resources Manager	<b>Action Requested:</b> Motion to Adopt a School Conference and Activities Leave Policy, as Proposed		
<b>Vote Required:</b> <input checked="" type="checkbox"/> <b>Simple Majority</b> <input type="checkbox"/> <b>Two-Thirds Vote</b> <input type="checkbox"/> <b>Roll Call</b>	<b>Staff Recommended Action:</b> Approval  <b>Board/Commission/Committee Recommendation:</b>		

#### REFERENCE AND BACKGROUND

Per MN Statute (§181.9412), a city with one or more employees must grant up to a total of 16 hours of unpaid leave during any 12-month period to attend school conferences or school-related activities related to the employee’s child, provided the conference or activity cannot be scheduled during non-work hours.

#### BUDGET IMPACT

#### SUPPORTING DATA/ATTACHMENTS

Proposed policy: Third-party HR consulting firm Abdo recommended adding a formal policy to the City of Fairmont’s personnel handbook to address this statute. The League of MN Cities had a sample policy available which was used as a model when developing the City’s policy.

## **School Conference and Activities Leave**

*Last revised: February 10, 2025*

Any employee may take unpaid leave for up to a total of 16 hours during any 12-month period to attend school conferences or classroom activities related to the employee's child (under 18 or under 20 and still attending secondary school), provided the conference or classroom activities cannot be scheduled during non-work hours. When the leave cannot be scheduled during non-work hours and the need for the leave is foreseeable, the employee must provide reasonable prior notice of the leave and make a reasonable effort to schedule the leave so as not to unduly disrupt the City's operations. The employee may use vacation leave for this absence but are not required to do so.



### STAFF MEMO

<b>Prepared by:</b> Rachel Viesselman, Human Resources Manager	<b>Meeting Date:</b> 02/10/2025	<input type="checkbox"/> Consent Agenda Item <input checked="" type="checkbox"/> Regular Agenda Item <input type="checkbox"/> Public Hearing	<b>Agenda Item #</b> 9.A.4
<b>Reviewed by:</b> Jeff O'Neill, Interim City Administrator	<b>Item:</b> Consideration of the 2025 Pay Equity Compliance Report		
<b>Presented by:</b> Rachel Viesselman, Resources Manager	<b>Action Requested:</b> Motion to Approve the 2025 Pay Equity Compliance Report		
<b>Vote Required:</b> <input checked="" type="checkbox"/> Simple Majority <input type="checkbox"/> Two-Thirds Vote <input type="checkbox"/> Roll Call	<b>Staff Recommended Action:</b> Approval  <b>Board/Commission/Committee Recommendation:</b>		

#### **REFERENCE AND BACKGROUND**

The Local Government Pay Equity Act, M.S. 471.991-471.999 and Minnesota Rules, Chapter 3920 require local government jurisdictions to submit a pay equity report to the State of Minnesota every three years. The purpose of this report is to ensure that all local government jurisdictions eliminate any gender-based wage inequities within their compensation plan. The attached 2025 Compliance Report shows that the City of Fairmont is in compliance with the Local Government Pay Equity Act.

#### **BUDGET IMPACT**

#### **SUPPORTING DATA/ATTACHMENTS**

2025 Compliance Report

# Compliance Report

Jurisdiction: Fairmont  
100 Downtown Plaza

Report Year: 2025  
Case: 3 - 2025 DATA (Shared (Jur and MMB))

Fairmont, MN 56031

Contact: Paul Hoye

Phone: (507) 238-3934

E-Mail: phoye@fairmont.org

The statistical analysis, salary range and exceptional service pay test results are shown below. Part I is general information from your pay equity report data. Parts II, III and IV give you the test results.

For more detail on each test, refer to the Guide to Pay Equity Compliance and Computer Reports.

## I. GENERAL JOB CLASS INFORMATION

	Male Classes	Female Classes	Balanced Classes	All Job Classes
# Job Classes	39	9	2	50
# Employees	74	10	6	90
Avg. Max Monthly Pay per employee	8240.09	7144.64		8039.48

## II. STATISTICAL ANALYSIS TEST

### A. Underpayment Ratio = 101.5385 \*

	Male Classes	Female Classes
a. # At or above Predicted Pay	17	4
b. # Below Predicted Pay	22	5
c. TOTAL	39	9
d. % Below Predicted Pay (b divided by c = d)	56.41	55.56

\*(Result is % of male classes below predicted pay divided by % of female classes below predicted pay.)

### B. T-test Results

Degrees of Freedom (DF) = 82	Value of T = 1.844
------------------------------	--------------------

a. Avg. diff. in pay from predicted pay for male jobs = 36

b. Avg. diff. in pay from predicted pay for female jobs = -200

## III. SALARY RANGE TEST = 100.00 (Result is A divided by B)

A. Avg. # of years to max salary for male jobs = 10.00

B. Avg. # of years to max salary for female jobs = 10.00

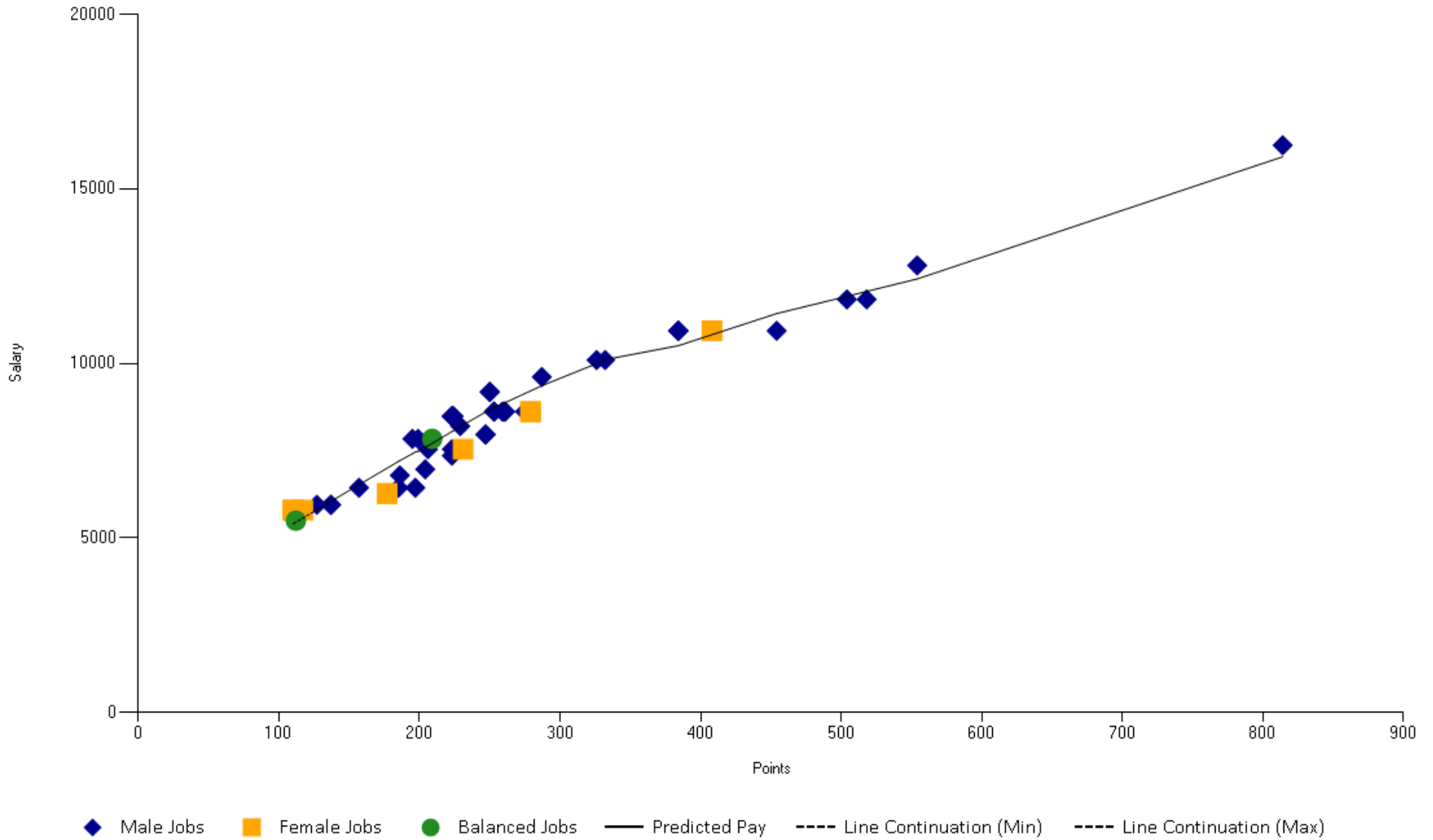
## IV. EXCEPTIONAL SERVICE PAY TEST = 0.00 (Result is B divided by A)

A. % of male classes receiving ESP = 0.00 \*

B. % of female classes receiving ESP = 0.00

\*(If 20% or less, test result will be 0.00)

### Predicted Pay Report for: Fairmont Case: 2025 DATA



## Predicted Pay Report for: Fairmont

### Case: 2025 DATA

Job Nbr	Job Title	Nbr Males	Nbr Females	Non-Binary	Total Nbr	Job Type	Job Points	Max Mo Salary	Predicted Pay	Pay Difference
1	Administrative Asst and Permit	0	1	0	1	Female	110	5796.8900	5401.3455	395.5445
2	Utility Billing Customer Servi	0	1	0	1	Female	110	5796.8900	5401.3455	395.5445
3	Liquor Store Clerk/Stock	1	1	0	2	Balanced	112	5493.6100	5448.4723	45.1377
4	Records and Evidence Tech/Poli	0	2	0	2	Female	117	5796.8900	5567.9723	228.9177
5	Park Maintenance Worker	7	0	0	7	Male	127	5947.6600	5806.9723	140.6877
6	Street Light Equipment Op	2	0	0	2	Male	137	5947.6600	6046.8138	-99.1538
7	Pool Operations/Bldg Maint Tec	1	0	0	1	Male	137	5947.6600	6046.8138	-99.1538
8	Heavy Equipment Operator	5	0	0	5	Male	157	6436.3600	6524.8138	-88.4538
9	Accounting Clerk	0	1	0	1	Female	177	6273.4600	7002.8137	-729.3537
10	Utility Billing Accounting Cle	0	1	0	1	Female	177	6273.4600	7002.8137	-729.3537
11	Mechanic	2	0	0	2	Male	185	6436.3600	7189.8720	-753.5120
12	Liquor Store Asst Manager	1	0	0	1	Male	186	6791.6300	7214.0287	-422.3987
13	Wastewater Op & Maint/Lab Tech	4	0	0	4	Male	195	7838.3600	7412.6629	425.6971
14	Forester	1	0	0	1	Male	197	6436.3600	7458.9395	-1022.5795
15	Water Plant Mechanic	4	0	0	4	Male	199	7838.3600	7478.1134	360.2466
16	Engineering Tech I	1	0	0	1	Male	204	6964.9300	7598.7050	-633.7750
17	Park Foreman	1	0	0	1	Male	206	7542.0200	7638.6621	-96.6421
18	Water Plant Operator	3	1	0	4	Balanced	209	7838.3600	7716.6202	121.7398
19	Applications and Technology Sp	1	0	0	1	Male	223	7354.8500	8046.6518	-691.8018
20	Lineman	4	0	0	4	Male	223	8484.7700	8046.6518	438.1182
21	Street Crew Foreman	1	0	0	1	Male	223	7542.0200	8046.6518	-504.6318
22	Utility Technician	1	0	0	1	Male	223	8484.7700	8046.6518	438.1182
23	Wastewater Collections Foreman	1	0	0	1	Male	224	8484.7700	8069.7433	415.0267
24	Water Maintenance Foreman	1	0	0	1	Male	224	8484.7700	8069.7433	415.0267
25	Patrol Officer	9	2	0	11	Male	229	8202.2900	8193.3711	8.9189
26	Engineering Tech II	0	1	0	1	Female	231	7542.0200	8239.1632	-697.1432
27	Planning Technician	1	0	0	1	Male	247	7963.1400	8604.6969	-641.5569
28	Accountant	1	0	0	1	Male	247	7963.1400	8604.6969	-641.5569
29	Master Electrician	1	0	0	1	Male	250	9183.1700	8672.9834	510.1866
30	Elec Dist Crew Foreman	2	0	0	2	Male	250	9183.1700	8672.9834	510.1866
31	Water Operations Supervisor	1	0	0	1	Male	253	8618.2100	8741.2699	-123.0599
32	Wastewater Operations Supervis	1	0	0	1	Male	253	8618.2100	8741.2699	-123.0599

## Predicted Pay Report for: Fairmont

### Case: 2025 DATA

Job Nbr	Job Title	Nbr Males	Nbr Females	Non-Binary	Total Nbr	Job Type	Job Points	Max Mo Salary	Predicted Pay	Pay Difference
33	Economic Development Coord	1	0	0	1	Male	259	8618.2100	8836.4333	-218.2233
34	Building Official	1	0	0	1	Male	260	8618.2100	8856.6558	-238.4458
35	Liquor Store Manager	1	0	0	1	Male	261	8618.2100	8876.1808	-257.9708
36	Airport Manager	1	0	0	1	Male	275	8618.2100	9137.5205	-519.3105
37	City Clerk	0	1	0	1	Female	279	8618.2100	9210.6134	-592.4034
38	Asst Finance Director	0	1	0	1	Female	279	8618.2100	9210.6134	-592.4034
39	Patrol Sergeant	4	0	0	4	Male	287	9611.2200	9362.0933	249.1267
40	Police Captain	1	0	0	1	Male	326	10096.4600	9992.7859	103.6741
41	Engineer	1	0	0	1	Male	332	10096.4600	10108.3305	-11.8705
42	Public Works Superintendent	1	0	0	1	Male	384	10933.5000	10505.2883	428.2117
43	Electric Dist Superintendent	1	0	0	1	Male	384	10933.5000	10505.2883	428.2117
44	Water/Wastewater Superintenden	1	0	0	1	Male	384	10933.5000	10505.2883	428.2117
45	Human Resources Manager	0	1	0	1	Female	408	10933.5000	10845.4003	88.0997
46	Community Development Director	1	0	0	1	Male	454	10933.5000	11426.4869	-492.9869
47	Finance Director	1	0	0	1	Male	504	11832.9200	11920.1136	-87.1936
48	Police Chief	1	0	0	1	Male	518	11832.9200	12061.1349	-228.2149
49	Public Works Director	1	0	0	1	Male	554	12806.8700	12418.2553	388.6147
50	City Administrator	1	0	0	1	Male	814	16248.6100	15919.0897	329.5203

**Job Number Count: 50**



### STAFF MEMO

<b>Prepared by:</b> Pat Oman, Community Development Director	<b>Meeting Date:</b> 02/10/2025	<input type="checkbox"/> Consent Agenda Item <input checked="" type="checkbox"/> Regular Agenda Item <input type="checkbox"/> Public Hearing	<b>Agenda Item #</b> 9.A.5
<b>Reviewed by:</b> Pat Oman, Community Development Director	<b>Item:</b> Consideration of Proposed Ordinance 2025-01: Establishing a Local Housing Trust Fund		
<b>Presented by:</b> Ned Koppen, Economic Development Pat Oman, Community Development Director	<b>Action Requested:</b> Motion to Approve the First Consideration of Proposed Ordinance 2025-01: An Ordinance Establishing a Local Housing Trust Fund in the City of Fairmont		
<b>Vote Required:</b> <input checked="" type="checkbox"/> Simple Majority <input type="checkbox"/> Two Thirds Vote <input type="checkbox"/> Roll Call	<b>Staff Recommended Action:</b> Approval  <b>Board/Commission/Committee Recommendation:</b>		

#### PREVIOUS COUNCIL ACTION

On October 28, 2024, the Community Development Staff presented information to Council on the local housing trust fund (LHTF) and the value of bringing this ordinance for consideration. Council unanimously approved authorizing staff to begin developing the ordinance.

Minnesota State Statute 462.16 states that a “local government may establish a local housing trust fund by ordinance”. Approval of this ordinance will allow the Fairmont Housing Redevelopment Authority (HRA) and the City of Fairmont to establish its own individual local housing trust fund to assist with affordable housing in the community.

As part of the review process, community development staff met with individuals from the Minnesota Housing Partnership and the Fairmont HRA to discuss this opportunity. They agreed the City consider the ordinance, but to have two separate funds. One benefit of approving the ordinance will be the eligibility to apply for housing grants.

The ordinance was developed through benchmarking other existing ordinances and establishing a best practice document. Legal counsel has reviewed the document.

#### BUDGET IMPACT

#### SUPPORTING DATA/ATTACHMENTS

Ordinance 2025-01

Minnesota State Statute 462C.16: Housing Trust Funds for Local Housing Development



ORDINANCE NO. 2025-01

**AN ORDINANCE ESTABLISHING A LOCAL HOUSING TRUST FUND  
IN THE CITY OF FAIRMONT, MINNESOTA**

**THE CITY OF FAIRMONT DOES ORDAIN THAT:**

SECTION 1. Fairmont City Code, Chapter, Chapter Title and Article to be determined per current recodification project - Local Housing Trust Fund, as follows:

**Section 1: GENERAL PROVISIONS**

1.1. Authority. This Ordinance is adopted pursuant to Minnesota Statutes, Section 462C.16 (the "Statute").

1.2. Establishment and Purpose. Pursuant to the Minnesota Statute, there is hereby created and established for the City of Fairmont, Minnesota (the "City"), a "local housing trust fund", as defined by the Statute, to be known as the City of Fairmont, Minnesota, Local Housing Trust Fund (the "Trust Fund"), for the purpose of providing financial assistance to meet the housing needs of the City as outlined in Section 4, Trust Fund Distributions. The Trust Fund shall have one or more dedicated sources of funding outlined in 3.2, Sources.

1.3 Administration. The Trust Fund, and the Trust Fund Account established therefore by Section 3.1 of this Ordinance, shall be administered and maintained by the City Community Development Director. The City reserves the right to designate a nonprofit organization as a successor administrator, as permitted by subdivision 2(b) of the Statute.

**Section 2: DEFINITIONS**

- 2.1. "Administration" means the City of Fairmont Community Development Director or his or her designee, and any successor of the City of Fairmont will administer this Trust Fund.
- 2.2. "Assisted Unit" means any Unit that has received assistance from the Trust Fund;
- 2.3. "City" means the City of Fairmont, Minnesota;
- 2.4. "Project" means any development or rehabilitation of one or more Units;
- 2.5. "Recipient" means any residential property owner, whether an individual, non-profit or for-profit developer, or local unit of government, that receives financial assistance from the Trust Fund;

- 2.6 "Trust Fund" means the City of Fairmont, Minnesota, Local Housing Trust Fund; and
- 2.7 "Unit" means any single residential housing unit, whether rented or owned.

### Section 3: TRUST FUND ACCOUNT; SOURCE OF TRUST FUNDS

3.1 Account. There is also hereby established a Trust Fund Account, to be maintained and administered by the City Finance Director. All funds received on behalf of the Trust Fund shall be deposited into the Trust Fund Account.

3.2 Sources. A local government may finance its Trust Fund with any money available to the local government, unless expressly prohibited by state law. Sources of these funds include, but are not limited to:

- (a) donations;
- (b) bond proceeds;
- (c) grants and loans from a state, federal, or private source;
- (d) appropriations by a local government to the Trust Fund;
- (e) investment earnings of the Trust Fund; and
- (f) City and housing and redevelopment authority levies.

The Trust Fund Account shall also be funded with fees, and principal and interest payments due and payable under loans for Projects originating from the Trust Fund and provided to Recipients.

The City Finance Director may also invest and reinvest any monies held in the Trust Fund, subject to state law, and all earnings thereof shall be deposited in the Trust Fund Account to be used as provided herein.

### Section 4: TRUST FUND DISTRIBUTIONS

- 4.1 Expenditures. The Administrator shall only expend money in the Trust Fund Account to:
- (a) make grants, loans, and loan guarantees for the development, rehabilitation, or financing of housing;
  - (b) match other funds from federal, state, or private resources for housing projects;
  - (c) provide down payment assistance, rental assistance, and home buyer counseling services; and
  - (d) pay for administrative expenses but not more than 10 percent of the balance of the fund may be spent on administration.

4.2 Approvals. No disbursements over \$10,000 may be made from the Trust Fund Account without the prior approval of the City Council. For any Project requesting an amount over \$10,000, the City Community Development Director shall prepare a report and present recommendations to the City Council at the next City Council.

4.3 Agreements. Each Recipient shall enter into one or more agreements, which shall provide the terms and conditions of such assistance, whether in the form of a loan or grant, and provide for any collateral or security as such assistance may require. The City Community Development Director shall develop forms of such agreements to be approved by City Council. The City Community Development Director shall enforce the terms and conditions of any agreements entered with Recipients.

4.4 Eligible Costs. Recipients may use the funds received to pay for: capital costs, including but not limited to the actual costs of rehabilitating or constructing Assisted Units; converting existing non-residential buildings to create new Assisted Units; real property acquisition costs; and professional service costs, including but not limited to, those costs incurred for architectural, engineering, planning and legal services which are attributable to the creation of Assisted Units.

## Section 5: REPORTING

5.1. Annual Reports. By January 31<sup>st</sup> of every year, the City Finance Director shall prepare and submit an annual report to the City of all activities of the Trust Fund occurring during the most recent period from January 1 to December 31, which shall include at a minimum:

- (a) the income and expenditures of the Trust Fund Account;
- (b) the beginning and ending balance of the Trust Fund Account;
- (c) all assets, obligations, and liabilities of the Trust Fund;
- (d) loans and grants made to Recipients, and the description of the Projects benefited, including the number of Assisted Units; and
- (e) any other information required by the Statute or other state law, or requested by the City.

5.2. Posting of Report. The City shall post the report prepared by the City Finance Director on its public website as required by the Statute.

## Section 6: MISCELLANEOUS

6.1 Severability. If any provision of this Ordinance or the application thereof is held invalid, said invalidity does not affect the other provisions or applications of the Ordinance which can be given effect without the invalid provision or application and for this purpose, the provisions of the Ordinance are severable.

SECTION 2: This Ordinance shall take effect immediately after its publication.

Passed by the City Council of the City of Fairmont, Minnesota, this \_\_\_\_ day of \_\_\_\_\_ 2025.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

*First Reading:*

Date: \_\_\_\_\_

Ayes: \_\_\_\_\_  
Nays: \_\_\_\_\_  
Absent: \_\_\_\_\_  
Abstain \_\_\_\_\_

*Second Reading:*

Date: \_\_\_\_\_

Ayes: \_\_\_\_\_  
Nays: \_\_\_\_\_  
Absent: \_\_\_\_\_  
Abstain \_\_\_\_\_

*Published:*

Date: \_\_\_\_\_

**462C.16 HOUSING TRUST FUNDS FOR LOCAL HOUSING DEVELOPMENT.**

Subdivision 1. **Definitions.** (a) For the purposes of this section, the following terms have the meanings given to them.

(b) "Commissioner" means the commissioner of the Minnesota Housing Finance Agency.

(c) "Fund" means a local housing trust fund or a regional housing trust fund.

(d) "Local government" means any statutory or home rule charter city or a county.

(e) "Local housing trust fund" means a fund established by a local government with one or more dedicated sources of public revenue for housing.

(f) "Regional housing trust fund" means a fund established and administered under a joint powers agreement entered into by two or more local governments with one or more dedicated sources of public revenue for housing.

Subd. 2. **Creation and administration.** (a) A local government may establish a local housing trust fund by ordinance or participate in a joint powers agreement to establish a regional housing trust fund.

(b) A local or regional housing trust fund may be, but is not required to be, administered through a nonprofit organization. If administered through a nonprofit organization, that organization shall encourage private charitable donations to the fund.

Subd. 3. **Authorized expenditures.** Money in a local or regional housing trust fund may be used only to:

(1) pay for administrative expenses, but not more than ten percent of the balance of the fund may be spent on administration;

(2) make grants, loans, and loan guarantees for the development, rehabilitation, or financing of housing;

(3) match other funds from federal, state, or private resources for housing projects; or

(4) provide down payment assistance, rental assistance, and home buyer counseling services.

Subd. 4. **Funding.** (a) A local government may finance its local or regional housing trust fund with any money available to the local government, unless expressly prohibited by state law. Sources of these funds include, but are not limited to:

(1) donations;

(2) bond proceeds;

(3) grants and loans from a state, federal, or private source;

(4) appropriations by a local government to the fund;

(5) investment earnings of the fund; and

(6) housing and redevelopment authority levies.

(b) The local government may alter a source of funding for the local or regional housing trust fund, but only if, once altered, sufficient funds will exist to cover the projected debts or expenditures authorized by the fund in its budget.

Subd. 5. **Reports.** A local or regional housing trust fund established under this section must report annually to the local government that created the fund. The local government or governments must post this report on its public website.

Subd. 6. **Effect of legislation on existing local or regional housing trust funds.** A local or regional housing trust fund existing on July 1, 2017, is not required to alter the existing terms of its governing documents or take any additional authorizing actions required by subdivision 2.

**History:** 2017 c 94 art 11 s 8



## STAFF MEMO

<b>Prepared by:</b> Jeff O'Neill, Interim City Administrator	<b>Meeting Date:</b> 02/10/2025	<input type="checkbox"/> <b>Consent Agenda Item</b> <input checked="" type="checkbox"/> <b>Regular Agenda Item</b> <input type="checkbox"/> <b>Public Hearing</b>	<b>Agenda Item #</b> 9.A.6
<b>Reviewed by:</b> Jeff O'Neill, Interim City Administrator	<b>Item:</b> Consideration on an Amendment to Section 3.12 of the Fairmont Charter to Reduce the Civil Penalty from \$2,000 to \$1,000 to match State Statutory Limits and to Increase the Required Minimum for Obtaining Bids from \$5,000 to \$25,000		
<b>Presented by:</b> Betsy Steuber, City Clerk	<b>Action Requested:</b> Motion to Table Any Actions Calling for a Public Hearing for Charter Amendments and Direct Staff to Present Relevant Information to the Charter Commission on Various Charter Items for Consideration		
<b>Vote Required:</b> <input checked="" type="checkbox"/> <b>Simple Majority</b> <input type="checkbox"/> <b>Two Thirds Vote</b> <input type="checkbox"/> <b>Roll Call</b>	<b>Staff Recommended Action:</b> Approval  <b>Board/Commission/Committee Recommendation:</b>		

### PREVIOUS COUNCIL ACTION

Authorization of a codification effort with the goal of reconciling conflict between the Charter, City Codes and State Law. City Council has appointed two members to the Charter Review Team with the Charter set to appoint two at their upcoming meeting. Both groups also need to identify a member from the citizens at large to sit on the Charter Review Team. Please note, the Charter Commission is free to call for amendments to the Charter apart from the work of the Charter Review Team.

### REFERENCE AND BACKGROUND

The Charter Commission has recently requested processing of two amendments to the City Charter. One amendment is purely a housekeeping matter, changing the civil penalty amount from \$2,000 to \$1,000 to match State Statutes. The other amendment involves increasing a bidding threshold from \$5,000 to \$25,000 which raises the threshold to match a State minimum. The civil penalty amendment is simple and could be processed with ease and without complication, however, in reviewing the American Legal report, we have found that there are a number of other relatively simple amendments like this one that could be processed all together in one process. We could be better served by lumping this amendment with upcoming amendments in conjunction with the larger housekeeping overhaul. As you know, the process of changing the charter, even for a minor housekeeping item requires a public hearing and multiple ordinance readings before it becomes law. It's simply more efficient to process this item with other housekeeping items to come. I am confident that the Charter Commission would not be offended by delaying this amendment so it could be grouped with other amendments to come.

The proposed charter amendment shifting bidding requirement from \$5,000 \$25,000 is also a simple change, but staff would like the Charter Commission have a full understanding of the purchasing policy before making a change to a related standard in the Charter. Accordingly, the Finance Director and I plan to provide the Charter Commission with an outline of the current purchasing standards and limits. After the presentation, the Charter Commission would determine if it wishes to proceed with the initial proposal , modify it, or refer it to the Charter Review Team for further review. Our ultimate goal is to align purchasing policies with City Council/Charter Commission values and state standards as well.

Please note that the scope of the contract with American Legal did not include an analysis of conflicts between laws and City Policies such as the Purchasing Policy and the Personnel Policy. As part of the overall effort to align guiding documents, staff will be examining these policies for inconsistencies with the Charter and City ordinances.

Lastly, there are about 35 notations made by American Legal that will need to be addressed by the Charter Review Team and brought forward to the Charter Commission and City Council. They range from minor grammatical fixes to somewhat complicated conflicts between governing documents. Additionally, staff expects to find current practices and sections in policy documents that need to be squared up with the Charter and Code of Ordinance.

#### **BUDGET IMPACT**

#### **SUPPORTING DATA/ATTACHMENTS**





## STAFF MEMO

<b>Prepared by:</b> Matthew R. York, Public Works and Utilities Director	<b>Meeting Date:</b> 02/10/2025	<input type="checkbox"/> <b>Consent Agenda Item</b> <input checked="" type="checkbox"/> <b>Regular Agenda Item</b> <input type="checkbox"/> <b>Public Hearing</b>	<b>Agenda Item #</b> 9.B.1
<b>Reviewed by:</b> Pat Oman, Community Development Director	<b>Item:</b> Consideration of a Motion to Direct Staff on the Gomsrud Park – North Parking Lot and Trail Project		
<b>Presented by:</b> Matthew R. York, Public Works and Utilities Director	<b>Action Requested:</b> Motion to Direct Staff on the Gomsrud Park – North Parking Lot and Trails Project		
<b>Vote Required:</b> <input checked="" type="checkbox"/> <b>Simple Majority</b> <input type="checkbox"/> <b>Two Thirds Vote</b> <input type="checkbox"/> <b>Roll Call</b>	<b>Staff Recommended Action:</b>  <b>Board/Commission/Committee Recommendation:</b>		

### PREVIOUS COUNCIL ACTION

February 27, 2023: Bolton & Menk was hired as designers on the Gomsrud Park Project  
 June 4, 2024: Council Approved Gomsrud Park Project Plan  
 July 22, 2024: Council Rejected Bids and Directed Staff to Rebid Fall for Summer Project (beginning approximately July 7)

### REFERENCE AND BACKGROUND

As requested by the City Council on July 22, 2024, Staff worked with Bolton and Menk to put the Gomsrud Project back out to bid as it was previously designed and approved on June 4, 2024.

The Bid Results were as follows:

Company	Base Bid	Alt A (Concrete Trails)	Alt B (Asphalt Trails)
Ulland Brothers	\$825,448.84	\$190,908.25	\$134,779.50
M.R. Paving & Excavating, Inc.	\$826,390.16	\$212,814.28	\$159,669.58
Nielsen Blacktopping and Concrete, Inc	\$831,984.70	\$225,396.02	\$157,925.12
<i>Engineer's Estimate</i>	<i>\$867,697.00</i>	<i>\$235,382.00</i>	<i>\$181,232.00</i>
Duininck, Inc.	\$897,129.90	\$205,422.50	\$157,797.50
OMG Midwest dba Minnesota Paving & Materials	\$905,501.00	\$259,996.25	\$195,377.25
Shoreline Landscaping & Contracting	\$1,145,288.46	\$188,812.55	\$111,821.10
Urban Companies	\$1,228,330.35	\$269,735.00	\$228,210.00

The cost from Ulland Brothers on the Base Bid is below the Engineer’s Estimate. If Council would like to proceed with either trail option, Ulland Brothers would still be considered the low bidder.

**Staff is looking for a recommendation:**

1.	Approve the bid from Ulland Brothers with trails (specify the trail type)
2.	Approve the bid from Ulland Brothers without trails
3.	Other, as Council directs

**BUDGET IMPACT**

Available Budget from 2023-24 CIPs to cover Base Bid and Engineering  
Engineering Design Cost = \$162,000  
Construction Management is unknown and dependent upon the project chosen.

**SUPPORTING DATA/ATTACHMENTS**

Bolton and Menk Review Memo  
Drawing from Bid Specifications



Real People. Real Solutions.

1501 South State Street  
Suite 100  
Fairmont, MN 56031

Phone: (507) 238-4738  
Bolton-Menk.com

January 31, 2025

Honorable Mayor and City Council  
City of Fairmont  
100 Downtown Plaza  
Fairmont, MN 56031

RE: Project Recommendation and Bid Abstract  
Gomsrud Park Improvements - Phase 1  
Fairmont, Minnesota  
BMI Project No.: 0F1.130113

Honorable Mayor and City Council:

The bid letting for the above-referenced project was held on January 21, 2025, at 11:00 a.m. Eight bids were received and read. After the bid opening, we consulted with Hulstein Excavating about their bid, and they realized that they made an error in not completing the Add Alternate A section of their bid form. Since they did not comply with the contract requirements, they have withdrawn their bid. In accordance with contract requirements, a unit price bid tabulation was prepared. Based upon the tabulation of actual unit prices, the low bidder for the project is Ulland Brothers, Inc. of Albert Lea, Minnesota. A breakdown of the total bid amounts and the engineer's estimate is as follows. A detailed tabulation of the bids is also included.

