



CITY COUNCIL SPECIAL MEETING/WORKSHOP AGENDA  
THURSDAY OCTOBER 12, 2023

**CITY COUNCIL SPECIAL MEETING/WORKSHOP TIME: 7:00 AM**

1. Call to Order
2. Roll Call
3. Pioneer Park Master Plan
  - a. **RESOLUTION 2023-1012-01** – Considering Approval of the Application for a Hennepin County Youth Sports Grant.
4. Fire District Update
5. Open/Misc.
6. Adjourn.

City of Independence  
Council Meeting/Workshop  
General Administration

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To: City Council  
From: Mark Kaltsas, City Administrator  
Meeting Date: October 12, 2023

**Discussion:**

There are several items that staff would like to discuss with the Council as follows:

The City recently completed an update to the Pioneer Creek Community Park Master Plan. Following completion of the master plan, the City worked to prepare an estimate of costs associated with the development of the park. The City looked at an overall development cost and then also individual amenity costs that were further broken down. Bas

The cost breakdown goes further into detail for each individual component. Some of the individual components are reliant on other components being developed simultaneously such as parking, etc. Staff has narrowed the scope so that we could potentially fund a Phase I project consisting of the following components:

- Two (2) multi-purpose fields (i.e., soccer, football, lacrosse, etc.).
- Four (4) pickleball courts.
- Relocation of the entrance drive to accommodate future softball/baseball fields.
- Approximately 55 parking spaces along entrance drive.
- Grading, utilities and landscaping associated with the development of the aforementioned items.

The estimated cost of developing the aforementioned components is **\$1,015,000.00**, plus soft costs. The City has targeted the Hennepin County Youth Sport Facility Grant program as one potential funding mechanism that could leverage a portion the City's funds to realize an initial development project. The City believes that it could obtain matching funding to construct the multi-purpose fields and associated site grading and parking lot serving the multi-purpose fields. The remainder of the site improvements would need to be further evaluated to understand actual costs.

The City currently has \$401,000 in its park fund that can be used to develop Pioneer Creek Park. The City would initially submit a grant application to Hennepin County seeking matching funding for the development of the multi-purpose fields and associated parking. The remaining site development and pickleball courts would not be eligible for grant funding. The maximum amount of the grant award has been reduced to \$300,000 for this round of funding. The City would submit a grant seeking \$280,000 to match the City's \$280,000 to fund the multi-purpose field development as follows:

• Earthwork:	\$137,000
• Drain Tile:	\$24,000
• Parking/Drive:	\$350,000
• <u>Landscaping:</u>	<u>\$49,000</u>
<b>TOTAL</b>	<b>\$560,000</b>

Staff has also asked for supporting letters from Orono Youth Baseball and Softball Associations and Orono Westonka Youth Soccer. It is anticipated that these will be submitted with the grant application.

<b>Overall Project Summary - see attachments</b>			
<b>ITEM</b>	<b>Description</b>	<b>Total Cost</b>	<b>Comments</b>
	<b>SITE WORK - CONSTRUCTION</b>		
1	Grading, Utilities & Landscaping	\$ 367,000	
2a	Main Drive, Soccer Parking, and Trails	\$ 481,000	
2b	Main Parking Lot (Only)	\$ -	
3	Little League/ Softball Fields	\$ -	
4	Soccer/ Multipurpose Fields	\$ 62,000	
5	Pickleball Courts (4)	\$ 105,000	
6	Buildings	\$ -	
	Construction Subtotal:		<b>\$1,015,000.00</b>
	<b>SOFT COSTS - SITE</b>		
1	Construction Testing	\$ 12,000	Gradations, compaction, etc
2	Construction Contingency (7.5%)	\$ 76,125	7.5% for unforeseen issues
3	Bidding Contingency (3%)	\$ 30,450	Market, Bid Variation
4	Prof. Design Fees (7.5%)	\$ 76,125	Estimated (Civil, LA, Elec)
5	Construction Admin (5%)	\$ 50,750	Estimated
6	Permits/ Licenses	\$ 8,000	City, County, Watershed Review
7	Furnishings/ fixtures/ equipment	\$ -	Pads, Furniture, miscellaneous
	Subtotal:		<b>\$253,450.00</b>
	<b>Total Estimated Project Cost:</b>		<b>\$1,268,450.00</b>

