

**ADDENDUM TO AGENDA
CITY OF ISANTI
CITY COUNCIL MEETING**

**TUESDAY, JUNE 21, 2022 – 7:00 P.M.
CITY HALL**



- A. Call to Order**
- B. Pledge of Allegiance**
- C. Roll Call**
- D. Public Comment**
- E. Adopt Agenda**

- F. Proclamations/Commendations/Certificate Award**

- G. Approve City Council Minutes**

- H. Announcements**

- I. Council Committee Reports**

- J. Public Hearings**

- K. Business Items**

- L. Consent Agenda**
 - ADD L.5.** Resolution 2022-XXX Approving the Perpetual Easement for the Cambridge-Isanti Bike/Walk Trail

 - ADD L.6.** Resolution 2022-XXX Authorizing a Reduction in the Letter of Credit for Fairway Greens North

- M. Other Communications**

- Adjournment**

RESOLUTION 2022-XXX**APPROVING THE PERPETUAL EASEMENT FOR THE CAMBRIDGE-ISANTI
BIKE/WALK TRAIL**

WHEREAS, the City of Isanti maintains the Joint and Cooperative Agreement for the Cambridge-Isanti Bike/Walk Trail; and,

WHEREAS, the easement for the Cambridge-Isanti Bike/Walk Trail must remain in place to protect the trail rights for the future; and,

WHEREAS, the perpetual easement for trail purposes over, under and across that part of Outlot H, ISANTI CENTENNIAL COMPLEX, according to the recorded plat thereof, Isanti County, Minnesota, lying west, northwest, north of the following described line:

Commencing at the southwest corner of said Outlot H; thence on an assumed bearing of South 89 degrees 32 minutes 39 seconds East, along the south line of said Outlot H, a distance of 2.25 feet to the point of beginning of the line to be described; thence North 00 degrees 21 minutes 54 seconds East, a distance of 1047.37 feet; thence North 00 degrees 08 minutes 23 seconds East, a distance of 223.04 feet; thence North 47 degrees 12 minutes 17 seconds East, a distance of 24.36 feet; thence South 89 degrees 28 minutes 06 seconds East, a distance of 355.74 feet; thence South 89 degrees 44 minutes 45 seconds East, a distance of 313.71 feet; thence South 85 degrees 20 minutes 40 seconds East, a distance of 138.02 feet; thence South 89 degrees 34 minutes 46 seconds East, a distance of 462.36 feet; thence North 89 degrees 59 minutes 48 seconds East, a distance of 825.04 feet; thence North 01 degrees 36 minutes 37 seconds East, a distance of 14.92 feet, to the north line of said Outlot H and said line there terminating;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Isanti, that the perpetual trail easement is now in place.

This Resolution was duly adopted by Isanti City Council this 21st day of June 2022.

Attest:

Mayor Jeff Johnson

Jaden Strand
City Clerk



Real People. Real Solutions.

L.6.

7533 Sunwood Drive NW
Suite 206
Ramsey, MN 55303-5119

Ph: (763) 433-2851
Fax: (763) 427-0833
Bolton-Menk.com

MEMORANDUM

Date: June 9, 2022
To: Stephanie Hillesheim, Community Development Director
From: Jason W Cook, P.E.
City Engineer
Subject: Fairway Greens North –Letter of Credit Adjustment 4
City of Isanti, MN
Project No.: 0R1.125451

The Developer of the Fairway Greens North subdivision has requested a reduction to the Letter of Credit (LOC) the City holds on the project.

The developer has established a system of payment to the Contractor where payment is only released once the City has authorized the reduction of the Letter of Credit to be used for payment. This is a different process than we have used in the past.

In order to maintain the agreed upon balances at the completion of the project and hold retainage to ensure work is finalized and accepted, we recommend following city standard retainage practices. On City led projects, 20% of the requested amounts of non-permanent items is held to ensure the temporary items are removed at the end of the project, and 5% of permanent items that have been installed is held until all tests are passed and the work is finalized. We recommend continuing to hold the 25% additional amount from the initial 125% of the construction cost LOC balance to cover possible overhead costs and the required balances at the end of the project for closeout and warranty (20% until all documents are closed out, and then 10% for the warranty period).