<b>Bidders</b>	<b>Base Bid</b>	<b>Add Alternate A</b>	<b>Add Alternate B</b>
Ulland Brothers, Inc.	\$825,448.84	\$190,908.25	\$134,779.50
M.R. Paving & Excavating, Inc.	\$826,390.16	\$212,814.28	\$159,669.58
Nielsen Blacktopping & Concrete, Inc.	\$831,984.70	\$225,396.02	\$157,925.12
Duininck, Inc.	\$897,129.90	\$205,422.50	\$157,797.50
OMG Midwest dba Minnesota Paving & Materials	\$905,501.00	\$259,996.25	\$195,377.25
Shoreline Landscaping & Contracting	\$1,145,288.46	\$188,812.55	\$111,821.10
Urban Companies	\$1,228,330.35	\$269,735.00	\$228,210.00
<i>Engineer's Estimate</i>	<i>\$867,697.00</i>	<i>\$235,382.00</i>	<i>\$181,232.00</i>

The total amount of the low bid for the Base Bid is \$825,448.84, which is \$39,248.16 below the engineer's estimate. Base Bid plus Add Alternate A (concrete trail) is \$1,016,357.09, which is \$86,721.91 below the engineer's estimate. The total amount of the low bid for the Base Bid plus Add Alternate B (asphalt trail) is \$960,228.34, which is \$88,700.66 below the engineer's estimate. We believe it would be in the City's best interest to proceed with these improvements at this time. We believe that the remaining 7 bids received are competitive and responsive.

Therefore, at this time, and with the understanding that the contractor will provide the necessary bonds and insurance as required by the contract, we recommend that the City proceed with this project and

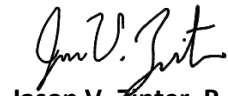
Honorable Mayor & City Council  
City of Fairmont  
January 31, 2025  
Page 2

award the contract to Ulland Brothers. Depending on the available budget for construction, the City can choose to award one of three options:

1. Base Bid = \$825,448.84
2. Base Bid + Add Alternate A = \$1,016,357.09
3. Base Bid + Add Alternate B = \$960,228.34

Please feel free to contact me if you have any questions, concerns, or need additional information.

Sincerely,  
**Bolton & Menk, Inc.**



**Jason V. Zinter, P.E.**  
Senior Project Engineer

cc: Matthew York, Director of Public Works/Utilities

Encl.

# ABSTRACT OF BIDS

Gomsrud Park Improvements - Phase 1

City of Fairmont, MN

BMI Project No. OF1.130113

Bid Date: January 21, 2025  
 Bid Time: 11:00 a.m.

ITEM NO.	ITEM	APPROX. QUANT.	UNIT	Engineer's Estimate		1		2		3	
				Bolton & Menk, Inc.		Ulland Brothers, Inc.		M.R. Paving & Excavating, Inc.		Nielsen Blacktopping & Concrete, Inc.	
				UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
<b>BASE BID</b>											
1	MOBILIZATION	1	LUMP SUM	\$65,000.00	\$65,000.00	\$63,000.00	\$63,000.00	\$65,026.42	\$65,026.42	\$100,000.00	\$100,000.00
2	REMOVE CURB AND GUTTER	975	LIN FT	\$5.00	\$4,875.00	\$5.00	\$4,875.00	\$2.68	\$2,613.00	\$3.80	\$3,705.00
3	REMOVE BITUMINOUS PAVEMENT	4620	SQ YD	\$5.00	\$23,100.00	\$4.00	\$18,480.00	\$2.66	\$12,289.20	\$1.58	\$7,299.60
4	REMOVE CONCRETE WALK	45	SQ YD	\$10.00	\$450.00	\$10.00	\$450.00	\$7.82	\$351.90	\$4.00	\$180.00
5	REMOVE BOAT RAMP	145	SQ YD	\$40.00	\$5,800.00	\$40.00	\$5,800.00	\$30.38	\$4,405.10	\$15.00	\$2,175.00
6	REMOVE SIGN	3	EACH	\$250.00	\$750.00	\$110.00	\$330.00	\$178.09	\$534.27	\$55.00	\$165.00
7	EXCAVATION - COMMON (P)	1790	CU YD	\$22.00	\$39,380.00	\$17.00	\$30,430.00	\$19.70	\$35,263.00	\$17.51	\$31,342.90
8	EXCAVATION - SUBGRADE	160	CU YD	\$28.00	\$4,480.00	\$11.00	\$1,760.00	\$20.75	\$3,320.00	\$15.15	\$2,424.00
9	COMMON EMBANKMENT (CV) (P)	895	CU YD	\$40.00	\$35,800.00	\$10.00	\$8,950.00	\$61.77	\$55,284.15	\$15.54	\$13,908.30
10	STABILIZING AGGREGATE	160	CU YD	\$70.00	\$11,200.00	\$30.00	\$4,800.00	\$78.28	\$12,524.80	\$69.36	\$11,097.60
11	GEOTEXTILE FABRIC TYPE 7	480	SQ YD	\$5.00	\$2,400.00	\$3.00	\$1,440.00	\$3.56	\$1,708.80	\$2.47	\$1,185.60
12	EXPLORATORY EXCAVATION	10	HOUR	\$350.00	\$3,500.00	\$340.00	\$3,400.00	\$475.74	\$4,757.40	\$225.00	\$2,250.00
13	STREET SWEEPER (WITH PICKUP BROOM)	15	HOUR	\$200.00	\$3,000.00	\$170.00	\$2,550.00	\$147.51	\$2,212.65	\$150.00	\$2,250.00
14	AGGREGATE BASE CLASS 5	1450	TON	\$25.00	\$36,250.00	\$31.00	\$44,950.00	\$18.31	\$26,549.50	\$31.46	\$45,617.00
15	6" CONCRETE PAVEMENT	4260	SQ YD	\$75.00	\$319,500.00	\$78.25	\$333,345.00	\$74.81	\$318,690.60	\$74.77	\$318,520.20
16	BITUMINOUS PATCH	65	SQ YD	\$100.00	\$6,500.00	\$70.00	\$4,550.00	\$65.45	\$4,254.25	\$100.00	\$6,500.00
17	CONCRETE STEPS	1	LUMP SUM	\$4,000.00	\$4,000.00	\$4,100.00	\$4,100.00	\$9,418.91	\$9,418.91	\$13,000.00	\$13,000.00
18	PIPE RAILING	16	LIN FT	\$250.00	\$4,000.00	\$360.00	\$5,760.00	\$361.24	\$5,779.84	\$275.00	\$4,400.00
19	RIPRAP, CLASS II	80	TON	\$150.00	\$12,000.00	\$80.00	\$6,400.00	\$147.37	\$11,789.60	\$80.47	\$6,437.60
20	6" STORM SEWER PIPE	400	LIN FT	\$45.00	\$18,000.00	\$50.00	\$20,000.00	\$28.94	\$11,576.00	\$13.05	\$5,220.00
21	8" STORM SEWER PIPE	84	LIN FT	\$55.00	\$4,620.00	\$70.00	\$5,880.00	\$43.42	\$3,647.28	\$33.17	\$2,786.28
22	4" UNDERDRAIN	200	LIN FT	\$20.00	\$4,000.00	\$20.00	\$4,000.00	\$11.27	\$2,254.00	\$6.00	\$1,200.00
23	8" CONCRETE HEADWALL	1	EACH	\$1,200.00	\$1,200.00	\$11,000.00	\$11,000.00	\$1,071.29	\$1,071.29	\$1,070.00	\$1,070.00
24	NYLOPLAST DRAIN BASIN	4.7	LIN FT	\$500.00	\$2,350.00	\$1,550.00	\$7,285.00	\$1,300.80	\$6,113.76	\$2,475.00	\$11,632.50
25	6" RISER INLET	2	EACH	\$1,000.00	\$2,000.00	\$650.00	\$1,300.00	\$677.72	\$1,355.44	\$440.00	\$880.00
26	4" CLEANOUT	5	EACH	\$500.00	\$2,500.00	\$500.00	\$2,500.00	\$627.58	\$3,137.90	\$283.00	\$1,415.00
27	RAIN GUARDIAN TURRET PRETREATMENT CHAMBER	3	EACH	\$2,500.00	\$7,500.00	\$9,350.00	\$28,050.00	\$4,342.37	\$13,027.11	\$4,000.00	\$12,000.00
28	INSTALL PRECAST CONCRETE BOAT RAMP PANELS	26	EACH	\$500.00	\$13,000.00	\$1,425.00	\$37,050.00	\$855.71	\$22,248.46	\$500.00	\$13,000.00
29	1.5" CLEAN ROCK	80	TON	\$75.00	\$6,000.00	\$40.00	\$3,200.00	\$56.07	\$4,485.60	\$75.00	\$6,000.00
30	4" CONCRETE SIDEWALK	1345	SQ FT	\$10.00	\$13,450.00	\$8.00	\$10,760.00	\$9.36	\$12,589.20	\$9.50	\$12,777.50
31	6" CONCRETE SIDEWALK	120	SQ FT	\$15.00	\$1,800.00	\$9.50	\$1,140.00	\$14.47	\$1,736.40	\$11.00	\$1,320.00
32	CONCRETE CURB & GUTTER DESIGN B618	1128	LIN FT	\$30.00	\$33,840.00	\$32.00	\$36,096.00	\$34.36	\$38,758.08	\$39.00	\$43,992.00
33	CONCRETE VALLEY GUTTER	190	LIN FT	\$40.00	\$7,600.00	\$45.00	\$8,550.00	\$70.26	\$13,349.40	\$60.00	\$11,400.00
34	TRAFFIC CONTROL	1	LUMP SUM	\$8,000.00	\$8,000.00	\$3,520.00	\$3,520.00	\$3,545.95	\$3,545.95	\$5,000.00	\$5,000.00

# ABSTRACT OF BIDS

Gomsrud Park Improvements - Phase 1

City of Fairmont, MN

BMI Project No. OF1.130113

Bid Date: January 21, 2025  
 Bid Time: 11:00 a.m.

ITEM NO.	ITEM	APPROX. QUANT.	UNIT	Engineer's Estimate		1		2		3	
				Bolton & Menk, Inc.		Ulland Brothers, Inc.		M.R. Paving & Excavating, Inc.		Nielsen Blacktopping & Concrete, Inc.	
				UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
35	HANDICAP PARKING SIGN & POST	2	EACH	\$500.00	\$1,000.00	\$550.00	\$1,100.00	\$577.78	\$1,155.56	\$550.00	\$1,100.00
36	4" SOLID LINE PAINT GR IN	2900	LIN FT	\$6.00	\$17,400.00	\$1.90	\$5,510.00	\$1.90	\$5,510.00	\$5.50	\$15,950.00
37	PAVEMENT MESSAGE PAINT GR IN	94.3	SQ FT	\$40.00	\$3,772.00	\$8.80	\$829.84	\$8.87	\$836.44	\$33.00	\$3,111.90
38	FLOTATION SILT CURTAIN TYPE STILL WATER	360	LIN FT	\$20.00	\$7,200.00	\$12.00	\$4,320.00	\$12.19	\$4,388.40	\$12.00	\$4,320.00
39	STORM DRAIN INLET PROTECTION	4	EACH	\$200.00	\$800.00	\$200.00	\$800.00	\$158.05	\$632.20	\$160.00	\$640.00
40	STABILIZED CONSTRUCTION EXIT	1	LUMP SUM	\$3,000.00	\$3,000.00	\$1,500.00	\$1,500.00	\$2,542.86	\$2,542.86	\$1,600.00	\$1,600.00
41	SEDIMENT CONTROL LOG TYPE STRAW	710	LIN FT	\$5.00	\$3,550.00	\$3.30	\$2,343.00	\$3.32	\$2,357.20	\$3.41	\$2,421.10
42	SEDIMENT CONTROL LOG TYPE ROCK	90	LIN FT	\$10.00	\$900.00	\$3.40	\$306.00	\$3.44	\$309.60	\$5.50	\$495.00
43	TEMPORARY EROSION CONTROL BLANKET	1475	SQ YD	\$4.00	\$5,900.00	\$1.90	\$2,802.50	\$1.90	\$2,802.50	\$1.21	\$1,784.75
44	SEEDING TURF AREAS - PARK MIX	0.2	ACRE	\$14,000.00	\$2,800.00	\$8,800.00	\$1,760.00	\$8,864.88	\$1,772.98	\$13,500.00	\$2,700.00
45	EROSION CONTROL BLANKET	990	SQ YD	\$4.00	\$3,960.00	\$1.90	\$1,881.00	\$1.90	\$1,881.00	\$3.30	\$3,267.00
46	TEMPORARY SEEDING	0.2	ACRE	\$4,000.00	\$800.00	\$8,800.00	\$1,760.00	\$8,864.88	\$1,772.98	\$500.00	\$100.00
47	SEEDING LAKESHORE AREAS - LAKESHORE MIX	145	SQ YD	\$7.00	\$1,015.00	\$19.50	\$2,827.50	\$19.70	\$2,856.50	\$6.60	\$957.00
48	LARGE TREES (2.5'-3" CAL.)	3	EACH	\$1,000.00	\$3,000.00	\$825.00	\$2,475.00	\$831.07	\$2,493.21	\$950.00	\$2,850.00
49	SMALL TREES (8'-10' HGT.)	4	EACH	\$900.00	\$3,600.00	\$630.00	\$2,520.00	\$637.16	\$2,548.64	\$900.00	\$3,600.00
50	SHRUBS (2'-3' HGT.)	56	EACH	\$90.00	\$5,040.00	\$71.50	\$4,004.00	\$72.02	\$4,033.12	\$82.50	\$4,620.00
51	ORNAMENTAL GRASSES (2 GAL. CONTAINER)	93	EACH	\$65.00	\$6,045.00	\$33.00	\$3,069.00	\$33.25	\$3,092.25	\$60.50	\$5,626.50
52	PLANTING MIXTURE	146	CU YD	\$150.00	\$21,900.00	\$55.00	\$8,030.00	\$55.40	\$8,088.40	\$66.00	\$9,636.00
53	SHREDDED HARDWOOD MULCH (PLANTING PITS & BEDS)	194	SQ YD	\$20.00	\$3,880.00	\$93.50	\$18,139.00	\$94.19	\$18,272.86	\$88.00	\$17,072.00
54	SOD (NATIVE PRAIRIE SOD)	291	SQ YD	\$110.00	\$32,010.00	\$58.00	\$16,878.00	\$58.45	\$17,008.95	\$85.80	\$24,967.80
55	PLANTING MEDIUM	117	CU YD	\$125.00	\$14,625.00	\$10.00	\$1,170.00	\$99.73	\$11,668.41	\$95.00	\$11,115.00
56	DRAINAGE LAYER (WASHED, COARSE SAND)	48	CU YD	\$100.00	\$4,800.00	\$95.00	\$4,560.00	\$49.86	\$2,393.28	\$61.34	\$2,944.32
57	DRAINAGE LAYER (WASHED RIVER ROCK MULCH)	32	CU YD	\$150.00	\$4,800.00	\$120.00	\$3,840.00	\$145.16	\$4,645.12	\$110.00	\$3,520.00
58	DRAINAGE LAYER (SEPARATION GEOTEXTILE FABRIC)	291	SQ YD	\$5.00	\$1,455.00	\$3.00	\$873.00	\$4.99	\$1,452.09	\$2.75	\$800.25
59	STORMWATER FLUME (CRUSHED STONE-1.5"-3")	1.5	CU YD	\$750.00	\$1,125.00	\$320.00	\$480.00	\$110.80	\$166.20	\$175.00	\$262.50
60	METAL EDGING (5" W/STAKES)	225	LIN FT	\$15.00	\$3,375.00	\$20.00	\$4,500.00	\$19.95	\$4,488.75	\$14.30	\$3,217.50
61	TREE PROTECTION	7	EACH	\$300.00	\$2,100.00	\$210.00	\$1,470.00	\$221.63	\$1,551.41	\$165.00	\$1,155.00
<b>BASE BID TOTAL BID:</b>				<b>\$867,697.00</b>		<b>\$825,448.84</b>		<b>\$826,390.16</b>		<b>\$831,984.70</b>	
<b>ADD ALTERNATE A (CONCRETE TRAIL)</b>											
A.1	MOBILIZATION	1	LUMP SUM	\$17,000.00	\$17,000.00	\$22,000.00	\$22,000.00	\$16,740.35	\$16,740.35	\$20,000.00	\$20,000.00
A.2	REMOVE CURB & GUTTER	17	LIN FT	\$30.00	\$510.00	\$5.00	\$85.00	\$17.54	\$298.18	\$10.00	\$170.00
A.3	REMOVE CONCRETE WALK	25	SQ YD	\$18.00	\$450.00	\$20.00	\$500.00	\$12.83	\$320.75	\$10.00	\$250.00
A.4	REMOVE FENCE	20	LIN FT	\$45.00	\$900.00	\$35.00	\$700.00	\$27.48	\$549.60	\$20.00	\$400.00
A.5	SALVAGE & RESET SIGN	1	EACH	\$500.00	\$500.00	\$935.00	\$935.00	\$823.12	\$823.12	\$550.00	\$550.00

# ABSTRACT OF BIDS

Gomsrud Park Improvements - Phase 1

City of Fairmont, MN

BMI Project No. OF1.130113

Bid Date: January 21, 2025  
 Bid Time: 11:00 a.m.

ITEM NO.	ITEM	APPROX. QUANT.	UNIT	1		2		3			
				Engineer's Estimate		Ulland Brothers, Inc.		M.R. Paving & Excavating, Inc.		Nielsen Blacktopping & Concrete, Inc.	
				Bolton & Menk, Inc.		Albert Lea, MN		New Ulm, MN		Kasota, MN	
		UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT		
A.6	EXCAVATION - COMMON (P)	1205	CU YD	\$25.00	\$30,125.00	\$17.00	\$20,485.00	\$22.57	\$27,196.85	\$29.00	\$34,945.00
A.7	COMMON EMBANKMENT (CV) (P)	475	CU YD	\$40.00	\$19,000.00	\$10.00	\$4,750.00	\$62.19	\$29,540.25	\$19.00	\$9,025.00
A.8	4" CONCRETE TRAIL	1805	SQ YD	\$70.00	\$126,350.00	\$63.30	\$114,256.50	\$61.54	\$111,079.70	\$74.05	\$133,660.25
A.9	4" CONCRETE SIDEWALK	410	SQ FT	\$11.00	\$4,510.00	\$8.25	\$3,382.50	\$9.51	\$3,899.10	\$9.25	\$3,792.50
A.10	6" CONCRETE SIDEWALK	25	SQ FT	\$25.00	\$625.00	\$11.25	\$281.25	\$15.47	\$386.75	\$12.00	\$300.00
A.11	TRUNCATED DOMES	9	SQ FT	\$200.00	\$1,800.00	\$90.00	\$810.00	\$77.57	\$698.13	\$75.00	\$675.00
A.12	CONCRETE CURB & GUTTER DESIGN B618	17	LIN FT	\$50.00	\$850.00	\$33.00	\$561.00	\$49.86	\$847.62	\$50.00	\$850.00
A.13	8" STORM SEWER PIPE	22	LIN FT	\$65.00	\$1,430.00	\$62.00	\$1,364.00	\$62.23	\$1,369.06	\$35.00	\$770.00
A.14	10" STORM SEWER PIPE	20	LIN FT	\$80.00	\$1,600.00	\$64.00	\$1,280.00	\$63.96	\$1,279.20	\$40.00	\$800.00
A.15	STORM DRAIN INLET PROTECTION	2	EACH	\$200.00	\$400.00	\$200.00	\$400.00	\$158.05	\$316.10	\$155.00	\$310.00
A.16	SEDIMENT CONTROL LOG TYPE STRAW	560	LIN FT	\$5.00	\$2,800.00	\$3.30	\$1,848.00	\$3.32	\$1,859.20	\$3.41	\$1,909.60
A.17	SEDIMENT CONTROL LOG TYPE ROCK	10	LIN FT	\$10.00	\$100.00	\$5.50	\$55.00	\$5.54	\$55.40	\$5.50	\$55.00
A.18	TEMPORARY EROSION CONTROL BLANKET	2265	SQ YD	\$4.00	\$9,060.00	\$1.90	\$4,303.50	\$1.90	\$4,303.50	\$1.21	\$2,740.65
A.19	SEED TURF/LOW MAINTENANCE AREAS	0.5	ACRE	\$10,000.00	\$5,000.00	\$5,000.00	\$2,500.00	\$4,986.48	\$2,493.24	\$10,000.00	\$5,000.00
A.20	EROSION CONTROL BLANKET	2265	SQ YD	\$4.00	\$9,060.00	\$1.90	\$4,303.50	\$1.90	\$4,303.50	\$3.30	\$7,474.50
A.21	TEMPORARY SEEDING	0.5	ACRE	\$4,000.00	\$2,000.00	\$5,000.00	\$2,500.00	\$4,986.48	\$2,493.24	\$1,000.00	\$500.00
A.22	SWALE SEEDING - PIONEER MIX	164	SQ YD	\$8.00	\$1,312.00	\$22.00	\$3,608.00	\$11.96	\$1,961.44	\$7.43	\$1,218.52
<b>ADD ALTERNATE A TOTAL BID:</b>				<b>\$235,382.00</b>	<b>\$190,908.25</b>	<b>\$212,814.28</b>	<b>\$225,396.02</b>				
<b>ADD ALTERNATE B (BITUMINOUS TRAIL)</b>											
B.1	MOBILIZATION	1.00	LUMP SUM	\$17,000.00	\$17,000.00	\$6,000.00	\$6,000.00	\$17,294.40	\$17,294.40	\$20,000.00	\$20,000.00
B.2	REMOVE CURB & GUTTER	17.00	LIN FT	\$30.00	\$510.00	\$5.00	\$85.00	\$17.54	\$298.18	\$10.00	\$170.00
B.3	REMOVE CONCRETE WALK	25.00	SQ YD	\$18.00	\$450.00	\$20.00	\$500.00	\$12.83	\$320.75	\$10.00	\$250.00
B.4	REMOVE FENCE	20.00	LIN FT	\$45.00	\$900.00	\$35.00	\$700.00	\$27.48	\$549.60	\$20.00	\$400.00
B.5	SALVAGE & RESET SIGN	1.00	EACH	\$500.00	\$500.00	\$935.00	\$935.00	\$823.12	\$823.12	\$550.00	\$550.00
B.6	EXCAVATION - COMMON (P)	1,205.00	CU YD	\$25.00	\$30,125.00	\$17.00	\$20,485.00	\$22.57	\$27,196.85	\$29.00	\$34,945.00
B.7	COMMON EMBANKMENT (CV) (P)	475.00	CU YD	\$40.00	\$19,000.00	\$10.00	\$4,750.00	\$62.19	\$29,540.25	\$19.00	\$9,025.00
B.8	3" BITUMINOUS TRAIL	1,805.00	SQ YD	\$40.00	\$72,200.00	\$41.55	\$74,997.75	\$31.79	\$57,380.95	\$36.67	\$66,189.35
B.9	4" CONCRETE SIDEWALK	410.00	SQ FT	\$11.00	\$4,510.00	\$10.25	\$4,202.50	\$9.51	\$3,899.10	\$9.25	\$3,792.50
B.10	6" CONCRETE SIDEWALK	25.00	SQ FT	\$25.00	\$625.00	\$11.25	\$281.25	\$15.47	\$386.75	\$12.00	\$300.00
B.11	TRUNCATED DOMES	9.00	SQ FT	\$200.00	\$1,800.00	\$90.00	\$810.00	\$77.57	\$698.13	\$75.00	\$675.00
B.12	CONCRETE CURB & GUTTER DESIGN B618	17.00	LIN FT	\$50.00	\$850.00	\$33.00	\$561.00	\$49.86	\$847.62	\$50.00	\$850.00
B.13	8" STORM SEWER PIPE	22.00	LIN FT	\$65.00	\$1,430.00	\$62.00	\$1,364.00	\$62.23	\$1,369.06	\$35.00	\$770.00
B.14	10" STORM SEWER PIPE	20.00	LIN FT	\$80.00	\$1,600.00	\$64.00	\$1,280.00	\$63.96	\$1,279.20	\$40.00	\$800.00
B.15	STORM DRAIN INLET PROTECTION	2.00	EACH	\$200.00	\$400.00	\$200.00	\$400.00	\$158.05	\$316.10	\$155.00	\$310.00

# ABSTRACT OF BIDS

Gomsrud Park Improvements - Phase 1

City of Fairmont, MN

BMI Project No. OF1.130113

Bid Date: January 21, 2025  
 Bid Time: 11:00 a.m.

ITEM NO.	ITEM	APPROX. QUANT.	UNIT	1		2		3			
				Engineer's Estimate		Ulland Brothers, Inc.		M.R. Paving & Excavating, Inc.		Nielsen Blacktopping & Concrete, Inc.	
				Bolton & Menk, Inc.		Albert Lea, MN		New Ulm, MN		Kasota, MN	
		UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT		
B.16	SEDIMENT CONTROL LOG TYPE STRAW	560.00	LIN FT	\$5.00	\$2,800.00	\$3.30	\$1,848.00	\$3.32	\$1,859.20	\$3.41	\$1,909.60
B.17	SEDIMENT CONTROL LOG TYPE ROCK	10.00	LIN FT	\$10.00	\$100.00	\$5.50	\$55.00	\$5.54	\$55.40	\$5.50	\$55.00
B.18	TEMPORARY EROSION CONTROL BLANKET	2,265.00	SQ YD	\$4.00	\$9,060.00	\$1.90	\$4,303.50	\$1.90	\$4,303.50	\$1.21	\$2,740.65
B.19	SEED TURF/LOW MAINTENANCE AREAS	0.50	ACRE	\$10,000.00	\$5,000.00	\$4,950.00	\$2,475.00	\$4,986.48	\$2,493.24	\$10,000.00	\$5,000.00
B.20	EROSION CONTROL BLANKET	2,265.00	SQ YD	\$4.00	\$9,060.00	\$1.90	\$4,303.50	\$1.90	\$4,303.50	\$3.30	\$7,474.50
B.21	TEMPORARY SEEDING	0.50	ACRE	\$4,000.00	\$2,000.00	\$4,950.00	\$2,475.00	\$4,986.48	\$2,493.24	\$1,000.00	\$500.00
B.22	SWALE SEEDING - PIONEER MIX	164.00	SQ YD	\$8.00	\$1,312.00	\$12.00	\$1,968.00	\$11.96	\$1,961.44	\$7.43	\$1,218.52
<b>ADD ALTERNATE B TOTAL BID:</b>				<b>\$181,232.00</b>	<b>\$134,779.50</b>	<b>\$159,669.58</b>	<b>\$157,925.12</b>				
<b>TOTAL AMOUNT BID (BASE):</b>				<b>\$867,697.00</b>	<b>\$825,448.84</b>	<b>\$826,390.16</b>	<b>\$831,984.70</b>				
<b>TOTAL AMOUNT BID CONCRETE TRAIL (BASE + ADD ALTERNATE A):</b>				<b>\$1,103,079.00</b>	<b>\$1,016,357.09</b>	<b>\$1,039,204.44</b>	<b>\$1,057,380.72</b>				
<b>TOTAL AMOUNT BID BITUMINOUS TRAIL (BASE + ADD ALTERNATE B):</b>				<b>\$1,048,929.00</b>	<b>\$960,228.34</b>	<b>\$986,059.74</b>	<b>\$989,909.82</b>				



# ABSTRACT OF BIDS

Gomsrud Park Improvements - Phase 1

City of Fairmont, MN

BMI Project No. OF1.130113

Bid Date: January 21, 2025  
Bid Time: 11:00 a.m.

ITEM NO.	ITEM	APPROX. QUANT.	UNIT	4		5		6		7	
				Duininck, Inc.		OMG Midwest		Shoreline Landscaping & Contracting		Urban Companies, LLC	
				Prinsburg, MN		Mankato, MN		Chisago City, MN		St. Paul, MN	
				UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
<b>BASE BID</b>											
1	MOBILIZATION	1	LUMP SUM	\$75,000.00	\$75,000.00	\$72,000.00	\$72,000.00	\$83,680.00	\$83,680.00	\$160,000.00	\$160,000.00
2	REMOVE CURB AND GUTTER	975	LIN FT	\$10.00	\$9,750.00	\$7.00	\$6,825.00	\$15.81	\$15,414.75	\$12.00	\$11,700.00
3	REMOVE BITUMINOUS PAVEMENT	4620	SQ YD	\$6.50	\$30,030.00	\$4.00	\$18,480.00	\$13.12	\$60,614.40	\$15.00	\$69,300.00
4	REMOVE CONCRETE WALK	45	SQ YD	\$25.00	\$1,125.00	\$21.25	\$956.25	\$15.00	\$675.00	\$20.00	\$900.00
5	REMOVE BOAT RAMP	145	SQ YD	\$35.00	\$5,075.00	\$50.00	\$7,250.00	\$116.00	\$16,820.00	\$35.00	\$5,075.00
6	REMOVE SIGN	3	EACH	\$100.00	\$300.00	\$150.00	\$450.00	\$125.00	\$375.00	\$115.00	\$345.00
7	EXCAVATION - COMMON (P)	1790	CU YD	\$20.00	\$35,800.00	\$23.00	\$41,170.00	\$25.00	\$44,750.00	\$32.00	\$57,280.00
8	EXCAVATION - SUBGRADE	160	CU YD	\$10.00	\$1,600.00	\$27.50	\$4,400.00	\$28.50	\$4,560.00	\$60.00	\$9,600.00
9	COMMON EMBANKMENT (CV) (P)	895	CU YD	\$17.00	\$15,215.00	\$24.80	\$22,196.00	\$22.50	\$20,137.50	\$25.00	\$22,375.00
10	STABILIZING AGGREGATE	160	CU YD	\$30.00	\$4,800.00	\$69.00	\$11,040.00	\$83.65	\$13,384.00	\$75.00	\$12,000.00
11	GEOTEXTILE FABRIC TYPE 7	480	SQ YD	\$3.50	\$1,680.00	\$4.50	\$2,160.00	\$3.00	\$1,440.00	\$7.00	\$3,360.00
12	EXPLORATORY EXCAVATION	10	HOUR	\$400.00	\$4,000.00	\$300.00	\$3,000.00	\$235.00	\$2,350.00	\$250.00	\$2,500.00
13	STREET SWEEPER (WITH PICKUP BROOM)	15	HOUR	\$150.00	\$2,250.00	\$250.00	\$3,750.00	\$83.50	\$1,252.50	\$200.00	\$3,000.00
14	AGGREGATE BASE CLASS 5	1450	TON	\$28.00	\$40,600.00	\$37.00	\$53,650.00	\$52.40	\$75,980.00	\$42.00	\$60,900.00
15	6" CONCRETE PAVEMENT	4260	SQ YD	\$87.00	\$370,620.00	\$79.50	\$338,670.00	\$98.21	\$418,374.60	\$99.00	\$421,740.00
16	BITUMINOUS PATCH	65	SQ YD	\$200.00	\$13,000.00	\$105.00	\$6,825.00	\$28.00	\$1,820.00	\$224.00	\$14,560.00
17	CONCRETE STEPS	1	LUMP SUM	\$10,000.00	\$10,000.00	\$7,850.00	\$7,850.00	\$11,380.00	\$11,380.00	\$8,800.00	\$8,800.00
18	PIPE RAILING	16	LIN FT	\$400.00	\$6,400.00	\$350.00	\$5,600.00	\$356.00	\$5,696.00	\$400.00	\$6,400.00
19	RIPRAP, CLASS II	80	TON	\$80.00	\$6,400.00	\$172.00	\$13,760.00	\$120.00	\$9,600.00	\$100.00	\$8,000.00
20	6" STORM SEWER PIPE	400	LIN FT	\$25.00	\$10,000.00	\$21.00	\$8,400.00	\$42.30	\$16,920.00	\$30.00	\$12,000.00
21	8" STORM SEWER PIPE	84	LIN FT	\$35.00	\$2,940.00	\$33.75	\$2,835.00	\$58.00	\$4,872.00	\$40.00	\$3,360.00
22	4" UNDERDRAIN	200	LIN FT	\$15.00	\$3,000.00	\$19.60	\$3,920.00	\$8.00	\$1,600.00	\$30.00	\$6,000.00
23	8" CONCRETE HEADWALL	1	EACH	\$1,000.00	\$1,000.00	\$1,100.00	\$1,100.00	\$3,510.00	\$3,510.00	\$1,000.00	\$1,000.00
24	NYLOPLAST DRAIN BASIN	4.7	LIN FT	\$1,500.00	\$7,050.00	\$1,250.00	\$5,875.00	\$2,241.00	\$10,532.70	\$1,500.00	\$7,050.00
25	6" RISER INLET	2	EACH	\$450.00	\$900.00	\$552.00	\$1,104.00	\$430.00	\$860.00	\$800.00	\$1,600.00
26	4" CLEANOUT	5	EACH	\$250.00	\$1,250.00	\$520.00	\$2,600.00	\$380.00	\$1,900.00	\$700.00	\$3,500.00
27	RAIN GUARDIAN TURRET PRETREATMENT CHAMBER	3	EACH	\$4,000.00	\$12,000.00	\$4,200.00	\$12,600.00	\$6,320.00	\$18,960.00	\$3,500.00	\$10,500.00
28	INSTALL PRECAST CONCRETE BOAT RAMP PANELS	26	EACH	\$850.00	\$22,100.00	\$400.00	\$10,400.00	\$3,819.00	\$99,294.00	\$2,500.00	\$65,000.00
29	1.5" CLEAN ROCK	80	TON	\$60.00	\$4,800.00	\$108.00	\$8,640.00	\$83.50	\$6,680.00	\$80.00	\$6,400.00
30	4" CONCRETE SIDEWALK	1345	SQ FT	\$12.00	\$16,140.00	\$12.80	\$17,216.00	\$9.12	\$12,266.40	\$11.00	\$14,795.00
31	6" CONCRETE SIDEWALK	120	SQ FT	\$17.00	\$2,040.00	\$31.00	\$3,720.00	\$15.21	\$1,825.20	\$21.00	\$2,520.00
32	CONCRETE CURB & GUTTER DESIGN B618	1128	LIN FT	\$38.00	\$42,864.00	\$38.00	\$42,864.00	\$56.21	\$63,404.88	\$50.00	\$56,400.00
33	CONCRETE VALLEY GUTTER	190	LIN FT	\$65.00	\$12,350.00	\$51.00	\$9,690.00	\$58.00	\$11,020.00	\$65.00	\$12,350.00
34	TRAFFIC CONTROL	1	LUMP SUM	\$3,200.00	\$3,200.00	\$12,500.00	\$12,500.00	\$2,800.00	\$2,800.00	\$10,000.00	\$10,000.00

# ABSTRACT OF BIDS

Gomsrud Park Improvements - Phase 1

City of Fairmont, MN

BMI Project No. OF1.130113

Bid Date: January 21, 2025  
Bid Time: 11:00 a.m.