- Fire District Update:

The City met with WSFD to continue the discussion relating to a possible fire district. Staff has taken the updated information and is now working with ABDO to analyze the information and provide a comparison that looks at the difference in costs between contract fire services and a fire district. It is anticipated that following the preparation of this analysis, we will be able to meet with Maple Plain to further review and discuss. Chief McCoy and the City are in the process of setting up a meeting with the State Auditor's Office and representatives from PERA to discuss the MP Relief Associations options relating to a merger with WSFD. Staff will review the current process with Council.

- November Meeting Schedule:

The City Council has moved the November 7<sup>th</sup> CC Meeting to Monday, November 6<sup>th</sup>. The second November CC Meeting falls on Thanksgiving week (Tuesday prior to Thanksgiving). Staff would like to know if it may be more efficient to meet on Tuesday, November 14<sup>th</sup> (typically off week) and cancel both the November 6<sup>th</sup> and November 21<sup>st</sup> CC Meetings. At this time, the City would not have any conflicts with holding one meeting in November. In addition, staff would like to discuss potential joint meeting dates that could be used for a meeting with Maple Plain at the end of October or in November.

***Council Recommendation:***

Staff is seeking direction relating to the issues presented. City Council is being asked to consider approving ***RESOLUTION No. 2023-1012-01*** approving the submittal of a grant application to Hennepin County for the Hennepin County Youth Sports Facility Grant. The grant application is due on October 17<sup>th</sup> 2023.

Attachments:        ***RESOLUTION No. 2023-1012-01***  
                              Initial Cost Estimate  
                              Phase I Park Masterplan



RESOLUTION OF THE  
CITY OF INDEPENDENCE  
HENNEPIN COUNTY, MINNESOTA

**RESOLUTION NO. 23-1012-01**

**A RESOLUTION APPROVING THE APPLICATION TO HENNEPIN COUNTY FOR  
THE HENNEPIN YOUTH ACTIVITIES GRANT – FACILITY GRANT**

**WHEREAS**, the Hennepin County Board of Commissioners, via the Hennepin Youth Activities Grants, provides for capital funds to assist local government units of Hennepin County for the development of sports or recreational facilities; and

**WHEREAS**, the City of Independence (hereinafter LGU) desires to develop Pioneer Creek Community Park (hereinafter PROJECT).

**NOW, THEREFORE BE IT RESOLVED BY THE** City Council of the LGU:

- I. The estimate of the total cost of developing PROJECT shall be \$680,000. The LGU is requesting \$280,000 from the Hennepin Youth Activities Grants program and will assume responsibility for providing matching funds of \$280,000.
- II. City of Independence is the owner of the property where the PROJECT is located. City of Independence will own the property where PROJECT is located for at least the functional life of the facility, which is estimated to be 100 years. The PROJECT may not be converted to a non-public or non-recreational uses within this time period without the approval of Hennepin County.
- III. City of Independence agrees to assume one hundred (100) percent of operational and maintenance costs for PROJECT. City of Independence will operate PROJECT for its intended purpose as stated in the PROJECT application for the functional life of the facility.
- IV. LGU agrees to enter into necessary and required agreements with Hennepin County for the specific purpose of developing PROJECT and managing its long-term operation.
- V. That the City Administrator and Mayor are authorized and directed to execute the application for the Hennepin Youth Activities Grants program. CERTIFICATION I hereby certify that the foregoing resolution is a true and correct copy of the resolution presented to and adopted by the City Council at a duly authorized meeting thereof held on the 12<sup>th</sup> day of October 2023, as shown by the minutes of said meeting in my possession.

This resolution was adopted by the City Council of the City of Independence on this 12<sup>th</sup> day of October 2023, by a vote of\_\_\_\_ayes and\_\_\_\_nays.