Attached are the invoices from the contractor for unpaid work to date in the amount of \$298,208.66. The winter conditions change order (\$9,275) was not included in the original letter of credit balance and there for should not be included in the amount of reduction.

The materials have been found to be in compliance with city standards and all tests have passed to date.

Following city standard retainage practices, we recommend releasing 95% of the eligible items in the amount of \$274,486.98.

Once the City receives verification that the owner has paid the engineering invoices to date, we recommend approving the reduction of the Letter of Credit in the amount of **\$274,486.98** for materials incorporated into the project. This would hold \$14,446.68 in retainage on this reduction following standard City contract practices.

The remaining balance of the Letter of Credit is anticipated to be sufficient to complete the project as proposed while covering all incurred overhead costs including testing, inspection, and contract administration.

Please contact me if you have any questions.



GUSTAFSON EXCAVATING, INC.

P.O. Box 788
6610 410th St.
North Branch, MN 55056
651-674-7430

INVOICE

Invoice # 34378

Date 3/28/2022

Bill To

HomePride Inc.
3495 Northdale Blvd., Suite 200
Coon Rapids, MN 55448

Project				P.O. No.		Terms
Fairway Greens North - 1st Addition						
Description	Qty	Units	Rate	Curr %	Total %	Amount
REMOVALS AND EROSION CONTROL						
Storm drain inlet protection	0		6,660.00	0.00%	25.00%	0.00
Gravel construction entrance	0		2,000.00	0.00%	100.00%	0.00
Remove existing bituminous pavement	0		988.50	0.00%	100.00%	0.00
Remove curb & gutter	0		50.00	0.00%	100.00%	0.00
EARTHWORK						
Common excavation	0		322,927.50	0.00%	75.00%	0.00
Subgrade preparation	0		14,826.25	0.00%	30.00%	0.00
Clay liner	0		56,821.50	0.00%	15.00%	0.00
Random rip rap class II	0		4,770.00	0.00%	50.00%	0.00
UTILITIES: STORM						
12" RC pipe sewer	0		28,116.50	0.00%	30.00%	0.00
12" HDPE pipe sewer	0		6,020.00	0.00%	100.00%	0.00
15" RC pipe sewer	0		25,864.00	0.00%	55.00%	0.00
15" HDPE pipe sewer	0		5,941.00	0.00%	0.00%	0.00
18" HDPE pipe sewer	0		4,888.00	0.00%	25.00%	0.00
24" RC pipe sewer	0		15,780.00	0.00%	100.00%	0.00
24" HDPE pipe sewer	0		30,672.00	0.00%	100.00%	0.00
Manhole	0		16,500.00	0.00%	80.00%	0.00
Catch basin	0		89,900.00	0.00%	60.00%	0.00
12" pipe apron	0		750.00	0.00%	100.00%	0.00
15" pipe apron	0		4,250.00	0.00%	60.00%	0.00
24" pipe apron	0		8,000.00	0.00%	40.00%	0.00
UTILITIES: SANITARY						
8" PVC sanitary service pipe	0.25		173,304.00	25.00%	70.00%	43,326.00
4" PVC sanitary service pipe	0		56,874.00	0.00%	45.00%	0.00
48" Manhole	0.2		84,500.00	20.00%	70.00%	16,900.00
Tracer wire	0.2		9,179.50	20.00%	70.00%	1,835.90
				Total		

Payments/Credits

Balance Due



GUSTAFSON EXCAVATING, INC.