ITEM NO.	ITEM	APPROX. QUANT.	UNIT	4		5		6		7	
				Duininck, Inc.		OMG Midwest		Shoreline Landscaping & Contracting		Urban Companies, LLC	
				Prinsburg, MN		Mankato, MN		Chisago City, MN		St. Paul, MN	
				UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
35	HANDICAP PARKING SIGN & POST	2	EACH	\$500.00	\$1,000.00	\$510.00	\$1,020.00	\$500.00	\$1,000.00	\$575.00	\$1,150.00
36	4" SOLID LINE PAINT GR IN	2900	LIN FT	\$1.71	\$4,959.00	\$2.30	\$6,670.00	\$5.50	\$15,950.00	\$6.00	\$17,400.00
37	PAVEMENT MESSAGE PAINT GR IN	94.3	SQ FT	\$8.00	\$754.40	\$10.00	\$943.00	\$32.00	\$3,017.60	\$34.50	\$3,253.35
38	FLOTATION SILT CURTAIN TYPE STILL WATER	360	LIN FT	\$20.00	\$7,200.00	\$20.00	\$7,200.00	\$22.50	\$8,100.00	\$40.00	\$14,400.00
39	STORM DRAIN INLET PROTECTION	4	EACH	\$150.00	\$600.00	\$190.00	\$760.00	\$200.00	\$800.00	\$400.00	\$1,600.00
40	STABILIZED CONSTRUCTION EXIT	1	LUMP SUM	\$500.00	\$500.00	\$3,500.00	\$3,500.00	\$1,500.00	\$1,500.00	\$3,000.00	\$3,000.00
41	SEDIMENT CONTROL LOG TYPE STRAW	710	LIN FT	\$3.40	\$2,414.00	\$3.50	\$2,485.00	\$3.00	\$2,130.00	\$10.00	\$7,100.00
42	SEDIMENT CONTROL LOG TYPE ROCK	90	LIN FT	\$5.00	\$450.00	\$5.20	\$468.00	\$6.00	\$540.00	\$10.00	\$900.00
43	TEMPORARY EROSION CONTROL BLANKET	1475	SQ YD	\$1.10	\$1,622.50	\$1.25	\$1,843.75	\$3.65	\$5,383.75	\$3.00	\$4,425.00
44	SEEDING TURF AREAS - PARK MIX	0.2	ACRE	\$12,000.00	\$2,400.00	\$12,000.00	\$2,400.00	\$3,200.00	\$640.00	\$20,000.00	\$4,000.00
45	EROSION CONTROL BLANKET	990	SQ YD	\$3.00	\$2,970.00	\$3.00	\$2,970.00	\$2.56	\$2,534.40	\$3.00	\$2,970.00
46	TEMPORARY SEEDING	0.2	ACRE	\$500.00	\$100.00	\$500.00	\$100.00	\$2,800.00	\$560.00	\$20,000.00	\$4,000.00
47	SEEDING LAKESHORE AREAS - LAKESHORE MIX	145	SQ YD	\$6.00	\$870.00	\$6.00	\$870.00	\$2.21	\$320.45	\$10.00	\$1,450.00
48	LARGE TREES (2.5'-3" CAL.)	3	EACH	\$1,000.00	\$3,000.00	\$850.00	\$2,550.00	\$835.00	\$2,505.00	\$1,250.00	\$3,750.00
49	SMALL TREES (8'-10' HGT.)	4	EACH	\$950.00	\$3,800.00	\$800.00	\$3,200.00	\$435.00	\$1,740.00	\$900.00	\$3,600.00
50	SHRUBS (2'-3' HGT.)	56	EACH	\$85.00	\$4,760.00	\$75.00	\$4,200.00	\$35.00	\$1,960.00	\$125.00	\$7,000.00
51	ORNAMENTAL GRASSES (2 GAL. CONTAINER)	93	EACH	\$55.00	\$5,115.00	\$55.00	\$5,115.00	\$15.33	\$1,425.69	\$60.00	\$5,580.00
52	PLANTING MIXTURE	146	CU YD	\$60.00	\$8,760.00	\$60.00	\$8,760.00	\$58.34	\$8,517.64	\$75.00	\$10,950.00
53	SHREDDED HARDWOOD MULCH (PLANTING PITS & BEDS)	194	SQ YD	\$80.00	\$15,520.00	\$80.00	\$15,520.00	\$80.00	\$15,520.00	\$10.00	\$1,940.00
54	SOD (NATIVE PRAIRIE SOD)	291	SQ YD	\$78.00	\$22,698.00	\$78.00	\$22,698.00	\$43.00	\$12,513.00	\$65.00	\$18,915.00
55	PLANTING MEDIUM	117	CU YD	\$130.00	\$15,210.00	\$200.00	\$23,400.00	\$38.60	\$4,516.20	\$60.00	\$7,020.00
56	DRAINAGE LAYER (WASHED, COARSE SAND)	48	CU YD	\$150.00	\$7,200.00	\$170.00	\$8,160.00	\$32.00	\$1,536.00	\$50.00	\$2,400.00
57	DRAINAGE LAYER (WASHED RIVER ROCK MULCH)	32	CU YD	\$150.00	\$4,800.00	\$240.00	\$7,680.00	\$83.65	\$2,676.80	\$90.00	\$2,880.00
58	DRAINAGE LAYER (SEPARATION GEOTEXTILE FABRIC)	291	SQ YD	\$3.00	\$873.00	\$12.00	\$3,492.00	\$3.00	\$873.00	\$7.00	\$2,037.00
59	STORMWATER FLUME (CRUSHED STONE-1.5"-3")	1.5	CU YD	\$200.00	\$300.00	\$980.00	\$1,470.00	\$120.00	\$180.00	\$100.00	\$150.00
60	METAL EDGING (5" W/STAKES)	225	LIN FT	\$13.00	\$2,925.00	\$15.00	\$3,375.00	\$12.00	\$2,700.00	\$18.00	\$4,050.00
61	TREE PROTECTION	7	EACH	\$150.00	\$1,050.00	\$165.00	\$1,155.00	\$200.00	\$1,400.00	\$300.00	\$2,100.00
<b>BASE BID TOTAL BID:</b>				<b>\$897,129.90</b>		<b>\$905,501.00</b>		<b>\$1,145,288.46</b>		<b>\$1,228,330.35</b>	
<b>ADD ALTERNATE A (CONCRETE TRAIL)</b>											
A.1	MOBILIZATION	1	LUMP SUM	\$7,500.00	\$7,500.00	\$40,000.00	\$40,000.00	\$5,401.00	\$5,401.00	\$26,000.00	\$26,000.00
A.2	REMOVE CURB & GUTTER	17	LIN FT	\$10.00	\$170.00	\$25.00	\$425.00	\$12.00	\$204.00	\$12.00	\$204.00
A.3	REMOVE CONCRETE WALK	25	SQ YD	\$30.00	\$750.00	\$22.00	\$550.00	\$8.00	\$200.00	\$20.00	\$500.00
A.4	REMOVE FENCE	20	LIN FT	\$30.00	\$600.00	\$52.00	\$1,040.00	\$3.00	\$60.00	\$20.00	\$400.00
A.5	SALVAGE & RESET SIGN	1	EACH	\$850.00	\$850.00	\$860.00	\$860.00	\$850.00	\$850.00	\$975.00	\$975.00

# ABSTRACT OF BIDS

Gomsrud Park Improvements - Phase 1

City of Fairmont, MN

BMI Project No. OF1.130113

Bid Date: January 21, 2025  
 Bid Time: 11:00 a.m.

ITEM NO.	ITEM	APPROX. QUANT.	UNIT	4		5		6		7	
				Duininck, Inc.		OMG Midwest		Shoreline Landscaping & Contracting		Urban Companies, LLC	
				Prinsburg, MN		Mankato, MN		Chisago City, MN		St. Paul, MN	
				UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
A.6	EXCAVATION - COMMON (P)	1205	CU YD	\$15.00	\$18,075.00	\$26.00	\$31,330.00	\$22.00	\$26,510.00	\$32.00	\$38,560.00
A.7	COMMON EMBANKMENT (CV) (P)	475	CU YD	\$15.00	\$7,125.00	\$32.00	\$15,200.00	\$18.00	\$8,550.00	\$25.00	\$11,875.00
A.8	4" CONCRETE TRAIL	1805	SQ YD	\$80.00	\$144,400.00	\$79.00	\$142,595.00	\$67.50	\$121,837.50	\$78.00	\$140,790.00
A.9	4" CONCRETE SIDEWALK	410	SQ FT	\$12.00	\$4,920.00	\$11.50	\$4,715.00	\$9.00	\$3,690.00	\$11.00	\$4,510.00
A.10	6" CONCRETE SIDEWALK	25	SQ FT	\$16.00	\$400.00	\$32.35	\$808.75	\$15.21	\$380.25	\$21.00	\$525.00
A.11	TRUNCATED DOMES	9	SQ FT	\$70.00	\$630.00	\$90.00	\$810.00	\$70.00	\$630.00	\$104.00	\$936.00
A.12	CONCRETE CURB & GUTTER DESIGN B618	17	LIN FT	\$55.00	\$935.00	\$45.00	\$765.00	\$41.00	\$697.00	\$50.00	\$850.00
A.13	8" STORM SEWER PIPE	22	LIN FT	\$35.00	\$770.00	\$75.00	\$1,650.00	\$58.00	\$1,276.00	\$40.00	\$880.00
A.14	10" STORM SEWER PIPE	20	LIN FT	\$45.00	\$900.00	\$88.00	\$1,760.00	\$88.00	\$1,760.00	\$50.00	\$1,000.00
A.15	STORM DRAIN INLET PROTECTION	2	EACH	\$150.00	\$300.00	\$195.00	\$390.00	\$150.00	\$300.00	\$400.00	\$800.00
A.16	SEDIMENT CONTROL LOG TYPE STRAW	560	LIN FT	\$3.40	\$1,904.00	\$3.40	\$1,904.00	\$3.00	\$1,680.00	\$10.00	\$5,600.00
A.17	SEDIMENT CONTROL LOG TYPE ROCK	10	LIN FT	\$5.00	\$50.00	\$5.00	\$50.00	\$6.00	\$60.00	\$10.00	\$100.00
A.18	TEMPORARY EROSION CONTROL BLANKET	2265	SQ YD	\$1.10	\$2,491.50	\$1.10	\$2,491.50	\$2.65	\$6,002.25	\$3.00	\$6,795.00
A.19	SEED TURF/LOW MAINTENANCE AREAS	0.5	ACRE	\$9,000.00	\$4,500.00	\$9,000.00	\$4,500.00	\$3,200.00	\$1,600.00	\$20,000.00	\$10,000.00
A.20	EROSION CONTROL BLANKET	2265	SQ YD	\$3.00	\$6,795.00	\$3.00	\$6,795.00	\$2.35	\$5,322.75	\$3.00	\$6,795.00
A.21	TEMPORARY SEEDING	0.5	ACRE	\$500.00	\$250.00	\$500.00	\$250.00	\$2,800.00	\$1,400.00	\$20,000.00	\$10,000.00
A.22	SWALE SEEDING - PIONEER MIX	164	SQ YD	\$6.75	\$1,107.00	\$6.75	\$1,107.00	\$2.45	\$401.80	\$10.00	\$1,640.00
<b>ADD ALTERNATE A TOTAL BID:</b>					<b>\$205,422.50</b>		<b>\$259,996.25</b>		<b>\$188,812.55</b>		<b>\$269,735.00</b>
<b>ADD ALTERNATE B (BITUMINOUS TRAIL)</b>											
B.1	MOBILIZATION	1.00	LUMP SUM	\$5,000.00	\$5,000.00	\$40,000.00	\$40,000.00	\$5,295.50	\$5,295.50	\$22,000.00	\$22,000.00
B.2	REMOVE CURB & GUTTER	17.00	LIN FT	\$10.00	\$170.00	\$25.00	\$425.00	\$12.00	\$204.00	\$12.00	\$204.00
B.3	REMOVE CONCRETE WALK	25.00	SQ YD	\$30.00	\$750.00	\$22.00	\$550.00	\$8.00	\$200.00	\$20.00	\$500.00
B.4	REMOVE FENCE	20.00	LIN FT	\$30.00	\$600.00	\$52.00	\$1,040.00	\$3.00	\$60.00	\$20.00	\$400.00
B.5	SALVAGE & RESET SIGN	1.00	EACH	\$850.00	\$850.00	\$860.00	\$860.00	\$850.00	\$850.00	\$975.00	\$975.00
B.6	EXCAVATION - COMMON (P)	1,205.00	CU YD	\$15.00	\$18,075.00	\$26.00	\$31,330.00	\$22.00	\$26,510.00	\$32.00	\$38,560.00
B.7	COMMON EMBANKMENT (CV) (P)	475.00	CU YD	\$15.00	\$7,125.00	\$32.00	\$15,200.00	\$18.00	\$8,550.00	\$60.00	\$28,500.00
B.8	3" BITUMINOUS TRAIL	1,805.00	SQ YD	\$55.00	\$99,275.00	\$43.20	\$77,976.00	\$25.00	\$45,125.00	\$48.00	\$86,640.00
B.9	4" CONCRETE SIDEWALK	410.00	SQ FT	\$12.00	\$4,920.00	\$11.50	\$4,715.00	\$9.12	\$3,739.20	\$11.00	\$4,510.00
B.10	6" CONCRETE SIDEWALK	25.00	SQ FT	\$16.00	\$400.00	\$32.35	\$808.75	\$15.21	\$380.25	\$21.00	\$525.00
B.11	TRUNCATED DOMES	9.00	SQ FT	\$70.00	\$630.00	\$90.00	\$810.00	\$70.00	\$630.00	\$104.00	\$936.00
B.12	CONCRETE CURB & GUTTER DESIGN B618	17.00	LIN FT	\$55.00	\$935.00	\$45.00	\$765.00	\$41.00	\$697.00	\$50.00	\$850.00
B.13	8" STORM SEWER PIPE	22.00	LIN FT	\$35.00	\$770.00	\$75.00	\$1,650.00	\$58.00	\$1,276.00	\$40.00	\$880.00
B.14	10" STORM SEWER PIPE	20.00	LIN FT	\$45.00	\$900.00	\$88.00	\$1,760.00	\$88.00	\$1,760.00	\$50.00	\$1,000.00
B.15	STORM DRAIN INLET PROTECTION	2.00	EACH	\$150.00	\$300.00	\$195.00	\$390.00	\$150.00	\$300.00	\$400.00	\$800.00

# ABSTRACT OF BIDS

Gomsrud Park Improvements - Phase 1

City of Fairmont, MN

BMI Project No. OF1.130113

Bid Date: January 21, 2025  
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ITEM NO.	ITEM	APPROX. QUANT.	UNIT	4		5		6		7	
				Duininck, Inc.		OMG Midwest		Shoreline Landscaping & Contracting		Urban Companies, LLC	
				Prinsburg, MN		Mankato, MN		Chisago City, MN		St. Paul, MN	
				UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
B.16	SEDIMENT CONTROL LOG TYPE STRAW	560.00	LIN FT	\$3.40	\$1,904.00	\$3.40	\$1,904.00	\$3.00	\$1,680.00	\$10.00	\$5,600.00
B.17	SEDIMENT CONTROL LOG TYPE ROCK	10.00	LIN FT	\$5.00	\$50.00	\$5.00	\$50.00	\$6.00	\$60.00	\$10.00	\$100.00
B.18	TEMPORARY EROSION CONTROL BLANKET	2,265.00	SQ YD	\$1.10	\$2,491.50	\$1.10	\$2,491.50	\$2.45	\$5,549.25	\$3.00	\$6,795.00
B.19	SEED TURF/LOW MAINTENANCE AREAS	0.50	ACRE	\$9,000.00	\$4,500.00	\$9,000.00	\$4,500.00	\$2,800.00	\$1,400.00	\$20,000.00	\$10,000.00
B.20	EROSION CONTROL BLANKET	2,265.00	SQ YD	\$3.00	\$6,795.00	\$3.00	\$6,795.00	\$2.54	\$5,753.10	\$3.00	\$6,795.00
B.21	TEMPORARY SEEDING	0.50	ACRE	\$500.00	\$250.00	\$500.00	\$250.00	\$2,800.00	\$1,400.00	\$20,000.00	\$10,000.00
B.22	SWALE SEEDING - PIONEER MIX	164.00	SQ YD	\$6.75	\$1,107.00	\$6.75	\$1,107.00	\$2.45	\$401.80	\$10.00	\$1,640.00
<b>ADD ALTERNATE B TOTAL BID:</b>					<b>\$157,797.50</b>		<b>\$195,377.25</b>		<b>\$111,821.10</b>		<b>\$228,210.00</b>
<b>TOTAL AMOUNT BID (BASE):</b>					<b>\$897,129.90</b>		<b>\$905,501.00</b>		<b>\$1,145,288.46</b>		<b>\$1,228,330.35</b>
<b>TOTAL AMOUNT BID CONCRETE TRAIL (BASE + ADD ALTERNATE A):</b>					<b>\$1,102,552.40</b>		<b>\$1,165,497.25</b>		<b>\$1,334,101.01</b>		<b>\$1,498,065.35</b>
<b>TOTAL AMOUNT BID BITUMINOUS TRAIL (BASE + ADD ALTERNATE B):</b>					<b>\$1,054,927.40</b>		<b>\$1,100,878.25</b>		<b>\$1,257,109.56</b>		<b>\$1,456,540.35</b>

# CITY OF FAIRMONT, MN

## CONSTRUCTION PLANS FOR

# GOMSRUD PARK IMPROVEMENTS - PHASE 1

GRADING, AGGREGATE BASE, BITUMINOUS PAVEMENT, PRECAST BOAT RAMP  
CONCRETE PAVEMENT, CONCRETE TRAIL & STORMWATER FILTRATION

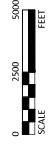
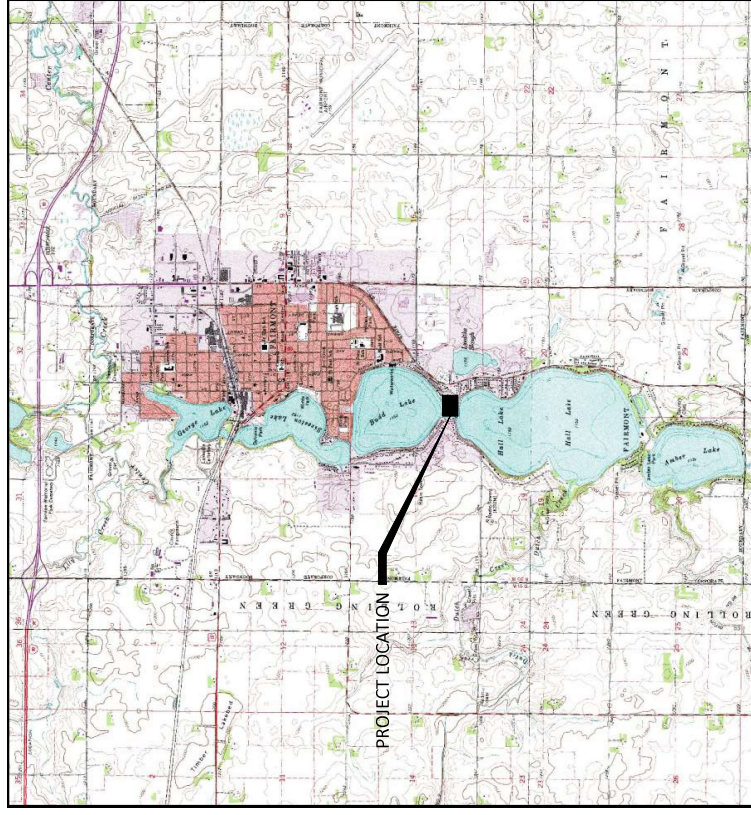
DECEMBER 2024

SHEET NUMBER	SHEET TITLE
GENERAL	TITLE SHEET & LEGEND
G0.01 - G0.02	STATEMENT OF ESTIMATED QUANTITIES
G1.01	

SHEET NUMBER	SHEET TITLE
CIVIL	EXISTING CONDITIONS & REMOVALS PLAN
C0.01 - C0.04	DETAILS
C1.01 - C1.02	EROSION CONTROL PLAN, SWPPP
C2.01 - C2.07	GRADING PLAN
C3.01	NOT USED
C4	NOT USED
C5.01	STORM SEWER PLAN
C6.01 - C6.03	PARKING LOT PLAN
C6.04 - C6.09	TRAIL PLAN & PROFILE
C7	NOT USED
C8	NOT USED
C9	NOT USED

LANDSCAPE	LANDSCAPE PLAN
L1.01 - L1.04	
L2.01 - L2.02	STORMWATER MANAGEMENT AREAS

THIS PLAN SET CONTAINS 35 SHEETS.



MAP LEGEND  
PROJECT LIMITS

MAP OF THE  
CITY OF FAIRMONT  
MARTIN COUNTY, MN

- RESOURCE LIST**
- CITY OF FAIRMONT**  
 City Hall  
 100 Downtown Plaza  
 Fairmont, MN 56031  
 (507) 235-9461
- UTILITIES**  
**GAS**  
 Minnesota Energy Resources  
 Phil Armstrong  
 (507) 235-9607
- COMMUNICATION**  
 Minnesota Communications  
 Chuck Sabin  
 (713) 541-1941
- MIDCO**  
 Derrick Abraham  
 (208) 980-5523
- Public Works/Public Utilities Director:**  
 Matthew York  
 (507) 238-3942
- Public Works Superintendent:**  
 Nick Lundy  
 (507) 235-9330
- Water/Wastewater Superintendent:**  
 Matty Berg  
 (507) 235-6789
- Records Reproduction Superintendent:**  
 Mike Hoken  
 (507) 235-6811
- Interim City Administrator:**  
 Jeff O'Hell
- Mayor: Lee Baarts**
- City Council Members:**  
 Michele Miller  
 Jay Maynard  
 Randy Labrecque  
 Wayne Hesk

NOTE: EXISTING UTILITY INFORMATION SHOWN ON THIS PLAN HAS BEEN PROVIDED BY THE UTILITY OWNER. THE CONTRACTOR SHALL FIELD VERIFY EXACT LOCATIONS PRIOR TO COMMENCING CONSTRUCTION AS REQUIRED BY STATE LAW. CONTACT THE STATE ONE CALL, 1-800-252-1166 OR 651-454-0002.

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS BASED ON THE RECORD DRAWING INFORMATION. THIS UTILITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF C/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."

DESIGNED BY: JACOB J. JENSEN  
 DRAWN BY: JACOB J. JENSEN  
 CHECKED BY: JACOB J. JENSEN  
 DATE: DECEMBER 11, 2024



1501 SOUTH STATE ST., SUITE 100  
 FAIRMONT, MINNESOTA 56031  
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 www.boltonmenk.com



RECORDED DRAWING INFORMATION	PROJECT DATUM: MARTIN COUNTY	SHEET
DATE: 12/11/2024	HORIZONTAL: NAD 83 (96 AD)	G0.01
DATE: 12/11/2024	VERTICAL: NAVD 83	TITLE SHEET

BM=1160.44 TOP NUT HYDRANT OAK BEACH DR CUL-DE-SAC NE CORNER OF SITE	BM=1167.36 BRASS DISK SE CORNER LAIR ROAD BRIDGE SW CORNER OF SITE
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EXISTING TOPOGRAPHIC SYMBOLS

	ACCESS GRATE		REGULATION STATION GAS
	AIR CONDITION UNIT		SATELLITE DISH
	ANTENNA		SIGN NON TRAFFIC
	AUTO SPRINKLER CONNECTION		SIGN TRAFFIC
	BARRICADE PERMANENT		SIGNAL CONTROL CABINET
	BASKETBALL POST		SOIL BORING
	BENCH		SIREN
	BIRD FEEDER		TELEPHONE BOOTH
	BOLLARD		TILE INLET
	BUSH		TILE OUTLET
	CATCH BASIN RECTANGULAR CASTING		TILE RISER
	CATCH BASIN CIRCULAR CASTING		TRANSFORMER ELECTRIC
	CURB STOP		TREE CONIFEROUS
	CLEAN OUT		TREE DEAD
	CULVERT END		TREE-DECIDUOUS
	DRINKING FOUNTAIN		TREE STUMP
	DOWN SPOUT		TRAFFIC ARM BARRIER
	FILL PIPE		TRAFFIC SIGNAL
	FIRE HYDRANT		TRASH CAN
	FLAG POLE		UTILITY MARKER
	FLARED END / APRON		VALVE
	FUEL PUMP		VALVE POST INDICATOR
	GRILL		VALVE VAULT
	GUY WIRE ANCHOR		VAULT
	HANDHOLE		VENT PIPE
	HANDICAP SPACE		WATER SPIGOT
	IRRIGATION SPRINKLER HEAD		WELL
	IRRIGATION VALVE BOX		WETLAND DEHYDRATED MARKER
	LIFT STATION CONTROL PANEL		WETLAND
	LIGHT ON POLE		WET WELL
	LIGHT-GROUND		YARD HYDRANT
	MAILBOX		
	MANHOLE-COMMUNICATION		
	MANHOLE-ELECTRIC		
	MANHOLE-GAS		
	MANHOLE-HEAT		
	MANHOLE-SANITARY SEWER		
	MANHOLE-Storm Sewer		
	MANHOLE-UTILITY		
	MANHOLE-WATER		
	METER		
	ORDER MICROPHONE		
	PARKING METER		
	PAVEMENT MARKING		
	PEDESTAL-COMMUNICATION		
	PEDESTAL-ELECTRIC		
	PEDESTRIAN PUSH BUTTON		
	PICNIC TABLE		
	POLE-UTILITY		
	POLE-BRACE		
	POST		
	RAILROAD SIGNAL POLE		

PROPOSED TOPOGRAPHIC SYMBOLS

	CLEANOUT		FIRE HYDRANT
	MANHOLE		WATER VALVE
	LIFT STATION		WATER REDUCER
	STORM SEWER CIRCULAR CASTING		WATER BEND
	STORM SEWER RECTANGULAR CASTING		WATER TEE
	STORM SEWER FLARED END / APRON		WATER CROSS
	STORM SEWER OUTLET STRUCTURE		WATER SLEEVE
	STORM SEWER OVERFLOW STRUCTURE		WATER CAP / PLUG
	CURB BOX		RIP RAP
	ORDER MICROPHONE		DRAINAGE FLOW
	PARKING METER		TRAFFIC SIGNS

SURVEY SYMBOLS

	BENCHMARK LOCATION		CAST IRON MONUMENT
	CONTROL POINT		STONE MONUMENT
	MONUMENT FOUND		

EXISTING TOPOGRAPHIC LINES

	RETAINING WALL
	FENCE DECORATIVE
	GUARD RAIL
	TREE LINE
	BUSH LINE

SURVEY LINES

	CONTROLLED ACCESS
	BOUNDARY
	CENTERLINE
	EXISTING EASEMENT LINE
	PROPOSED EASEMENT LINE
	EXISTING LOT LINE
	PROPOSED LOT LINE
	EXISTING RIGHT-OF-WAY
	PROPOSED RIGHT-OF-WAY
	SETBACK LINE
	QUARTER LINE
	SIXTEENTH LINE
	TEMPORARY EASEMENT

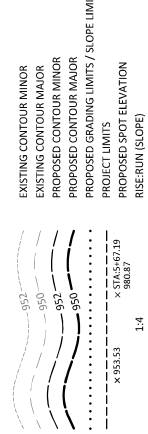
EXISTING UTILITY LINES

	FORCE MAIN
	SANITARY SEWER
	STORM SEWER
	STORM SEWER DRAIN TILE
	WATERMAIN
	WATER SERVICE

PROPOSED UTILITY LINES

	FORCE MAIN
	SANITARY SEWER
	STORM SEWER
	STORM SEWER DRAIN TILE
	WATERMAIN
	WATER SERVICE
	TRENCHLESS PIPE (PLAN VIEW)
	TRENCHLESS PIPE (PROFILE VIEW)

GRADING INFORMATION



HATCH PATTERNS

	BITUMINOUS
	CONCRETE
	GRAVEL

EXISTING PRIVATE UTILITY LINES

NOTE: UTILITY INFORMATION SHOWN ON THIS PLAN HAS BEEN PROVIDED BY THE UTILITY OWNER. THE CONTRACTOR SHALL FIELD VERIFY EXACT LOCATIONS PRIOR TO COMMENCING CONSTRUCTION AS REQUIRED BY STATE LAW. NOTIFY GOPHERS STATE ONE CALL 1-800-252-4186 OR 651-494-0002.

THE SURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D UNLESS OTHERWISE NOTED. THIS UTILITY LEVEL WAS DETERMINED USING THE FOLLOWING CRITERIA: UTILITIES WITHIN THE BOUNDARIES OF C/ASSE 38-02, ENCLOSED, STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA:

_____	UNDERGROUND FIBER OPTIC
_____	UNDERGROUND ELECTRIC
_____	UNDERGROUND GAS
_____	UNDERGROUND COMMUNICATION
_____	OVERHEAD ELECTRIC
_____	OVERHEAD COMMUNICATION
_____	OVERHEAD UTILITY

UTILITIES IDENTIFIED WITH A QUALITY LEVEL:

LINE TYPES FOLLOW THE FORMAT: UTILITY TYPE - QUALITY LEVEL  
 EXAMPLE: 12" UNDERGROUND GAS - QUALITY LEVEL A

UTILITY QUALITY LEVEL (A,B,C,D) DEFINITIONS CAN BE FOUND IN C/ASSE 38-02.

UTILITY QUALITY LEVELS:

QUALITY LEVEL C: PROVIDES THE MOST BASIC LEVEL OF INFORMATION. IT INVOLVES COLLECTING DATA FROM EXISTING UTILITY RECORDS, PRELIMINARY FIELD DRAWINGS, DISTRIBUTION AND SERVICES MAPS, EXISTING GEOGRAPHIC INFORMATION SYSTEM DATABASES, CONSTRUCTION PLANS, ETC.

QUALITY LEVEL D: INVOLVES SURVEYING VISIBLE SUBSURFACE UTILITY STRUCTURES SUCH AS MANHOLES, HAND-HOLES, UTILITY VALVES AND WATER PIPES, PEDESTALS AND UTILITY MARKERS, AND THEN CORRELATING THE INFORMATION WITH EXISTING UTILITY RECORDS TO CREATE COMPOSITE DRAWINGS. INCLUDES QUALITY LEVEL D ACTIVITIES.

QUALITY LEVEL B: INVOLVES DESIGNATING THE HORIZONTAL POSITION OF SUBSURFACE UTILITIES THROUGH SURFACE DETECTION METHODS AND COLLECTING THE INFORMATION THROUGH A SURVEY METHOD. INCLUDES QUALITY LEVEL C AND D TASKS.

QUALITY LEVEL A: PROVIDES THE HIGHEST LEVEL OF ACCURACY. IT INVOLVES LOCATING OR POT-HOLING UTILITIES AS WELL AS ACTIVITIES IN QUALITY LEVELS B, C, AND D. THE LOCATED FACILITY INFORMATION IS SURVEYED AND MAPPED AND THE DATA PROVIDES PRECISE PLAN AND PROFILE INFORMATION.