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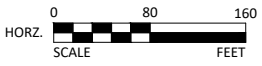
Marvin Johnson, Mayor

ATTEST:

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Mark Kaltsas, City Administrator





C-2 (Ph 1)



**PIONEER PARK  
INDEPENDENCE, MN  
Concept Plan- Phase 1**

<b>Overall Project Summary - see attachments</b>			
<b>ITEM</b>	<b>Description</b>	<b>Total Cost</b>	<b>Comments</b>
	<b>SITE WORK - CONSTRUCTION</b>		
1	Grading, Utilities & Landscaping	\$ 367,000	
2a	Main Drive, Soccer Parking, and Trails	\$ 481,000	
2b	Main Parking Lot (Only)	\$ -	
3	Little League/ Softball Fields	\$ -	
4	Soccer/ Multipurpose Fields	\$ 62,000	
5	Pickleball Courts (4)	\$ 105,000	
6	Buildings	\$ -	
Construction Subtotal:			<b>\$1,015,000.00</b>
	<b>SOFT COSTS - SITE</b>		
1	Construction Testing	\$ 12,000	Gradations, compaction, etc
2	Construction Contingency (7.5%)	\$ 76,125	7.5% for unforeseen issues
3	Bidding Contingency (3%)	\$ 30,450	Market, Bid Variation
4	Prof. Design Fees (7.5%)	\$ 76,125	Estimated (Civil, LA, Elec)
5	Construction Admin (5%)	\$ 50,750	Estimated
6	Permits/ Licenses	\$ 8,000	City, County, Watershed Review
7	Furnishings/ fixtures/ equipment	\$ -	Pads, Furniture, miscellaneous
Subtotal:			<b>\$253,450.00</b>
<b>Total Estimated Project Cost:</b>			<b>\$1,268,450.00</b>

**ALT: Irrigation System**

Irrigation Well, Mechanical, Main Line	\$ 120,000	
Soccer Field Irrigation (2 fields)	\$ 50,000	
Alternate Bid- Irrigation Total:		<b>\$170,000.00</b>



**PIONEER PARK  
INDEPENDENCE, MN  
Concept Plan- Phase 1**

**Mass Grading, Trunk Utilities & Landscaping**

ITEM	Description	Total Cost	Comments
A	<b>SITE REMOVALS</b>		
1	Misc Removals	\$ 10,000	Misc. demo/removal, prep
			<b>\$10,000.00</b>

ITEM	Description	Total Cost	Comments
B	<b>EARTHWORK</b>		
1	Silt Fence	\$ 16,000	Approx 3,500 estimated
2	Rock Construction Entrance	\$ 8,000	
3	Mass/ Rough Grading	\$ 90,000	Cut and Fill for Ph 1 work, balance
4	Export Excess Soils	\$ -	Balance figured
5	Salvage and Replace Topsoil	\$ 48,000	Place 6"-8" at fields/ landscape areas
6	Fine Grading	\$ -	Included in each specific facility
			<b>\$162,000.00</b>

ITEM	Description	Total Cost	Comments
C	<b>SITE DRAINAGE</b>		
1	Catch Basins	\$ 45,000	48" structures
2	Manholes	\$ 14,000	48" structures
3	Pipe	\$ 72,000	RCP/ HDPE Pipe
4	Drain Tile	\$ -	Included in each specific facility
5	Flared-ends + Rip-rap	\$ 10,000	At discharge outlets
			<b>\$141,000.00</b>

ITEM	Description	Total Cost	Comments
D	<b>SANITARY SEWER</b>		
1	Manholes	\$ -	48" structures
2	Clean Outs	\$ -	
3	Connection	\$ -	48" structures
4	Pipe	\$ -	8" PVC Pipe
			<b>\$0.00</b>

ITEM	Description	Total Cost	Comments
E	<b>WATERMAIN</b>		
1	Hydrants & Gate Valves	\$ -	4 hydrants and valves
2	Pipe - Water Main	\$ -	8" DIP
3	Crossings	\$ -	At sanitary, storm
4	Tees, extensions	\$ -	
5	Testing	\$ -	
6	Dry Tap/ Connections	\$ -	
			<b>\$0.00</b>

ITEM	Description	Total Cost	Comments
F	<b>ELECTRICAL SERVICE</b>		
1	Primary Power from Public Utility	\$ -	Primary power 800-amp, 480/277
2	Distribution to Site/ Branch Panels	\$ 30,000	Branch services to each facility/ bldg
			<b>\$30,000.00</b>