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INVOICE

Invoice # 34378

Date 3/28/2022

Bill To

HomePride Inc.
3495 Northdale Blvd., Suite 200
Coon Rapids, MN 55448

Project				P.O. No.		Terms	
Fairway Greens North - 1st Addition							
Description	Qty	Units	Rate	Curr %	Total %	Amount	
8"x4" WYE	0.2		13,860.00	20.00%	70.00%	2,772.00	
UTILITIES: WATER							
8" C900 PVC watermain	0		170,787.50	0.00%	40.00%	0.00	
6" Hydrant	0		45,500.00	0.00%	45.00%	0.00	
8" Gate valve and box	0		44,100.00	0.00%	35.00%	0.00	
Ductile iron fittings	0		16,086.40	0.00%	25.00%	0.00	
1" Type K copper pipe	0		64,986.00	0.00%	25.00%	0.00	
Corp	0		13,860.00	0.00%	30.00%	0.00	
Curb Stop & Box	0		34,650.00	0.00%	30.00%	0.00	
CONCRETE							
Concrete curb & gutter S418	0		115,840.00	0.00%	40.00%	0.00	
4" Concrete walk	0		28,920.00	0.00%	0.00%	0.00	
6" Concrete walk	0		45,100.00	0.00%	0.00%	0.00	
6" Aggregate base (CV) class 5	0		7,830.00	0.00%	0.00%	0.00	
BITUMINOUS PAVING							
1.5" - Type SP 9.5 wearing course mixture (3,B)	0		69,712.00	0.00%	0.00%	0.00	
2.5" - Type SP 12.5 non-wearing course mixture (3,B)	0		118,118.00	0.00%	40.00%	0.00	
8" Aggregate base (CV) class 5	0		78,561.00	0.00%	45.00%	0.00	
MISCELLANEOUS							
Salvage sign	0		540.00	0.00%	0.00%	0.00	
Install sign	0		8,460.00	0.00%	0.00%	0.00	
Segmental retaining walls	0		22,000.00	0.00%	0.00%	0.00	
Dewatering Allowance	0		173,000.00	0.00%	65.32%	0.00	
				Total			

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Fairway Greens North - 1st Addition							
Description	Qty	Units	Rate	Curr %	Total %	Amount	
CHANGE ORDERS							
CO 3: Winter Conditions / Rip Frost	26.5	HRS	350.00	100.00%	100.00%	9,275.00	
(Dozer) 3/15, 3/16, 3/17							
Sales Tax			6.875%			0.00	



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INVOICE

Invoice # 34727

Date 5/31/2022

Bill To

HomePride Inc.
3495 Northdale Blvd., SUite 200
Coon Rapids, MN 55448

Project				P.O. No.		Terms
Fairway Greens North - 1st Addition						
Description	Qty	Units	Rate	Curr %	Total %	Amount
REMOVALS AND EROSION CONTROL						
Storm drain inlet protection	0.3		6,660.00	30.00%	70.00%	1,998.00
Gravel construction entrance	0		2,000.00	0.00%	100.00%	0.00
Remove exisiting bituminous pavement	0		988.50	0.00%	100.00%	0.00
Remove curb & gutter	0		50.00	0.00%	100.00%	0.00
EARTHWORK						
Common excavation	0		322,927.50	0.00%	75.00%	0.00
Subgrade preparation	0.7		14,826.25	70.00%	100.00%	10,378.38
Clay liner	0		56,821.50	0.00%	15.00%	0.00
Random rip rap class II	0		4,770.00	0.00%	50.00%	0.00
UTILITIES: STORM						
12" RC pipe sewer	0.7		28,116.50	70.00%	100.00%	19,681.55
12" HDPE pipe sewer	0		6,020.00	0.00%	100.00%	0.00
15" RC pipe sewer	0.45		25,864.00	45.00%	100.00%	11,638.80
15" HDPE pipe sewer			5,941.00	100.00%	100.00%	5,941.00
18" HDPE pipe sewer	0.75		4,888.00	75.00%	100.00%	3,666.00
24" RC pipe sewer	0		15,780.00	0.00%	100.00%	0.00
24" HDPE pipe sewer	0		30,672.00	0.00%	100.00%	0.00
Manhole	0.15		16,500.00	15.00%	100.00%	2,475.00
Catch basin	0.25		89,900.00	25.00%	100.00%	22,475.00
12" pipe apron	0		750.00	0.00%	100.00%	0.00
15" pipe apron	0.4		4,250.00	40.00%	100.00%	1,700.00
24" pipe apron	0.6		8,000.00	60.00%	100.00%	4,800.00
UTILITIES: SANITARY						
8" PVC sanitary service pipe	0		173,304.00	0.00%	92.00%	0.00
4" PVC sanitary service pipe	0.2		56,874.00	20.00%	100.00%	11,374.80
48" Manhole	0.05		84,500.00	5.00%	95.00%	4,225.00
Tracer wire	0		9,179.50	0.00%	95.00%	0.00
				Total		