ABBREVIATIONS

A	ALGEBRAIC DIFFERENCE	GRAV	GRAVEL	RSC	RIGID STEEL CONDUIT
ADJ	ADJUST	GU	GUTTER	RT	RIGHT
ALT	ALTERNATE	GV	GATE VALVE	SAN	SANITARY SEWER
B-B	BACK TO BACK	HOPE	HIGH DENSITY POLYETHYLENE	SCH	SCHEDULE
BIT	BITUMINOUS	HH	HANDHOLE	SERV	SERVICE
BUDS	BUILDING	HP	HIGH POINT	SHLD	SHOULDER
BMP	BEST MANAGEMENT PRACTICE	HWL	HIGH WATER LEVEL	STA	STATION
BR	BEGIN RADIUS	HYD	HYDRANT	STD	STANDARD
BV	BUTTERFLY VALVE	I	INVERT	STM	STORM SEWER
CB	CURB BASIN	K	CURVE COEFFICIENT	TC	TOP OF CURB
C&G	CLUB AND GUTTER	L	LENGTH	TE	TEMPORARY EASEMENT
CP	CURED-IN-PLACE PIPE	LO	LOWEST OPENING	TEMP	TEMPORARY
CPP	CENTER LINE	LP	LOW POINT	THT	TOP NOT HYDRANT
CL	CLASS	LT	LEFT	TP	TOP OF PIPE
CLV	CUVERT	MAX	MAXIMUM	TRP	TYPICAL
CMP	CORRUGATED METAL PIPE	MH	MANHOLE	VCP	VERTIFIED CLAY PIPE
C.O.	CHANGE ORDER	MIN	MINIMUM	VERT	VERTICAL
COMM	COMMUNICATION	MR	MID RADIUS	VPI	VERTICAL POINT OF CURVE
CON	CONCRETE	NIC	NOT IN CONTRACT	VPT	VERTICAL POINT OF INTERSECTION
CSP	CORRUGATED STEEL PIPE	NMC	NON-METALLIC CONDUIT	WM	WATERMAIN
DA	DIAMETER	NWL	NORMAL WATER LEVEL		
DIP	DUCTILE IRON PIPE	OHV	ORDINARY HIGH WATER LEVEL		
DWY	DRIVEWAY	PC	POINT OF CURVE	AC	ACRES
E	EXTERNAL CURVE DISTANCE	PCC	POINT OF COMPOUND CURVE	CF	CUBIC FEET
ELEC	ELECTRIC	PE	PERMANENT EASEMENT	CV	COMPACTED VOLUME
ELEV	ELEVATION	PED	PEDESTRIAN, PEDESTAL	CY	CUBIC YARD
EOF	EMERGENCY OVERFLOW	PERF	PERFORATED PIPE	EA	EACH
ER	END RADIUS	PERM	PERMANENT	EV	EXCAVATED VOLUME
ESMT	EASEMENT	PI	POINT OF INTERSECTION	LB	POUND
EX	EXISTING	PL	PROPERTY LINE	LF	LINEAR FEET
FES	FLARED END SECTION	PRC	POINT OF REVERSE CURVE	LS	LUMP SUM
FF	FACE TO FACE	PT	POINT OF TANGENT	LV	LOOSE VOLUME
FFL	FINISHED FLOOR	PVC	POLYVINYL CHLORIDE PIPE	SF	SQUARE FEET
F&I	FURNISH AND INSTALL	PVM	PAVEMENT	SV	STOCKPILE VOLUME
FM	FORCE MAIN	R	RADIUS		
FO	FIELD OPTIC	R/W	RIGHT-OF-WAY		
F.O.	FIELD ORDER	BCP	REINFORCED CONCRETE PIPE		
GRAN	GRANULAR	RET	RETAINING		

ISSUED	REV	DATE	BY	CHKD
	01	12/17/2024	JAZ	
	02	06/17/2024	JAZ	
	03	12/17/2024	JAZ	
	04	12/17/2024	JAZ	
	05	12/17/2024	JAZ	
	06	12/17/2024	JAZ	

**FAIRMONT**  
 1500 SOUTH STATE ST., SUITE 100  
 FAIRMONT, MINNESOTA 56001  
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 www.boltonmenk.com

**BOLTON & MENK**  
 PROJECT NO. 24-001  
 DATE: DECEMBER 11, 2024

**JACQUES J. JAZ**  
 PROJECT ENGINEER  
 LICENSE NO. 123456789  
 STATE OF MINNESOTA

ITEM NO.	ITEM	NOTES	UNIT	TOTAL QUANTITY
1	MOBILIZATION		LUMP SUM	1.00
2	REMOVE CURB AND GUTTER	(1)	LN FT	975.00
3	REMOVE BITUMINOUS PAVEMENT		SCYD	4,920.00
4	REMOVE CONCRETE WALK		SCYD	45.00
5	REMOVE BOAT RAMP		EACH	145.00
6	REMOVE SIGN		EACH	3.00
7	EXCAVATION - COMMON (P)		CU YD	1,790.00
8	EXCAVATION - SUBGRADE	(2)	CU YD	180.00
9	COMMON EMBANKMENT (CV) (P)		CU YD	895.00
10	STABILIZING AGGREGATE	(2)	CU YD	180.00
11	GEOTEXTILE FABRIC TYPE 7	(2)	SCYD	480.00
12	EXPORT/IMPORT EXCAVATION	(3)	HOUR	10.00
13	STREET SWEEP/SPRINT WITH PICKUP (BROOM)		HOUR	15.00
14	AGGREGATE BASE CLASS 5	(4)	TON	1,450.00
15	CONCRETE PAVEMENT		SCYD	4,260.00
16	BITUMINOUS PATCH		SCYD	65.00
17	CONCRETE STEPS		LUMP SUM	1.00
18	PIPE ROLLING	(5)	LN FT	15.00
19	WIPERS, GLOVES	(6)	TON	80.00
20	8" STORM SEWER PIPE		LN FT	480.00
21	8" STORM SEWER PIPE		LN FT	84.00
22	4" UNDERPAVING		LN FT	200.00
23	8" CONCRETE HEADWALL	(7)	EACH	1.00
24	INTEGRATED DRAIN BASIN	(8)	EACH	4.70
25	4" CLEAROUT	(9)	EACH	2.00
26	INSTALL PRECAST CONCRETE BOAT RAMP PANELS	(9)	EACH	28.00
27	1.5" CLEAN ROCK	(12)	TON	80.00
28	4" CONCRETE SIDEWALK	(10)	SCYD	1,345.00
29	8" CONCRETE SIDEWALK	(10)(11)	SCYD	120.00
30	CONCRETE CURB & GUTTER DESIGN B618		LN FT	1,128.00
31	CONCRETE VALLET GUTTER		LN FT	190.00
32	TRAFFIC CONTROL		LUMP SUM	1.00
33	HANDICAP PARKING SIGN & POST		EACH	2.00
34	4" SOLID LINE PAINT GR IN		LN FT	2,980.00
35	PAVEMENT MESSAGE PAINT GR IN		LN FT	94.50
36	FLOTATION SILL CORNER TYPE STILL WATER		SCYD	36.00
37	STABILIZED CONSTRUCTION EXIT		EACH	4.00
38	STABILIZED CONSTRUCTION EXIT		LUMP SUM	1.00
39	STORM DRAIN INLET PROTECTION		LN FT	70.00
40	SEDIMENT CONTROL LOG TYPE STRAW		LN FT	90.00
41	SEDIMENT CONTROL LOG TYPE ROCK	(13)	SCYD	1,475.00
42	TEMPORARY EROSION CONTROL BLANKET	(14)	ACRE	0.20
43	SEEDING TURF AREAS - PARK WALK	(15)	SCYD	990.00
44	EROSION CONTROL BLANKET	(15)	ACRE	0.20
45	TEMPORARY SEEDING	(14)	SCYD	145.00
46	SEEDING LAKESHORE AREAS - LAKESHORE MIX	(14)	EACH	4.00
47	SMALL TREES (2'-5' CAL)		EACH	4.00
48	SMALL TREES (6'-10' HGT)		EACH	50.00
49	ORNAMENTAL GRASSES (2 GAL CONTAINER)		EACH	93.00
50	PLANTING MIXTURE	(19)	CU YD	146.00
51	PLANTING MIXTURE		SCYD	194.00
52	PREPARED HARDWOOD MULCH (PAINTING PITS & BEFS)	(15)	SCYD	291.00
53	SCD (NETIVE FRAME SOD)	(16)	CU YD	17.00
54	PLANTING MEDIUM	(17)	CU YD	48.00
55	DRAINAGE LAYER (WASHED CORNELL SAND)	(17)	CU YD	32.00
56	DRAINAGE LAYER (WASHED INFER ROCK MULCH)	(17)	SCYD	291.00
57	DRAINAGE LAYER (SEPARATION GEOTEXTILE FABRIC)	(17)	CU YD	1.50
58	STORMWATER FLOOR (CRUSHED STONE 1.5"-3")	(18)	CU YD	225.00
59	METAL EDGING (5" W/STAKES)		LN FT	7.00
60	TREE PROTECTION		EACH	7.00

ITEM NO.	ITEM	NOTES	UNIT	TOTAL QUANTITY
<b>ADD ALTERNATE A (CONCRETE TRAIL)</b>				
A.1	MOBILIZATION		LUMP SUM	1.00
A.2	REMOVE CURB & GUTTER		LN FT	17.00
A.3	REMOVE CONCRETE WALK		SCYD	25.00
A.4	REMOVE FENCE		LN FT	20.00
A.5	SAVING & RESET SIGN		EACH	1.00
A.6	EXCAVATION - COMMON (P)		CU YD	1,265.00
A.7	COMMON EMBANKMENT (CV) (P)		CU YD	475.00
A.8	4" CONCRETE TRAIL	(10)	SCYD	1,865.00
A.9	4" CONCRETE SIDEWALK	(10)	SCYD	410.00
A.10	8" CONCRETE SIDEWALK	(10)(11)	SCYD	25.00
A.11	TRUNCATED DOMES	(11)	SCYD	9.00
A.12	CONCRETE CURB & GUTTER DESIGN B618		LN FT	17.00
A.13	8" STORM SEWER PIPE		LN FT	22.00
A.14	10" STORM DRAIN INLET PROTECTION		LN FT	20.00
A.15	SEDIMENT CONTROL LOG TYPE STRAW		EACH	7.00
A.16	TEMPORARY EROSION CONTROL BLANKET		LN FT	580.00
A.17	EROSION CONTROL BLANKET	(13)	SCYD	2,265.00
A.18	SEED TURF/LOW MAINTENANCE AREAS	(14)	ACRE	0.50
A.19	TEMPORARY SEEDING	(13)	SCYD	2,265.00
A.20	EROSION CONTROL BLANKET	(14)	ACRE	0.50
A.21	TEMPORARY SEEDING	(14)	ACRE	0.50
A.22	SWALE SEEDING - PIONEER MIX	(14)	SCYD	164.00
<b>ADD ALTERNATE B (BITUMINOUS TRAIL)</b>				
B.1	MOBILIZATION		LUMP SUM	1.00
B.2	REMOVE CURB & GUTTER		LN FT	17.00
B.3	REMOVE CONCRETE WALK		SCYD	25.00
B.4	REMOVE FENCE		LN FT	20.00
B.5	SAVING & RESET SIGN		EACH	1.00
B.6	EXCAVATION - COMMON (P)		CU YD	1,265.00
B.7	COMMON EMBANKMENT (CV) (P)		CU YD	475.00
B.8	3" BITUMINOUS TRAIL	(10)	SCYD	1,865.00
B.9	4" CONCRETE SIDEWALK	(10)	SCYD	410.00
B.10	8" CONCRETE SIDEWALK	(10)(11)	SCYD	25.00
B.11	TRUNCATED DOMES	(11)	SCYD	9.00
B.12	CONCRETE CURB & GUTTER DESIGN B618		LN FT	17.00
B.13	8" STORM SEWER PIPE		LN FT	22.00
B.14	10" STORM DRAIN INLET PROTECTION		LN FT	20.00
B.15	SEDIMENT CONTROL LOG TYPE STRAW		EACH	7.00
B.16	TEMPORARY EROSION CONTROL BLANKET		LN FT	580.00
B.17	EROSION CONTROL LOG TYPE ROCK		LN FT	10.00
B.18	TEMPORARY EROSION CONTROL BLANKET	(13)	SCYD	2,265.00
B.19	SEED TURF/LOW MAINTENANCE AREAS	(14)	ACRE	0.50
B.20	EROSION CONTROL BLANKET	(14)	SCYD	2,265.00
B.21	TEMPORARY SEEDING	(13)	ACRE	0.50
B.22	SWALE SEEDING - PIONEER MIX	(14)	SCYD	164.00

- NOTES ON ESTIMATED QUANTITIES:
- INCLUDES VALLEY GUTTER
  - NOMINAL QUANTITY FOR POOR SOIL CONDITIONS, WILL VARY WITH FIELD CONDITIONS.
  - NOMINAL QUANTITY FOR MISCELLANEOUS WORK, INCLUDING EXPLORATORY EXCAVATION, AS DETERMINED BY THE ENGINEER.
  - INCLUDES BARS AND JOINTING. SEE MIN/DOT STANDARD PLANS 5-297.221.
  - INCLUDES GEOTEXTILE FILTER AND GRANULAR CUSHION.
  - INCLUDES GEOTEXTILE FILTER AND GRANULAR CUSHION.
  - SEE MIN/DOT STANDARD PLATE 313.1C FOR DETAIL.
  - INCLUDES CASTING, AS DETAIL.
  - PANELS SUPPLIED BY CITY OF FAIRMONT.
  - SEE MIN/DOT STANDARD PLANS 5-297.250 FOR ADDITIONAL ADA DETAILS.
  - CLEAN ROCK FOR FILLING IN BETWEEN AND AROUND BOAT RAMP PANELS.
  - ALL DISTURBED AREAS FALL 2024.
  - COMPLETED SPRING 2025.
  - TRAFFIC CONTROL.
  - FILTRATION BASIN A, B & C.
  - FILTRATION BASIN A & B.
  - FILTRATION BASIN B & C.
  - TREES SHRUBS, GRASSES (BEDS), & NATIVE SEEDED AREAS.

**STATEMENT OF ESTIMATED QUANTITIES**

ITEM NO.	ITEM	NOTES	UNIT	TOTAL QUANTITY
<b>ADD ALTERNATE A (CONCRETE TRAIL)</b>				
A.1	MOBILIZATION		LUMP SUM	1.00
A.2	REMOVE CURB & GUTTER		LN FT	17.00
A.3	REMOVE CONCRETE WALK		SCYD	25.00
A.4	REMOVE FENCE		LN FT	20.00
A.5	SAVING & RESET SIGN		EACH	1.00
A.6	EXCAVATION - COMMON (P)		CU YD	1,265.00
A.7	COMMON EMBANKMENT (CV) (P)		CU YD	475.00
A.8	4" CONCRETE TRAIL	(10)	SCYD	1,865.00
A.9	4" CONCRETE SIDEWALK	(10)	SCYD	410.00
A.10	8" CONCRETE SIDEWALK	(10)(11)	SCYD	25.00
A.11	TRUNCATED DOMES	(11)	SCYD	9.00
A.12	CONCRETE CURB & GUTTER DESIGN B618		LN FT	17.00
A.13	8" STORM SEWER PIPE		LN FT	22.00
A.14	10" STORM DRAIN INLET PROTECTION		LN FT	20.00
A.15	SEDIMENT CONTROL LOG TYPE STRAW		EACH	7.00
A.16	TEMPORARY EROSION CONTROL BLANKET		LN FT	580.00
A.17	EROSION CONTROL BLANKET	(13)	SCYD	2,265.00
A.18	SEED TURF/LOW MAINTENANCE AREAS	(14)	ACRE	0.50
A.19	TEMPORARY SEEDING	(13)	SCYD	2,265.00
A.20	EROSION CONTROL BLANKET	(14)	ACRE	0.50
A.21	TEMPORARY SEEDING	(14)	ACRE	0.50
A.22	SWALE SEEDING - PIONEER MIX	(14)	SCYD	164.00
<b>ADD ALTERNATE B (BITUMINOUS TRAIL)</b>				
B.1	MOBILIZATION		LUMP SUM	1.00
B.2	REMOVE CURB & GUTTER		LN FT	17.00
B.3	REMOVE CONCRETE WALK		SCYD	25.00
B.4	REMOVE FENCE		LN FT	20.00
B.5	SAVING & RESET SIGN		EACH	1.00
B.6	EXCAVATION - COMMON (P)		CU YD	1,265.00
B.7	COMMON EMBANKMENT (CV) (P)		CU YD	475.00
B.8	3" BITUMINOUS TRAIL	(10)	SCYD	1,865.00
B.9	4" CONCRETE SIDEWALK	(10)	SCYD	410.00
B.10	8" CONCRETE SIDEWALK	(10)(11)	SCYD	25.00
B.11	TRUNCATED DOMES	(11)	SCYD	9.00
B.12	CONCRETE CURB & GUTTER DESIGN B618		LN FT	17.00
B.13	8" STORM SEWER PIPE		LN FT	22.00
B.14	10" STORM DRAIN INLET PROTECTION		LN FT	20.00
B.15	SEDIMENT CONTROL LOG TYPE STRAW		EACH	7.00
B.16	TEMPORARY EROSION CONTROL BLANKET		LN FT	580.00
B.17	EROSION CONTROL LOG TYPE ROCK		LN FT	10.00
B.18	TEMPORARY EROSION CONTROL BLANKET	(13)	SCYD	2,265.00
B.19	SEED TURF/LOW MAINTENANCE AREAS	(14)	ACRE	0.50
B.20	EROSION CONTROL BLANKET	(14)	SCYD	2,265.00
B.21	TEMPORARY SEEDING	(13)	ACRE	0.50
B.22	SWALE SEEDING - PIONEER MIX	(14)	SCYD	164.00

**STATEMENT OF ESTIMATED QUANTITIES**

1500 SOUTH STATE ST, SUITE 100  
FAIRMONT, MINNESOTA 56001  
Email: fairmont@boltonmenk.com  
www.boltonmenk.com

CITY OF FAIRMONT, MINNESOTA  
GOMSRUD PARK IMPROVEMENTS - PHASE 1  
STATEMENT OF ESTIMATED QUANTITIES

DATE: DECEMBER 11, 2024

BY: JACQUELYNNE J. JONES, CIVIL ENGINEER

FOR: JACQUELYNNE J. JONES, CIVIL ENGINEER

DATE: 12/17/2024

BY: JACQUELYNNE J. JONES, CIVIL ENGINEER

FOR: JACQUELYNNE J. JONES, CIVIL ENGINEER

PROJECT NO: 2024-01

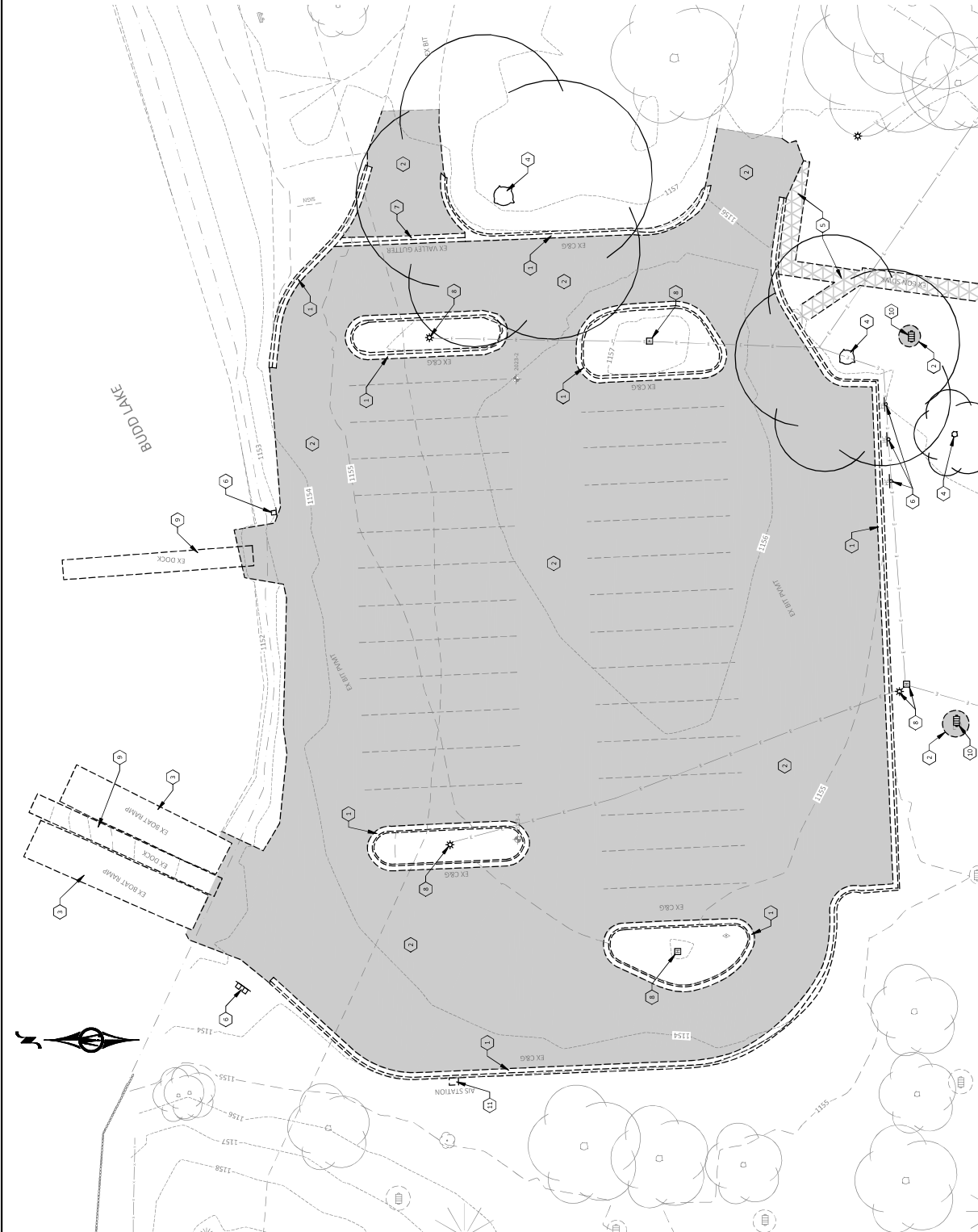
DATE: DECEMBER 11, 2024

PROJECT NO: 2024-01

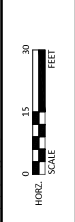
DATE: DECEMBER 11, 2024

**KEYED NOTES:**

1. REMOVE CURB & GUTTER.
2. REMOVE BITUMINOUS PAVEMENT, SAWCUT EDGE, INCIDENTAL.
3. REMOVE BOAT RAMP.
4. CLEAR & GRUB TREE, BY OTHERS.
5. REMOVE SIDEWALK, SAWCUT EDGE, INCIDENTAL.
6. REMOVE SIGN.
7. REMOVE VALLEY GUTTER.
8. LIGHT POLE/HAND HOLE REMOVAL BY OTHERS.
9. DOCK REMOVAL BY OTHERS.
10. SALVAGE EXISTING GRILL, BY OTHERS.
11. SALVAGE EXISTING AIS STATION AND BASE.



	<p>1500 SOUTH STATE ST., SUITE 300          FAIRMONT, MINNESOTA 56001          Email: <a href="mailto:Fairmont@boltonmenk.com">Fairmont@boltonmenk.com</a>  <a href="http://www.boltonmenk.com">www.boltonmenk.com</a></p>	<p><b>FAIRMONT</b></p>	<p>CITY OF FAIRMONT, MINNESOTA          GOMSRUD PARK IMPROVEMENTS - PHASE 1          EXISTING CONDITIONS &amp; REMOVALS          BOAT RAMP PARKING LOT</p>
<p>NOV 11 2024          PROJECT NO. 24-001          SHEET NO. C0.01</p>	<p>DATE: 06/27/2024          REVISION: 12/17/2024</p>	<p>DESIGNER: JYZ          CHECKER: JYZ          CONTRACT NO. 24-001</p>	<p>SHEET NO. C0.01</p>



BY THE BOARD OF SUPERVISORS OF THE CITY OF FAIRMONT, MINNESOTA  
 JACQUELYNNE J. JONES, Mayor  
 DECEMBER 11, 2024

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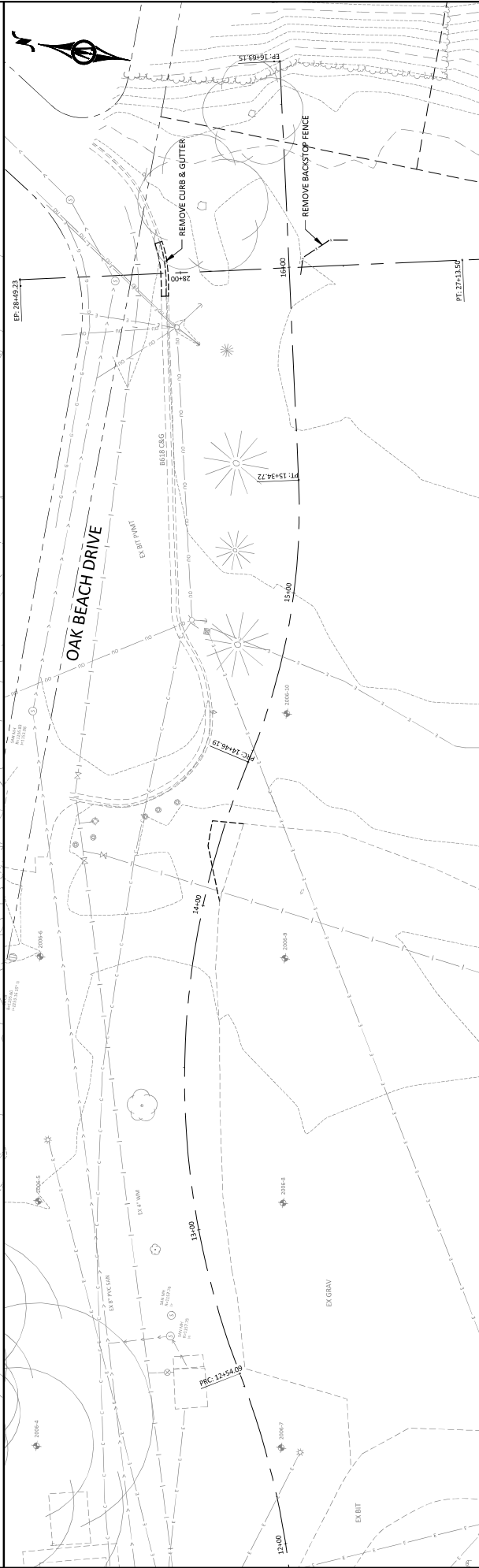
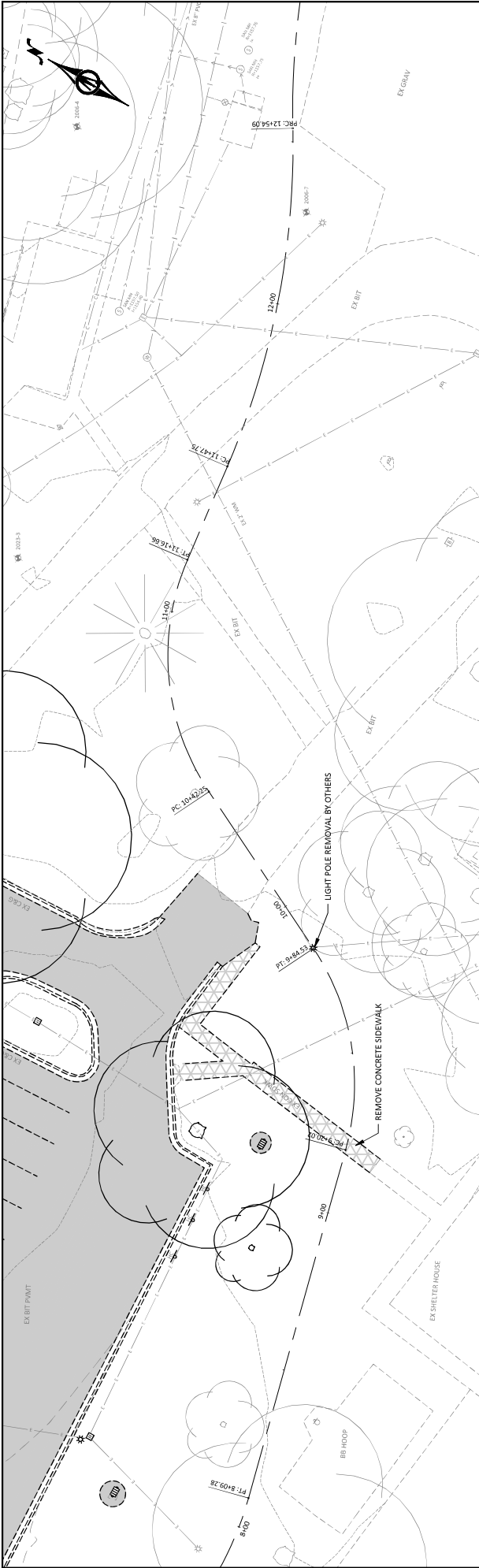
BY: *Jan D. Jank*  
 JANK, CIVIL ENGINEER  
 DATE: DECEMBER 11, 2024

NO. OF SHEETS	1
SHEET NO.	02
DATE	12/11/2024
PROJECT	GOMS RUD PARK IMPROVEMENTS - PHASE 1
CLIENT	CITY OF FAIRMONT, MINNESOTA
SCALE	AS SHOWN
DESIGNER	JANK
CHECKER	JANK
DATE	12/11/2024
PROJECT NO.	24-001
DRAWING NO.	02

TRAIL 0+00 - 8+50 (ALTERNATE A-B)

C0.02

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**BOLTON & MENK**

DATE: 12/11/2024  
 BY: JAC  
 CHECKED BY: JAC

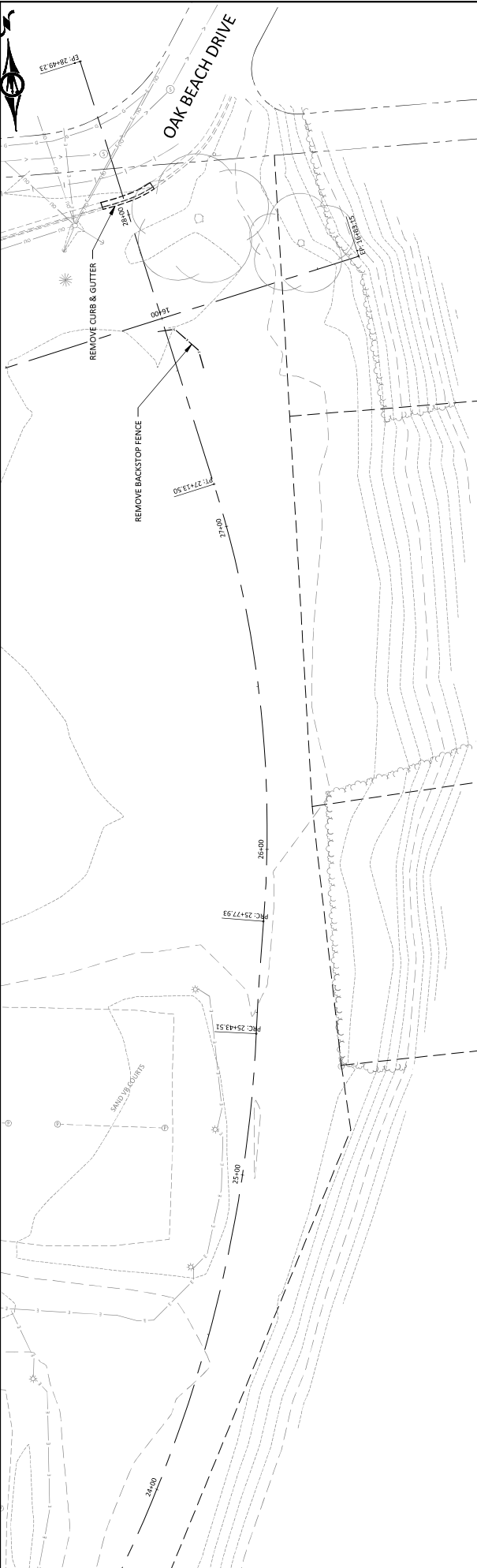
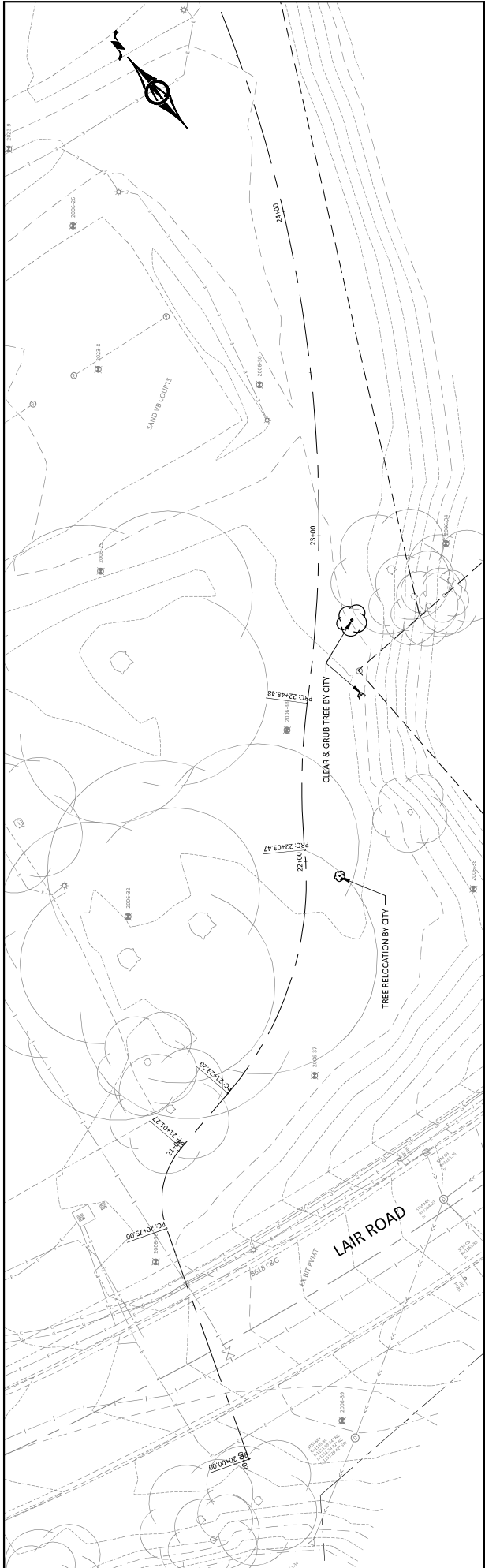
DATE: 12/11/2024  
 BY: JAC  
 CHECKED BY: JAC