**PIONEER PARK  
INDEPENDENCE, MN  
Concept Plan- Phase 1**

ITEM	Description	Total Cost	Comments
G	<b>IRRIGATION</b>		
1	Irrigation Well	\$ -	8" cased well, submersible pump
2	Mechanical Connection (for well)	\$ -	Controls, VFD, backflow, etc.
3	Irrigation Mainline	\$ -	3" main line to soccer fields
			<b>\$0.00</b>

ITEM	Description	Total Cost	Comments
H	<b>OTHER</b>		
1	Fiber Optic	\$ -	Extend to Pinwheel Bldg/ Warming Hou
2	Other	\$ -	Extend to Pinwheel Bldg/ Warming Hou
			<b>\$0.00</b>

ITEM	Description	Total Cost	Comments
I	<b>BASE LANDSCAPING</b>		
1	Seed	\$ 23,000	General areas, not ball fields
2	Sod	\$ -	High traffic areas for immediate use
3	Erosion Blanket	\$ 1,000	LD fabric at erodible areas
4	Wood Mulch	\$ -	4" mulch at shrub beds, islands, trees
5	Shrubs, Grasses	\$ -	Potted shrubs, grasses, perennials
6	Trees	\$ -	2.5" deciduous / 8' evergreens (20)
			<b>\$24,000.00</b>

Subtotal: **\$367,000.00**

**PIONEER PARK  
INDEPENDENCE, MN  
Concept Plan- Phase 1**

**Main Drive, Soccer Parking, and Trails**

ITEM	Description	Total Cost	Comments
A	<b>SITE REMOVALS</b>		
1	Street Connection	\$ 5,000	Misc. pavement, sawcutting at street(s)
			<b>\$5,000.00</b>

ITEM	Description	Total Cost	Comments
B	<b>EARTHWORK</b>		
1	Mass Grading	\$ -	Included in "Mass Grading" cost
2	Retaining Walls	\$ -	Modular block walls
3	Salvage and Replace Topsoil	\$ -	Included in "Mass Grading" cost
4	Fine Grading	\$ 6,000	Fine grading of drive and parking
			<b>\$6,000.00</b>

ITEM	Description	Total Cost	Comments
C	<b>SITE DRAINAGE</b>		
1	Included in Mass Grading/ Utilities	\$ -	N/A
			<b>\$0.00</b>

ITEM	Description	Total Cost	Comments
D	<b>PAVING</b>		
1	Medium Duty Pavement	\$ 57,000	Medium duty pavement- parking
2	Heavy Duty Pavement	\$ 293,000	Heavy duty pavement- drive
3	Light Duty Pavement	\$ 11,000	Light duty pavement- trails
4	Concrete Sidewalk	\$ -	Concrete around parking/ drive
5	Conc Curb and Gutter- Drive	\$ 72,000	B6-18 concrete
6	Conc Curb and Gutter- Lots	\$ 5,000	B6-18 concrete
7	Signage	\$ 1,000	Traffic Control
8	Striping	\$ 1,000	Parking Lots, etc
			<b>\$440,000.00</b>

ITEM	Description	Total Cost	Comments
E	<b>LIGHTING</b>		
1	Lighting- Drive/ Lots Area	\$ 30,000	35' ht poles w/ LED fixtures
			<b>\$30,000.00</b>

ITEM	Description	Total Cost	Comments
F	<b>BASE LANDSCAPING</b>		
1	Landscaping	\$ -	Included in "Mass Grading" cost
			<b>\$0.00</b>

Subtotal: **\$481,000.00**

**PIONEER PARK  
INDEPENDENCE, MN  
Concept Plan- Phase 1**

**Soccer/ Multipurpose Fields**

ITEM	Description	Total Cost	Comments
A	<b>SITE REMOVALS</b>		
1	Misc. Removals	\$ -	Included in "Mass Grading" cost
			<b>\$0.00</b>