Payments/Credits

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Description	Qty	Units	Rate	Curr %	Total %	Amount	
8"x4" WYE	0		13,860.00	0.00%	100.00%	0.00	
UTILITIES: WATER							
8" C900 PVC watermain	0		170,787.50	0.00%	92.00%	0.00	
6" Hydrant	0		45,500.00	0.00%	100.00%	0.00	
8" Gate valve and box	0		44,100.00	0.00%	100.00%	0.00	
Ductile iron fittings	-0.05		16,086.40	-5.00%	90.00%	-804.32	
1" Type K copper pipe	0.2		64,986.00	20.00%	100.00%	12,997.20	
Corp	0.3		13,860.00	30.00%	90.00%	4,158.00	
Curb Stop & Box	0.3		34,650.00	30.00%	90.00%	10,395.00	
CONCRETE							
Concrete curb & gutter S418	0.6		115,840.00	60.00%	100.00%	69,504.00	
4" Concrete walk	0		28,920.00	0.00%	0.00%	0.00	
6" Concrete walk	0		45,100.00	0.00%	0.00%	0.00	
6" Aggregate base (CV) class 5	0		7,830.00	0.00%	0.00%	0.00	
BITUMINOUS PAVING							
1.5" - Type SP 9.5 wearing course mixture (3,B)	0		69,712.00	0.00%	0.00%	0.00	
2.5" - Type SP 12.5 non-wearing course mixture (3,B)	0		118,118.00	0.00%	40.00%	0.00	
8" Aggregate base (CV) class 5	0.35		78,561.00	35.00%	80.00%	27,496.35	
MISCELLANEOUS							
Salvage sign	0		540.00	0.00%	0.00%	0.00	
Install sign	0		8,460.00	0.00%	0.00%	0.00	
Segmental retaining walls	0		22,000.00	0.00%	0.00%	0.00	
Dewatering Allowance	0		173,000.00	0.00%	65.32%	0.00	
				Total			

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Description	Qty	Units	Rate	Curr %	Total %	Amount
CHANGE ORDERS						
CO 3: Winter Conditions / Rip Frost (Dozer) 3/15, 3/16, 3/17	0	HRS	350.00	0.00%	100.00%	0.00
CO 4: Winter Conditions / Rip Frost (Dozer) 3/28, 3/29	0	HRS	350.00	0.00%	100.00%	0.00
Sales Tax			6.875%			0.00

RESOLUTION 2022-XXX

**AUTHORIZING A REDUCTION IN THE LETTER OF CREDIT FOR FAIRWAY
GREENS NORTH**

WHEREAS, Josh Savageau, the developer, has submitted a written request for a reduction in the letter of credit for Fairway Greens North; and,

WHEREAS, the requested reduction is for completed portions of the development; and,

WHEREAS, the Community Development Director and City Engineer have reviewed the requests and recommended approval to reduce the LOC by \$274,486.98; and,

WHEREAS, the developer owes engineering fees to the City that must be paid prior to the formal release of the reduction for the LOC;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Isanti, that the requested reduction in the letter of credit be hereby **APPROVED** as requested, **BE IT FURTHER RESOLVED** that the City Council of the City of Isanti authorizes City Staff to execute said reduction upon payment of engineering fees.

This Resolution was duly adopted by Isanti City Council this 21st day of June 2022.

Attest:

Mayor Jeff Johnson

Jaden Strand
City Clerk