PROJECT: GOMSRUD PARK IMPROVEMENTS - PHASE 1  
 SHEET: C0.03

PROJECT: TRAIL 8+00 - 16+50 (ALTERNATE A,B)

SCALE: 1" = 30'

DATE: DECEMBER 11, 2024



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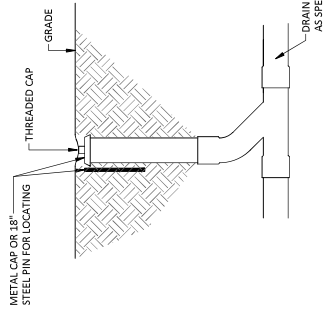
**BOLTON & MENK**

DESIGNED BY: JACOB J. JAKS  
 PROJECT NO.: 2024-001  
 DATE: DECEMBER 11, 2024

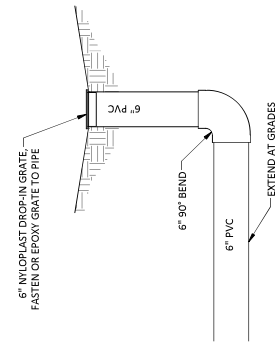
15' 30' H SCALE

PROJECT NO. 2024-001  
 SHEET C0.04

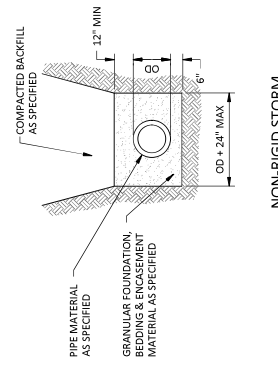




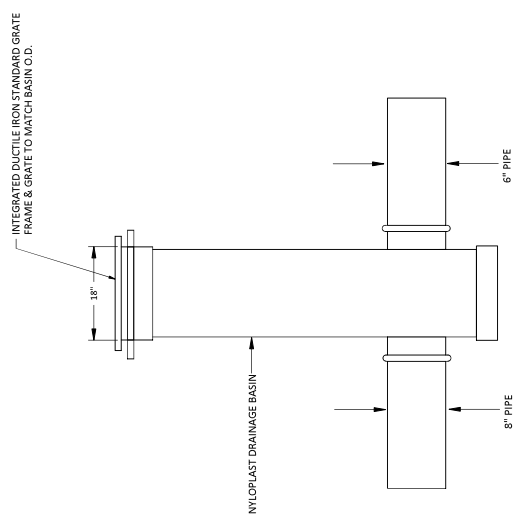
TILE CLEANOUT  
NOT TO SCALE



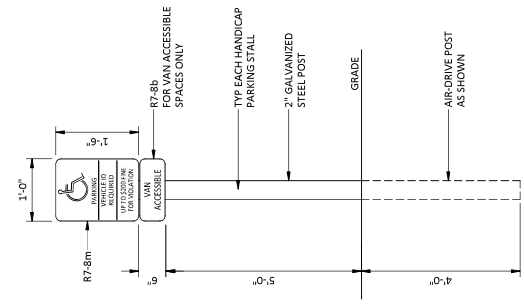
6" PVC INLET  
NOT TO SCALE



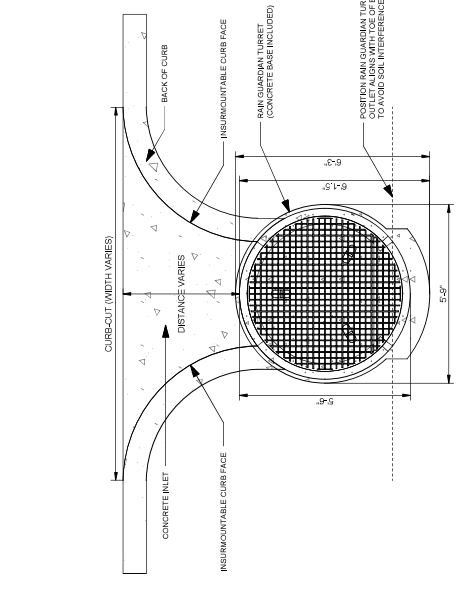
NON-RIGID STORM SEWER TRENCH  
NOT TO SCALE



18" DRAINAGE BASIN AND INLINE SURFACE INLET DETAIL  
NOT TO SCALE



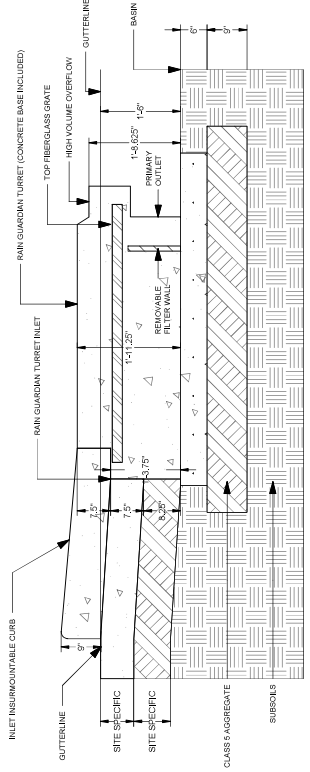
DISABLED PARKING SIGN  
NOT TO SCALE



PLAN VIEW

PLAN VIEW NOTES  
1. INLET WIDTH AND DISTANCE BETWEEN BACK OF CURB AND RAIN GUARDIAN TURRET MAY VARY WITH SITE CONDITIONS.  
2. CONCRETE BASE EXTENDS BEYOND THE FILTER WALL AND RAIN GUARDIAN TURRET TO SERVE AS A SPLASH DISSIPATOR.

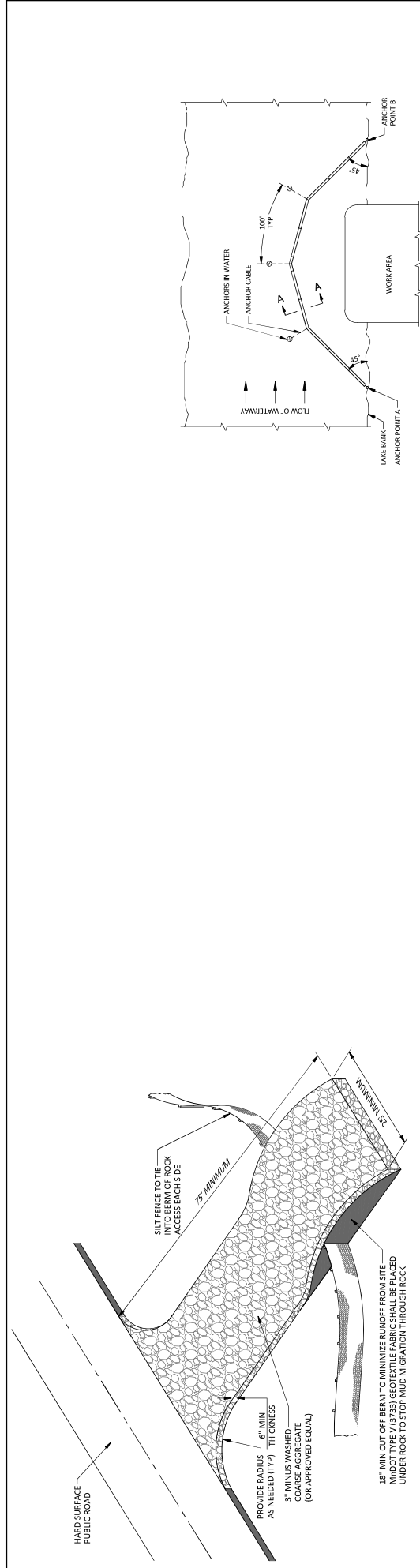
ELEVATION VIEW NOTES  
1. THE TOP OF THE CLASS-5 BASE (COMPACTED TO 95% STANDARD PROCTOR) IS PRECISELY 1'-4" BELOW THE GUTTERLINE ELEVATION.



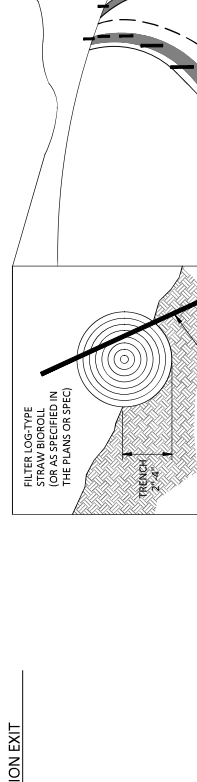
ELEVATION VIEW

RAIN GUARDIAN TURRET PRETREATMENT CHAMBER  
NOT TO SCALE

1500 SOUTH STATE ST., SUITE 100 FAIRMONT, MINNESOTA 56001 Email: <a href="mailto:Fairmont@boltonmenk.com">Fairmont@boltonmenk.com</a> <a href="http://www.boltonmenk.com">www.boltonmenk.com</a>		CITY OF FAIRMONT, MINNESOTA GOMSRUD PARK IMPROVEMENTS - PHASE 1 DETAILS STORMWATER	
PROJECT NO. 202401	SHEET C1.02	DATE 12/17/2024	DESIGNER JAZ
CHECKED JGN	DATE 12/17/2024	REVISION	DRAWN JAZ
PROJECT NO. 202401	SHEET C1.02	DATE 12/17/2024	DESIGNER JAZ
CHECKED JGN	DATE 12/17/2024	REVISION	DRAWN JAZ



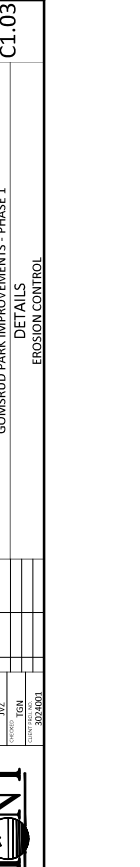
**ROCK CONSTRUCTION EXIT**  
NOT TO SCALE



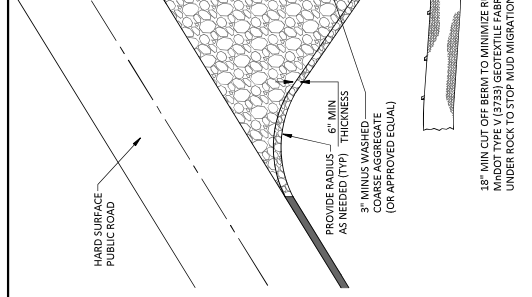
**NOTE:**  
1. OVERLAP ENDS OF FILTER LOG BY A MINIMUM OF 6".  
2. INSTALL FILTER LOG ACCORDING TO MNDOT SPEC 3897 AND INSTALLED ACCORDING TO MNDOT SPEC 2573.



**NOTES:**  
SEE MR/DOT SPECS. 2573 & 3887  
1. CURTAIN EXTENDS TO 1' MAX. FROM BOTTOM OF WATER BODY.  
2. FOR ANCHOR AND WEIGHT REQUIREMENTS, SEE SPEC. 2573.  
3. WATER DEPTH CAN BE 0 TO 11 FEET FOR TYPE MOVING WATER.  
4. CURTAIN SHALL BE 10' WIDE AND 10' HIGH.  
5. KEEP AS CLOSE TO WORK AREA AS POSSIBLE.



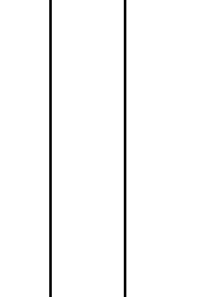
**SECTION A-A**  
**FLotation SILT CURTAIN**  
NOT TO SCALE



**PERIMETER PROTECTION-FILTER LOG**  
NOT TO SCALE



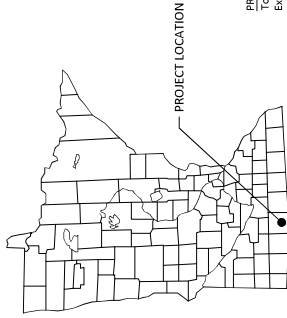
**NOTE:**  
1. OVERLAP ENDS OF FILTER LOG BY A MINIMUM OF 6".  
2. INSTALL FILTER LOG ACCORDING TO MNDOT SPEC 3897 AND INSTALLED ACCORDING TO MNDOT SPEC 2573.



**WOOD STAKE**  
NOT TO SCALE

# STORMWATER POLLUTION PREVENTION PLAN (SWPPP)

## GOMSRUD PARK IMPROVEMENTS PHASE 1 CITY OF FAIRMONT MARTIN COUNTY, MINNESOTA



PROJECT LOCATION

**RESPONSIBLE PARTIES:**  
The Contractor and Owner will be joint applicants under the MPCA's General Stormwater Permit for Construction Activity as required by the National Pollutant Discharge Elimination System (NPDES) Phase II program.

The Contractor shall provide one or more trained Construction SWPPP Manager(s) knowledgeable and experienced in the application of erosion prevention and sediment control BMPs that will oversee the implementation of the SWPPP, and the installation, inspection and maintenance of the erosion prevention and sediment control BMPs.

A Construction SWPPP Manager must be available for an on-site inspection within 72 hours upon request by the MPCA.

OWNER:	CITY OF FAIRMONT	CONTACT PERSON:	PHONE:
SWPPP DESIGNER:	Bolton & Menk, Inc.	Matthew York	507-238-3942
CONTRACTOR:	TBD	Jason Zimer	507-238-4738
CONSTRUCTION SWPPP MANAGER:	TBD	TBD	TBD
PARTY RESPONSIBLE FOR LONG TERM O&M:	City of Fairmont	Matthew York	507-238-3942

The SWPPP Designer, Construction SWPPP Manager, and BMP Installer must have appropriate training. Documentation showing training commensurate with the job duties and responsibilities is required to be included in the SWPPP prior to any work beginning on the site. Training documentation for the SWPPP Designer is included on the Narrative sheet. The Contractor shall attach training documentation to this SWPPP for the Construction SWPPP Manager and BMP Installer prior to the start of construction. This information shall be kept up to date until the project is closed.

**ADDITIONAL COMPENSATION**  
Payment for all work associated with Erosion and Sediment Control shall be as described in the Project Manual. Unless otherwise specified, the Contractor shall be responsible for all costs associated with the design, installation, maintenance, and removal of sediment control in compliance with the Minnesota Pollution Control Agency (MPCA) - General Stormwater Permit for Construction Activity (MN R100003) including but not limited to inspection, maintenance, and removal of BMPs or addition of BMPs to accommodate Contractor phasing.

**DOCUMENT RETENTION**  
Permittees must make the SWPPP, including all inspection reports, maintenance records, training records, and other information required by this permit, available to federal, state, and local officials within three (3) days upon request for the duration of the permit and for three (3) years following the NOT.

**GENERAL STORMWATER DISCHARGE REQUIREMENTS**  
All requirements based in Section 5.1.1 of the permit for the design of the permanent stormwater management system and discharge have been included in the preparation of this SWPPP. These include but are not limited to:

- The expected amount, frequency, intensity, and duration of precipitation.
- The nature of stormwater runoff and runoff on the site.
- Risk flow areas and stormwater volumes to minimize erosion at outlets and downstream channel and stream bank erosion.
- The range of soil particle sizes expected to be present on the site.

Permanent stormwater treatment systems for this project have been designed in accordance with the guidance in the MN Stormwater Manual in place at the time of bidding. Copies of the design information and calculations are part of this SWPPP and will be provided in digital format upon written request to the Engineer.

- LEGEND**
- 1-MILE BOUNDARY
  - PROJECT BOUNDARY
  - IMPAIRED, SPECIAL OR PROTECTED WATERS
  - NATIONAL WETLANDS INVENTORY
  - RECEIVING WATERS

**PROJECT AREAS:**

Total Project Size (disturbed area) =	2.3 ACRES
Existing area of impervious surface =	3.1 ACRES
Construction area of impervious surface =	0.0 ACRES
Total new impervious surface area created =	<0.1 ACRES

Planned Construction Start Date: 07/14/2025  
Estimated Construction Completion Date: 06/17/2026

**PERMANENT STORMWATER MANAGEMENT SYSTEMS:**  
Type of storm water management used if more than 1 acre of new impervious surface is created:

X	Max. Sedimentation Basin Infiltration Efficacy
	Regional Pond
	Permanent Stormwater Management Not Required
	*Filtration Basins included to meet City of Fairmont Stormwater Ordinance requirements

**PROJECT LOCATION:**

COUNTY	TOWNSHIP	RANGE	SECTION	LATITUDE	LONGITUDE
MARTIN	T102N	R30W	17	43.8340	-94.4658

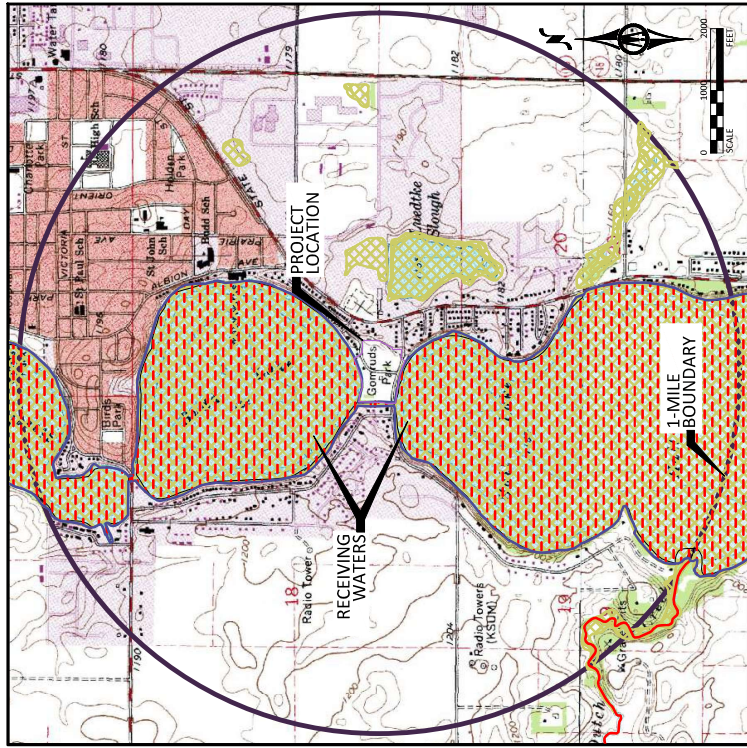
**BMP SUMMARY**

BMP	QUANTITY	UNIT
Storm Drain Inlet Protection	6	Each
Flotation Silt Curtain Type Still Water	350	Lin Ft
Stabilized Construction Exit	1	Lump Sum
Sediment Control Log Type Straw	1270	Lin Ft
Sediment Control Log Type Rock	100	Lin Ft
Temporary Turf Establishment	0.9	Acre
Permanent Turf Establishment	0.9	Acre

**DESCRIPTION OF CONSTRUCTION ACTIVITIES AND STORMWATER MANAGEMENT:**  
Construction activities include: Site grading, storm sewer, concrete parking lot, Trail, temporary erosion and sediment control, and permanent stabilization.

Stormwater currently drains south to north across the existing parking lot and directly into Budd Lake. After construction is complete stormwater will drain into filtration basins that still ultimately drain to Budd Lake.

This project includes the following stormwater management BMPs, two bioretention basins located adjacent to the parking lot, two silt curtains, two sediment traps, two sediment basins, and two silt traps. Silt trap calculator estimates 208.7 lbs of TSS removal, 249.8 lbs required, and 0.85 lbs of TP removal, 1.03 lbs required. The shortfall of TSS and TP removal will be provided by offsite treatment.



**RECEIVING WATERS:**  
Receiving waters, including surface water, wetlands, Public Waters, and stormwater ponds, within 1-mile of the project boundary are identified on the USGS 7.5 min quad map above. Receiving waters that are impaired, the impairment, and WIA are listed as follows. All specific BMPs relative to construction activities listed in the permit for special, prohibited, restricted, or impaired have been incorporated into this plan. All specific BMPs listed in approved TMDLs and those BMPs listed for construction related waste load allocations have also been incorporated.

NAME OF WATER BODY	TYPE (ditch, pond, wetland, lake, etc.)	Special, Prohibited, Restricted Water <sup>1</sup>	Flows to Impaired Water Within 1-Mile <sup>2</sup>	USEPA Approved TMDL <sup>3</sup>
Hall Lake	Lake	No	Yes	No
Budd Lake	Lake	No	Yes	No

<sup>1</sup> Special, prohibited, and restricted waters are listed in Section 23 of the MN Construction Stormwater General Permit (MNR100001).  
<sup>2</sup> Identified as impaired under section 303 (d) of the federal Clean Water Act for phosphorus, turbidity, TSS, dissolved oxygen, and/or aquatic biota.  
<sup>3</sup> Construction Related TMDLs include those related to: phosphorus, turbidity, TSS, dissolved oxygen, and/or aquatic biota.

**IMPLEMENTATION SCHEDULE AND PHASING:** The Contractor is required to provide an updated schedule and site management plan meeting the minimum requirements of Section 17.17 of the Minnesota Standard Specifications for Construction.

- Submit SWPPP Updates to Engineer. Submittal shall include any requested changes to the SWPPP, including but not limited to: Sediment Control. Failure to submit updates shall be considered acceptance of the SWPPP as designed with no changes.
- Clear & grub trees, remove existing parking lot.
- Construct storm sewer.
- Construct parking lot.
- Construct trail.
- Construct bioretention basins.
- Construct filter basin.
- Construct silt curtains.
- Construct sediment traps.
- Construct sediment basins.
- Ensure final stabilization measures are complete.
- Provide digital copy of all Field SWPPP Documentation including Inspection Reports and SWPPP Revisions to the Owner.
- Submit Notice of Termination (NOT) to MPCA. NOTE: The NOT must be submitted to MPCA before final Stabilization is considered complete.

DATE	BY	REVISION
06/17/2024	JVZ	ISSUED FOR BIDDING
12/17/2024	JVZ	REVISED

CITY OF FAIRMONT, MINNESOTA  
GOMSRUD PARK IMPROVEMENTS - PHASE 1  
STORMWATER POLLUTION PREVENTION PLAN  
PROJECT INFORMATION & LOCATION MAP

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Information contained in this SWPPP narrative sheet summarizes requirements of the GENERAL PERMIT AUTHORIZATION TO DISCHARGE STORMWATER ASSOCIATED WITH CONSTRUCTION ACTIVITY UNDER THE NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM/STATE DISPOSAL SYSTEM PROGRAM - Permit No. MN R0000 (Permit) as they apply to this project. All provisions of the Permit including those not specifically cited herein shall apply to this project. The Contractor is responsible to be familiar with and comply with all conditions of the permit. The full text of the Permit is available at: <https://www.pca.state.mn.us/sites/default/files/wq-stm2-80a.pdf>

**SWPPP AMENDMENTS AND SUBMITTALS**  
 Contractor must prepare and submit to the Engineer a SWPPP amendment as necessary to include additional Best Management Practices (BMPs) to correct problems identified or address the following situations.

- Contact information and training documentation for Construction SWPPP Manager and BMP installer.
- There is a change in construction method of phasing, operation, maintenance, weather or seasonal conditions not anticipated during the design of the SWPPP including but not limited to:
  - Type and/or locations of BMPs
  - Material Storage and Spill Response
  - Fueling Plans
  - Locations for Stockpiles, Concrete Washout, and Sanitation Facilities and
  - Project Phasing
- It is determined that the SWPPP is not achieving objectives of minimizing pollutants in stormwater discharges associated with construction activity, or
- The SWPPP is not consistent with the terms and conditions of the permit.

The Contractor may implement SWPPP amendments immediately and is not required to wait for Engineer review of the submittal. The responsibility for completeness of SWPPP amendments and compliance with the Permit lies with the Contractor. Review, comment, or lack of comment by the Engineer on a SWPPP amendment shall not absolve the responsibilities of the Contractor in any way.

If a change order is issued for a design change the SWPPP amendment will be prepared by the Engineer and included in the change order.

In addition to SWPPP amendments, the Contractor shall submit to the Engineer Weekly Erosion and Sediment Control Schedule meeting the requirements of MnDOT 1717.

The Contractor shall keep copies of all SWPPP amendments, Weekly Erosion and Sediment Control Schedules, inspection logs, and maintenance logs with the field copy of the SWPPP. A PDF copy of these documents will be provided along with a copy of the final Field Copy of the SWPPP to the Engineer along with the signed Notice of Termination when final stabilization is complete.

**EROSION PREVENTION PRACTICES**

Stormwater conveyance channels shall be routed around unstable areas. Erosion controls and velocity dissipation devices shall be used at outlets within and along the length of any constructed conveyance channel.  
 The normal velocity perimeter of all ditches or swales, including storm water management pond slopes, that drain waters from the site must be stabilized within 200' of any property edge or discharge point, including storm sewer inlets, within 24 hours of connection.  
 Temporary or permanent ditches or swales used as sediment containment during construction do not need to be stabilized during temporary period of use and shall be stabilized within 24 hours after no longer used as sediment containment.  
 Mulch, hydromulch, sodifier, or similar practice shall not be used in any portion of the wetted perimeter of a temporary or permanent drainage ditch or swale section with a continuous slope of greater than 2 percent.  
 Energy dissipation shall be installed at all temporary or permanent pipe outlets within 24 hours of connection to a surface water or permanent stormwater treatment system.  
 The Contractor shall phase construction and use construction methods to the extent practical to minimize exposed soils. The project phasing shall be documented in the Weekly Erosion and Sediment Control Schedule.

**SEDIMENT CONTROL PRACTICES**

Down gradient BMPs including perimeter BMPs must be in place before up gradient land-disturbing activities begin and shall remain in place until final stabilization.  
 All BMPs that have been adjusted or removed to accommodate short-term activities shall be re-installed or replaced the earlier of the end of the work day or before the next precipitation event even if the activity is not complete.

Inlet BMPs may be removed for specific safety concerns. The BMPs shall be replaced as soon as the safety concern is resolved. The removal shall be documented in the SWPPP as a SWPPP amendment.

Temporary stockpiles must have sediment control BMPs. The Contractor shall prepare and submit to the Engineer a SWPPP amendment showing the location of temporary stockpiles and the BMPs for each stockpile. The SWPPP amendment must meet the minimum requirements of Section 9 of the Permit.

Soil compaction shall be minimized and topsoil shall be preserved, unless infeasible or if construction activities dictate soil compaction or topsoil stripping.

The use of polymers, flocculants, or other sedimentation treatment chemicals are not proposed as part of this SWPPP as designed by the Engineer. If methods or phasing of construction require the use of any of these chemicals, the Contractor shall prepare and submit to the Engineer a SWPPP amendment that meets the minimum requirements of Section 9 of the Permit.

**TEMPORARY SEDIMENTATION BASINS**

A temporary sedimentation basin has not been included in this SWPPP as designed by the Engineer. If a basin is later determined to be desirable or necessary the Contractor shall prepare and submit to the Engineer a SWPPP amendment. Temporary sedimentation basins shall meet or exceed the minimum requirements of Section 14 of the Permit and shall include a basin draining plan meeting or exceeding the minimum requirements of Section 10 of the Permit. Where the site discharges to Special and/or Impaired Waters the SWPPP amendment shall also meet or exceed the minimum requirements of Section 23 of the permit.

**DEWATERING**

A dewatering plan has not been included in this SWPPP as designed by the Engineer. If dewatering is required for this project, the Contractor shall prepare and submit to the Engineer a SWPPP amendment. All dewatering shall meet or exceed the minimum requirements of Section 10 of the Permit.

**POLLUTION PREVENTION**

Products and materials that have the potential to leach pollutants that are stored on the site must be stored in a manner designed to minimize contact with stormwater. Materials that are not a source of potential contamination to stormwater or that are hazardous to stormwater are not required to be covered.

Hazardous materials including but not limited to pesticides, fertilizer, petroleum products, curing compounds and toxic waste must be properly stored and protected from stormwater exposure as recommended by the manufacturer in an access restricted area.

Solid waste must be stored, collected and disposed of in compliance with Minnesota Administrative Rules Chapter 7035. Portable toilets must be sited so that they are secure and will not be tipped or knocked over. Sanitary waste must be disposed of properly in accordance with Minn. R. CH 7041.

Exterior vehicle or equipment washing on the project site shall be limited to a defined area of the site. No engine degreasing is allowed on site. A sign must be installed adjacent to each washout facility that requires site personnel to utilize the proper facilities for disposal of concrete and other washout waste.

The Contractor shall prepare and submit a SWPPP amendment detailing the location and BMPs proposed for storage of materials, solid waste, portable toilets, and exterior vehicle or equipment washing on the site. The SWPPP amendment shall include a spill prevention and response plan that is appropriate for the materials proposed to be on the site. The SWPPP amendment shall meet or exceed the minimum requirements of Section 12 of the Permit.

**INSPECTION & MAINTENANCE**

A trained person shall routinely inspect the entire construction site at the time interval indicated on this sheet of the SWPPP during active construction and within 24 hours after a rainfall event greater than 0.5 inches in 24 hours. Following an inspection that occurs within 24 hours after a rainfall event, the next inspection must be conducted at the time interval indicated in the Receiving Waters Table found on the SITE PLAN AND INFORMATION SHEET of the SWPPP.

All inspections and maintenance conducted during construction must be recorded on the day it is completed and must be retained with the SWPPP. Inspection report forms are available in the Project Specifications. Inspection report forms other than those provided shall be approved by the engineer.

The Contractor may request a change in inspection schedule for the following conditions:

- Inspections of areas with permanent cover to be reduced to once per month.
- Inspections of areas that have permanent cover and have had no construction activities for 12 months to be suspended until construction resumes.
- Inspections of areas where construction is suspended due to frozen ground conditions. Inspections to be suspended until the earlier of within 24 hours of runoff occurring, or upon resuming construction.

No change in inspection schedule shall occur until authorized by the Engineer.

Inspections must include:

- All erosion prevention and sediment control BMPs and Pollution Prevention Management Measures to ensure integrity and effectiveness.
- Surface waters, including drainage ditches and conveyance systems for evidence of erosion and sediment deposition.
- Construction site vehicle exit locations, streets and curb and gutter systems within and adjacent to the project for sedimentation from erosion or tracked sediment from vehicles.
- Infiltration areas to ensure that no sediment from ongoing construction activity is reaching the infiltration area and that equipment is not being driven across the infiltration area.

All non-functioning BMPs and those BMPs where sediment reaches one-half (1/2) of the depth of the BMP or in the case of sediment basins one-half (1/2) of the storage volume, must be repaired, replaced, or supplemented by the end of the next business day after discovery, or as soon as field conditions allow.

Permittees must repair, replace or supplement all nonfunctional BMPs with functional BMPs by the end of the next business day after discovery, or as soon as field conditions allow.

Any sediment that escapes the site must be removed and the area stabilized within 7 calendar days of discovery unless precluded by legal, regulatory, or physical access in which case the work shall be completed within 7 calendar days of authorization. Paved surfaces such as streets shall have any escaped or tracked sediment removed by the end of the day that it is discovered. Sediment release, other than paved surfaces that can be cleaned up with street sweeping shall be reported immediately upon discovery to the Engineer.

**PUBLIC WATER RESTRICTIONS:**

For public waters that have been promulgated "work in water restrictions" during fish spawning times frames, all exposed soil areas that are within 200 feet of the water's edge, and drain to these waters, must complete stabilization within 24 hours during the time period. MN DNR permits are not valid for work in waters that are designated as infested waters unless accompanied by an Infested Waters Permit or written notification has been obtained from MN DNR stating that such permit is not required. There is no exception for pre-existing permits. If a MN DNR Permit has been issued for the project and the water is later designated as infested, the Contractor shall halt all work covered by the MN DNR Permit until an Infested Waters Permit is obtained or that written notification is obtained stating that such permit is not required.

**FINAL STABILIZATION**

Final Stabilization is not complete until all the following requirements have been met:

- Substantial Completion has been reached and no ground disturbing activities are anticipated.
- Permanent cover has been installed with an established minimum uniform perennial vegetative density of 70 percent of its expected final growth. Vegetation is not required in areas where no vegetation is proposed by this project such as impervious surfaces or the base of a sand filter.