ITEM	Description	Total Cost	Comments
B	<b>EARTHWORK</b>		
1	Mass Grading	\$ -	Included in "Mass Grading" cost
2	Excavation for turf subbase	\$ -	Included in "Mass Grading" cost
3	Prescribed Topsoil	\$ -	12" sand-peat over 3" choker sand
4	Sand Subbase	\$ -	12" depth clean sand under turf
5	Fine Grading	\$ 13,000	Fine grading/ finish prep.
			<b>\$13,000.00</b>

ITEM	Description	Total Cost	Comments
C	<b>SITE DRAINAGE</b>		
1	Storm Sewer	\$ -	Included in "Mass Grading" cost
2	Trench Drain	\$ -	Edge of fields
3	Connections	\$ -	Drain tile connected to Strm Swr
			<b>\$0.00</b>

ITEM	Description	Total Cost	Comments
D	<b>SYNTHETIC TURF</b>		
1	Synthetic Turf Field Sub-base	\$ -	Fabric, Tile, Porous Agg under syn turf
2	Synthetic Turf Field System	\$ -	Carpet and In-fill
			<b>\$0.00</b>

ITEM	Description	Total Cost	Comments
E	<b>MISC FIELD IMPROVEMENTS</b>		
1	Soccer Goals	\$ -	New soccer goals (2 pair portable)
2	Lacrosse Goals	\$ -	New lax goals ( _ pair portable)
3	Football Goal Posts	\$ -	New h-style goal posts (1 pair)
			<b>\$0.00</b>

ITEM	Description	Total Cost	Comments
F	<b>LIGHTING</b>		
1	Site Electrical	\$ -	Included in "Mass Grading" cost
2	Scoreboards	\$ -	3 scoreboards (multipurpose)
3	Field Lighting	\$ -	Sports lighting (3 fields, 4 poles)
			<b>\$0.00</b>

ITEM	Description	Total Cost	Comments
G	<b>LANDSCAPING</b>		
1	Irrigation	\$ -	3 soccer fields
2	Field Seeding	\$ 49,000	Field Seed and Establishment
3	Sod	\$ -	Included in "Mass Grading" cost
			<b>\$49,000.00</b>

Subtotal: **\$62,000.00**



**BOLTON  
& MENK**

Real People. Real Solutions.

10/9/2023



**PIONEER PARK  
INDEPENDENCE, MN  
Concept Plan- Phase 1**

**Pickleball Courts (4)**

ITEM	Description	Total Cost	Comments
A 1	<b>SITE REMOVALS</b> Misc Removals	\$ -	N/A
			<b>\$0.00</b>

ITEM	Description	Total Cost	Comments
B 1	<b>EARTHWORK</b> Mass Grading	\$ -	Included in "Mass Grading" cost
2	Fine Grading	\$ 1,000	Fine grading
			<b>\$1,000.00</b>

ITEM	Description	Total Cost	Comments
C 1	<b>SITE DRAINAGE</b> Storm Sewer	\$ -	Included in "Mass Grading" cost
			<b>\$0.00</b>

ITEM	Description	Total Cost	Comments
D 1	<b>PICKLEBALL COURTS</b> Concrete Maint Strip	\$ 7,000	Conc perimeter, 15"w
2	Court Pavement	\$ 32,000	3" asphalt over 6" Class 5
3	Court Net Posts	\$ 14,000	36" high net posts, straps, nets
4	Fencing	\$ 32,000	6', 8' high chain link fence
5	Walk/ Plaza	\$ 6,000	4" concrete
6	Acrlic Color Surfacing	\$ 13,000	4 pickleball courts
			<b>\$104,000.00</b>

ITEM	Description	Total Cost	Comments
E 1	<b>LIGHTING</b> Site Electrical	\$ -	Included in "Mass Grading" cost
2	Scoreboards	\$ -	3 scoreboards
3	Court Lighting	\$ -	Court lighting (2 poles)
			<b>\$0.00</b>

ITEM	Description	Total Cost	Comments
F 1	<b>LANDSCAPING</b> Irrigation	\$ -	Around courts/ play area
2	General Seeding	\$ -	Included in "Mass Grading" cost
3	Sod	\$ -	Included in "Mass Grading" cost
			<b>\$0.00</b>

Subtotal: **\$105,000.00**