3. Accumulated sediment has been removed from all permanent stormwater treatment systems as necessary to ensure the system is operating as designed.

4. All sediment has been removed from conveyance systems

5. All temporary synthetic erosion prevention and sediment control BMPs have been removed. BMPs designated on the SWPPP to remain to decompose onsite may remain.

6. For residential construction only, permit coverage terminates on individual lots if the structures are finished and temporary erosion prevention and downgradient perimeter control is complete, the residences sells to the homeowner, and the permittee distributes the NPDES "Homeowner Fact Sheet" to the homeowner.

7. For agricultural land only (e.g., pipelines across cropland), the disturbed land must be returned to its preconstruction agricultural use prior to submitting the NOI.

**SITE STABILIZATION COMPLETION:**

Stabilization of exposed soils shall begin immediately and shall be permanent no later than:	7 calendar days
--	-----------------

**SITE INSPECTION INTERVAL:**

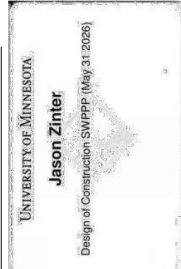
A trained person shall routinely inspect the entire construction site during active construction at an interval of no more than:	7 calendar days
--	-----------------

**SPECIAL ENVIRONMENTAL CONSIDERATIONS AND PERMITS:**

NO	NO	NO	NO	NO	NO	NO	
1) Was an environmental review required for this project or any part of a common plan of development or sale that includes all or any portion of this project?	NO	2) Does any portion of the site have the potential to affect threatened or endangered species or their critical habitat?	NO	3) Does any portion of this site discharge to a Calcareous fen.	NO	4) Will any portion of the site potentially affect properties listed on the National Register of Historic Places or a known or discovered archeological site?	NO
5) Have any karst features been identified in the project vicinity?	NO	6) Is compliance with temporary or permanent stormwater management design requirements infeasible for this project?	NO	7) Has the MN DNR promulgated "work in water restrictions" for any Public Water this site discharges to during fish spawning?	NO		NO

TYPE OF PERMIT	PERMITTING AGENCY	PERMIT STATUS AND CONDITIONS
Construction Stormwater NPDES	MPCA	
Work in Public Water	DNR	

**SWPPP DESIGNER TRAINING DOCUMENTATION:**



NO	DATE	REVISION	BY	FOR
1	05/31/2024	BD	JVZ	
2	12/17/2024	REBID	JVZ	

1500 SOUTH STATE ST. SUITE 100  
 FAIRMONT, MINNESOTA 56001  
 Email: [fairmont@boltonmenk.com](mailto:fairmont@boltonmenk.com)  
 www.boltonmenk.com

BY THE CONTRACTOR: *Jason Zinter*  
 JASON ZINTER, P.E.  
 CIVIL ENGINEER  
 DECEMBER 11, 2024

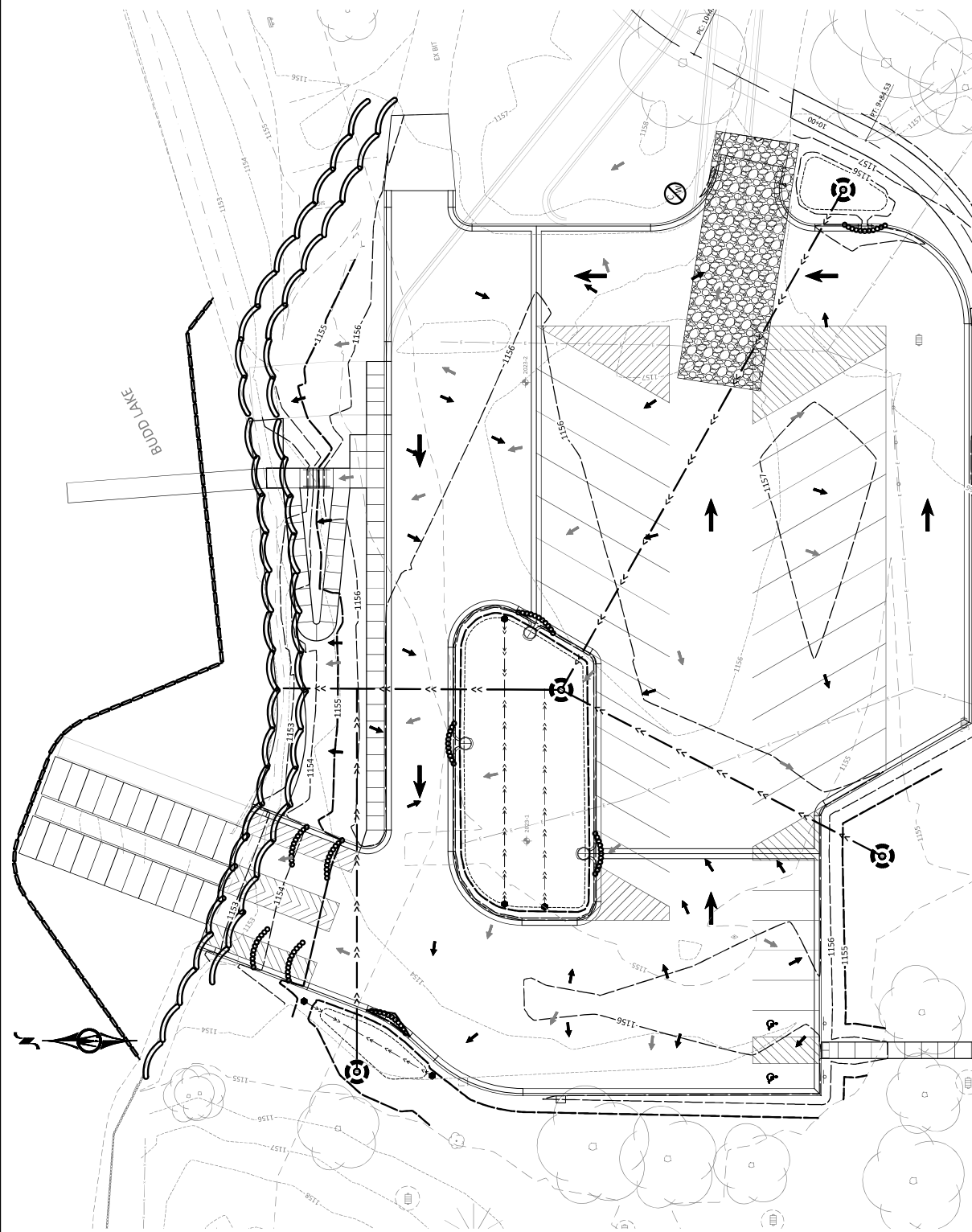
BY THE ENGINEER: *Jason Zinter*  
 JASON ZINTER, P.E.  
 CIVIL ENGINEER  
 DECEMBER 11, 2024





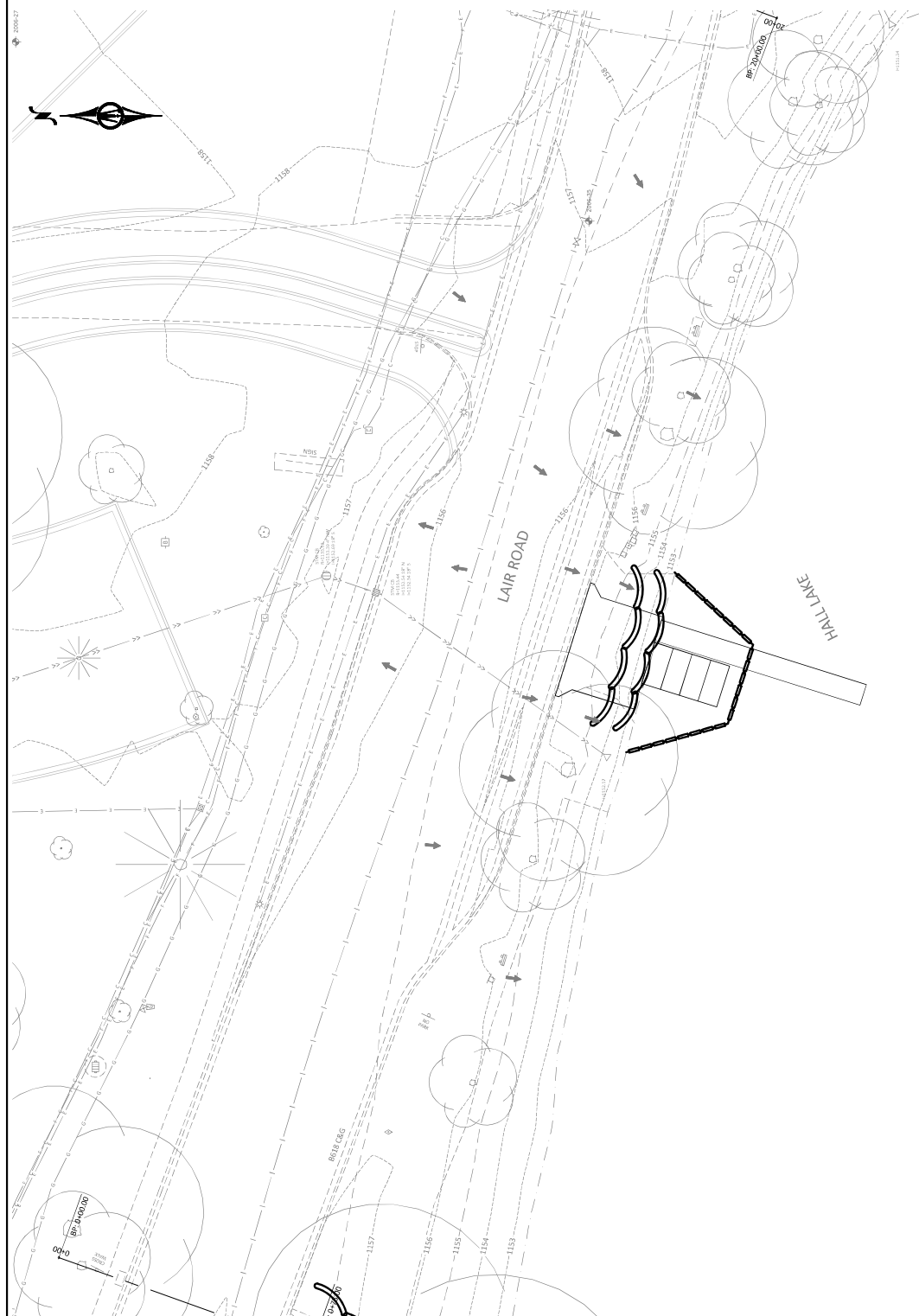
EROSION CONTROL LEGEND	
	TURBIDITY BARRIER
	INLET PROTECTION
	DITCH CHECK - BIOLOG
	DITCH CHECK - ROCK
	EXISTING PROPOSED DRAINAGE FLOW
	CONCRETE WASHOUT
	STABILIZED CONSTRUCTION EXIT

SEE LANDSCAPING PLANS FOR TEMPORARY AND PERMANENT TURF ESTABLISHMENT REQUIREMENTS.



1501 SOUTH STATE ST., SUITE 100 FAIRMONT, MINNESOTA 56001 Email: fairmont@boltonmenk.com www.boltonmenk.com		CITY OF FAIRMONT, MINNESOTA GOMSRUD PARK IMPROVEMENTS - PHASE 1 STORMWATER POLLUTION PREVENTION PLAN BOAT RAMP PARKING LOT	
PROJECT NO. 2024-001 SHEET NO. C2.04	DATE: 12/11/2024 BY: JAC	REVISIONS:	SCALE: 1" = 30'

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**EROSION CONTROL LEGEND**

	TURBIDITY BARRIER
	INLET PROTECTION
	DITCH CHECK - BILOG
	DITCH CHECK - ROCK
	EXISTING PROPOSED DRAINAGE FLOW
	CONCRETE WASHOUT
	STABILIZED CONSTRUCTION EXIT

SEE LANDSCAPING PLANS FOR TEMPORARY AND PERMANENT TURF ESTABLISHMENT REQUIREMENTS.

SHEET  
C2.05

CITY OF FAIRMONT, MINNESOTA  
GOMSRUD PARK IMPROVEMENTS - PHASE 1  
STORMWATER POLLUTION PREVENTION PLAN  
HALL LAKE RAMP

DATE	DESCRIPTION
05/27/2024	REVISED
12/17/2024	REVISED

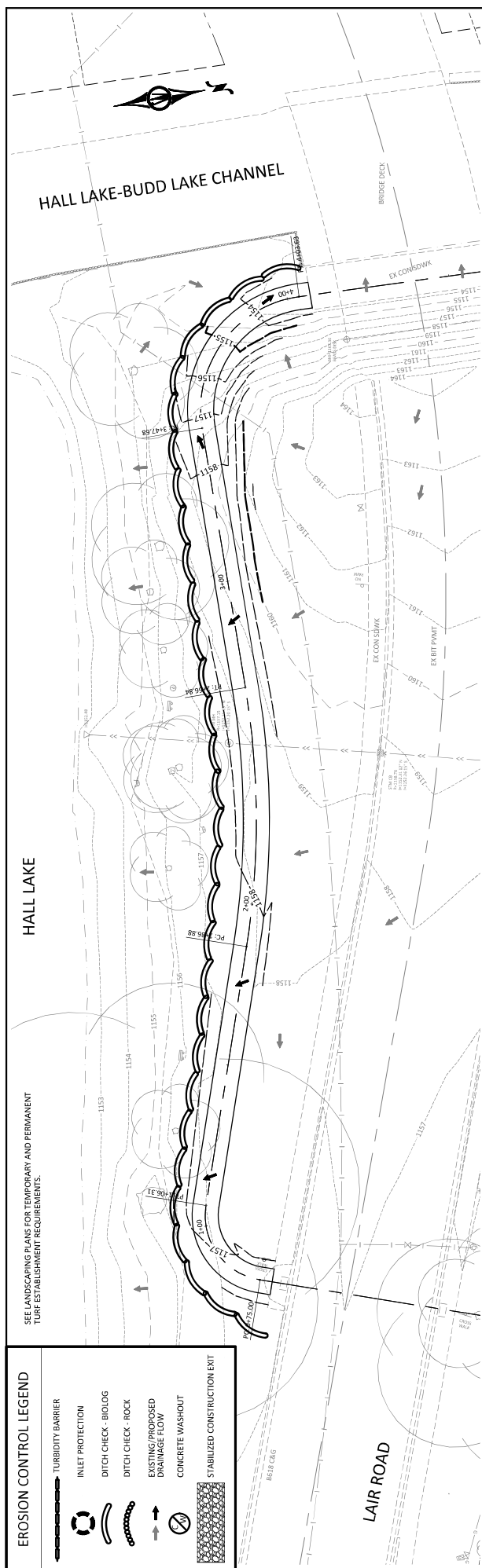
**FAIRMONT**

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Email: fairmont@boltonmenk.com  
www.boltonmenk.com

**BOLTON & MENK**

DESIGNED BY: JACOB J. JENSEN  
CHECKED BY: JACOB J. JENSEN  
DATE: DECEMBER 11, 2024

SCALE  
0 15 30  
FEET



**EROSION CONTROL LEGEND**

	TURBIDITY BARRIER
	INLET PROTECTION
	DITCH CHECK- BIOLGS
	DITCH CHECK- ROCK
	EXISTING PROPOSED DRAINAGE FLOW
	CONCRETE WASHOUT
	STABILIZED CONSTRUCTION EXIT

SEE LANDSCAPING PLANS FOR TEMPORARY AND PERMANENT TURF ESTABLISHMENT REQUIREMENTS.

HALL LAKE

LAIR ROAD

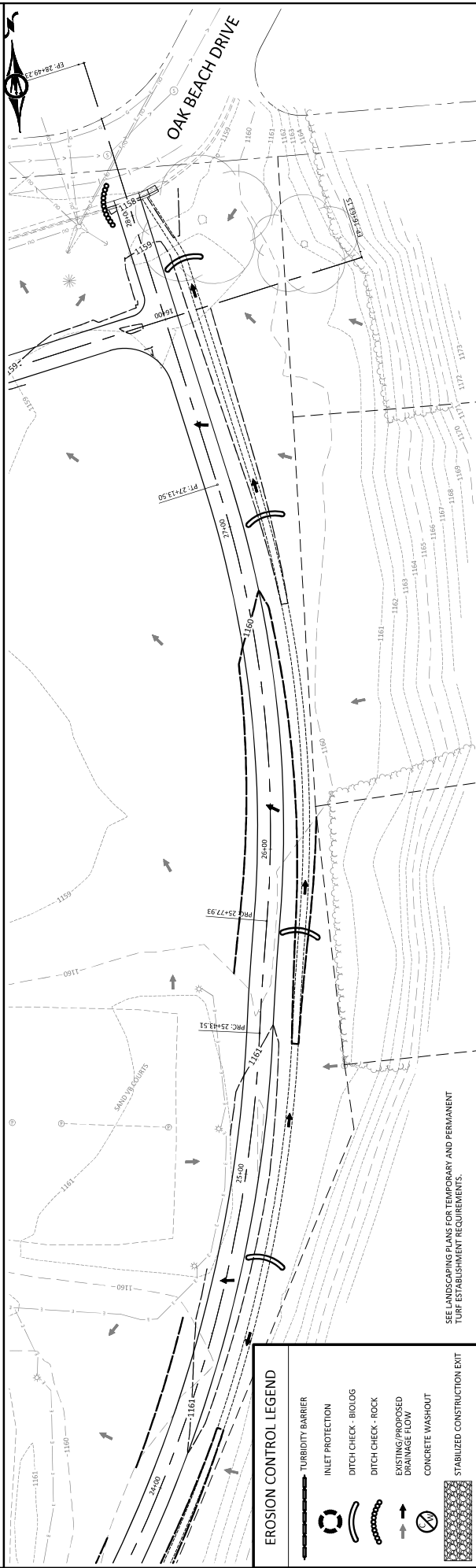
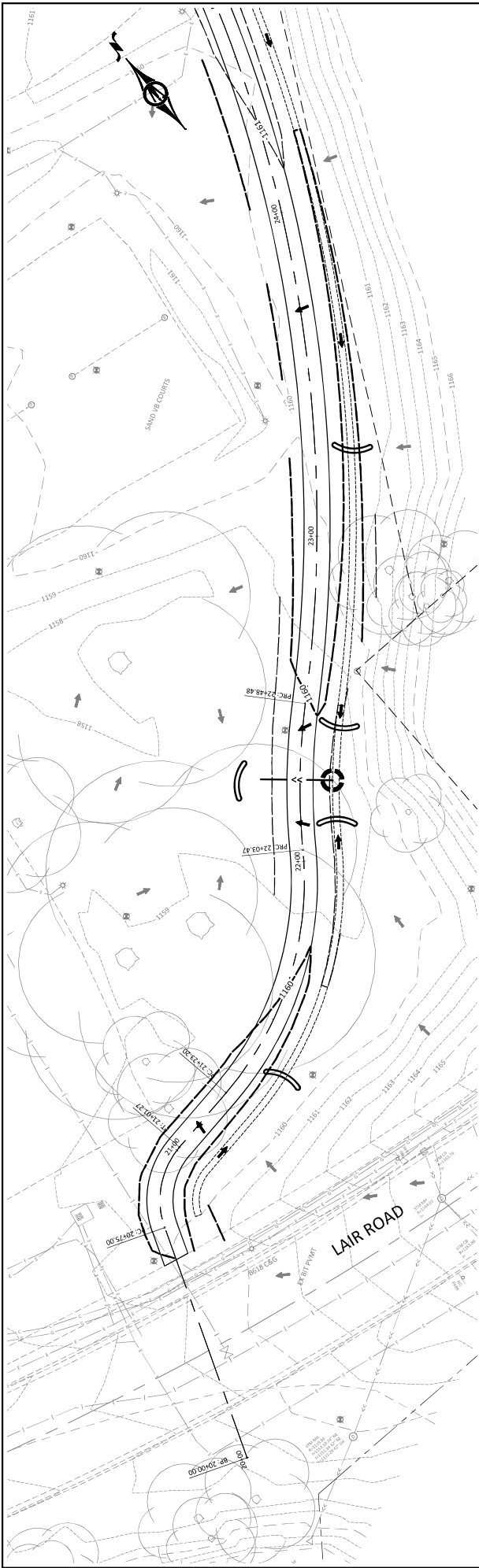
HALL LAKE-BUDD LAKE CHANNEL

<p><b>FAIRMONT</b></p> <p>1501 SOUTH STATE ST., SUITE 300          FAIRMONT, MINNESOTA 56001          Email: fairmont@boltonmenk.com          www.boltonmenk.com</p>		<p>DATE: 06/27/2024          REVISION: 12/17/2024</p>	<p>SHEET: C2.06</p>
<p><b>BOLTON &amp; MENK</b></p> <p>DATE: DECEMBER 11, 2024</p>		<p>PROJECT: CITY OF FAIRMONT, MINNESOTA          GOMSRUD PARK IMPROVEMENTS - PHASE 1          STORMWATER POLLUTION PREVENTION PLAN          TRAIL 0+00 - 8+50 (ALTERNATE A-B)</p>	<p>SCALE: 1" = 30'</p>

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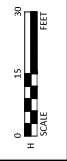




**EROSION CONTROL LEGEND**

- TURBIDITY BARRIER
- INLET PROTECTION
- DITCH CHECK - BIOLOG
- DITCH CHECK - ROCK
- EXISTING PROPOSED DRAINAGE FLOW
- CONCRETE WASHOUT
- STABILIZED CONSTRUCTION EXIT

SEE LANDSCAPING PLANS FOR TEMPORARY AND PERMANENT TURB ESTABLISHMENT REQUIREMENTS.



NO.	DESCRIPTION	DATE	BY	CHECKED
1	REVISED	05/27/2024	JVZ	JVZ
2	REBID	12/17/2024	JVZ	JVZ
3	ISSUED FOR BIDDING	12/17/2024	JVZ	JVZ
4	ISSUED FOR BIDDING	12/17/2024	JVZ	JVZ
5	ISSUED FOR BIDDING	12/17/2024	JVZ	JVZ
6	ISSUED FOR BIDDING	12/17/2024	JVZ	JVZ
7	ISSUED FOR BIDDING	12/17/2024	JVZ	JVZ
8	ISSUED FOR BIDDING	12/17/2024	JVZ	JVZ
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29	ISSUED FOR BIDDING	12/17/2024	JVZ	JVZ
30	ISSUED FOR BIDDING	12/17/2024	JVZ	JVZ

**FAIRMONT**

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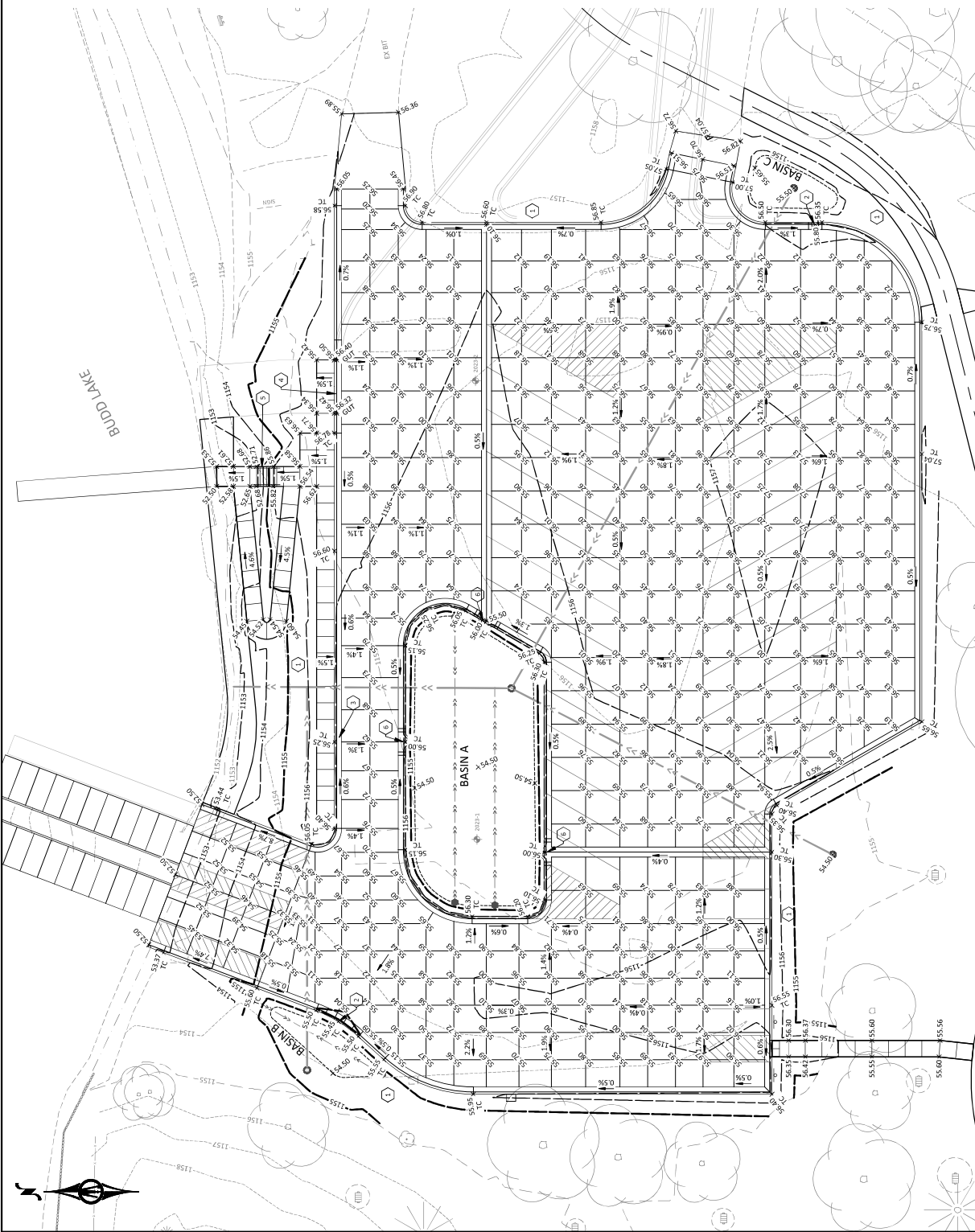
**BOLTON & MENK**

DESIGNED BY: JACOB J. JOKI  
 PROJECT NO.: 24-000-28-50 (ALTERNATE A, B)  
 DATE: DECEMBER 11, 2024

CITY OF FAIRMONT, MINNESOTA  
 GOMSRUD PARK IMPROVEMENTS - PHASE 1  
 STORMWATER POLLUTION PREVENTION PLAN  
 TRAIL 20+00 - 28+50 (ALTERNATE A, B)

SHEET C2.08

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**KEYED NOTES:**

1. PLACE A MINIMUM OF 6" OF TOPSOIL ON ALL AREAS DESIGNATED FOR TURF ESTABLISHMENT.
2. PROVIDE 2' CURB CUT FOR DRAINAGE.
3. SLOPE GUTTER OUT.
4. CUT DOWN CURB FOR DRIVEWAY.
5. CONCRETE STEPS.
6. PROVIDE CURB CUT FOR RAIN GUARDIAN, SEE DETAILS.

SHEET  
**C3.01**

CITY OF FAIRMONT, MINNESOTA  
 GOMSRUD PARK IMPROVEMENTS - PHASE 1  
 GRADING PLAN  
 BOAT RAMP PARKING LOT

**FAIRMONT**

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 www.boltonmenk.com

**BOLTON & MENK**

DATE: DECEMBER 11, 2024

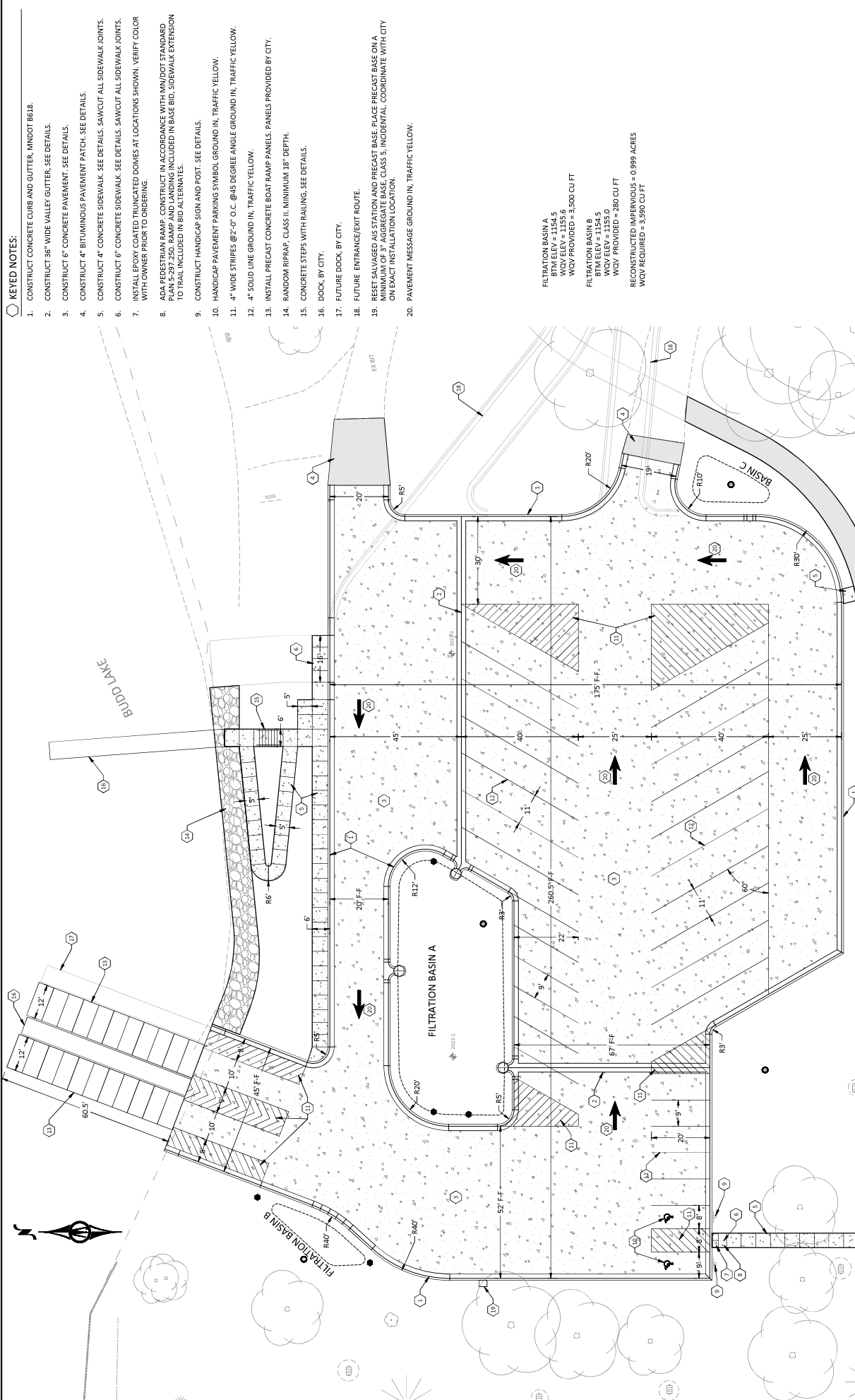
JAC. V. JIN  
 CIVIL ENGINEER



BY ORDER OF: PROJ./SITE/APP. ENGINEER/DESIGNER/REGISTERED PROFESSIONAL ENGINEER







**KEYED NOTES:**

1. CONSTRUCT CONCRETE CURB AND GUTTER, MINDOT B613.
2. CONSTRUCT 36" WIDE VALLEY GUTTER, SEE DETAILS.
3. CONSTRUCT 6" CONCRETE PAVEMENT, SEE DETAILS.
4. CONSTRUCT 4" BITUMINOUS PAVEMENT PATCH, SEE DETAILS.
5. CONSTRUCT 4" CONCRETE SIDEWALK, SEE DETAILS. SAWCUT ALL SIDEWALK JOINTS.
6. CONSTRUCT 6" CONCRETE SIDEWALK, SEE DETAILS. SAWCUT ALL SIDEWALK JOINTS.
7. INSTALL EPOXY COATED TRUNCATED DORIES AT LOCATIONS SHOWN. VERIFY COLOR WITH OWNER PRIOR TO ORDERING.
8. ADA PEDESTRIAN RAMP, CONSTRUCT IN ACCORDANCE WITH MINDOT STANDARD PLAN 5-297.250. RAMP AND LANDING INCLUDED IN BASE BID. SIDEWALK EXTENSION TO TRAIL INCLUDED IN BID ALTERNATES.
9. CONSTRUCT HANDICAP SIGN AND POST, SEE DETAILS.
10. HANDICAP PAVEMENT PARKING SYMBOL GROUND IN, TRAFFIC YELLOW.
11. 4" WIDE STRIPES @ 2'-0" O.C. @ 45 DEGREE ANGLE GROUND IN, TRAFFIC YELLOW.
12. 4" SOLID LINE GROUND IN, TRAFFIC YELLOW.
13. INSTALL PRECAST CONCRETE BOAT RAMP PANELS - PANELS PROVIDED BY CITY.
14. RANDOM RIPRAP, CLASS II, MINIMUM 18" DEPTH.
15. CONCRETE STEPS WITH RAILING, SEE DETAILS.
16. DOCK, BY CITY.
17. FUTURE DOCK, BY CITY.
18. FUTURE ENTRANCE/EXIT ROUTE.
19. RESET SALVAGED AIS STATION AND PRECAST BASE. PLACE PRECAST BASE ON A MINIMUM OF 3" AGGREGATE BASE, CLASS 5, INCIDENTAL COORDINATE WITH CITY ON EXACT INSTALLATION LOCATION.
20. PAVEMENT MESSAGE GROUND IN, TRAFFIC YELLOW.

FILTRATION BASIN A  
 BTM ELEV = 1154.5  
 WOV ELEV = 1155.6  
 WOV PROVIDED = 9,500 CU FT

FILTRATION BASIN B  
 BTM ELEV = 1154.5  
 WOV ELEV = 1155.0  
 WOV PROVIDED = 280 CU FT

RECONSTRUCTED IMPERVIOUS = 0.999 ACRES  
 WOV REQUIRED = 9,590 CU FT

CITY OF FAIRMONT, MINNESOTA  
 GOMSRUD PARK IMPROVEMENTS - PHASE 1  
 SITE PLAN  
 BOAT RAMP PARKING LOT

DATE	12/11/2024
BY	JAZ
CHECKED	JAZ
DATE	06/27/2024
BY	JAZ
CHECKED	JAZ
DATE	12/11/2024
BY	JAZ
CHECKED	JAZ

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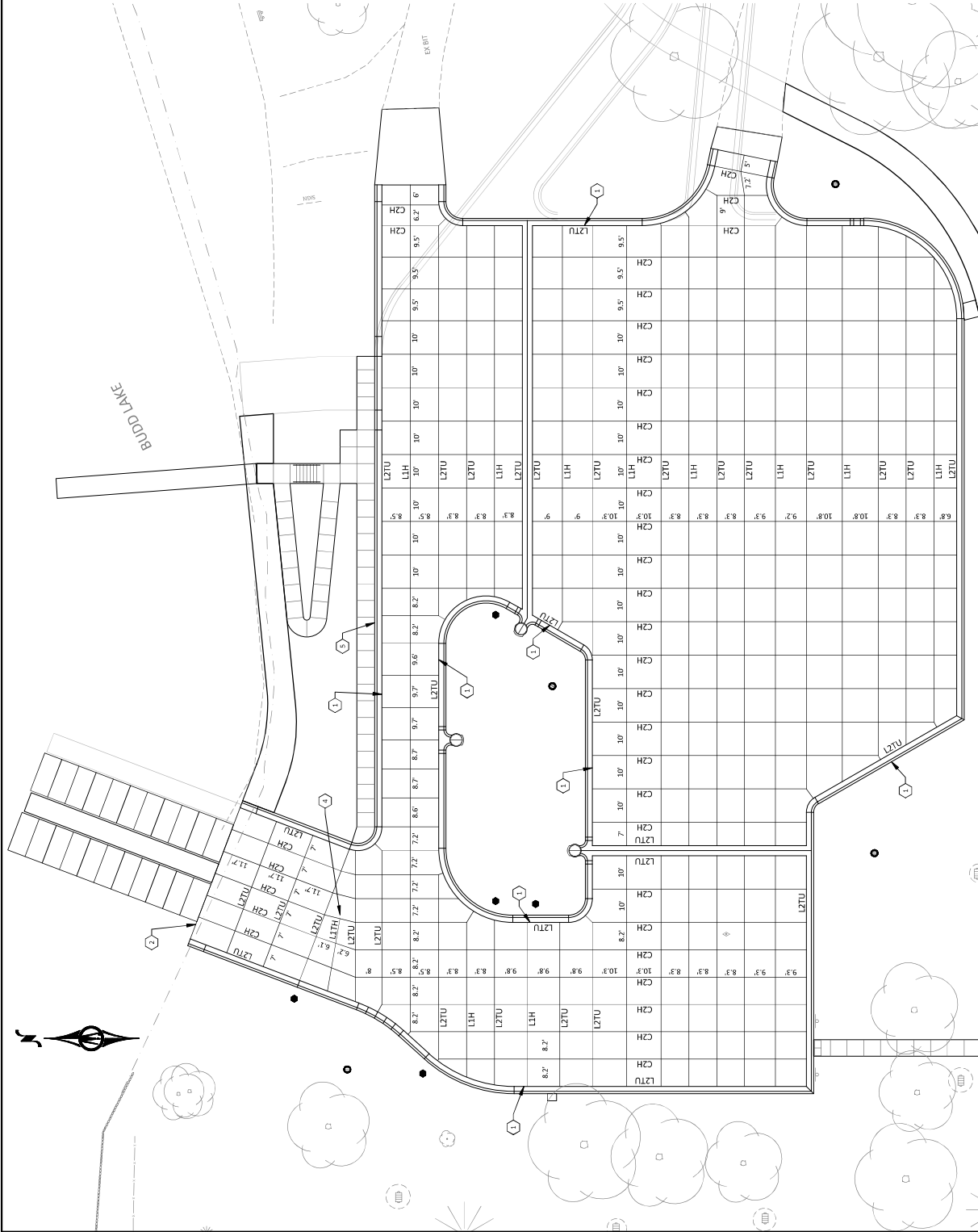
**BOLTON & MENK**

DESIGNED BY: JAZ  
 DRAWN BY: JAZ  
 CHECKED BY: JAZ  
 DATE: DECEMBER 11, 2024

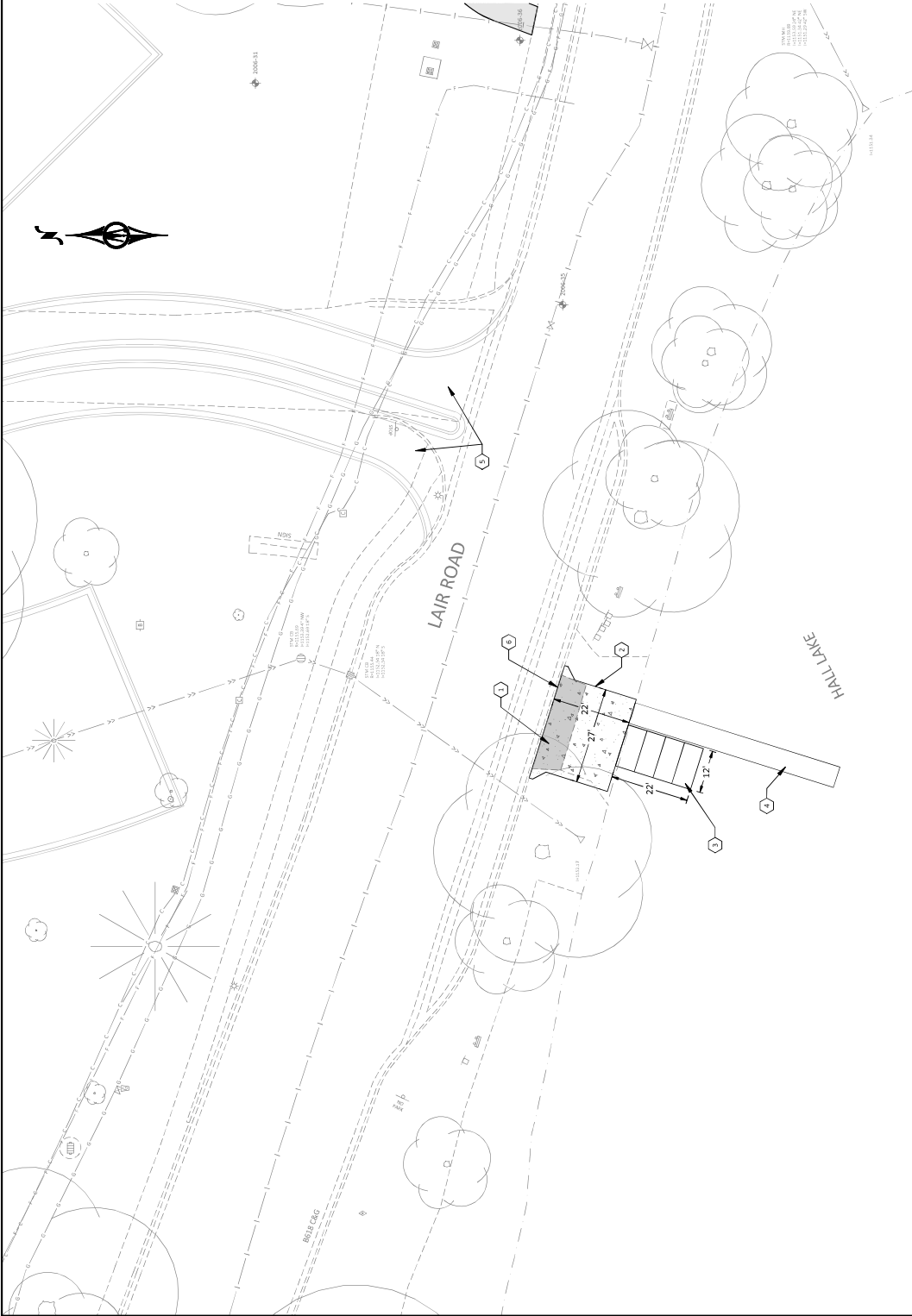
SCALE  
 1" = 30'  
 15'  
 30'  
 FEET

**KEYED NOTES:**

1. THE BARS NOT REQUIRED IF CURB IS CONSTRUCTED INTEGRAL TO PAVEMENT.
2. CONSTRUCT PERMANENT HEADER, INCIDENTAL TO PAVEMENT.
3. JOINT DESIGNATIONS REFER TO MHDOT STANDARD PLAN S-297.221. BARS INCIDENTAL TO PAVEMENT.
4. PROVIDE 2 EACH #4 STOPPER BARS, INCIDENTAL TO PAVEMENT.
5. THE SIDEWALK TO CURB WITH #4 BARS, SPACED 30" O.C.

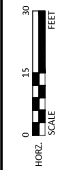


			<p style="font-size: 8px;">                 CITY OF FAIRMONT, MINNESOTA                  GOMSRUD PARK IMPROVEMENTS - PHASE 1                  SITE PLAN                  PARKING LOT JOINING PLAN             </p>
SHEET <b>C6.02</b>	DATE: 05/27/2024 REVISION: 12/17/2024	PROJECT: J12 DRAWN: JAZ CHECKED: JGN COUNTY: POLK SHEET NO.: 302401	1501 SOUTH STATE ST., SUITE 100 FAIRMONT, MINNESOTA 56001 Email: fairmont@boltonmenk.com www.boltonmenk.com
I hereby certify that the above is a true and correct copy of the original as filed with the State of Minnesota. JACQUELYNNE J. JAZ JACQUELYNNE J. JAZ DECEMBER 11, 2024			HORIZONTAL SCALE 



**KEYED NOTES:**

1. REMOVE EXISTING BITUMINOUS PAVEMENT.
2. CONSTRUCT 6" CONCRETE PAVEMENT. SEE DETAILS.
3. INSTALL PRECAST CONCRETE BOAT RAMP PANELS - PANELS PROVIDED BY CITY.
4. DOCK, BY CITY.
5. FUTURE PARK ENTRANCE/EXT.
6. DRILL & GROUT #4 3" TIE BARS TO THE NEW CONCRETE DRIVEWAY TO EXISTING CURB. INCIDENTAL TO CONCRETE.



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*John V. Zink*  
 JOHN V. ZINK, P.E.  
 DECEMBER 11, 2024



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 FAIRMONT, MINNESOTA 56001  
 Email: [Fairmont@boltonmenk.com](mailto:Fairmont@boltonmenk.com)  
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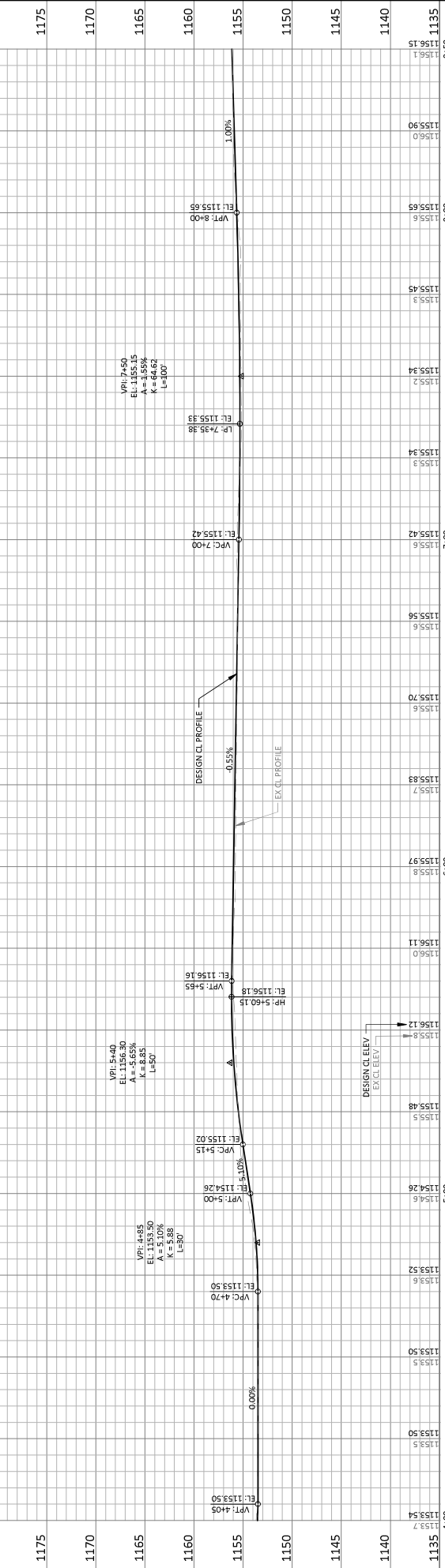
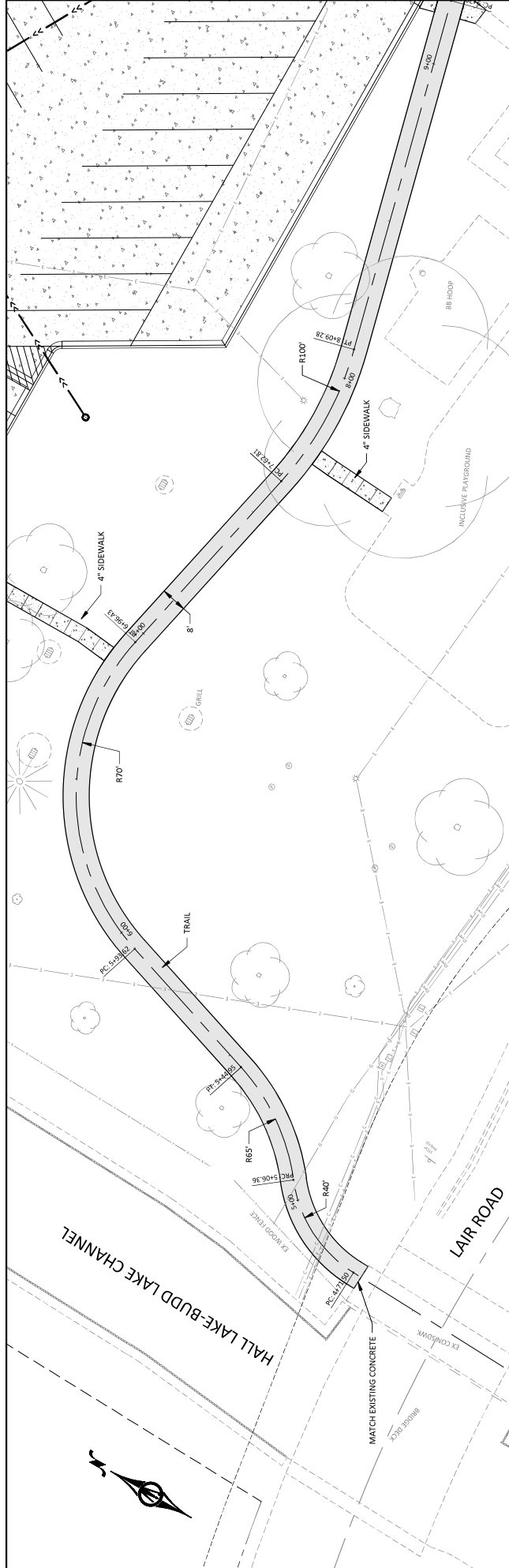


DATE	DESCRIPTION
05/27/2024	REVISED
12/17/2024	REVISED
05/27/2024	REVISED
05/27/2024	REVISED

CITY OF FAIRMONT, MINNESOTA  
 GOMSRUD PARK IMPROVEMENTS - PHASE 1  
 SITE PLAN  
 HALL LAKE RAMP







**SCALE**  
 H 1" = 30' FEET  
 V 1" = 5' FEET

**DATE**  
 12/17/2024

**BY**  
 JACQUELYNNE J. JAKUB

**CHECKED BY**  
 JACQUELYNNE J. JAKUB

**DATE**  
 12/17/2024

**PROJECT**  
 CITY OF FAIRMONT, MINNESOTA  
 GOMSRUD PARK IMPROVEMENTS - PHASE 1  
 TRAIL PLAN & PROFILE  
 4+00 - 8+50 (ALTERNATE A-B)

**REVISIONS**

NO.	DATE	BY	REASON
1	12/17/2024	JJ	ISSUED FOR PERMIT

**FAIRMONT**

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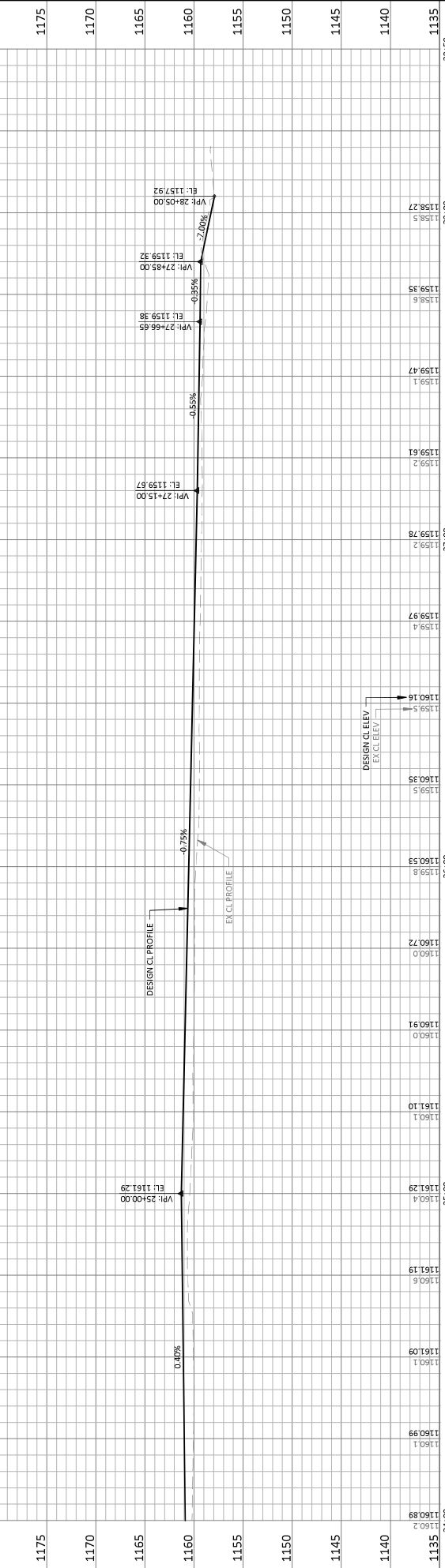
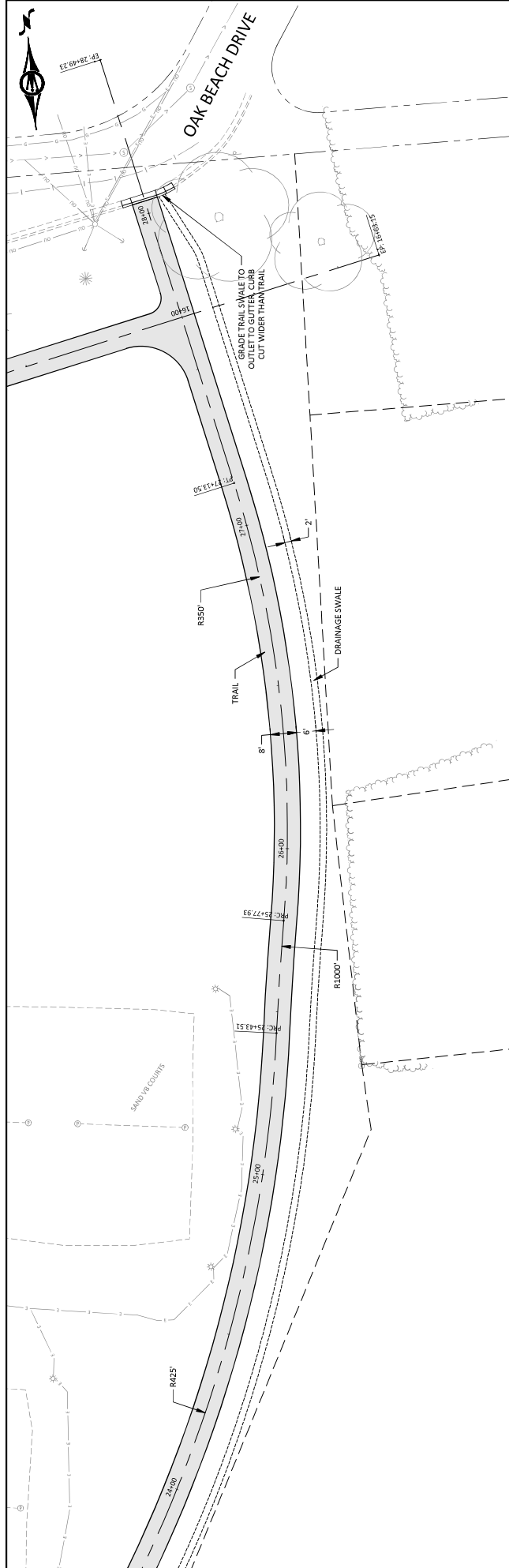
DEC 11 2024











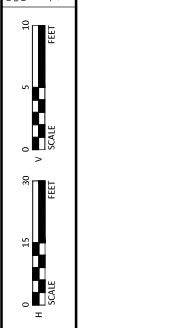
STATION	DESIGN CL. ELEV.	EX. CL. ELEV.
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24+10	1160.1	1160.1
24+20	1160.0	1160.0
24+30	1159.9	1159.9
24+40	1159.8	1159.8
24+50	1159.7	1159.7
24+60	1159.6	1159.6
24+70	1159.5	1159.5
24+80	1159.4	1159.4
24+90	1159.3	1159.3
25+00	1159.2	1159.2
25+10	1159.1	1159.1
25+20	1159.0	1159.0
25+30	1158.9	1158.9
25+40	1158.8	1158.8
25+50	1158.7	1158.7
25+60	1158.6	1158.6
25+70	1158.5	1158.5
25+80	1158.4	1158.4
25+90	1158.3	1158.3
26+00	1158.2	1158.2
26+10	1158.1	1158.1
26+20	1158.0	1158.0
26+30	1157.9	1157.9
26+40	1157.8	1157.8
26+50	1157.7	1157.7
26+60	1157.6	1157.6
26+70	1157.5	1157.5
26+80	1157.4	1157.4
26+90	1157.3	1157.3
27+00	1157.2	1157.2
27+10	1157.1	1157.1
27+20	1157.0	1157.0
27+30	1156.9	1156.9
27+40	1156.8	1156.8
27+50	1156.7	1156.7
27+60	1156.6	1156.6
27+70	1156.5	1156.5
27+80	1156.4	1156.4
27+90	1156.3	1156.3
28+00	1156.2	1156.2

SHEET C6.09  
 CITY OF FAIRMONT, MINNESOTA  
 GOMSRUD PARK IMPROVEMENTS - PHASE 1  
 TRAIL PLAN & PROFILE  
 24+00 - 28+50 (ALTERNATE A,B)

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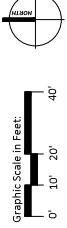
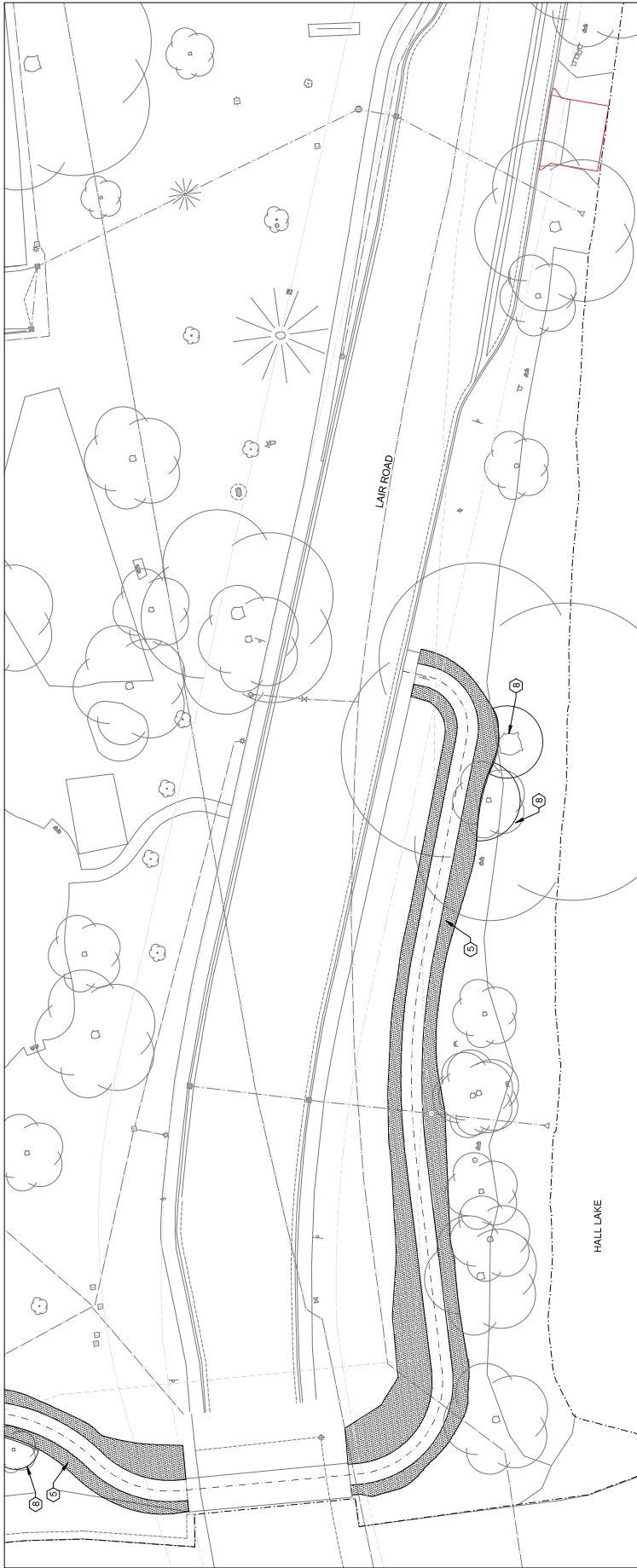


PREPARED BY: JACOB J. JENSEN  
 PROJECT NO.: 24-00-28+50 (ALTERNATE A,B)  
 DATE: DECEMBER 11, 2024









**SOUTHWEST TRAIL SEGMENT (HALL LAKE)**  
LANDSCAPE PLAN - SUBJECT TO ADD ALTERNATES

- LEGEND / SYMBOLS**
- PROPERTY LIMITS
  - - - CENTER LINE
  - - - ORDINARY HIGH WATER (CHWL)
  - - - BUILDING SETBACKS
  - - - STORMWATER TREATMENT AREA
  - - - DRAINAGE AND UTILITY EASEMENT
  - - - BURIED ELECTRICAL
  - - - UNDERGROUND SEPTIC
  - - - UNDERGROUND WATER
  - - - UNDERGROUND STORM SEWER
  - - - PROPOSED CONCRETE CURB
  - ▨ LAWN SEED MIX
  - ▩ LAKESHORE NATIVE PRAIRIE
  - ▧ SEED MIX
  - ▦ SHREDDED HARDWOOD MULCH
  - ▤ LANDSCAPE EDGING

- KEY NOTES**
- 1. NEW BIKEWAVE TRAIL - SEE CIVIL PLANS, ALTERNATES
  - 2. NEW CONCRETE SIDEWALK - SEE CIVIL PLANS, ALTERNATES
  - 3. NEW CONCRETE CURB - SEE CIVIL PLANS, ALTERNATES
  - 4. LANDSCAPE EDGING - SEE PLANTING SPEC.
  - 5. LAWN SEED MIX - SEE PLANTING SPEC.
  - 6. NODIOW SEED MIX - SEE PLANTING SPEC.
  - 7. PRAIRIE SEED MIX - SEE PLANTING SPEC.
  - 8. TREE PROTECTION - SEE DETAIL 2, SHEET 1.1.03

**ADDRESS**  
2280 LAIR ROAD, FAIRMONT, MN 56310

**CITY OF FAIRMONT, MINNESOTA**  
GOMSRUD PARK IMPROVEMENTS - PHASE 1  
LANDSCAPE PLAN - ADD ALTERNATES 1. & 2.

NO.	DATE	BY	FOR
1	06/13/2023	AGS	ISSUE FOR PERMIT
2	07/20/2024	AGS	REVISION
3	06/25/2024	AGS	REVISION
4	12/11/2024	AGS	REVISION

DATE: 09/13/2013  
SCALE: 8/6

**FAIRMONT**

**SGA GROUP INC.**  
Landscape Architecture • Planning • Urban Design  
305 2ND STREET SOUTH, SUITE 1 | BUFFALO, MINNESOTA 55313

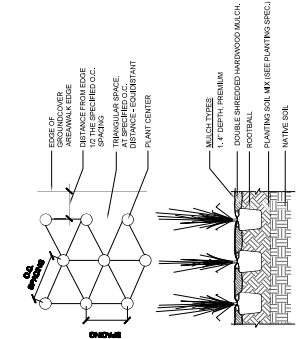
DESIGNED BY: A. GRANVILLE  
DATE: DECEMBER 11, 2024  
SCALE: 1/8" = 1'-0"

PROJECT NO.: 24871

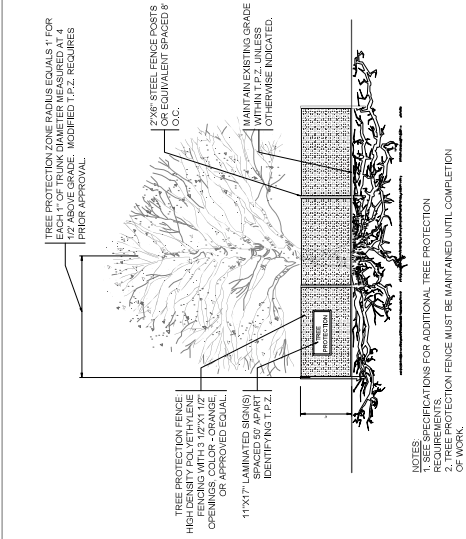
SHEET: L1.02



**NORTHEAST TRAIL SEGMENT**  
LANDSCAPE PLAN - SUBJECT TO ADD ALTERNATES



- NOTE:**
1. SEE PLANT SCHEDULE FOR EACH PLANT'S APPROPRIATE O.C. SPACING
  2. SEE PLANT SCHEDULE FOR EACH PLANT'S APPROPRIATE O.C. SPACING
- NOTE:**
1. TREE PROTECTION FENCE SHALL BE 1" HIGH POLYETHYLENE OR APPROVED EQUIVALENT. COLOR - ORANGE.
  2. TREE PROTECTION FENCE SHALL BE 50' APART (UNLESS OTHERWISE INDICATED).
  3. TREE PROTECTION FENCE SHALL BE 11" X 7" (UNLESS OTHERWISE INDICATED).
  4. TREE PROTECTION FENCE SHALL BE 1" HIGH POLYETHYLENE OR APPROVED EQUIVALENT. COLOR - ORANGE.
  5. TREE PROTECTION FENCE SHALL BE 50' APART (UNLESS OTHERWISE INDICATED).
  6. TREE PROTECTION FENCE SHALL BE 11" X 7" (UNLESS OTHERWISE INDICATED).



- NOTE:**
1. TREE PROTECTION FENCE SHALL BE 1" HIGH POLYETHYLENE OR APPROVED EQUIVALENT. COLOR - ORANGE.
  2. TREE PROTECTION FENCE SHALL BE 50' APART (UNLESS OTHERWISE INDICATED).
  3. TREE PROTECTION FENCE SHALL BE 11" X 7" (UNLESS OTHERWISE INDICATED).
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  5. TREE PROTECTION FENCE SHALL BE 50' APART (UNLESS OTHERWISE INDICATED).
  6. TREE PROTECTION FENCE SHALL BE 11" X 7" (UNLESS OTHERWISE INDICATED).

**LEGEND / SYMBOLS**

---	PROPERTY LIMITS
---	CENTER LINE
---	ORDINARY HIGH WATER (CHWL)
---	BUILDING SETBACKS
---	STORMWATER TREATMENT AREA
---	DRAINAGE AND UTILITY EASEMENT
---	BURIED ELECTRICAL
---	UNDERGROUND SEPTIC
---	UNDERGROUND WATER
---	UNDERGROUND STORM SEWER
---	PROPOSED CONCRETE CURB
---	NO - MOW SEED MK
---	LAWN SEED MK
---	LAKESHORE NATIVE PRAIRIE SEED MK
---	SHREDDED HARDWOOD MULCH
---	LANDSCAPE EDGING

**KEY NOTES**

1. NEW PLANTING TRAIL - SEE DETAIL 1, ALTERNATES
2. CONCRETE SIDEWALK - SEE DETAIL 1, ALTERNATES
3. SHREDDED HARDWOOD MULCH - SEE PLANTING SPEC.
4. LANDSCAPE EDGING - SEE PLANTING SPEC.
5. LAWN SEED MK - SEE PLANTING SPEC.
6. PRAIRIE SEED MK - SEE PLANTING SPEC.
7. TREE PROTECTION - SEE DETAIL 2, SHEET L1.03



**SOUTHEAST TRAIL SEGMENT**  
LANDSCAPE PLAN - SUBJECT TO ADD ALTERNATES



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305 3RD STREET SOUTH, SUITE 1 | BUFFALO, MINNESOTA 55313

**FAIRMONT**

**CITY OF FAIRMONT, MINNESOTA**  
GOMSRUD PARK IMPROVEMENTS - PHASE 1  
LANDSCAPE PLAN - ADD ALTERNATES 1 & 2.

**ADDRESS:** 200 N LAIR ROAD, FAIRMONT, MN 56003

DATE	12/11/2024
REVIEW	12/11/2024
REVISION	12/11/2024
DATE	12/11/2024
REVISION	12/11/2024
DATE	12/11/2024
REVISION	12/11/2024

PROJECT NO. 24873  
DATE: DECEMBER 11, 2024

SCALE: 1" = 40'

DESIGNED BY: [Signature]  
CHECKED BY: [Signature]

DATE: DECEMBER 11, 2024

SCALE: 1" = 40'

PROJECT NO. 24873

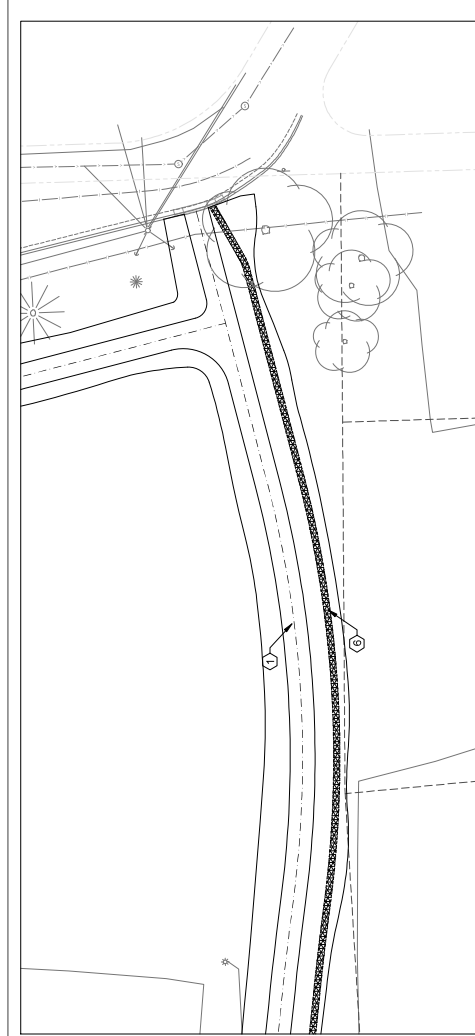
DATE: DECEMBER 11, 2024

SCALE: 1" = 40'

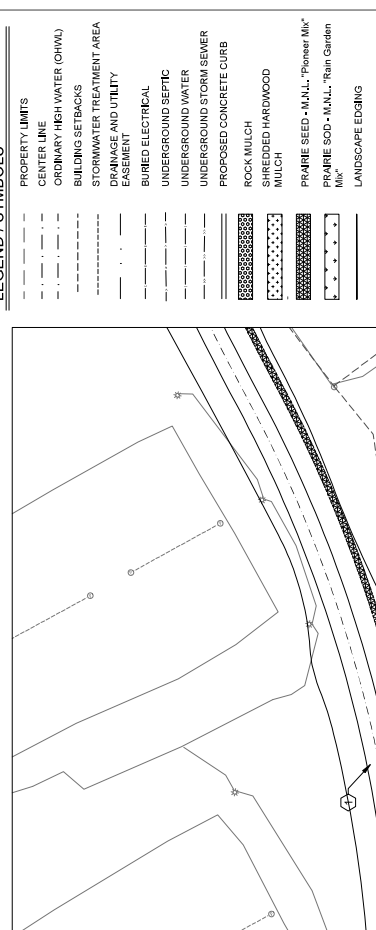
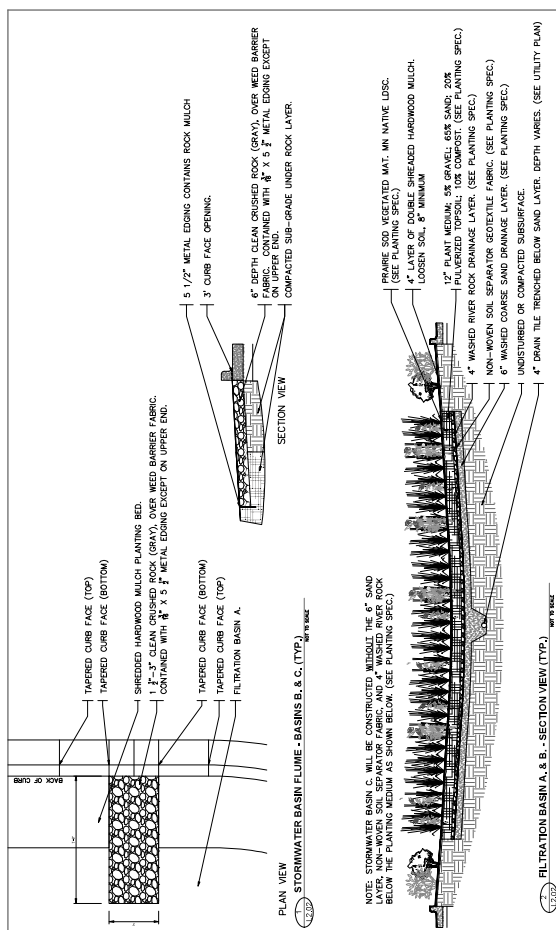
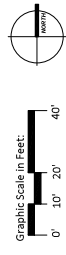








**NORTHEAST TRAIL SEGMENT**  
VEGETATED SWALE PLAN - SUBJECT TO ADD ALTERNATES



**SOUTHEAST TRAIL SEGMENT**  
VEGETATED SWALE PLAN - SUBJECT TO ADD ALTERNATES



**LEGEND / SYMBOLS**

- PROPERTY LIMITS
- CENTER LINE
- ORDINARY HIGH WATER (OHWL)
- BUILDING SETBACKS
- STORMWATER TREATMENT AREA
- DRAINAGE AND UTILITY EASEMENT
- BURIED ELECTRICAL
- UNDERGROUND SEPTIC
- UNDERGROUND WATER
- UNDERGROUND STORM SEWER
- PROPOSED CONCRETE CURB
- ROCK MULCH
- SHREDDED HARDWOOD MULCH
- PRAIRIE SEED - M.N.L. "Pioneer Mix" Mix
- PRAIRIE SOD - M.N.L. "Rain Garden Mix"
- LANDSCAPE EDGING

**KEY NOTES**

1. NEW BIRCHLINE TRAIL - SEE CIVIL PLANS, ALTERNATES
2. SHREDDED HARDWOOD MULCH - SEE PLANTING SPEC.
3. LANDSCAPE EDGING - SEE PLANTING SPEC.
4. LAWN SEED - SEE SEED SPEC.
5. ROCK MULCH - SEE PLANTING SPEC.
6. PRAIRIE SEED - SEE PLANTING SPEC.
7. PRAIRIE SOD M.N.L. "RAIN GARDEN MIX" - SEE PLANTING SPEC.

**ADDRESS**  
GOMSRUD PARK, 3800 LAIR ROAD, FAIRMONT, MN 56001

**CITY OF FAIRMONT, MINNESOTA**  
GOMSRUD PARK IMPROVEMENTS - PHASE 1  
STORMWATER MANAGEMENT AREAS

DATE	DESCRIPTION	BY	CHKD BY
08/13/2023	AGS	AGS	AGS
09/20/2024	REVIEW	AGS	AGS
10/25/2024	REVIEW	AGS	AGS
10/25/2024	REVIEW	AGS	AGS
11/17/2024	RE-BID	AGS	AGS
12/17/2024	RE-BID	AGS	AGS

DATE PLOTTED: 09/13/2013

**FAIRMONT**

**SGA GROUP INC.**  
Landscape Architecture • Planning • Urban Design  
105 2ND STREET SOUTH, SUITE 111, BUFFALO, MINNESOTA 55313

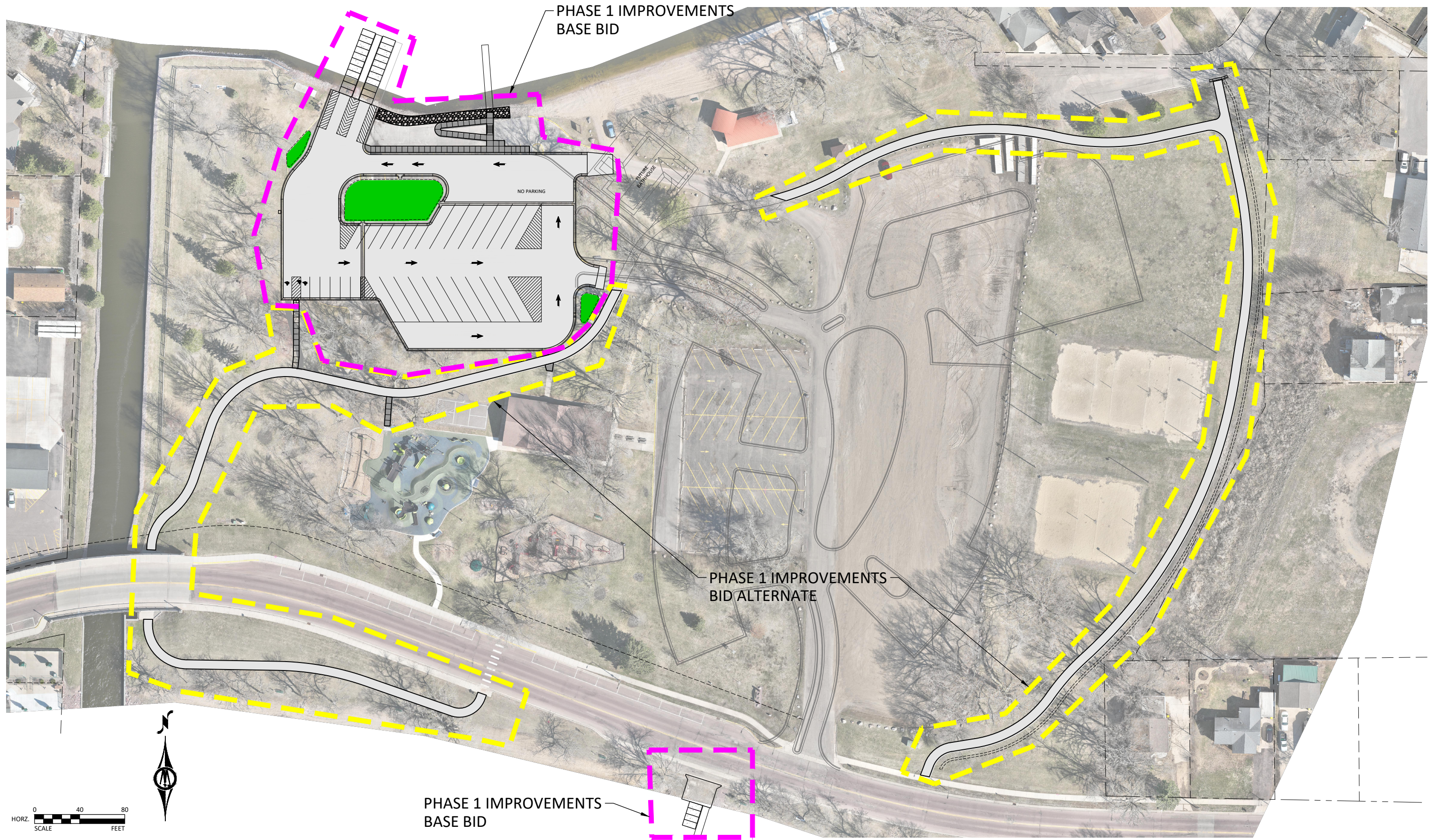
DATE PLOTTED: 09/13/2013

DATE: 12/11/2024

PROJECT: 24871

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





PHASE 1 IMPROVEMENTS  
BASE BID

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Po erpoint Presentation o t e lue art venue mprovements tudy, added to agenda pac et a ter t e meeting



# Blue Earth Avenue Improvements Study

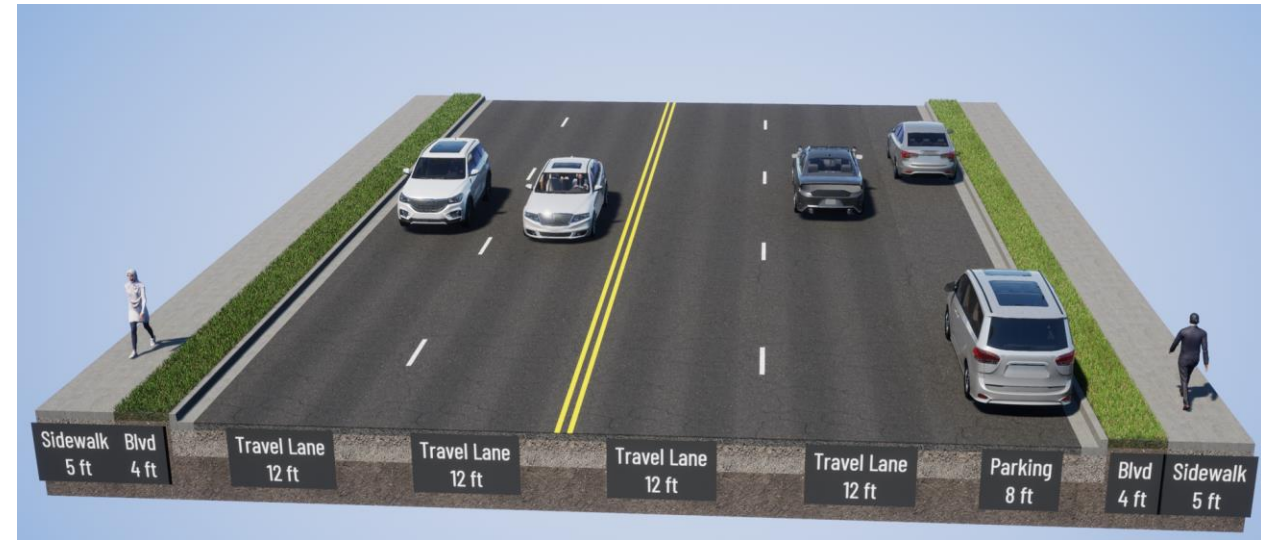
Council Presentation

February 10, 2025



# Study Location

Blue Earth Avenue – Park St to State St  
5 Intersections along Blue Earth Avenue



Existing Condition:  
4-Lane Undivided Roadway + Parking 1 side



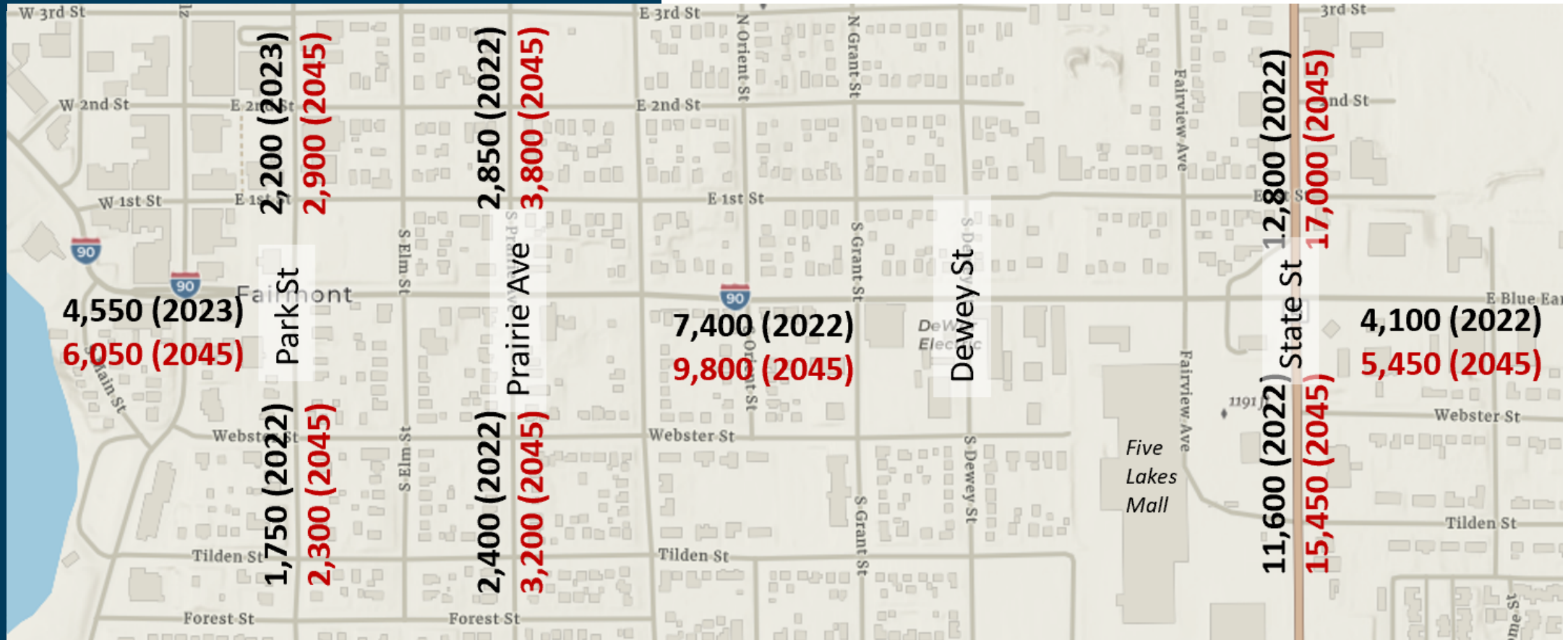
- 40 on-street parking spaces from Park Street to State Street
- Parking heavier on weekends
  - 5 spaces used on weekdays, 10 spaces used on weekends
- Fairmont 2017 Active Transportation Plan has Blue Earth Avenue as a proposed signed bike route east of South Main Street, stretching throughout and beyond the study area.

Figure 5 - Excerpt from 2017 Fairmont Active Transportation Plan





# AADTs



1.3% annual growth rate used





# Warrant Analysis

## Signal Warrant Analysis:

Using traffic volume thresholds from the MnMUTCD, **none of the intersections** analyzed met the warrants for a traffic signal including the signalized intersections of Park St and Prairie Avenue.

## Turn Lane Warrant Analysis:

According to the Highway Capacity Manual standards, the intersection of Blue Earth Ave and State St warrants left turn lanes, which currently exist at the intersection.

Signal Warrants:

Intersection	Traffic Control	Hours	Signal Warrants					All-Way Stop Warrants
			1A	1B	2	3	7	
Blue Earth Ave & Park St	Signal	Required	8	8	4	1	8	8
		Met	0	0	0	0	0	0
Blue Earth Ave & Prairie Ave	Signal	Required	8	8	4	1	8	8
		Met	0	0	0	0	0	0
Blue Earth Ave & Grant St	TWSC	Required	8	8	4	1	8	8
		Met	0	0	0	0	0	0
Blue Earth Ave & Fairview Ave	TWSC	Required	8	8	4	1	8	8
		Met	0	0	0	0	0	0
Blue Earth Ave & State St	Signal	Required	8	8	4	1	8	8
		Met	1	3	0	0	8*	12

\*Does not meet crash experience requirement



# Crash Analysis

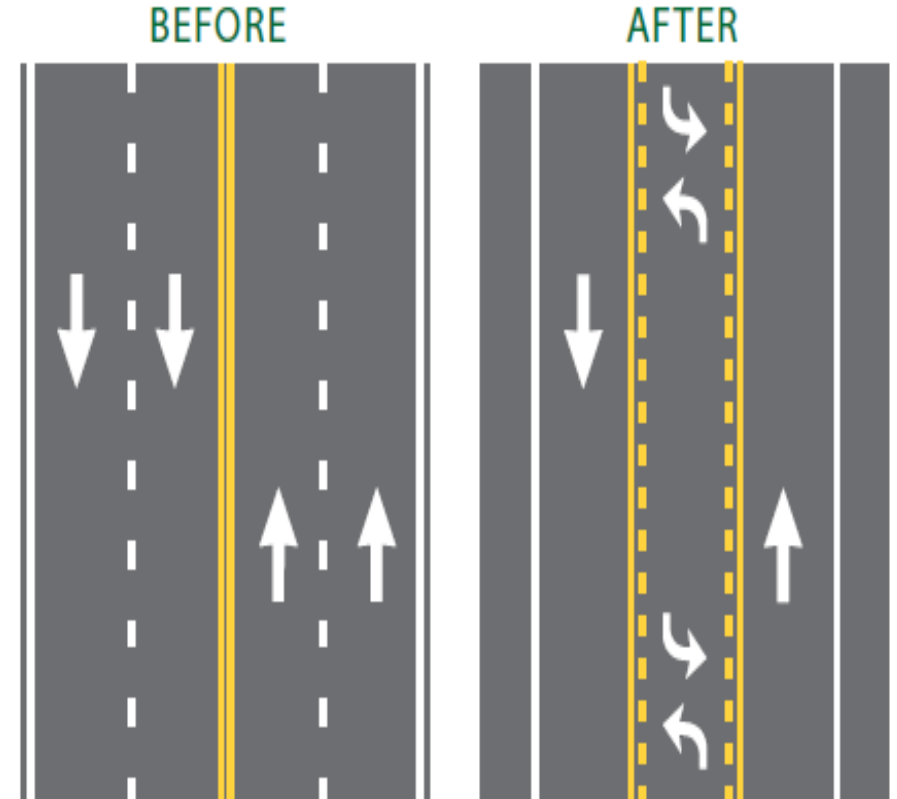
Intersection	Traffic Control	Total Crashes (5-Year)	Observed Crash Rate	Statewide Average Crash Rate
Blue Earth Ave & Park St	Signal	8	0.52	0.55
Blue Earth Ave & Prairie Ave	Signal	9	0.47	0.55
Blue Earth Ave & Grant St	TWSC	1	0.07	0.14
Blue Earth Ave & Fairview Ave	TWSC	1	0.07	0.14
Blue Earth Ave & State St	Signal	15	0.46	0.55

- **2019-2023. All intersections analyzed have observed crash rates below the statewide average for similar intersections.**
  - August 2020: fatal crash at Blue Earth Ave and Prairie Ave, fixed object crash.
  - July 2022: serious injury crash at Blue Earth Ave and Grant St, pedestrian crash.



- Most frequent crash types are angle crashes, rear-end, sideswipe, and head-on.
- Conversion of from 4-lanes to 3-lanes would address these types of crashes, up to 29% reduction.
- 3-lane improves safety, maintains operations, and allows for multi-modal.
- 3-lanes can accommodate AADTs up to 20,000 vehicles per day.
- 2045 forecasted AADT is 9,800 vehicles per day, well within the range a 3-lane roadway can handle.

## 4 to 3-Lane Conversion





# Existing Traffic Operations

AM Peak



All Intersections at LOS B or better

PM Peak





# 2045 No Build Traffic Operations

AM Peak



All Intersections at LOS B or better

PM Peak





# 2045 3-Lane Traffic Operations

AM Peak



All  
Intersections  
at LOS B or  
better

PM Peak





- Several options for the conversion of Blue Earth Ave from 4 to 3 lanes
- Extra room allows for more parking or bike facility
- Fairmont Active Transportation Plan shows Blue Earth as having a bike route east of Main St

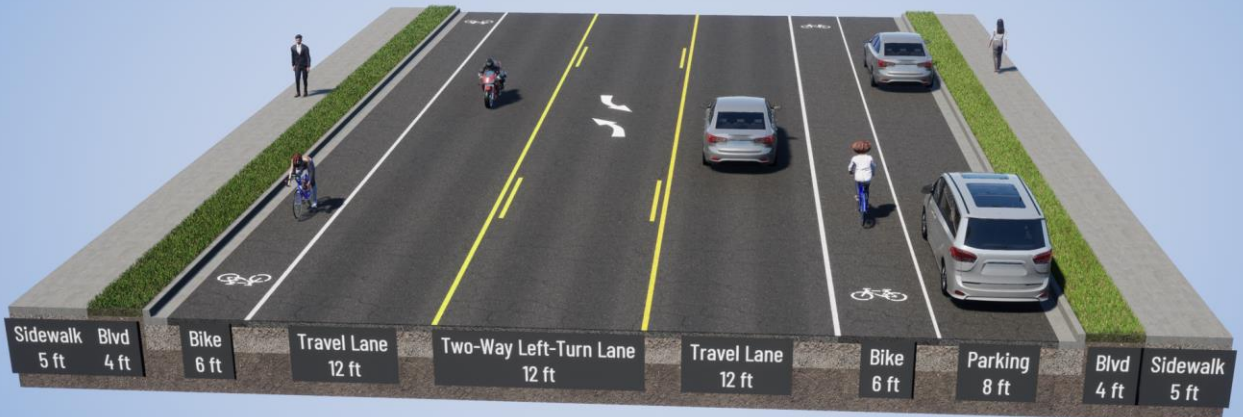
## 4 to 3-Lane Conversion Options



*3-Lane Section: Parking Both Sides, No Bike Facilities*



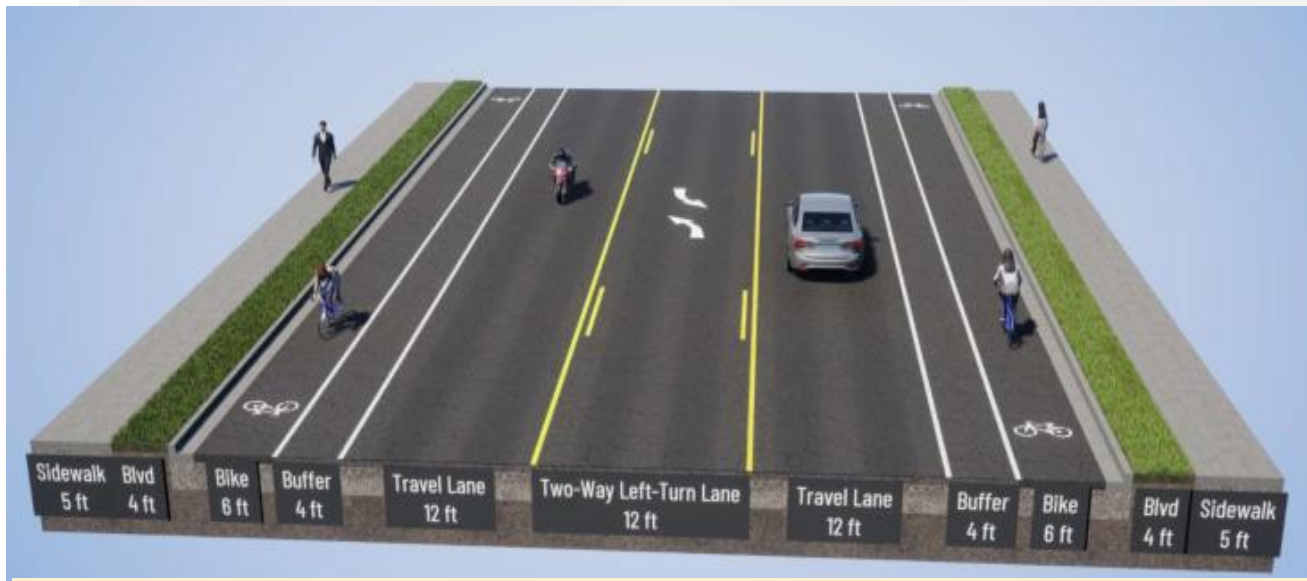
# 4 to 3-Lane Conversion Options



*3-Lane Section: Parking 1 side + Bike Facilities*



*3-Lane Section: 2-Way Cycle Track, Parking 1 side*



*3-Lane Section: Buffered Bike Lanes, No Parking*

- Reconstruct Ped ramps for ADA
- Consider additional traffic control for pedestrian safety, such as additional signage or Rectangular Rapid Flashing Beacon
  - Grant Street
  - Fairview Avenue
- Determine traffic control changes at Park St and Prairie Ave

## Intersection Changes

Example of RRFB at Crosswalk





# Intersection Traffic Control Options

The intersections of Blue Earth Ave with Park St and Prairie Ave warrant signal removal.

Alternative traffic control was tested at these intersections, two-way stop control and a roundabout. Both work well with 3 lane section



Two-Way Stop Control (2045 PM)



At LOS C or better

Roundabout (2045 PM)






















# Intersection Options

Mini Roundabout is similar in cost to two-way stop or all way stop with bump outs for peds

Signal estimate = \$300,000 to \$350,000

Mini Roundabout or Stop Signs with bump outs = \$350,000 to \$400,000

Signals stay, no financial assistance to upgrade unwarranted signals, all city cost \$\$\$\$

	 Positive	 Neutral	 Negative	\$ ↔ \$\$\$\$ Low High
Option	Pedestrian Safety Impact	Driver Delay	Pedestrian Delay	Cost
Signal 				\$\$\$\$
All-Way Stop 				\$\$
Two-Way Stop 				\$\$
Mini-Roundabout 				\$\$€



# Next Steps

- **Decide on 4 to 3 lane conversion**
  - **Which cross section?**
- **Decide on which traffic control options for Park Street and Prairie Avenue to pursue**
  - **Mini Roundabout**
  - **Stop signs with bump outs**
  - **Traffic Signal**
- **Public Engagement**





# Thank You

## Questions?

Jennifer McCoy, PE, PTOE

Sr Traffic Engineer | Associate

[Jennifer.mccoy@bolton-menk.com](mailto:Jennifer.mccoy@bolton-menk.com)



Document provided, at meeting, to Council by Rin Porter - Open Discussion

## Rights of Immigrants, According to Minnesota Immigration Experts

February 10, 2025

prepared by Fairmont Area Human Rights Organization

- If approached by ICE, immigrants have the right to remain silent.
- If approached by ICE, immigrants have the right to refuse searches of their persons and homes unless ICE officials have a search warrant signed by a judge. This right is guaranteed by the Fourth Amendment.
- Legal experts say that immigrants should not open the door to let ICE agents into their homes.
- If an officer claims to have a warrant, the immigrant should ask him or her to slide it under the door so that it can be checked for legitimacy.
- Immigration violations are NOT criminal offenses, but are civil offenses. Technically immigrants detained by ICE do not have the right to an attorney provided by the government, but can retain an attorney at their own expense.
- Everyone is entitled to a fair and impartial hearing before the government takes away their life, liberty, or property. This right is guaranteed by the Fifth and Fourteenth Amendments to the Constitution. Undocumented immigrants have the right to be informed of the charges against them, the right to have an attorney, and the right to present evidence in their defense.

### The Effects of the Laken Riley Act

- This new law requires undocumented immigrants arrested for certain criminal offenses to be held in jail pending trial. These offenses are theft, shoplifting, burglary, assault, or any crime that results in death or serious injury to another person. The law includes people accused of crimes EVEN IF CHARGES HAVE NOT BEEN FILED.
- Under this law, the arrested person is now subject to mandatory custody by ICE. Even if a judge wants to release the person, the judge is not allowed to.

### Immigrant Detention in Minnesota

- ICE contracts with three jails in Minnesota to house detainees before trial: the Sherburne Co Jail in Elk River, the Freeborn County jail in Albert Lea, and the Kandiyohi County jail in Willmar.

### Resources for Immigrants in Minnesota

- Centro Tyrone Guzman, a Minneapolis-based nonprofit organization [\(612\) 874-1412](tel:6128741412)
- COPAL (Communities Organizing Latino Power and Action) [\(612\) 249-8736](tel:6122498736)
- Immigrant Defense Network. 612-249-8736
- Ready to Stay [readytostay.org](http://readytostay.org)
- Minnesota Legal Services Coalition, <https://www.lawhelpMN.com>
- Catholic Legal Immigration Network Inc.
- The Advocates for Human Rights
- Volunteer Lawyer Network [\(612\) 752-6655](tel:6127526655)
- Immigrant Law Center of Minnesota, Worthington office, 651-641-1011
- Southern Minnesota Regional Legal Services 1-877-696-6529

This information was compiled from materials prepared by Abe Asher, Portland Mercury; The Docket, Advocates for Human Rights; Sahan Journal; Clearwater Law Group website; and Minnesota Reformer.